Getting Started

This guide will help ensure that you meet or exceed the core and menu objectives required for HITECH Meaningful Use. Please read this guide carefully to understand the Meaningful Use Objectives requirements and how to use Medicfusion EHR to meet these benchmarks. Note: some measures can be satisfied with a single “yes/no” attestation and some measures require daily activity from provider or staff.

Questions? Email us at support@medicfusion.com to contact Medicfusion Technical Support or click the Support button located at the bottom of every Medicfusion page.

Before Your Attestation

1. You must possess (and have access to for the entire attestation period) certain software for the collection, storage, retrieval and reporting of data:
   • Medicfusion EHR
   • Medicfusion ePrescribe -- Full or Limited Use License

2. This data is collected to satisfy Meaningful Use Objectives. The Meaningful Use Objectives are itemized on the right. A high level of familiarity with the Objectives themselves will be key to your success in achieving them.

3. Check your readiness for attestation by producing an Automated Measures Report. To produce this report:
   • Go to Reports, HITECH, Automated Measures Report
   • Select the From and To Dates
   • Click “Generate Report”

   **Tip!** Generate this report as frequently as you like to ensure your office’s data will meet the requirements.

4. The numerator and denominators on your Automated Measures report will be used to fill out your attestation at the end of your reporting period, so you need all of the Objectives that you will be attesting to be at or above the required threshold.

For additional information on the Medicare EHR Incentive Program visit:
Eligible Professional Core Objectives:

1. Use CPOE for medication orders directly entered by any licensed healthcare professional who can enter orders into the medical record per state, local and professional guidelines.
   
   **Required Program:** Medicfusion ePrescribe

2. Implement drug-drug and drug-allergy interaction checks.
   
   **Required Program:** Medicfusion ePrescribe

3. Maintain an up-to-date problem list of current and active diagnoses.
   
   **Required Program:** Medicfusion EHR

4. Generate and transmit permissible prescriptions electronically (Medicfusion ePrescribe).
   
   **Required Program:** Medicfusion ePrescribe

5. Maintain active medication list.
   
   **Required Program:** Medicfusion ePrescribe

6. Maintain active medication allergy list.
   
   **Required Program:** Medicfusion ePrescribe

7. Record all of the following demographics:
   
   (A) Preferred language.    (B) Gender.    (C) Race.    (D) Ethnicity.    (E) Date of birth.
   
   **Required Program:** Medicfusion EHR

8. Record and chart changes in the following vital signs:
   
   (A) Height.    (B) Weight.    (C) Blood pressure.    (D) Calculate and display body mass index (BMI).
   
   (E) Plot and display growth charts for children 3–20 years, including BMI.
   
   **Required Program:** Medicfusion EHR

9. Record smoking status for patients 13 and older.
   
   **Required Program:** Medicfusion EHR

10. Implement one clinical decision support rule relevant to specialty or high clinical priority along with the ability to track compliance with that rule.
    
    **Required Program:** Medicfusion EHR

11. Provide patients with an electronic copy of their health information (including diagnostics test results, problem list, medication lists, medication allergies) upon request.
    
    **Required Program:** Medicfusion EHR

12. Provide clinical summaries for patients for each office visit.
    
    **Required Program:** Medicfusion EHR

13. Protect electronic health information created or maintained by the certified EHR technology through the implementation of appropriate technical capabilities.
    
    **Required Program:** Self-assessment
Eligible Professional Menu Objectives:

1. Implement drug formulary checks.
   **Required Program:** Medicfusion ePrescribe

2. Incorporate clinical lab-test results into EHR as structured data.
   **Required Program:** Medicfusion EHR

3. Generate lists of patients by specific conditions to use for quality improvement, reduction of disparities, research, or outreach.
   **Required Program:** Medicfusion EHR

4. Send patient reminders per patient preference for preventive/follow-up care.
   **Required Program:** Medicfusion EHR

5. Provide patients with timely electronic access to their health information (including lab results, problem list, medication lists, and allergies) within 4 business days of the information being available to the EP.
   **Required Program:** Medicfusion EHR

6. Use certified EHR technology to identify patient-specific education resources and provide those resources to the patient if appropriate.
   **Required Program:** Medicfusion EHR

7. The EP who receives a patient from another setting of care or provider of care or believes an encounter is relevant should perform medication reconciliation.
   **Required Program:** Medicfusion EHR

8. The EP who transitions their patient to another setting of care or provider of care or refers their patient to another provider of care should provide summary care record for each transition of care or referral.
   **Required Program:** Medicfusion EHR

9. Capability to submit electronic data to immunization registries or immunization information systems and actual submission according to applicable law and practice.
   **Required Program:** Medicfusion EHR

10. Capability to submit electronic syndromic surveillance data to public health agencies and actual submission according to applicable law and practice.
    **Required Program:** Medicfusion EHR

**Note:** Unlike the Core Objectives, which are all required unless you can claim exclusion, you only have to report on 5 of the 10 menu objectives above. At least one of the 5 that you choose must be either number 9 or 10 from the above list.
**Eligible Professional Core Objectives:**

**Measure 1 of 13**

**Objective:** Use computerized provider order entry (CPOE) for medication orders directly entered by any licensed healthcare professional who can enter orders into the medical record per state, local and professional guidelines.

