

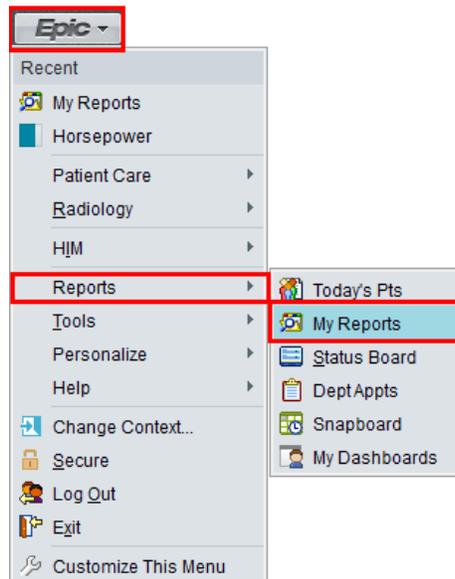
Independent Provider: Reporting Workbench Charges Reports

Independent providers may use Epic to monitor the professional charges they plan to file via 3rd Party Billing methodologies. The independent provider will enter their Evaluation & Management (E/M) charges and CPT Procedure charges in Epic and the information will be pulled in via two Reporting Workbench reports:

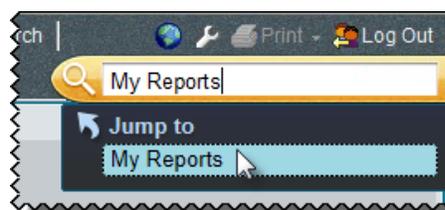
- A. **Note Charge Report** - Captures charges while rounding on the inpatient floors. The independent provider needs to utilize a chargeable note type (i.e. consult note, H&P, progress note, discharge summary) and enter charges in Epic within the Charge Capture pop-up window.
- B. **Surgical Charges** - Captures charges related to surgical procedures performed. Independent provider needs to utilize the Post-op navigator and document charges via the Charge Capture section in Epic.

Try It Out

1. Click on the **Epic** button > go to **Reports** > go to **My Reports**.

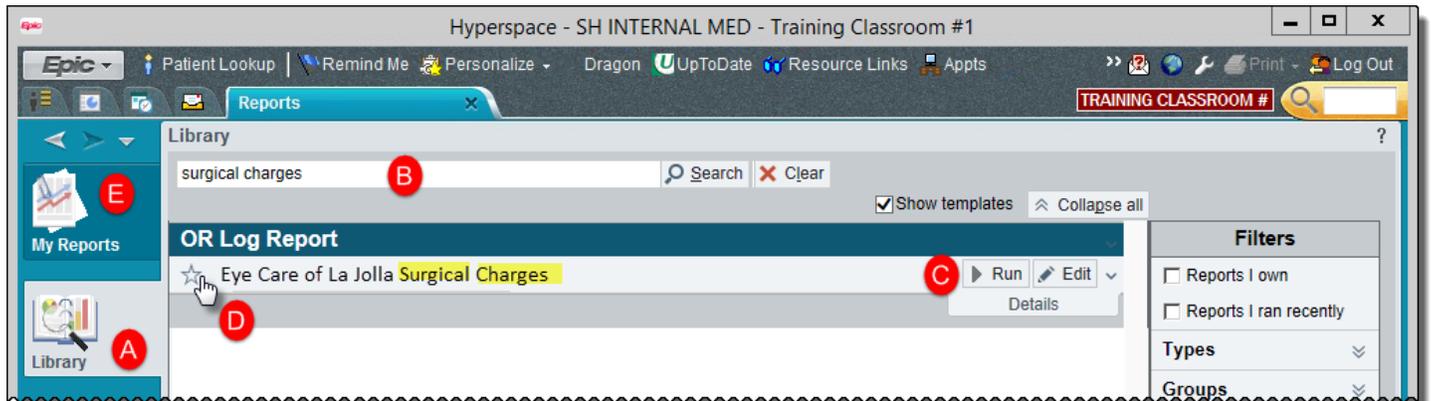


TIP: You can also search for the **My Reports** activity via the **Chart Search** tool bar in the upper right hand corner of Epic.



