

Providers who will be providing Inpatient Palliative Care outside of Tufts Medicine will be able to use Haiku to drop visit charges for those visits.

1. Log into your Haiku app



2. Launch your patient list by clicking "Patients" at the bottom tool bar



No appointments or surgeries



3. Click "Edit" if you need the patient you are seeing to your patient list



## 4. Click "+"



5. In the search window, you can search by patient name or MRN number, or use the patient add button to add a new patient if they are not in the Epic system.



6. You can remove patients from your list by clicking the "-" or click "Done" to close out of your patient list screen.



7. Tap on the patient to open their chart



8. With the patient's chart open, you can explore information about the patient including past encounters, results, and notes.

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Image: Section of the section of th		
Sum	mary	
PERMANENT ADDRESS		
🌐 36 Salem St, Malden MA 02148		
PERMANENT PHONE NUMBERS		
<b>&amp;</b> 555-555-5555 (M)	<b>&amp;</b> 555-555-5555 (H)	
📞 555-555-5555 (W)		
Episode Details	*	
No active home care episode exists for the patient.		
PERMANENT ADDRESS		
🌐 36 Salem St, Malden MA 02148		
PERMANENT PHONE NUMBERS		
<b>\$</b> 555-555-5555 (M)	<b>&amp;</b> 555-555-5555 (H)	
📞 555-5555 (W)		
Travel and	\$	
No travel a More options by		
Directions		
No active home care episode exists for the patient.		
	nters Results Notes	

9. To drop charged, navigate to the Charge menu and click "Add" (If you need to change the date of the charge, you can do that by changing the date at the top)



10. Navigate to the Inpatient Palliative charge preference list

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Defaults	Add Charges	Done
	lome Visits 🗸	٩
Home Visits	PRIFERENCI	E LIST SECTIONS
PR MD CERTIFIC	CATION I Home Visi	its
PR MD RECERT	Nursing H	ome Visits
601/6	Domiciliar	y/Rest Home Visits
	Prclonged	l Services
	Plan of Ca	re Oversight
	HHF Char	ges
	Inpatient F	Palliative
MIP		
	Care Pla	anning
	Influenz	e Immunization

11. Click on the appropriate charge you want to drop.

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Defaults	Add Charges	Done		
ē	Inpatient Palliative 🗸	Q		
Inpatient Palliative				
PR ADVANCE CARE PLANNING EA ADDL 30 MI 99498 (CPT®)				
PR ADVANCE CARE PLANNING FIRST 30 MINS 99497 (CPT®)				
PR INITIAL HOSPITAL CARE/DAY 30 MINUTES 99221 (CPT®)				
PR INITIAL HOSPITAL CARE/DAY 50 MINUTES 99222 (CPT®)				
PR INITIAL HOSPITAL CARE/DAY 70 MINUTES 99223 (CPT®)				
PR PROLONGED INPATIENT/OBSERVATION EM 99418 (CPT®)				
PR SBSQ HOSPITAL CARE/DAY 15 MINUTES 99231 (CPT®)				
PR SBSQ HOSPITAL CARE/DAY 25 MINUTES 99232 (CPT®)				

PR SBSQ HOSPITAL CARE/DAY 35 MINUTES

12. Fill out the Diagnoses, Place of Service, Bill Area and then click "Save"

8:10	
Cancel 🔟 Edit Charge	
PR ADVANCE CARE PLANNING EA ADDL 30 M	
Quantity	
1	
Diagnoses 1 Enter Diagnosis	
Please associate a valid diagnosis with the charge	
Modifiers	
Tap on a Modifier595725GC	
Department	
TMCAH SCHEDULING	
Place of Service 2	Place of Service
Holy Family Hospital - Haverhill	Lawrence General Hospital (POS-21)
Bill Area 3	
HHF/HHMA NP Group	
Referring Provider	
Enter Referring Provider	
Billing Provider	
Bernice Burkarth, MD	
Comments	
Enter Comment	

## 13. Click File to save the charge



14. The charge will change to green and will be listed as Filed Charges. Now you can close out of haiku or go back to the patient list to select a new patient.



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