**Measure:** More than 30 percent of all unique patients with at least one medication in their medication list seen by the EP have at least one medication order entered using CPOE.

**Exclusion:** Any EP who writes fewer than 100 prescriptions during the EHR reporting period.


**What To Do:**

- **Program:** Medicfusion EHR and Medicfusion ePrescribe
  
  *You MUST have an ePrescribe license for this measure!*

  Step 1: Open a Medicfusion SOAP
  
  Step 2: Select Plan/Prescription
  
  Step 3: Select the Prescribe button
  
  Step 4: Use tools provided to prescribe medications electronically
  
  Step 5: SAVE

  **Tutorial:** [http://www.youtube.com/watch?v=e8ckB_jZWic&feature=youtu.be](http://www.youtube.com/watch?v=e8ckB_jZWic&feature=youtu.be)

**Eligible Professional Core Objectives:**

**Measure 2 of 13**

**Objective:** Implement drug-drug and drug-allergy interaction checks.

**Measure:** The EP has enabled this functionality for the entire EHR reporting period.

**Exclusion:** No exclusion.


**What To Do:**

- **Program:** Medicfusion EHR and Medicfusion ePrescribe
  
  *You MUST have an ePrescribe license for this measure!*

  Step 1: You may simply attest, “Yes,” as Medicfusion ePrescribe provides these checks.
Eligible Professional Core Objectives:

Measure 3 of 13

Objective: Maintain an up-to-date problem list of current and active diagnoses.

Measure: More than 80 percent of all unique patients seen by the EP have at least one entry or an indication that no problems are known for the patient recorded as structured data.

Exclusion: No exclusion.

Tip!: Structured data means that the data has been entered in the fields provided in the EHR. You can’t get this wrong!


What To Do:

Program: Medicfusion EHR

Step 1: Open a Medicfusion SOAP
Step 2: Select the Diagnosis sub-section of the Assessment section
Step 3: Select known diagnosis or problem.
Step 4: SAVE
Eligible Professional Core Objectives:

**Measure 4 of 13**

**Objective:** Generate and transmit permissible prescriptions electronically (eRx).

**Measure:** More than 40 percent of all permissible prescriptions written by the EP are transmitted electronically using certified EHR technology.

**Exclusion:** Any EP who writes fewer than 100 prescriptions during the EHR reporting period.


**What To Do:**

**Program:** Medicfusion EHR and Medicfusion ePrescribe

*You MUST have an ePrescribe license for this measure! This measure applies only to EP’s prescribing more than 100 prescriptions per month.*

Step 1: Open a Medicfusion SOAP
Step 2: Select Plan/Prescription
Step 3: Select the Prescribe button
Step 4: Use tools provided to prescribe and transmit medications.
Step 5: SAVE

**Tutorial:** [http://www.youtube.com/watch?v=e8ckB_jZWic&feature=youtu.be](http://www.youtube.com/watch?v=e8ckB_jZWic&feature=youtu.be)
Eligible Professional Core Objectives:

Measure 5 of 13

Objective: Maintain active medication list.

Measure: More than 80 percent of all unique patients seen by the EP have at least one entry (or an indication that the patient is not currently prescribed any medication) recorded as structured data.

Exclusion: No exclusion.

Tip!: Structured data means that the data has been entered in the fields provided in the EHR. You can’t get this wrong!


What To Do:

Program: Medicfusion EHR and Medicfusion ePrescribe

You MUST have an ePrescribe license for this measure!

Step 1: Open a Medicfusion SOAP
Step 2: Select Medications from the Subjective section
Step 3: To Add Medication, select “Add Medications” OR “Select Patient is not currently prescribed any medications”
Step 4: Select “Refresh Medications” when finished
Eligible Professional Core Objectives:

Measure 6 of 13

Objective: Maintain active medication allergy list.

Measure: More than 80 percent of all unique patients seen by the EP have at least one entry (or an indication that the patient has no known medication allergies) recorded as structured data.

