

Incidental Findings Workflow



APPLICATION: CPOE
AUDIENCE: Inpatient

ORIGINATION DATE: 10/31/2022
EFFECTIVE W/EPIC VERSION: May 2022
REVISION DATE: 12/20/2022
TEMPLATE APPROVED:

Incidental Findings Workflow

When the Radiologist communicates with other Medical Staff about an **Imaging Incidental Imaging Finding**, it's important to track that the communication took place and follow up actions are complete. The **Result Tracker**, **Incidental Findings Best Practice Advisory (BPA)** and **In-Basket Results** message make it easier to ensure that the proper communications are documented. These tools will ensure that our organization meets legal and ethical requirements for Tracking Results.

Incidental Findings will trigger a BPA which will appear on the Patient's Story Board.

If an **Incidental Findings note type is not created**, the provider will not be able to complete a discharge order until the dedicated incidental findings note type is created AND the Best Practice Advisory is satisfied.

The **Best Practice Advisory (BPA)** must be satisfied in two steps. **Step 1:** write a note using the dedicated **Incidental findings** note type and **Step 2:** Click Incidental Findings Acknowledged (See image below):

STEP 1:

1. Double click "**Incidental Findings**" from the **Patient's Storyboard**
2. Review the **Incidental Finding**
3. Then, click on the blue hyperlink **Click here to write Incidental Findings Note**

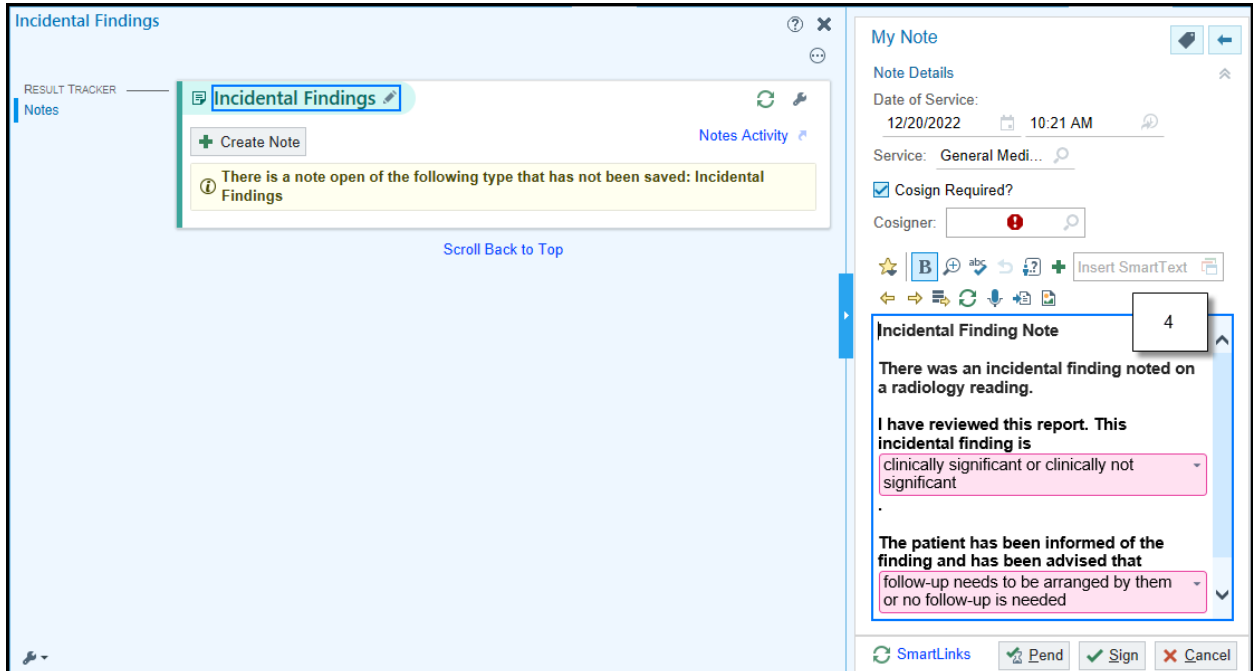
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- The provider would then be taken to the **Incidental Findings** navigator to complete the note type **“Incidental Findings”**



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STEP 2:

To record the time stamp for **Incidental Findings** and remove the BPA from the storyboard:

1. Double click "**Incidental Findings**" from the **Patient's Storyboard**
2. Review the **Incidental Finding**, discuss the finding with the patient/family, and complete the dedicated **Incidental Finding** note documentation
3. Click the **Acknowledge Reason** button "**Incidental Findings Acknowledged**" to address the BPA.

The screenshot displays the Epic EMR interface for patient Trae C. Young. A 'High Priority (1)' alert is visible, titled 'Select the appropriate acknowledgement reason'. The alert content includes a 'Finding - Incidental' section with the text 'Found on: Oct 31 on XR Chest 4 + Vw' (labeled '2') and 'Read by: Peterson, Ryan B., MD (404-616-1000)'. Below this, it states 'The following actions have been applied: ✓ Sent: ✉ Incidental Findings'. The 'Acknowledge Reason' section has a red box around the 'Incidental Findings Acknowledged' button (labeled '3'). In the left sidebar, the 'Incidental Findings' button is highlighted with a red box labeled '1'. The bottom of the screen shows a table with columns for 'MEDICINE Treatment' and 'EMORY D Team'.

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If the **Incidental Findings** have not been addressed by discharge, the provider will not be able to complete a **Discharge** order until the **Best Practice Advisory** is satisfied.

Incidental Findings notes will be pulled into the standard **Discharge Summary** note.

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Incidental Findings can be found in the following activities

Notes Activity

Notes

New Note Create in NoteWriter Filter Load All Show My Notes Show Notes by ... More

All Notes **Prog Notes** Consults Procedures H&P Discharge Summary Incomplete

Number of notes shown: 1 out of 1. More to load.

Sort: Date Auth. Name Auth. Type More

Today

	Beardslee, Luke, MD	Incidental Findings
Resident	Date of Service: 12/20 10:24 AM	
General Medicine	File Time: 12/20 10:24 AM	
	Cosign Needed	

[Load notes older than 72 hours](#)

Edit Copy Delete Sign More

Beardslee, Luke, MD
Resident
General Medicine
Incidental Findings
Cosign Needed
Date of Service: 12/20/2022 10:24 AM

Chart Review

Summary **Chart Review** Event Log Problems View Flo... PDMP Intake/...

Chart Review

Encounters Labs Blood Bank Imaging Surgeries Procedures Cardiology Other Orders Medications Episodes **Notes**

Synopsis Preview Refresh (10:39 AM) Select All Deselect All Review Selected Route Tag Load Remaining Bedmaster iSitePACS More

Filters Default filter Me General Surgery ZZ MEDICINE Provider Note Discharge Summary

Date of Service	Type	Author	Encounter Type	Encounter Date	Specialty	Service
Today						
Today at 10:24	Incidental Findings	Me	Admission (Current)	04/05/2022	General Medic...	1
Recent Notes						
09/15/2022 16:32	Progress Notes	Me	Admission (Current)	04/05/2022	Surgery	1