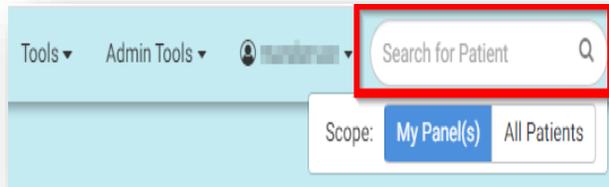


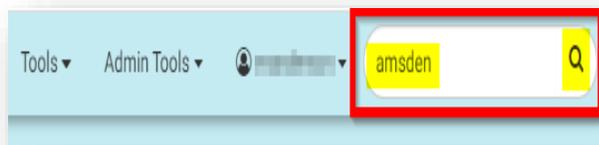
Generating a Report for a Single Patient

This section describes how to generate and print/download a single Conditions report for a unique patient

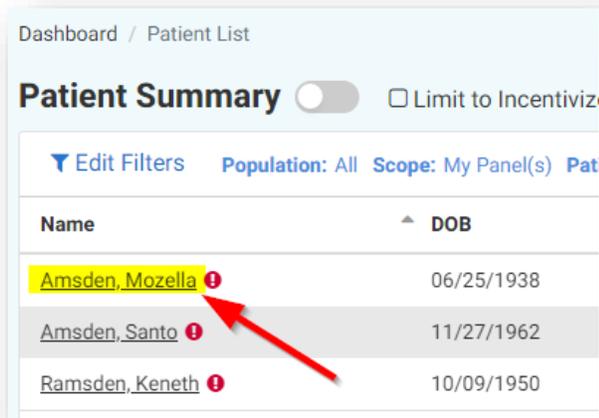


1. From within Health Focus, **locate the patient search field**

Hint: You will find it in the top, right-hand corner of any page in Health Focus

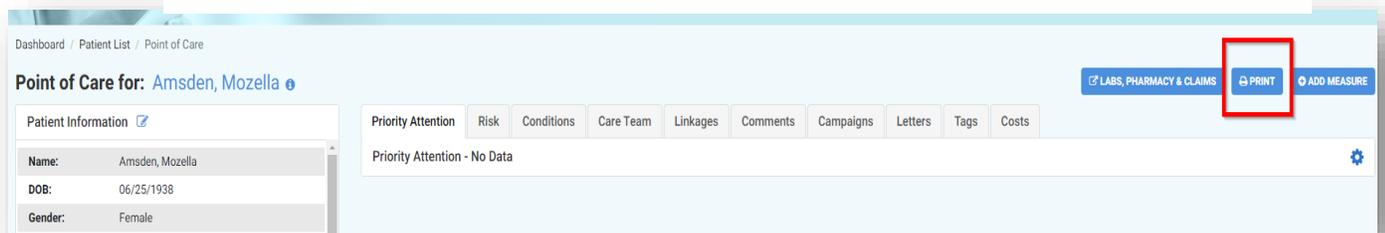


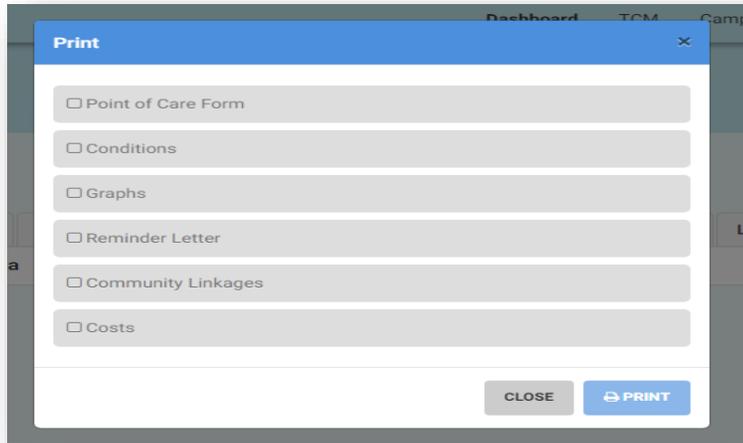
2. **Type the patient’s first or last name** in the search field
3. **Click the Search icon** (magnifying glass) to generate a (text-matched) list of patients