Exclusion: No exclusion.

Tip!: Structured data means that the data has been entered in the fields provided in the EHR. You can’t get this wrong!


Program: Medicfusion EHR and Medicfusion ePrescribe

You MUST have an ePrescribe license for this measure!

What To Do:

Step 1: Open a Medicfusion SOAP

Step 2: Select Medical Allergies from the Subjective Section

Step 3: Select “Add Allergies” to add Allergies OR Select “Patient has no known drug allergies”

Step 4: Select “Refresh Allergies” when finished
Eligible Professional Core Objectives:

Measure 7 of 13

Objective: Record all of the following demographics:
(A) Preferred language  
(B) Gender  
(C) Race  
(D) Ethnicity  
(E) Date of birth

Measure: More than 50 percent of all unique patients seen by the EP have demographics recorded as structured data.

Exclusion: No exclusion.

Tip!: Structured data means that the data has been entered in the fields provided in the EHR. You can’t get this wrong!


What To Do:

Program: Medicfusion EHR

Step 1: Open a Patient Profile Page by selecting “Patient/Add New Patient” to create a new patient record, or by selecting a patient from the Left Nav Find Tool

Step 2: Enter all of the required demographic details

Step 3: SAVE
### Eligible Professional Core Objectives:

**Measure 8 of 13**

**Objective:** Record and chart changes in vital signs.  
(A) Height  (B) Weight  (C) Blood pressure

**Measure:** More than 50 percent of all unique patients age 3 and over seen by the EP, where height, weight, and blood pressure are recorded as structured data.

**Exclusion:** Any EP who either sees no patients 3 years or older  
Any EP who believes that all three vital signs of height, weight, and blood pressure of their patients have no relevance to their scope of practice.  
Any EP who believes that height and weight are relevant to their scope of practice, but blood pressure is not, is excluded from recording blood pressure.  
Any EP or believes that blood pressure is relevant to their scope of practice, but height and weight are not, is excluded from recording height and weight.

**Tip!:** Height, weight and blood pressure need to be recorded on every patient over 3 years of age. Medicfusion automatically calculates BMI and plots growth charts!


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**What To Do:**

**Program:** Medicfusion EHR  
Step 1: Open a Medicfusion SOAP  
Step 2: Select “Vitals” from the Objective section  
Step 3: Enter all of the required Vitals details  
Step 4: SAVE
Eligible Professional Core Objectives:

**Measure 9 of 13**

**Objective:** Record smoking status for patients 13 and older.

**Measure:** More than 50 percent of all unique patients 13 and older seen by the EP have smoking status recorded as structured data.

**Exclusion:** Any EP who sees no patients 13 years or older.


**What To Do:**

**Program:** Medicfusion EHR

Step 1: Open a Medicfusion SOAP
Step 2: Select “Patient Smoking Status” from the Subjective section
Step 3: Select patient’s smoking status
Step 4: SAVE

Eligible Professional Core Objectives:

**Measure 10 of 13**

**Objective:** Implement one clinical decision support rule relevant to specialty or high clinical priority along with the ability to track compliance with that rule.

**Measure:** Implement one clinical decision support rule.

**Exclusion:** No exclusion.

**Tip!:** Medicfusion EHR will provide one basic clinical decision rule. You MUST have one rule in place for the duration of the period.


**What To Do:**

**Program:** Medicfusion EHR

Step 1: Admin Tab / Clinical Decision Support Rules
Step 2: Select a diagnosis code
Step 3: Complete the rule by entering the rule description, begin and end dates and click [add]
Eligible Professional Core Objectives:

Measure 11 of 13

Objective: Provide patients with the ability to view online, download and transmit their health information (including diagnostic test results, problem list, medication lists, medication allergies) within 4 business days of the information being available to the EP.

Measure: More than 50 percent of all unique patients seen by the EP during the EHR reporting period are provided timely (within 4 business days after the information is available to the EP) online access to their health information subject to the EP’s discretion to withhold certain information.

Exclusion: Any EP that has no requests from patients or their agents for an electronic copy of patient health information during the EHR reporting period.


What To Do:
Program: Medicfusion EHR
Step 1: Open Soap Note, click on CCR
Step 2: Select OK to open file and then save
Step 3: Go to Reports, HITECH, CCD/CCR Reader, Browse to find file, click submit
Print a readable document or save it on a flash drive or other media for the patient.
Step 4: To email the encrypted file to the patient, go to Admin, Security File Transfer, create a password in conjunction with the patient, enter the patient’s email address, find the file in the Browser, and click submit.
The patient receives an email where the files can be accessed, uses the pre-selected password, de-encrypts the file and then saves.

