

Clinical Clerk Outpatient Notes – Connect Care

ISSUE: The UME has been made aware of an issue pertaining to notes authored by clinical clerks in Connect Care in outpatient settings. The clerks' notes are not loading to Netcare, even after the note has been co-signed by their preceptor. Please see below for IT workaround solutions.

Note authored by Clinical Clerk

	Description	Note author
Cosign	Other clinicians can see the note before it is cosigned, the status of Cosign Needed is shown. After it is cosigned by a supervising provider, the student appears as the author and the attending appears in the revision history.	Medical student
Attest	supervising providers can add attestations directly to a student's note and the attestation verifies the note's content without having the provider take ownership of the note	Medical student
Edit	Supervising providers can edit a note, the edit will not be identified in the same way that an attestation is but, edits are tracked and are displayed in the note revision history	Medical student
Addend	Addended text will not stand out in the same way that attestation will but, edits are tracked and display in the note revision history	

Routing

Notes authored by Clinical Clerks in the outpatient environment cannot be routed to Netcare. Options for routing a note authored by a Clinical Clerk to Netcare include changing the note author or incorporating the text of the note into a new note created by the Supervising physician.

Changing Author

Before the note is not cosigned, or attested, click Edit note.

- Find Make me Author icon, which looks like a Lego person with a star
- Make sure to select Send to PCP & referring
- Add to the note as necessary
- Accept the note
- Once the visit is signed the note will be routed

Copy and Create New Note

- Click edit on the note authored by the Clinical Clerk
- At the bottom left of the note is an icon that looks like two overlapping pieces of paper
- This button will copy the note text and create a new note with the supervising physician as the author
- As above select Send to PCP & referring