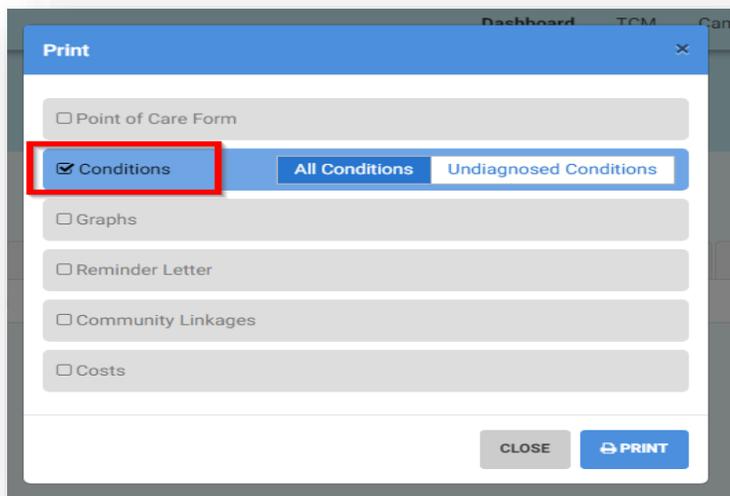
4. **Click on the patient’s name** to access the Point of Care page

5. **Click the “Print” button** at the top of the Point of Care page (below)

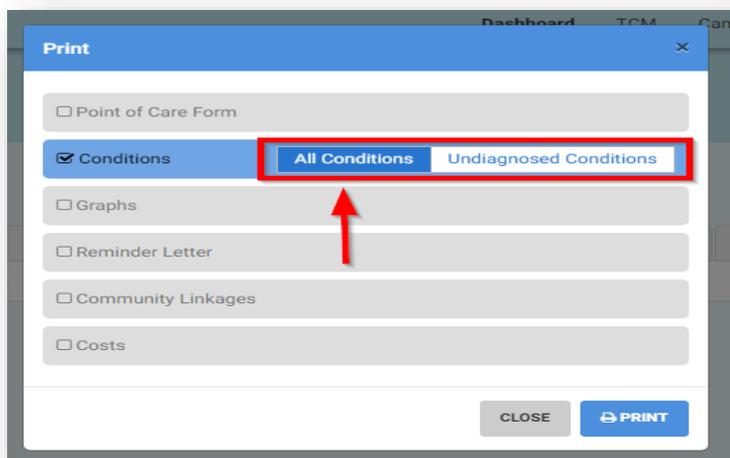




6. The “Print” window (left) appears



7. Check the “Conditions” box

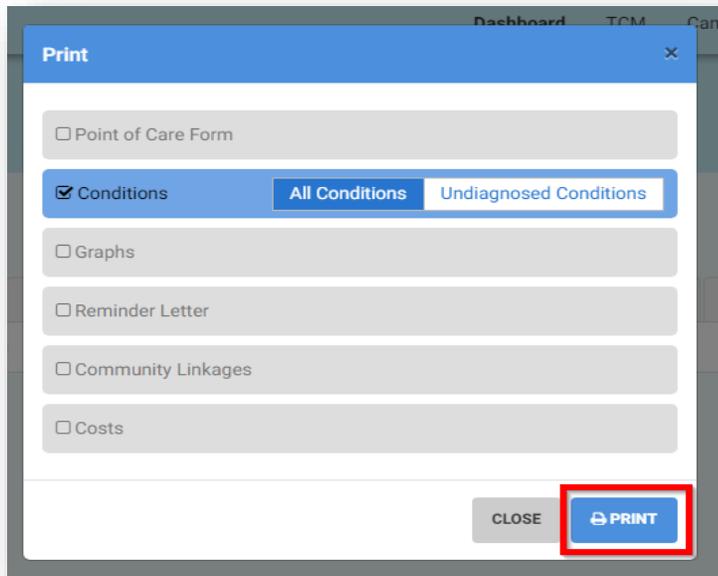


8. Select the type of Conditions to display by clicking the appropriate tab

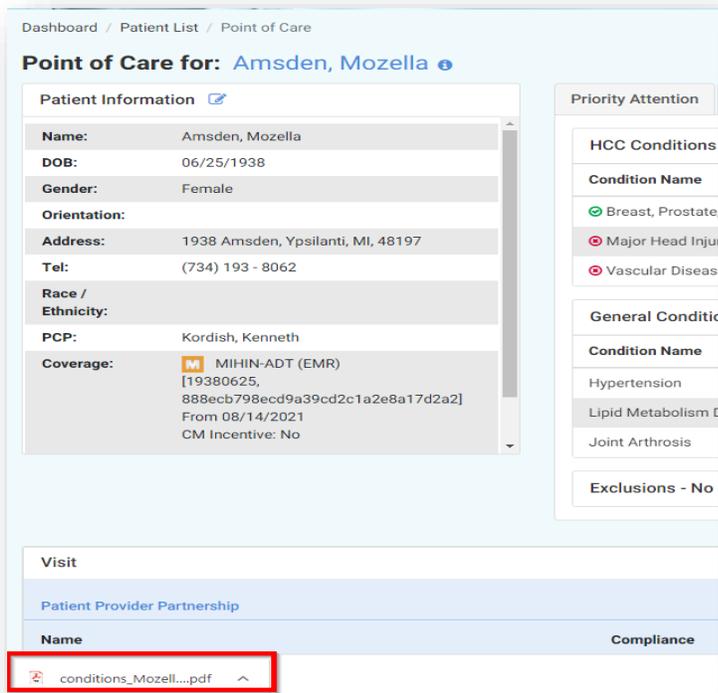
- Select “All Conditions” to display diagnoses that have, or have not yet been, assessed in the current calendar year
- Select “Undiagnosed Conditions” to display only those diagnoses not yet assessed in the current calendar year