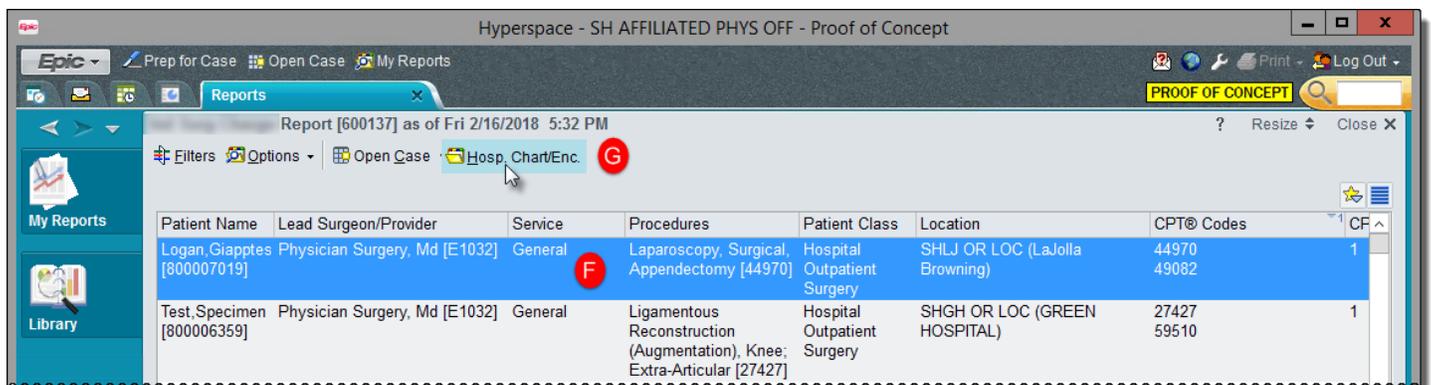
Tip Sheet

- Click on the **Library** tab (A) > search for the reports by typing either “**note charge report**” or “**surgical charges**” (B). The report will have your Practice Name as a prefix. Click **Run** and results will display (C). To favorite a report, click on the **star** (D). It will be a favorite report in the **My Reports** tab (E).



The screenshot shows the Epic Hyperspace interface. The top navigation bar includes 'Epic', 'Patient Lookup', 'Remind Me', 'Personalize', 'Dragon', 'UpToDate', 'Resource Links', and 'Appts'. The main window title is 'Hyperspace - SH INTERNAL MED - Training Classroom #1'. The 'Reports' tab is active, and the search bar contains 'surgical charges'. Below the search bar, the results show 'OR Log Report' with a sub-entry 'Eye Care of La Jolla Surgical Charges'. A star icon (D) is next to this entry, and a 'Run' button (C) is visible. On the left sidebar, the 'Library' tab (A) and 'My Reports' tab (E) are highlighted.

- Review your charges in the report. To access a Face Sheet, which includes coverage information, select the patient (F) and click the **Hosp. Chart/Enc** button (G).



The screenshot shows the Epic Hyperspace interface displaying a report of charges. The window title is 'Hyperspace - SH AFFILIATED PHYS OFF - Proof of Concept'. The report is titled 'Report [600137] as of Fri 2/16/2018 5:32 PM'. The 'Hosp. Chart/Enc.' button (G) is highlighted. The report contains a table of charges with the following data:

Patient Name	Lead Surgeon/Provider	Service	Procedures	Patient Class	Location	CPT® Codes	CF
Logan, Giapptes [800007019]	Physician Surgery, Md [E1032]	General	Laparoscopy, Surgical, Appendectomy [44970]	Hospital Outpatient Surgery	SHLJ OR LOC (LaJolla Browning)	44970 49082	1
Test, Specimen [800006359]	Physician Surgery, Md [E1032]	General	Ligamentous Reconstruction (Augmentation), Knee; Extra-Articular [27427]	Hospital Outpatient Surgery	SHGH OR LOC (GREEN HOSPITAL)	27427 59510	1



In addition, the reports will also be securely e-mailed to you and your Practice Group automatically on a periodic basis.