Sending Test Results to Patients:

In PowerChart, you can send test results by email to patients who have active MU Healthe accounts. If the patient does not have an MU Healthe account, you can print and mail a letter through the Message Center or the Communicate Button on top tool bar. All three methods will create a document that is part of the medical record. This handout will provide instructions for all three methods.

Method	Page
Emailing through patient's MU Healthe account	1
Creating Patient Test Results Letter from Message Center Results Section	3
Creating Patient Test Results Letter from Communicate Button	5

Emailing through patient's MU Healthe account:

ZTEST, BOBCAT 💌	ZTEST, BOBCAT 👻 🎢 Recent 👻 Name 🗸 🗸
Message Center	[□] Full screen 👘 Print 💸 0 minutes ago
Inbox Summary 7	Results × Forwarded Results to Review: ZTEST, BOBCAT ×
Inbox Proxies Pools	斗 🛿 🖓 Forward Only 🚭 Print 👚 🐺 🍓 Mark Unread 🛛 Inbox View Summary View
Display: Last 90 Days 💌 🛄	ZTEST, BOBCAT Age:5 years Gender:Male EMR:01-33-37-09-8 LOC:UH DO NOT U Allergies: morphin MU Healthe:Active
Inbox Items (4)	Event Date
Documents (3/3)	04/02/2014 11:50 Hemoglobin AD HPLC 90.8 % 1. After the result is opened in Message Center,
Results (0/1)	04/07/2014 10:25 RBC 5.00 10-6/m confirm the patient's MU Healthe account is active
Normal (0/1)	by checking the demographic bar
Orders	by checking the demographic bar

Results X Forwarded Re	2. Before re click Cons t	eviewing the umer Messa	results, clic ge	k Create , i	then
Reminder		Age:5 ye	Gender : P		
Letter	althe:Activ	e DOB:09/	20/2008		
Consumer Message		Result	Ref. Range	Trend	
04/02/2014 11:50 🛛 🗹 Hemo	oglobin A0 HPLC	90.8 %	-	Trend	
04/07/2014 10:25 🛛 RBC		5.00 10-6/mcL	(4.00 - 5.30)	Trend	

Message	
<u>T</u> ask <u>E</u> dit	
🕴 High 🖞 Notify 📓 Message Journal	Caunch Orders
Patient: ZTEST, BOBCAT Caller #: Caller: ZTEST, BOBCAT Caller #:	
To:	🕅 🗌 Include me
cc:	Disable further replies
Subject: General Message	ge 🗸
Attachments	
Transition of Care Browse Documents Other Attachments	
Marcana 2 The Meesenge will open with a she	ok mark placed
	ck mark placed
in the To consumer box.	
Results will display in body of Messa	ge. You can
type additional comments as needed	4
Results: Control of the control of t	4
4/2/2014 11:50 Hemoglobin AD HPLC 90.8 %	
4/7/2014 10:25 RBC 5.00 10-6/mcL (4.00 - 5.30)	
4. Click Send to email Message to patient	<u> </u>
Phone message call me with results	
Phone message call the charge nurse with Due on:	×× 🗘 🗸
Phone message call the ordering physicia	
Phone message call the patient with resu	Send Cancel



Center with a *Status of Pending*. When the patient opens the Message, the *Status* will change to *Opened*

ZTEST, BOBCAT Allergies: morphine, penicillins, sulf Code Status: No Electronic Code Sta	DOB:09/20/ ADIAZINE FIN: 242592 atus Order For MU Healthe:	2008 A 18 UH INPATI Active Acco A	.ge:5 years IENT ADMIT .dvance Direct	Gender : 11/21/2013 15: ive: No Electronic	::Male 19 DISCH: <n Advance Directi</n 	MRN:01 No - Dischar ve	-33-37-09-8 ge date>	Loc:UH DO NO Ad Hoc Result Clinical Resea)T USE; U Is:Not Sub Irch:Not E
Menu - Ali 🔹 🔻 👎	< 🚿 🔸 🛧 Clinical	Notes					[🗆] Full screen	南 Print ぞ	1 minutes ago
ACS Calculator	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	× 🗟 📎	8 🔳 🖌						
Ambulatory ViewPoint	Saturday, April 07, 20	12 - Tuesday A	upril 08, 2014 -	323 out of 386 doc	uments are acco	ecible (Dat	e Dangeà In Error	Documents Fi	tered 4
Appointments	T Sacaraay, April 07, 20	12 - Tuesuay, A	pril 00, 2014 .	323 041 01 300 401	uments are act	-ssibic. (Dat	e Kangey In Error	Documents m	
Chart Search	Diagnostic Reports	Result type:	Ge	neral Message					
Chronic Management	Progress Notes	Result date: Result status:	07 Fir	April 2014 12:40					
Clinical Notes	Consultation Notes	Result title:	Ge	neral Message	0				
Coding Clinical MPage	🛅 Discharge/Transfer I	Performed by: Encounter info	: 24	259218, UNIVERS	April 2014 12:40 SITY HOSP, UH	, I INPATIEN	T, 11/21/2013 -		
Community View	Clinic Notes								
DBA ViewPoint	Medication/Immuniza								
Device Controller	Messages	From: TRNAT	TEND2 MD						
Discharge Summary	General Mes		BOBCAT						
Inpatient Workflow	03/03/2014	20	14 12:40:4	4					
Document Viewing 🛛 🕂 Add	02/26/2014	Subjec		age					
Results	🕀 🛅 Medication Mana		>						
Form Browser	Reminder Phone Msg	6. The	e Messa	ge will disp	olay in Cl	inical	Notes in t	he	
Histories	🛅 Clinical Forms 🛛 🗸	Mess	ades fo	lder. The A	ction Lis	t at the	bottom o	f	
ICU Flowsheet		the sc	reen wi	I show the	history o	f the N	ancezal		~
Immunization Schedule	💿 By type				nistory 0		lessage		>
Infusion Billing Documentation	O By status	X	(In	D (101					
Inpatient ViewPoint	O By date	Perform TR	NATTEND2 MD	04/07/2014 12:40	Completed	Comment	Proxy Personnel	Requested By	Reques
T-View	O Performed by								

