



Electronic Medical Records (EMR)-Online

Hands-on Workshop using OSCAR®

About EMR:

An Electronic Medical Record(EMR) is a computer-based patient medical record used by physicians, nurses and administrative staff. Health Office Professionals play important roles in the patient flow of every health care office. As part of your role, a Health Office Professional must be familiar with the technology that is now used to provide better patient care and streamline the workflow of the office. Electronic Medical Record for the Health Office Professional is designed to introduce you to the concepts, knowledge, and skills you will need to be successful as a Health Office Professional.

About our program:

The Canadian College of Healthcare and Pharmaceuticals is pleased to offer the Electronic Medical Records (EMR) hands-on workshop. The program will introduce you to one of the most used EMR program in the Canadian medical office, the OSCAR. The workshop includes theory and hands-on sessions. The program is designed to introduce the concepts, knowledge, and skills needed as a successful Health Office Professional. This course will enhance your profile, sharpen your transferable skills and prepare you for working in Canadian Clinical environment. The program can be very useful for International medical graduates and undergraduate students in health science looking for experience in medical office.

Who should take the course:

The unique program is ideal for future healthcare professionals:

- • Medical office assistants
- • Undergraduate students
- • International medical graduates
- • Anyone wishing to work in a medical office

Program specialty:

- Convenient class schedule
- Small group of students for individualized attention and best practical learning experience
- Experienced faculty with vast Healthcare knowledge to help students throughout the course
- Ongoing career coaching and guidance from experts in the field
- Mentorship that will help to build valuable personal and professional networks
- Recommendation letters- for best students
- Stackable credential
- Certificate given on successful completion

Course detail:

Duration: 2 sessions (6 hours/session), total 12 hours.



Format:

- Introduction to the components of EMR
- Basics of OSCAR/ ABELMed Medical Software
- OSCAR/ ABELMed Scheduling & Encounters
- Booking appointments, physicians dashboard, patient progress notes, managing tasks
- Cumulative Patient Profile (CPP), orders and results, tickler, and disease registry etc.
- CPP- e-referral; electronic documents; writing prescriptions; maintaining prescriptions
- CPP-e-form, creating referral Templates; referral content templates; e-documents

The attendees are required to demonstrate competencies in following areas

Scheduling

- 1) Able to enter demographics and medical information from any terminal
- 2) Able to search and retrieve patient demographics and appointments easily from master record
- 3) Able to enter patient in EMR as they arrive
- 4) Able to change status of the patient from my dashboard.
- 5) Able to book consecutive appointments for patients in a single window
- 6) Able to cancel / edit an appointment
- 7) Understand double booking and can schedule double booking if required.
- 8) Able to see when an appointment was booked (appointment history)
- 9) Able to print day sheets

Completing the e-chart and CPP

- 1) Able to complete the history, family history, problem list in the e-chart or encounter page
- 2) Able to complete physical exam or chronic disease templates
- 3) Able to use templates for regional labs (including bloodwork, cytology, histopathology, and bacteriology)
- 4) Able to create new templates or draw from a library of current templates.
- 5) Able to upload resources and make them public
- 6) Able to flag alerts (allergies)
- 7) Able to create medication list and vaccination list
- 8) Able to record BP/Height/Weight/BMI
- 9) Able to produce consultation/referral letters
- 10) Able to message the doctor and read messages from the doctor (Internal messaging)
- 11) Able to upload old medical records
- 12) Able to access the patients master record and complete the e-chart, billing, documents and referral.

Billing and coding

- 1) Able to use ICD 9 or ICD 10 codes for diagnosis
- 2) Able to create invoice for OHIP from different sources
- 3) Able to perform out of province billing
- 4) Able to edit billing information
- 5) Able to check unbilled patients from dashboard



Lab and Diagnostic Management

- 1) Understand the receiving of lab results
- 2) Able to upload lab results for the respective provider.
- 3) Able to assign labs to the patient profile.

Fee:

\$599+HST

Funding:

The program at the Canadian College of Healthcare and Pharmaceutics is eligible for tax credits under the Canada Skills Credit program. The College also works with financial institutions including Windmill Micro lending to arrange supports for students loans.

Schedule:

Ongoing 2022: Every month (weekend ONLINE classes).

Contact us:

Canadian College of Healthcare and Pharmaceutics (CCHaP)
5481 Dundas St. West, Suite 201
Toronto, ON --- M9B 1B5
T: (416) 233-7869
E: info@cchap.ca
Map: <https://goo.gl/maps/iPewT7FxYe82>

Accessibility:

Free parking, easily accessible through public transport like subway (Kipling Station) and TTC buses 111, 112,123 and 76, 1, 101 from Mississauga, close to highways.