In the example, left, “All Conditions” has been selected

Health Focus "Conditions" Report



9. Click "Print"



10. The report will generate.

- When complete, a PDF file appears in the bottom, left-hand corner of the screen
- To open, double-click on the PDF file

Health Focus “Conditions” Report

MOZELLA AMSDEN
 DOB 06/25/1938 (age: 83y 7m 2d)
 Gender Female
 Orientation
 Race/Ethnicity
 Address 1938 Amsden, Ypsilanti, MI
 Phone (734)193-8062
 Tags

Payer MIHIN-ADT
 ID 19380625,
 888ecb798ecf9a330cd2c1a2
 e8a17d2a2
 Eligibility 08/14/2021 to 12/31/9999
 PCP Kordish, Kenneth
 CM Incentive No

HCC Conditions

Met	Condition	HCC Weight	Code	Description	Context	Provider	Last Identified
<input checked="" type="checkbox"/>	Breast, Prostate, and Other Cancers and Tumors	0.158	C50912	Malignant neoplasm of unspecified site of left female breast	P	Kordish, Kenneth	12/01/2021
<input type="checkbox"/>	Major Head Injury	0.167	S0230X B	Fracture of orbital floor, unspecified side, 7thB	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Vascular Disease	0.306	I739	Peripheral vascular disease, unspecified	P	Zuska, Matthew	06/10/2019

General Conditions

Met	Condition	Code	Description	Context	Provider	Last Identified
<input type="checkbox"/>	Joint Arthritis	M1990	Unspecified osteoarthritis, unspecified site	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Chronic Low Back Pain	M542	Cervicalgia	P	Goldie, Paola	07/12/2019
<input checked="" type="checkbox"/>	Lipid Metabolism Disorder	E785	Hyperlipidemia, unspecified	P	Bacca, Tad	01/18/2021
<input checked="" type="checkbox"/>	Hypertension	I10	Essential (primary) hypertension	P	Kordish, Kenneth	12/01/2021

11. The patient’s “Conditions” report displays. Both HCC and General diagnoses display, as applicable

- If “**All Conditions**” was selected (step 8, above)
 - ❖ Diagnoses both assessed and not assessed in the current calendar year display (See example, left)
 - ❖ Checked boxes (teal arrows) identify diagnoses that have already been assessed in the current calendar year
 - ❖ Open boxes (red arrows) identify diagnoses that have not yet been assessed in the current calendar year

MOZELLA AMSDEN
 DOB 06/25/1938 (age: 83y 7m 9d)
 Gender Female
 Orientation
 Race/Ethnicity
 Address 1938 Amsden, Ypsilanti, MI
 Phone (734)193-8062
 Tags

Payer MIHIN-ADT
 ID 888ecb798ecf9a330cd2c1a2
 e8a17d2a2, 19380625
 Eligibility 08/14/2021 to 12/31/9999
 PCP Kordish, Kenneth
 CM Incentive No

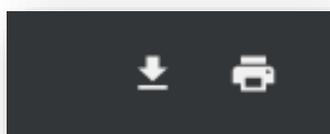
HCC Conditions

Met	Condition	HCC Weight	Code	Description	Context	Provider	Last Identified
<input type="checkbox"/>	Major Head Injury	0.167	S0230X B	Fracture of orbital floor, unspecified side, 7thB	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Vascular Disease	0.306	I739	Peripheral vascular disease, unspecified	P	Zuska, Matthew	06/10/2019

General Conditions

Met	Condition	Code	Description	Context	Provider	Last Identified
<input type="checkbox"/>	Joint Arthritis	M1990	Unspecified osteoarthritis, unspecified site	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Chronic Low Back Pain	M542	Cervicalgia	P	Goldie, Paola	07/12/2019