Eligible Professional Core Objectives:
Measure 12 of 13

Objective: Provide clinical summaries for patients for each office visit.

Measure: Clinical summaries provided to patients for more than 50 percent of all office visits within 3 business days.

Exclusion: Any EP who has no office visits during the EHR reporting period.

Tip!: The clinical summary can either be given electronically or in paper form to the patient.


What To Do:
Program: Medicfusion EHR  For all patient office visits.
Step 1: Open Soap Note, click on CCR
Step 2: Select OK to open file and then save
Step 3: Go to Reports, HITECH, CCD/CCR Reader, Browse to find file, click submit
Print a readable document or save it on a flash drive or other media for the patient.
Step 4: To email the encrypted file to the patient, go to Admin, Security File Transfer, create a password in conjunction with the patient, enter the patient’s email address, find the file in the Browser, and click submit.
The patient receives an email where the files can be accessed, uses the pre-selected password, de-encrypts the file and then saves.
Eligible Professional Core Objectives:

Measure 13 of 13

Objective: Protect electronic health information created or maintained by the certified EHR technology through the implementation of appropriate technical capabilities.

Measure: Conduct or review a security risk analysis in accordance with the requirements under 45 CFR 164.308(a)(1) and implement security updates as necessary and correct identified security deficiencies as part of its risk management process.

Exclusion: No exclusion.

See this link for the risk tool approved by CMS:

Tip!: To meet this objective you must perform an independent security risk review. Some suggestions include:
- Make sure no one in the office is using the default Medicfusion password.
- Make sure that all staff members have their own id and password.
- Make sure staff are not sharing ids/passwords (e.g. “everyone knows my id and password”).
- Review staff access privileges (Admin tab / Staff Access Control).
- Make sure there are no post-it notes with ids and passwords on monitors, under keyboards, etc.
- Change passwords, if necessary, to comply with findings.
- Make sure former employees, temp employees not currently working do not have access to the system.
- Become familiar with the Medicfusion Audit Tool found under Admin tab / Audit Report.
- Hire a consultant to assess your exposure.


Eligible Professional Menu Objectives

Measure 1 of 10

Objective: Implement drug formulary checks.

Measure: Eligible professionals (EPs) must attest YES to having enabled this functionality and having had access to at least one internal or external formulary for the entire EHR reporting period to meet this measure.

Exclusion: An EP who writes fewer than 100 prescriptions during the EHR reporting period can be excluded from this objective and associated measure. EPs must enter ‘0’ in the Exclusion box to attest to exclusion from this requirement.


What To Do:

Program: Medicfusion EHR and ePrescribe

You MUST have an ePrescribe license for this measure!
### Eligible Professional Menu Objectives

#### Measure 2 of 10

**Objective:** Incorporate clinical lab test results into EHR as structured data.

**Measure:** More than 40 percent of all clinical lab test results ordered by the EP during the EHR reporting period whose results are either in a positive/negative or numerical format are incorporated in certified EHR technology as structured data.

**Exclusion:** An EP who orders no lab tests whose results are either in a positive/negative or numeric format during the EHR reporting period.

**Tip!:** You must have the ORDER for a lab recorded before the RESULTS can be counted for Meaningful Use!


### What To Do:

**Program:** Medicfusion EHR

**Step 1:** Go to the SOAP Note, under the Objective Section click on Lab Results, and enter the pertinent information and click Save. The information will be posted below.

**Step 2:** To select an HL7 Report to upload, Browse for the Report and click Upload. The report then will be posted below.
Eligible Professional Menu Objectives

Measure 3 of 10

Objective: Generate lists of patients by specific conditions to use for quality improvement, reduction of disparities, research, or outreach.

Measure: Generate at least one report listing patients of the EP with a specific condition.

Exclusion: No exclusion.

Tip!: There are no specific criteria required for this list. Generate whatever list seems useful or appropriate to your office. Generating at least one list fulfills the objective.


What To Do:

Program: Medicfusion EHR

Step 1: Go to Reports, HITECH, and HITECH Patient List.
Step 2: Use the filter options and then click Print to generate the report.
Step 3: Select OK to open the report.
Eligible Professional Menu Objectives

Measure 4 of 10

Objective: Send reminders to patients per patient preference for preventive/follow-up care.

Measure: More than 20 percent of all patients 65 years or older or 5 years old and younger were sent an appropriate reminder during the EHR reporting period.

Exclusion: An EP who has no patients 65 years old or older or 5 years old and younger with records maintained using certified EHR technology.


