

Migrating from Paper to EHRs in Physician Practices.

Appendix A: Historical Medical Record/Chart Abstraction Checklist—Primary Care

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This checklist can help physician practices migrate all the appropriate data from an individual patient paper record into the EHR. Each record or data element should be expanded upon with descriptions based on the practice's definitions, the location of the information in the paper chart, and where this information should be indexed in the EHR. The form should indicate time frames for back entering each element (e.g., last physical and pertinent clinic notes, last chest x-ray, last mammogram).

Patient ID _____ Name _____

Data to Be Integrated into the EHR	Paper Chart Location	EHR Location	Date Completed	Initials
Problem List				
Surgical History				
Medications				
Vaccination History				
Growth Charts				
Medical Device/Implant Information (including manufacturer, date, and serial number)				
Legal Documentation (such as a living will, advance directive, power of attorney, or legal documents; if available these documents should be flagged in the EHR so they are easily noted to providers)				
Allergies				
Sample Baseline Documents for Primary Care Continuity of Care: <ul style="list-style-type: none"> • Notes • Mammogram • Pap smear • Biopsy results • DEXA scan • CT scan/MRI • Electrocardiography (EKG) • Chest x-ray • Colonoscopy • Coumadin flow sheet • Lab flow charts • Consult letters/referrals 				
Elements for Data Reporting				

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