Q&A - Q4 User Community Meeting

Q: How do you turn on the new supervisor review function?

A: The new Supervisor UI option is visible if your organization already has the current Supervisor Review enabled. If this is not the case, please email support@drcloudemr.com or submit a ticket in the DrCloudEHR Help Center.

Q: How does the system determine headers if you have multiple ROI forms, like one English and one Spanish ROI?

A: Pick fields in the form to display as headers on the ROI dashboard after the ROI form is published. This is done by going to the new settings menu for the form in the form builder area (under the triangle button) and selecting the fields in each form to be used as column headers in the ROI dashboard. For each form with fields selected to be table column headers in the form settings menu, a new header and rows will be displayed in the ROI dashboard. Users will need to scroll down in the ROI dashboard to see all the ROI forms and their corresponding entries for the ROI form(s) captured per patient.

Q: For Form Builder ROI forms, is saving the template still required once published?

A: Yes, it is required and always a good practice to save the template. Saving the template is an important function that supports printing of the form.

Q: Is this meeting recorded so we can show it to staff later?

A: Yes, the recording will be available next week.

Q: Do the forms have to be approved by the primary supervisor, or can they also be approved by an Alternate Supervisor?

A: User admins can designate multiple supervisors to review forms for a supervisee user in the user profile. Once a supervisor signs off on the form, it will be removed from the queue(s) for the other assigned supervisors. A supervisor can assign the form to another supervisor by sending it to another supervisor's queue for review and signature.

Q: Would there be a way to fax this ROI without downloading it?

A: Yes, while it is currently not possible to fax an encounter ROI form directly from the system, third-party options to print to PDF and send faxes are possible. To use the integrated eFax option within DrCloudEHR, the form would still have to be downloaded and saved as a PDF. There are options for faxing directly from the print dialogue on your computer that we have seen. To find out more about the integrated e-Fax module, contact Sandy Black, sblack@drcloudehr.com.

Q: Does or will the Supervisor Review section work to change who the encounter bills under based on which supervisor signed off on the form?

A: This will depend on your billing configuration. We support having the supervisor indicated in the system ending up on the claim. We need to review this with you further to see if we can support the desired workflow.

Q: Is there any consideration toward adding conditional logic to groups and sections in the form builder?

A: Not at this time. Because it is possible to add conditional logic to all form fields in a group or a section – and building a form is a one-time event – we have not yet seen enough interest to build this functionality into the form builder.

Q: With the scheduler, will there be a way to create one event for all staff?

A: We need more detail about this use case. Users do have the ability to add multiple providers to individual, group, and provider appointments. If the option to select multiple providers for these appointments is not available to you, there is a setting for this that would need to be changed. Contact Sandy Black, sblack@drcloudehr.com, and she will help you get this functionality.

Additional details from the community:

- Like staff meetings for all.
- Staff meetings, trainings... need to include everyone
- Now we have to do individual apt for each staff. Lots of time.

Q: Will we be able to run reports off room types to see at what times and what rooms are we booking the most often?

A: Yes! We have the Bed Utilization report to review room utilization. We can also build custom reports, depending on what data you want to pull out of the system.

Q: Is there a way we can have the query viewable for all reports?

A: Do you mean you want the queries for all reports to be viewable by way of some option when you click on the report? This is a great suggestion. We will look into this.