

CARE4 MODULE NAME: PCS/EDM

Chargeables in Expense

Overview

Previously Chargeables (items purchased by patients were entered in OM (order management)

In Expense – Chargeables are done in PCS as an intervention that is added to the patient’s chart. The intervention is available in Ambulatory, PCS, EDM and SUR.

Steps:

In PCS/EDM – add “Chargeables” (note each site has their own) to the worklist for the patient



Name	Mnemonic
Chargeables (RV)	6251000

The intervention will appear on the worklist- highlight and click on Document. The intervention is collapsed- to open click on the “+” symbol to expand the headers

Each section has chargeable items underneath the heading- select the item(s) that the patient requires and then save

Once the intervention is saved, you need to print a report for the patient to take to the payment office within your facility

From the main menu select Clinical > Reports > Ordering Custom > Retail Goods Invoice

Enter the patient’s account number and then click on print

The report provides the total owed by the patient

