



Ambulatory Workflow Bulletin Creating an Asthma Action Plan



Create an Asthma Action Plan

- The diagnosis of Persistent Asthma must be in the Problem List in order for the BPA to appear.
- Add the diagnosis while you are in the Encounter and click **Refresh** to display BPA if it is due.
- If BPA does not display because the Action plan is not due at this time, Click the **More Activities** button and follow the path below:
Specialty Forms>Asthma Forms>Select the age appropriate Asthma Action Plan.

1. Choose the correct age group's SmartForm by clicking appropriate link.

2. Complete the *Asthma Action Plan* SmartForm by clicking on the appropriate medications and directions for each zone. You will need to scroll down to see all of the zones and options.

Asthma Action Plan 5 to 11 Year Olds							
Green Zone							
Inhaled Corticosteroids	- Asmanex 110mcg	- Asmanex 220mcg	- Flovent Diskus 50mcg	- Flovent Diskus 100mcg	Inhaled Corticosteroid Directions	1 nebulizer treatment once daily	
	- Flovent Diskus 250mcg	- Flovent HFA 44mcg	- Flovent HFA 110mcg	- Flovent HFA 220mcg		1 nebulizer treatment twice daily	
	- Pulmicort Flexhaler 90mcg	- Pulmicort Flexhaler 180mcg	- Pulmicort Respules 0.25mg	- Pulmicort Respules 0.5mg		1 puff once daily	
	- Pulmicort Respules 1mg	- QVAR 40mcg	- QVAR 80mcg			1 puff twice daily	
Inhaled Combination Controllers	- Advair Diskus 100/50 mcg	- Advair Diskus 250/50 mcg	- Advair Diskus 500/50 mcg	- Advair HFA 115/21 mcg	Inhaled Combination Controller Directions	2 puffs with chamber once daily	
	- Advair HFA 230/21 mcg	- Advair HFA 45/21 mcg	- Dulera 100/5	- Dulera 200/5		2 puffs with chamber twice daily	
	- Symbicort 160/4.5 mcg	- Symbicort 80/4.5 mcg				2 puffs with chamber and mask once daily	
						2 puffs with chamber and mask twice daily	

- Note that the *Rescue Medication* selected in the *Yellow Zone* auto-populates the *Red Zone*. If you wish to use a different medication in the *Red Zone* you can change the medication by clicking on another option.

Yellow Zone

Rescue Medication 3

Albuterol Maxair Autohaler ProAir HFA Proventil HFA Ventolin HFA

Rescue Medication Directions

- 1 nebulizer treatment
- 2 puffs
- 2 puffs with chamber (use mask if directed)
- 2 puffs OR 1 nebulizer treatment
- 2 puffs with chamber (use mask if directed) OR 1 nebulizer treatment
- 2 - 4 puffs
- 2 - 4 puffs with chamber (use mask if directed)
- 2 - 4 puffs OR 1 nebulizer treatment
- 2 - 4 puffs with chamber (use mask if directed) OR 1 nebulizer treatment

Oral Steroid (specify drug and dose) _____

Yellow Zone Other (1) _____

Red Zone

Rescue Medication

Albuterol Maxair Autohaler ProAir HFA Proventil HFA Ventolin HFA

Rescue Medication Direction

- 1 nebulizer treatment and repeat immediately
- 4 puffs
- 4 puffs with chamber (use mask if directed)
- 4 puffs OR 2 nebulizer treatments (one after another)
- 4 puffs with chamber (use mask if directed) OR 2 nebulizer treatments (one after another)

- In the *General* section:
 - Select the appropriate *Asthma Triggers*. You can select more than one trigger and add personalized triggers in the *Asthma Triggers Other* section.
 - Input the patient's *Personal Best Peak Flow* reading if the patient tracks Peak Flow reading. The zones will be calculated automatically. Remember, you do NOT have to have a Personal Best number or use a peak flow meter to create an *Asthma Action Plan*.
 - The follow-up instructions are for inpatient use only.
- To complete the SmartForm, have it count for Meaningful Use, and to receive FGP incentives you must click on the **Now** button located next to *I have reviewed this Asthma Action Plan* (the date of the plan will auto-populate).
 - All information in the SmartForm will be saved. When you update the plan in the future, the form populates with the information that was put in on the last entry date. If you need to change medications or instructions you can make those changes. If you have completed making your changes, click **Now** again.
- Click link labeled **Click here to review, print and/or send the Asthma Action Plan Letter** to print or send the completed *Asthma Action Plan* to the patient or other recipients.