- If “**Undiagnosed Conditions**” was selected (step 8, above)
 - ❖ Only diagnoses not yet assessed in the current calendar year display (See example, left)
 - ❖ Open boxes (red arrows) identify the unassessed diagnoses



12. Click the “**Download**” or “**Print**” icon (top, right-hand corner of screen) to print a paper copy, or download an electronic copy, of the report

Generating Reports for Multiple Patients

This section describes how to generate and print/download a batch of reports for a selected group of patients

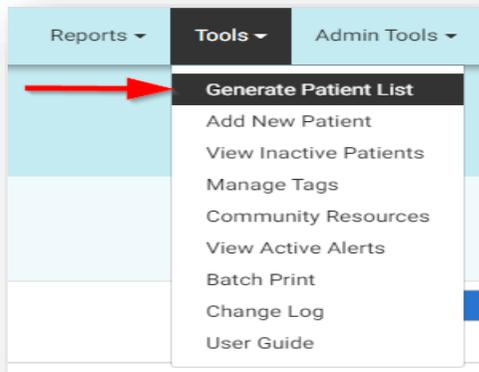
1. **Create a list of patients** for which to generate the Conditions report. There are two ways to do this:
 - A. Generate a criteria-specific patient list (using filters)
 - B. Manually add patients to create a list

A. Generate a Criteria-Specific Patient List

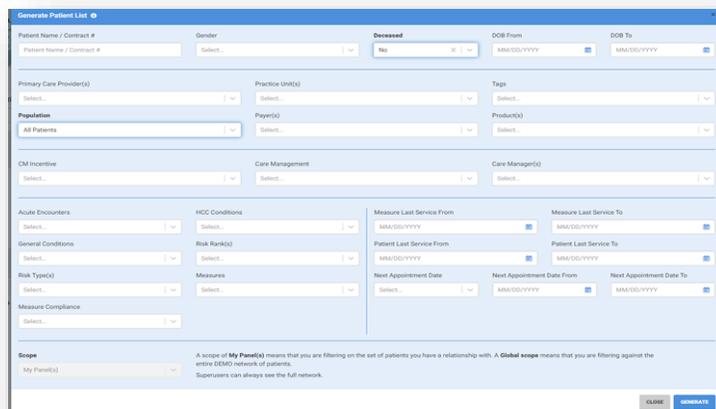


- ❖ From within Health Focus, locate the **Tools** tab

Hint: You will find it in the menu bar at the top of any page in Health Focus



- ❖ Click on **“Tools”**
- ❖ Select **“Generate Patient List”** from the drop-down menu that displays

A screenshot of the 'Generate Patient List' form. The form contains various filter options for patient selection, including Patient Name / Contract #, Gender, Deceased status, Date of Birth (DOB) range, Primary Care Provider(s), Practice Unit(s), Tags, Population, Paper(s), and Product(s). It also includes sections for CM Incentive, Care Management, Care Manager(s), Adult Encounters, HCC Conditions, Measure List Service From/To, General Conditions, Risk Rank(s), Patient Last Service From/To, Risk Type(s), Measures, Next Appointment Date From/To, Measure Compliance, and Scope. A 'Generate' button is visible at the bottom right.

- ❖ The **“Generate Patient List”** screen (*left*) displays

❖ Set desired filters

- ✓ Click the carat associated with the filter (yellow highlights)
- ✓ Select one or more options from the drop-down menu that displays

In the example, left, the practice (Bauman Medical) is generating a list of diabetic patients with next appointments scheduled for the upcoming week*

**The appointment filters are currently functional for eCW practices. Health Focus is working towards enabling this feature for all practices*

❖ Click "Generate"

Health Focus "Conditions" Report

Dashboard / Patient List

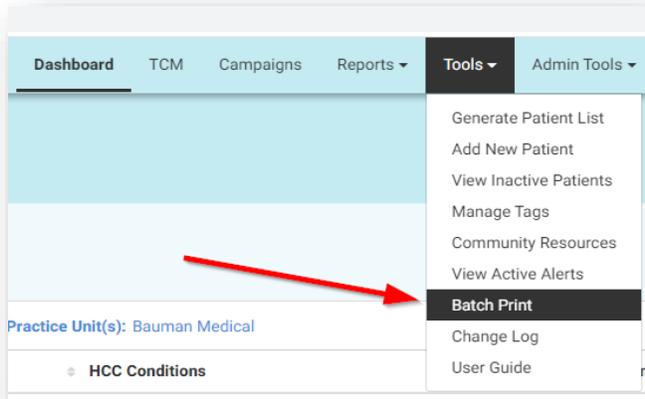
Patient Summary Limit to Incentivized Patients

