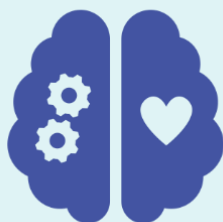


THE PHC CERNER LEARNER

From the desk of Dr. Janet Simons

Your by physicians, for physicians source for CST Cerner information at PHC



MENTAL HEALTH SPECIAL EDITION

This edition of the Learner is dedicated to important changes to the Mental Health Act and associated forms and workflows in Cerner. The changes go live on **September 20, 2023**.

We've also included information on document distribution so you can better understand who sees which notes and how.

A great one to keep handy for future reference!

~Janet

TWO FORMS, TWO STEPS

Changes come in twos!

The old Form 4 is now two Forms – 4.1 and 4.2. This replaces the old 'Form 4x2' process. A physician or NP can fill out Form 4.1 for a 48 hour hold. A second physician must complete a Form 4.2 within those 48 hours to extend the certification up to one month less a day. Both forms must now also have a second signature from a facility director (this is not a clinical second signature but a check that the form was completed in full).

In addition to the Form 4.1 or 4.2, in Cerner we also need to order an appropriate Powerplan Module. This places the certification order in Cerner so that it can be found easily and triggers tasks to nursing and social work to provide other important documents to the patient. It also creates an alert when the Form is close to expiring so we are not caught off guard by a certification ending.

A step by step for both steps (Form and Powerplan) is on page **two**!

WHERE DO YOUR DOCUMENTS GO?

Certain Note Types in Cerner automatically get copied to the Primary Care Provider on record as well as any referring physicians. These copies are not immediately obvious however because the copies happen on the Exceleris side once the document leaves Cerner. For your reference, the following document types **DO** autodistribute to the PCP and Referring:

- Admission Note
- Clinic Note
- Consult Note
- Procedure Note
- Operative Note
- Case Conference
- Transfer Note
- Discharge Summary

For all other note types, it's safest to manually add any CCs.

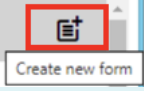
If you are not sure what type you are creating, check the blue text at the bottom of your screen:

Note Details: Admission Note Provider, TestUser, Gener.

ELECTRONIC FORMS 4.1/4.2

The new electronic forms are quite nifty but they are hiding in a part of Cerner Powerchart you may not have used before called **PDF Forms**. This section can be found in the blue bar on the left hand side of the chart.

The screenshot shows the Cerner Powerchart interface for a patient named BULBA, SAUR. The left-hand menu is highlighted, showing the 'PDF Forms' option. The main area displays the 'Mental Health Act - Form 4.1' form. The form is titled 'Mental Health Act - Form 4.1' and contains a message: 'There are currently no "Mental Health Act - Form 4.1" forms assigned to this visit. Please click the "Create New Form" button located above this text to assign a "Mental Health Act - Form 4.1" to this visit.' The 'Create New Form' button is highlighted with a red box.

Once you find that, it's fairly straightforward: select the appropriate form and then click the  button. The form is a fillable PDF which will guide you through – be sure to fill out all four sections. Then click sign.

The screenshot shows the 'Mental Health Act - Form 4.1' form. The form is titled 'Mental Health Act - Form 4.1' and contains two sections for 'Reasons for Opinion'. The first section is labeled '1. I have formed the opinion that the person has a disorder of the mind that requires treatment and seriously impairs the person's ability to react appropriately to their environment or associate with others. The reasons for my opinion are as follows:'. The second section is labeled '2. I have formed the opinion that the person requires treatment in or through a designated facility. The reasons that I have formed this opinion are as follows:'. The 'Reasons for Opinion' section is highlighted with a red box. The form also includes a 'Sign' button at the bottom right.

Note that the Director delegate for your area (check with nursing leadership who this is) will need to be notified so that they can go into the form and do the second signature before the Form is valid. Workflows for this step will vary by area.