General 4

Asthma Triggers a

animal dander cold air colds/respiratory infections dust exercise pollen/molds

smoke, all types sprays strong odors none identified

Asthma Triggers Other _____

Peak Flow - personal best b _____

Peak Flow - 80% _____

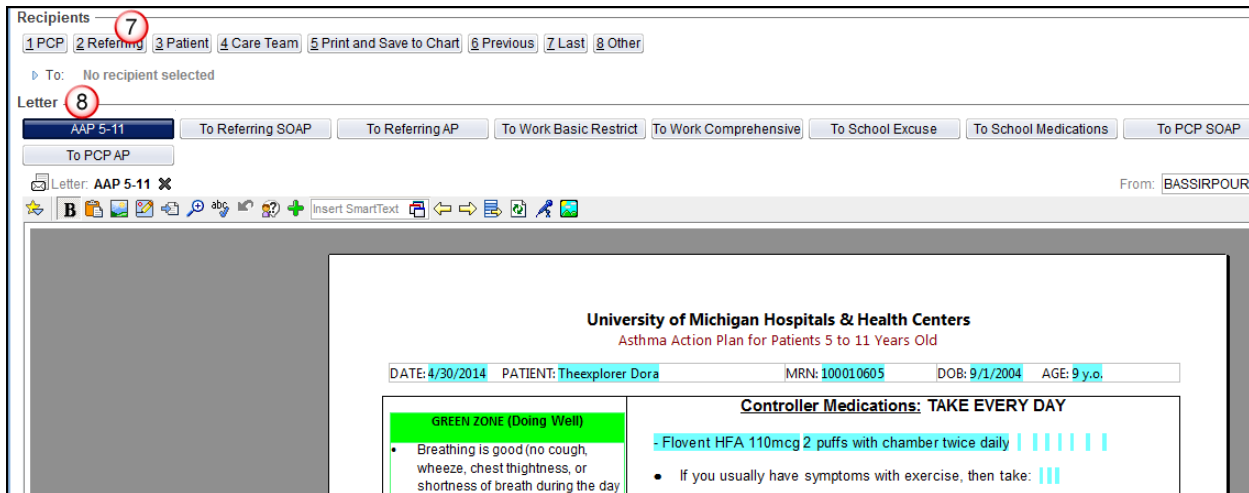
Peak Flow - 60% _____

Inpatient Additional Follow Up Instruction c _____

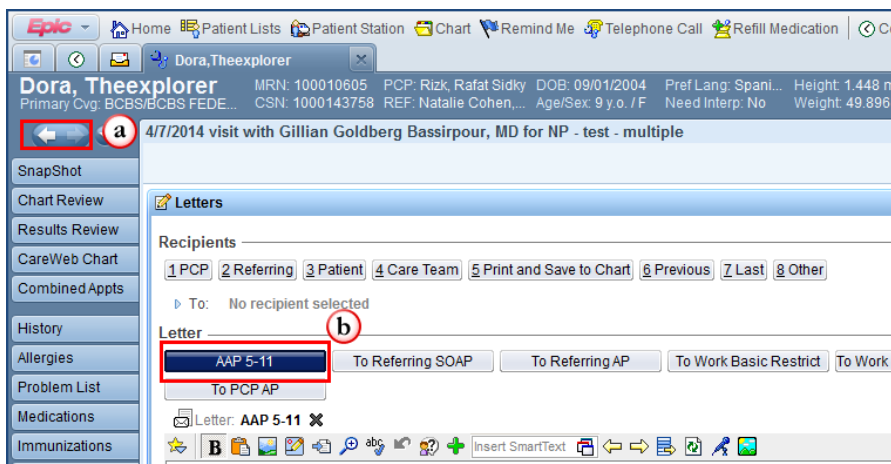
I have reviewed this Asthma Action Plan _____ 5

[Click here to review, print and/or send the Asthma Action Plan Letter \(Outpatients only\)](#) 6

7. Select the recipients. Use **5 Print and Save to Chart ONLY** if you wish to print the Asthma Action Plan without mailing it to any recipients.
8. Select the age appropriate plan (**if you do not have these buttons as options see last page for instructions on how to add them*).