Edit Filters Deceased: No Population: All **Next Appointment Date: Upcoming Week** General Conditions: Diabetes Mellitus Scope:

Name	DOB	Practice
Breen, Jamee	06/15/1994	Bauman Medical
Casterline, Eden	05/09/1964	Bauman Medical
Centanni, Horacio	12/29/1988	Bauman Medical
Cosico, Donte	08/20/1978	Bauman Medical
Cottengim, Alec	03/02/1948	Bauman Medical
Durnan, Vicente	04/23/1968	Bauman Medical
Ellerbusch, Wynona	01/11/1957	Bauman Medical
Fassler, Abe	12/17/1949	Bauman Medical
Ferrato, Elmer	12/30/1966	Bauman Medical
Giguere, Tamar	07/25/1969	Bauman Medical
Hainsworth, Renaldo	04/17/1962	Bauman Medical
Kardux, Christian	12/01/1960	Bauman Medical
Lournes, Gilberto	08/17/1990	Bauman Medical
Paxton, Chuck	06/05/1975	Bauman Medical
Puchalla, Alex	12/12/1952	Bauman Medical
Rastetter, Levi	05/14/1957	Bauman Medical

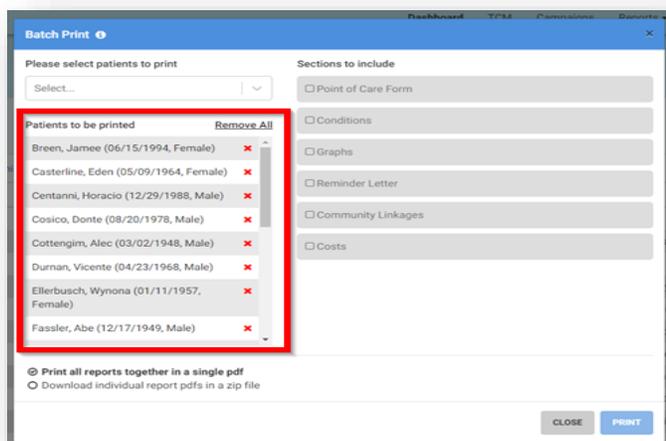
❖ The patient list displays

In the example, left, the patients listed have a diagnosis of Diabetes and an appointment scheduled in the upcoming week



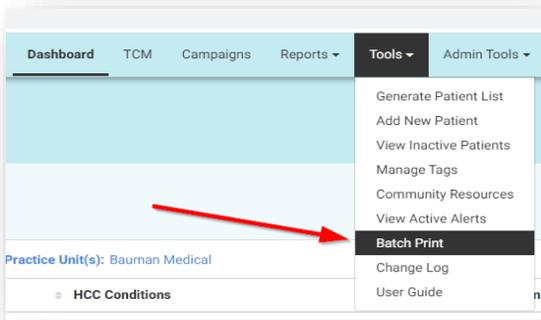
❖ Click on "Tools" again

❖ Select "Batch Print"

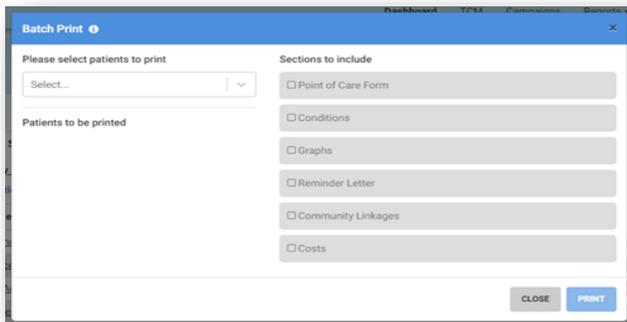


❖ The patient list is loaded in the "Batch Print" window

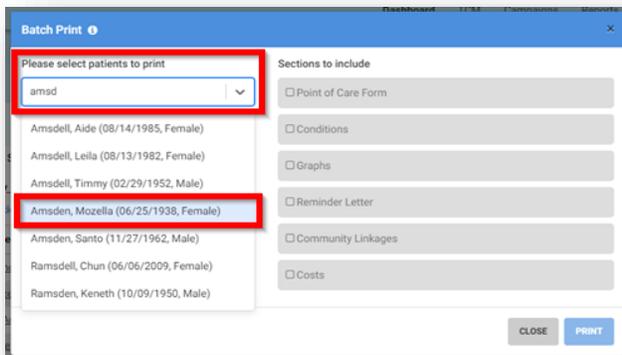
B. Manually Add Patients to Create a List



