

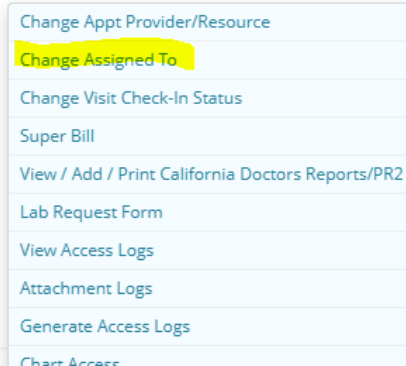
How to Co-Sign a Note

- 1) Complete your documentation and lock your note. After locking, click on the arrow next to the word details and select the Change Assigned To option:

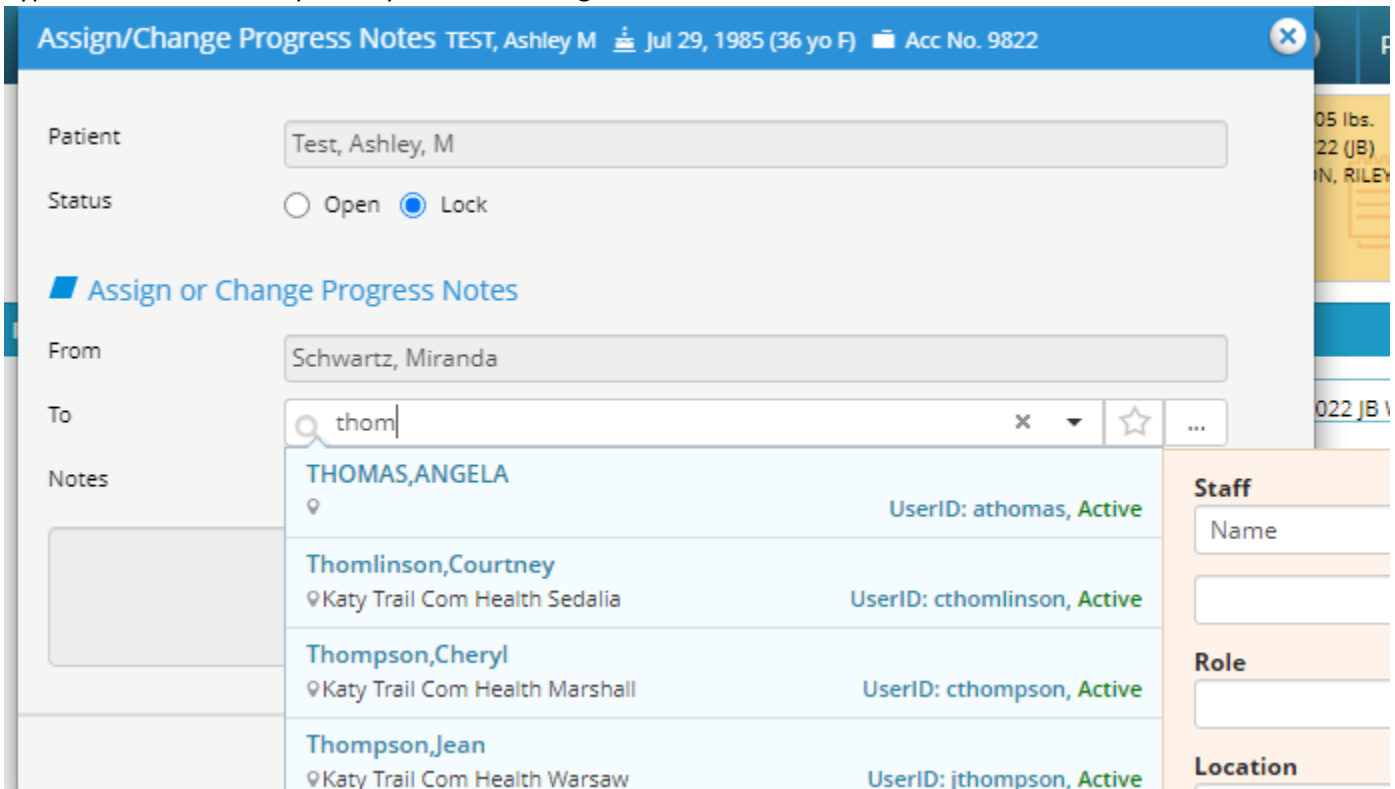
Billing Information:

Visit Code:
Procedure Codes:
 82947 ASSAY, GLUCOSE, BLOOD QUANT.
 80061 LIPID PANEL.
 83036 GLYCATED HEMOGLOBIN TEST.