9. Review the plan and check for accuracy. If you need to make changes:
 - a. Arrow back twice to the SmartForm. Arrow forward to return to *Communication Management* or click on the communication management activity button
 - b. Make changes and reselect the correct letter template.



10. Scroll to the bottom of the *Communication Management* section and click:
 - a. **Preview** to print the *Asthma Action Plan* for the patient, AND **Send** to send the letter to the recipients.
OR
 - b. **Send** to print the letter if you selected **5.Print and Save to Chart** (sends to the printer that prints your prescriptions).
11. The *Communication Management* activity will “lock” you out of the letters activity so remember to close the activity when complete by clicking the **Close** button in the upper right hand corner.



Update HM Asthma Action Plan Counseling

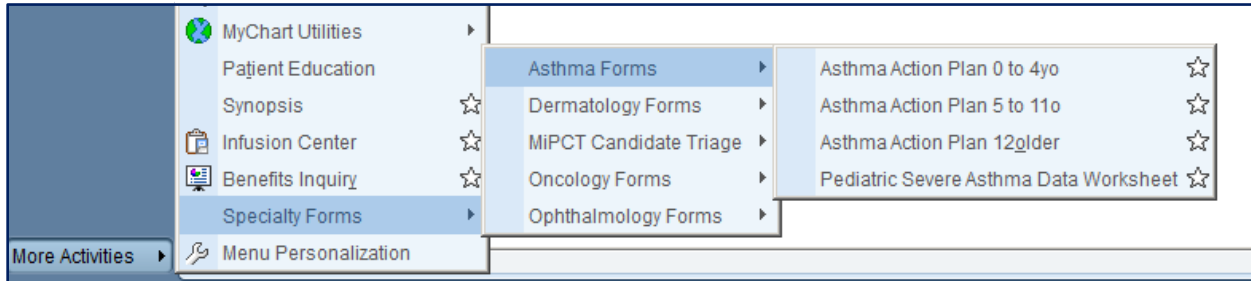
1. Go to the **Meds and Orders** section in the Visit Navigator.
2. Select **HM ASTHMAACTION PLAN COUNSELING** in either your Preference List (Non-Chargeable Performed Services) or search meds and orders for **HM AST**.

3. Associate the order to the relevant *Visit Diagnosis*.
 4. **Sign** the order.
- This will ensure patients have an up to date HM plan. In the next version of Epic, the SmartForm will automatically do this for you.



Access the Asthma Action Plan Outside of the BPA via the More Activities Button

1. Click on **More Activities** button and follow the path below:
Specialty Forms>Asthma Forms>Select the age appropriate Asthma Action Plan.
2. Click on the star next to the **Asthma Action Plan** to mark it as a favorite and have it appear in the patient's chart navigator column as a button.



3. If you are not in an encounter currently, you will be prompted to choose an encounter in which to open the form. We suggest choosing the future appointment for which you are prepping the asthma action plan.

Number	Contact Date	Contact Type
70	9/23/13	BPA
69	9/20/13	Letter (Out)
68	9/20/13	Orders Only
67	9/20/13	BPA
66	8/13/13	Appointment
65	8/12/13	BPA
64	7/25/13	BPA
63	7/24/13	BPA

Search >> More Accept Cancel

Encounter Information: 10 loaded so far, press More to see more.