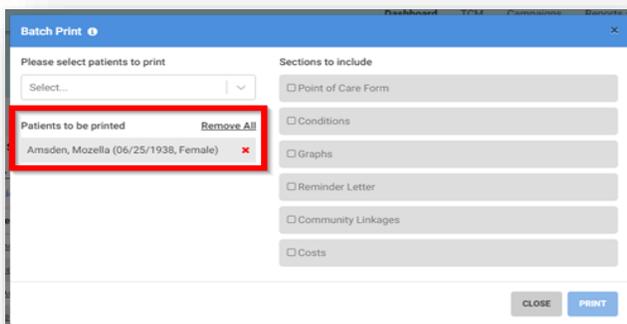
- Click on "Tools"
- Select "Batch Print"



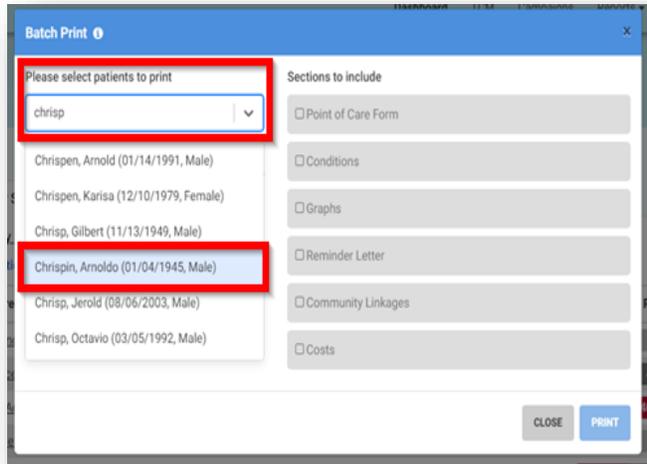
- The "Batch Print" window (left) displays



- Begin typing the patient's first or last name in the search bar
- Find the desired patient in the list that displays
- Click on the patient's name to select the patient

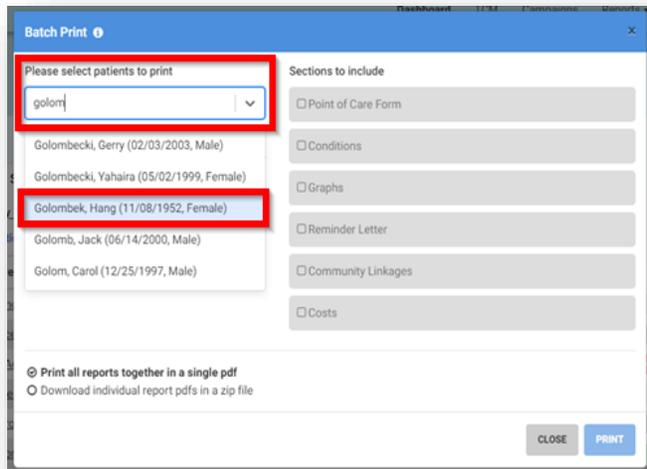


- The patient's name is added to the list of "Patients to be printed"



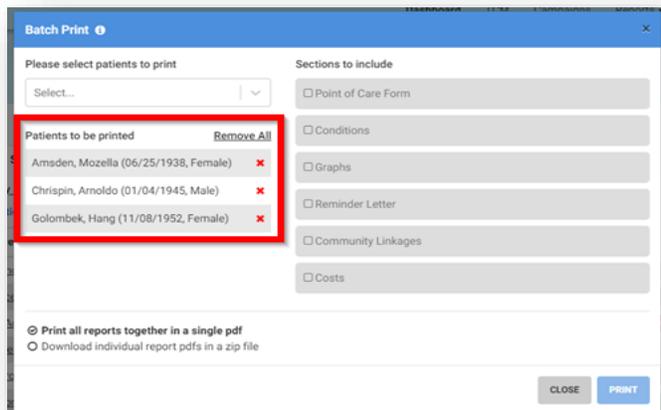
- **Begin typing the first or last name of the next patient in the search field**
- **Find and select the next patient to add the name to the list**

In the example, left, a second patient has been selected



- **Repeat the process until all desired patients have been selected**

In the example, left, a third and final patient has been selected



- **Click anywhere in the window to reveal the final list of "Patients to be printed"**

In the example, left, the list contains the names of the three patients selected, as above

Health Focus “Conditions” Report

The screenshot shows the 'Batch Print' window. On the left, there is a 'Please select patients to print' section with a dropdown menu and a list of three patients: Amsden, Mozella (06/25/1938, Female), Chrispin, Arnoldo (01/04/1945, Male), and Golombek, Hang (11/08/1952, Female). Below this is a 'Remove All' button. On the right, the 'Sections to include' section has several checkboxes: Point of Care Form, Conditions (highlighted with a red box), Graphs, Reminder Letter, Community Linkages, and Costs. At the bottom, there are two radio buttons: 'Print all reports together in a single pdf' (selected) and 'Download individual report pdfs in a zip file'. 'CLOSE' and 'PRINT' buttons are at the bottom right.