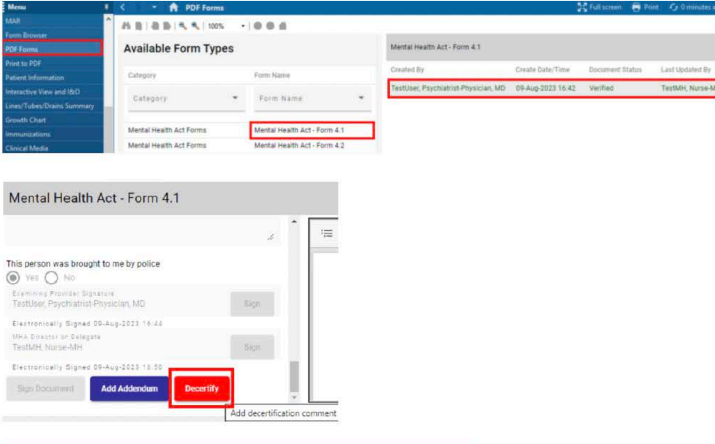
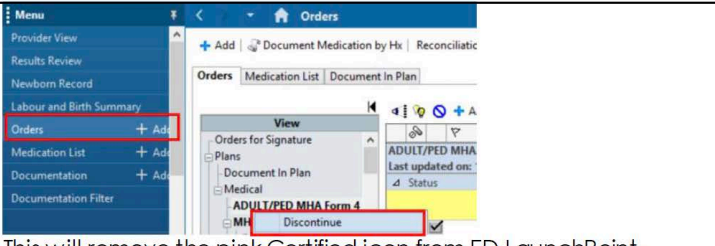
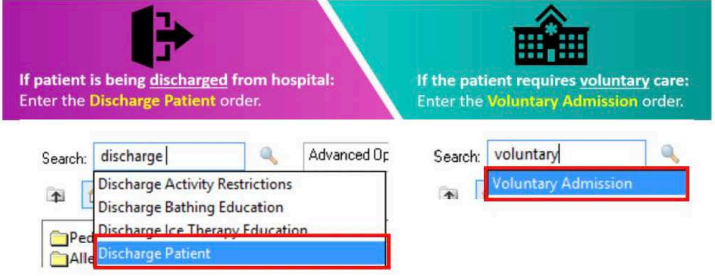
MHA POWERPLANS

The Powerplan Modules have changed slightly to reflect the new forms. As a reminder you still need to do both steps: Form and Powerplan. You can find the appropriate plan in your Quick Orders or by searching "MHA" under Orders.

The screenshot shows the Cerner Powerchart interface for a patient named TESTPATIENT, HARRY. The left-hand menu is highlighted, showing the 'MHA Form 1 Voluntary Status' option. The main area displays the 'MHA Form 1 Voluntary Status' form. The form is titled 'MHA Form 1 Voluntary Status' and contains a search bar with the text 'MHA'. The search results show 'MHA Form 1 Voluntary Status' and 'ADULT/PED MHA Form 6 Certification Orders (Module)'. The 'MHA Form 1 Voluntary Status' form is highlighted with a red box.

DECERTIFYING IN CERNER

Check out the handy guide below for a step by step of how to **decertify** in Cerner.

<p>1 Add a Decertification Comment on Form 4.1 or 4.2:</p> <ul style="list-style-type: none"> Navigate to the PDF Forms page, and select Form 4.1 or Form 4.2. Click on the <u>completed</u> Form 4.1 or Form 4.2. Click red Decertify button. Add a comment and Sign. 	
<p>2 Discontinue Module (PowerPlan):</p> <ul style="list-style-type: none"> Next, navigate to the Orders page. Right click the MHA Form 4.1 Orders Module, then click Discontinue. Click Orders for Signature then Sign. 	 <p>This will remove the pink Certified icon from ED LaunchPoint.</p>
<p>3 Enter order to communicate discharge and/or decertification:</p> <ul style="list-style-type: none"> In the Orders page enter a Discharge Patient or Voluntary Admission order. 	

Looking for more?

Additional information about the Mental Health Act changes can be found on the PHC Intranet at <https://connect.phcnet.ca/clinical/programs/mental-health/mental-health-act>