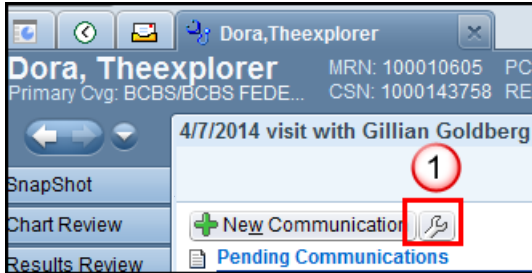
4. If there is no appropriate encounter to attach the AAP to, please create a **Documentation Other** encounter and access the AAP using the within encounter instructions
 - At any time if you need to view the *Asthma Action* plan, go to **Chart Review** and the **Letters** tab.

Chart Review	Encounters	Notes	Labs	Radiology	Cardiology	Procedures	Nursing	Meds	Referrals	Other Orders	Letters
Results Review	6 records loaded, all records loaded										
CareWeb Chart	No filters applied										
Combined Appts	A...	Creati...	Letter ID	Letter From	Reason	Comments					
	9/22/2013	4045...	Karla Jean Stoermer Gro...	Asthma Action Plan							

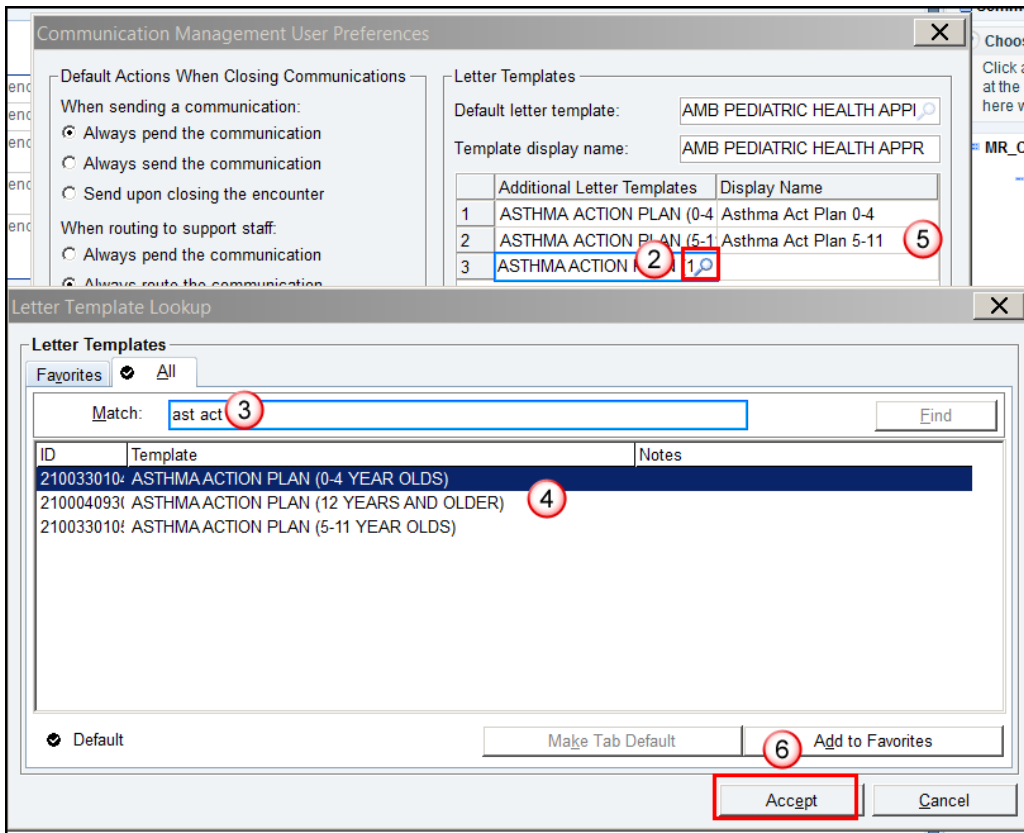


Add the Age Specific Asthma Action Plans to Your Letter Options

1. Click on the **wrench** next to *New Communication* in the *Letters* section.



2. Click the **magnifying glass** in the *Additional Letter Templates* section.
3. Type **Ast Act** in the *Match* field and press **Enter**.
4. Double-click on the letter template you want to add.
5. Type in a display name (use the letter template name)
6. Click **Accept**.
7. Complete these steps for all 3 Plan types.



- This will give you a quick button for each *Asthma Plan*.