2. Once a patient list has been generated and displayed in the Batch Print window, **check the “Conditions” box**

This screenshot is similar to the previous one, but the 'Conditions' checkbox is checked. Below it, there are two buttons: 'All Conditions' (highlighted with a red box and an arrow) and 'Undiagnosed Conditions'. The 'Print all reports together in a single pdf' radio button remains selected.

3. **Select which type of conditions to display**

- Select **“All Conditions”** to display diagnoses both assessed and not assessed in the current calendar year
- Select **“Undiagnosed Conditions”** to display only those diagnoses not yet assessed in the current calendar year

In this example, left, “All Conditions” has been selected

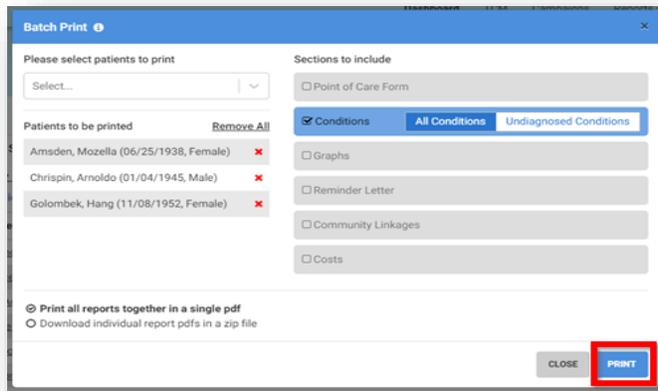
4. **Select the desired output format for the report**

This screenshot shows the 'Batch Print' window with the 'All Conditions' button selected. The 'Print all reports together in a single pdf' radio button is now selected and highlighted with a red box and an arrow. The 'Download individual report pdfs in a zip file' radio button is unselected.

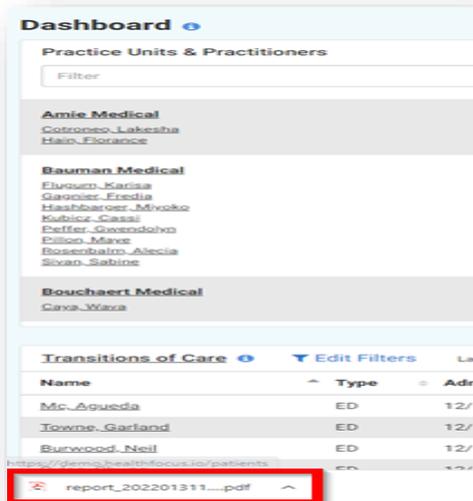
- Select **“Print all reports together in a single PDF”** to generate a printable PDF containing a string of reports
- Select **“Download individual report pdfs in a zip file”** to automatically save an electronic copy of each individual Conditions report as a separate file

In the example, left, “Print all reports together in a single PDF” has been selected

Health Focus “Conditions” Report

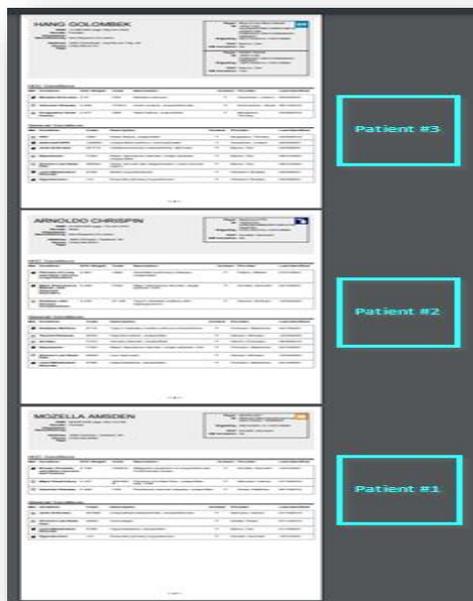


5. Click the “Print” button



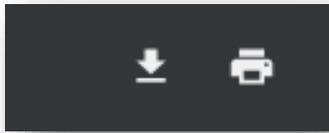
6. The report will generate. When complete, a PDF file appears in the bottom, left-hand corner of the screen