Creating Patient Test Results Letter from Message Center:

Create this letter before you Review the results to avoid an error message. Special features of the Letter include the ability to:

- Access PowerOrders from the Letter
- Add additional Results to the letter or remove Results from inclusion in the letter
- Print or Preview the Letter
- Forward Letter for printing





Menu - All	▼ ₽	< 🖂 - 👫 Clinical N	After the letter is signed, it appears in Clinical Notes
Advanced Growth Chart	<u>^</u>	``` ⊻ ∠ & `` =	in the Communication folder
Allergies	🕂 Add		
Ambulatory Patient Summar	у		
Clinical Notes		Diagnostic Reports	Result type:
Chronic Management		Progress Notes	Result data reprint 2014 09:56
Document Viewing	🕂 Add	Cinic Notes	TRNATTEND2 MD, TRAIN on 07 April 2014 09:56
EMR Support		Communication	
Form Browser		04/07/2014 09:	* Final Report *
Discharge Summary		Carial Seminar	Iniversity of Missouri Health Care
Health Maintenance		Docial Services	Jniversity of Missouri
Histories	3		Columbia, MO 65212
Immunization Schedule			ADAM AMED4E
Infusion Billing Documentation	on		123 Main St
I-View			
Labor and Delivery Summary	/		
Medication List	🕂 Add		7.1.2044
MAR			77 April 2014
MAR Summary			Dear ADAM AMED4E. (The history of the decument epocars in the Action List
Chart Search			The history of the document appears in the Action List
Patient Information			panel with a record of Actions requested, date/time,
Patient Summary			Action was Completed, along with the Request Comment
Inpatient ViewPoint NEW			
Postoperative Summary		< >	HGB (q/dL) 15.0 04
PowerOrders	🕂 Add		
Prenatal Summary		By type	Action List
Pregnancy Summary		O By date	Action Performed By Performed Date Action Status Requested By Requested Date Request Comment
Problems and Diagnoses		O Performed by	Perform TRNATTEND2 MD, TRAIN 04/07/2014 09:56 Completed Enlawy TRNATTEND2 MD, TRAIN 04/07/2014 09:56 Please with and wall to national
Results		O By encounter	

Creating Patient Test Results Letter from Communicate Button:



Create Letter		
Iask Edit		
CGMBLUE, CLARK Age:53 years Gender:Male Allergies: NKA MU Healthe:Never InvitDOB:10/25/1960 Gender:Male	EMR:77-00-10-00-3 FN#:70011003	LOC:GM FAM MED BLUE FIN: 70011003 UH O
Subject: Save As: Letter	•	Taunch Orders
Patient Message		
Arial 🔽 10 🔽 🍪 🔍 🔍 🖟 🛍 📾 🐩 🖪 🖳 Z S	; 🗐 🗄 🗏 📲 🕸	
✓ The letter will open with the same described above when creating th Results Results Results section. You can Launch Results, or type your own result Message field. You can Preview the letter, and c staff with instructions to print and negative sections.	features le letter from the Orders, Add ts in the <i>Patient</i> an Forward it to mail to patient	Add Results Normal Range
Action Pane		џ
O Print Now 💿 Do Not Print Now		
Additional To: Forward Action: Print To: (Limit 5)		
(Limit 255)		
*Not Printed On Letter		el Preview