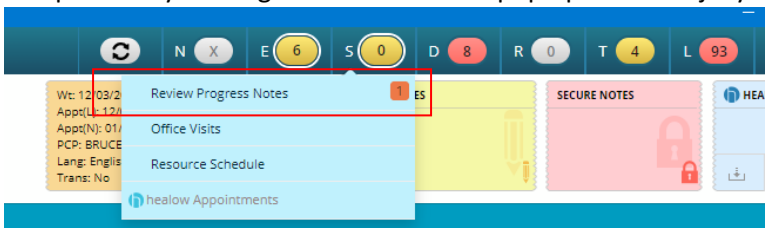
Electronically signed by Miranda Schwartz on 04/14/2022 at 03:10 PM CDT
 Sign off status: Completed



- 2) Type in the name of the person you want to assign the note to then click OK:

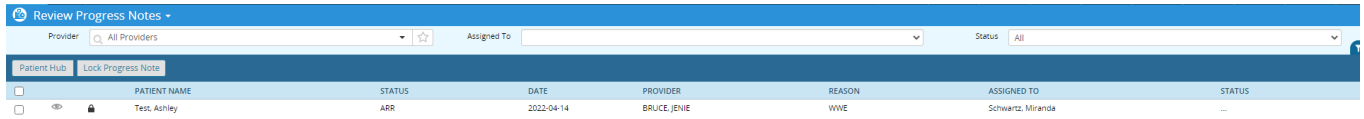


- 3) The provider you assigned it to will see it pop up in their S jellybean next to the Review Progress Note section:



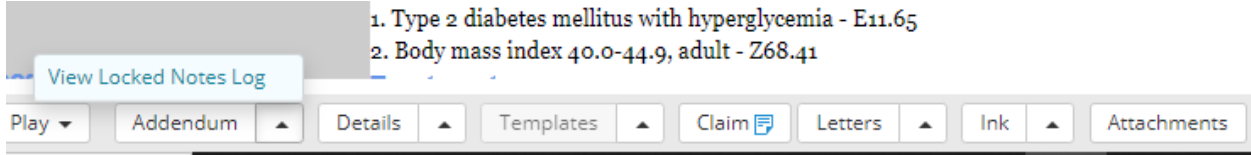
How to Co-Sign a Note

- 4) After clicking on review progress notes, the provider will see the note(s) they need to co-sign and can access them by clicking on the patient's name:



PATIENT NAME	STATUS	DATE	PROVIDER	REASON	ASSIGNED TO	STATUS
Test, Ashley	ARR	2022-04-14	BRUCE, JENIE	WWE	Schwartz, Miranda	...

- 5) After reviewing the note, the provider will click on the arrow next to the word Addendum at the bottom of the progress note and select View Locked Notes Log:

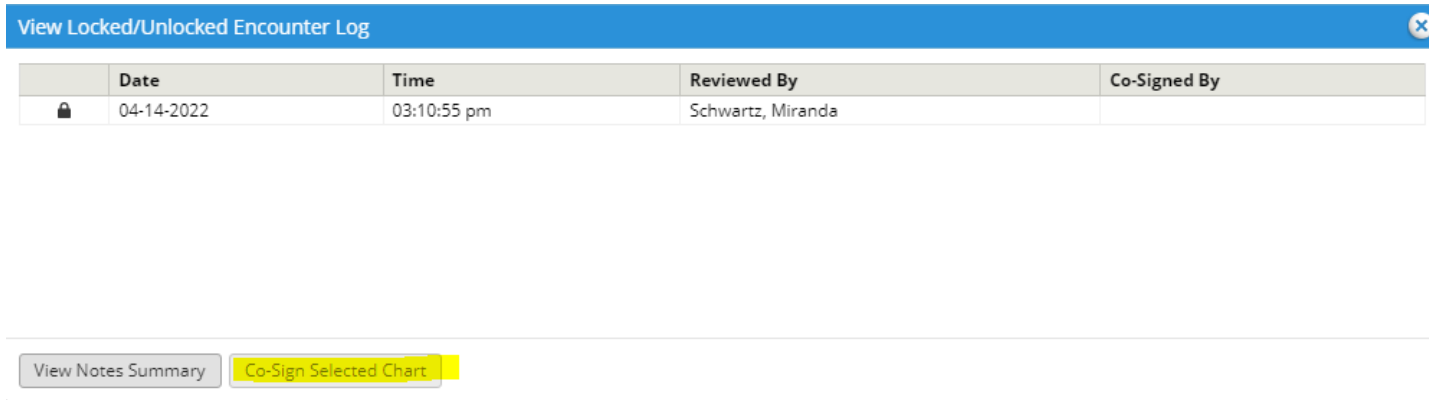


1. Type 2 diabetes mellitus with hyperglycemia - E11.65
 2. Body mass index 40.0-44.9, adult - Z68.41

View Locked Notes Log

Play Addendum Details Templates Claim Letters Ink Attachments

- 6) The provider will then select the Co-Sign Selected Chart:



Date	Time	Reviewed By	Co-Signed By
04-14-2022	03:10:55 pm	Schwartz, Miranda	

View Notes Summary Co-Sign Selected Chart