7. To open, double-click on the PDF file

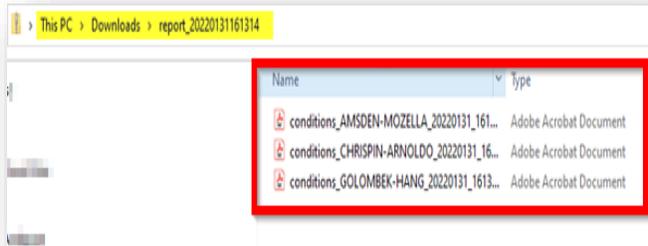


- If the “Print all reports together in a single PDF” option was selected (*Step 4, above*)
 - ❖ A print preview window opens
 - ❖ A string of Conditions reports (end-to-end), for the selected group of patients, displays (*see example, left*)

Health Focus “Conditions” Report



- ❖ Click the “Download” or “Print” icon (top, right of screen) to print the string of reports or download the file



- If the “Download individual report pdfs in a zip file” option was selected (Step 4, above)
 - ❖ Each patient’s Conditions report downloads as a separate PDF file

MOZELLA AMSDEN

DOB 06/25/1938 (age: 83y 7m 2d)
 Gender Female
 Orientation
 Race/Ethnicity
 Address 1938 Amsden, Ypsilanti, MI
 Phone (734)193-8062
 Tags

Payer MIHIN-ADT
 ID 19380625, 888ecb798ecd9a39cd2c1a2, e8a17d2a2
 Eligibility 08/14/2021 to 12/31/9999
 PCP Kordish, Kenneth
 CM Incentive No

HCC Conditions

Met	Condition	HCC Weight	Code	Description	Context	Provider	Last Identified
<input checked="" type="checkbox"/>	Breast, Prostate, and Other Cancers and Tumors	0.158	C50912	Malignant neoplasm of unspecified site of left female breast	P	Kordish, Kenneth	12/01/2021
<input type="checkbox"/>	Major Head Injury	0.167	S0230X B	Fracture of orbital floor, unspecified side, 7thB	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Vascular Disease	0.306	I739	Peripheral vascular disease, unspecified	P	Zuska, Matthew	06/10/2019

General Conditions

Met	Condition	Code	Description	Context	Provider	Last Identified
<input type="checkbox"/>	Joint Arthritis	M1990	Unspecified osteoarthritis, unspecified site	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Chronic Low Back Pain	M542	Cervicalgia	P	Goldie, Paola	07/12/2019
<input checked="" type="checkbox"/>	Lipid Metabolism Disorder	E785	Hyperlipidemia, unspecified	P	Bacca, Tad	01/18/2021
<input checked="" type="checkbox"/>	Hypertension	I10	Essential (primary) hypertension	P	Kordish, Kenneth	12/01/2021

- If “All Conditions” was selected (step 3, above)
 - ❖ Each patient’s “Conditions” report lists diagnoses both assessed and not yet assessed in the current calendar (See example, left)
 - ❖ Checked boxes (teal arrows) identify diagnoses that have already been assessed in the current calendar year
 - ❖ Open boxes (red arrows) identify diagnoses that have not yet been assessed in the current calendar year

Health Focus “Conditions” Report

MOZELLA AMSDEN

DOB: 05/25/1938 (age: 83y 7m 9d)
Gender: Female
Orientation:
Race/Ethnicity:
Address: 1938 Amsden, Ypsilanti, MI
Phone: (734)193-8062
Tags:

Payer: MHN-ADT
ID: 888ecb798ec08a30c2c1a2e8a17d2a2, 19380625
Eligibility: 08/14/2021 to 12/31/9999
PCP: Kordish, Kenneth
CM Incentive: No

HCC Conditions

Met	Condition	HCC Weight	Code	Description	Context	Provider	Last Identified
<input type="checkbox"/>	Major Head Injury	0.167	S0230X B	Fracture of orbital floor, unspecified side, 7thB	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Vascular Disease	0.306	I739	Peripheral vascular disease, unspecified	P	Zuska, Matthew	06/10/2019

General Conditions

Met	Condition	Code	Description	Context	Provider	Last Identified
<input type="checkbox"/>	Joint Arthrosis	M1990	Unspecified osteoarthritis, unspecified site	P	Demaria, Valorie	07/16/2019
<input type="checkbox"/>	Chronic Low Back Pain	M542	Cervicalgia	P	Goldie, Paola	07/12/2019

- If **“Undiagnosed Conditions”** was selected (*step 3, above*)
 - ❖ Each patient’s “Conditions” report lists only diagnoses not yet assessed in the current calendar year (*See example, left*)
 - ❖ Open boxes (*red arrows*) identify unassessed diagnoses