What To Do:

Program: Medicfusion EHR

Medicfusion is designed to send out reminders to all patients automatically, you can use these additional messaging features as well.

Step 1: Go to Patient, Electronic Medical Records, Patient Demographic [View/Edit], Collect PHI communication preference.

Step 2: Choose either 1) Patient has no preference - any generally acceptable means.

2) Patient preferences specified

Choosing either of these choices will fulfill this requirement.

Step 3: Click “Save”
Eligible Professional Menu Objectives

Measure 5 of 10

Objective: Provide patients with timely electronic access to their health information (including lab results, problem list, medication lists, and allergies) within 4 business days of the information being available to the EP.

Measure: At least 10 percent of all unique patients seen by the EP are provided timely (available to the patient within four business days of being updated in the certified EHR technology) electronic access to their health information subject to the EP’s discretion to withhold certain information.

Exclusion: Any EP that neither orders nor creates lab tests or information that would be contained in the problem list, medication list, medication allergy list (or other information as listed at 45 CFR 170.304(g)) during the EHR reporting period.

Tip!: You should be checking your alerts in Medicfusion EHR DAILY in order to ensure that you know which patients need copies of their health information delivered to them in a timely fashion.


What To Do:

Program: Medicfusion EHR

Step 1: Ensure necessary accesses are granted on your Patient Portal through the set up functions in your Staff Portal.

Step 2: Use the Medical Alerts in the SOAP Note to remind you per the measure criteria. Use the CCR button in the SOAP Note and the CCR Reader to create and upload attachment to the Patient Portal.

Step 3: Patients can click on the Health Record Tab to select and view their health record information that you have shared with them through the Patient Portal.
Eligible Professional Menu Objectives

Measure 6 of 10

Objective: Use certified EHR technology to identify patient-specific education resources and provide those resources to the patient if appropriate.

Measure: More than 10 percent of all unique patients seen by the EP are provided patient-specific education resources.

Exclusion: No exclusion.


What To Do:

Program: Medicfusion EHR

Step 1: Open a Medicfusion SOAP
Step 2: Go to Plan Section
Step 3: Select “Orders”
Step 4: Select “Instructions/Patient Education”
Step 5: Use Find Patient Education Resources link to find appropriate materials
Step 6: Generate a printer-friendly version then copy and paste into order text box
Step 7: Click either add order button
Eligible Professional Menu Objectives

Measure 7 of 10

Objective: The EP who receives a patient from another setting of care or provider of care or believes an encounter is relevant should perform medication reconciliation.

Measure: The EP performs medication reconciliation for more than 50 percent of transitions of care in which the patient is transitioned into the care of the EP.

Exclusion: An EP who was not the recipient of any transitions of care during the EHR reporting period.


What To Do:

Program: Medicfusion EHR
You MUST have an ePrescribe license for this measure!

Step 1: Open a Medicfusion SOAP
Step 2: Select the Medications subsection in the Subjective section
Step 3: If the patient has been treated somewhere else and presents with a medication list, select “Patient has transitioned in to care.”
Step 4: Select “Add Medications”
Step 5: Select Med Hx
Step 6: Select “Obtain New Data” to review historical data for the patient
Step 7: You may add medications from the history into the patient’s current medication list
Step 8: If no history appears, or if the history is incompletely representing the patient’s current medications, manually add the missing medications
Step 9: Return to Medicfusion to attest Medication Reconciliation has been performed
Step 10: Select “Refresh Medications”
Eligible Professional Menu Objectives

Measure 8 of 10

Objective: The EP who transitions their patient to another setting of care or provider of care or refers their patient to another provider of care should provide summary care record for each transition of care or referral.

Measure: The EP who transitions or refers their patient to another setting of care or provider of care provides a summary of care record for more than 50 percent of transitions of care and referrals.

Exclusion: An EP who neither transfers a patient to another setting nor refers a patient to another provider during the EHR reporting period.


What To Do:

Program: Medicfusion EHR

Step 1: Click on Medications under Subjection
Step 2: Select Patient Has Transitioned Into Care
Step 3: Click The Refresh Button
Step 4: Click CCR and Save
Step 5: Browse for CCR and Submit
Eligible Professional Menu Objectives

Measure 9 of 10

Objective: Capability to submit electronic data to immunization registries or immunization information systems and actual submission according to applicable law and practice.

Measure: Performed at least one test of certified EHR technology’s capacity to submit electronic data to immunization registries and follow up submission if the test is successful (unless none of the immunization registries to which the EP submits such information has the capacity to receive the information electronically).

Exclusion: An EP who administers no immunizations during the EHR reporting period or where no immunization registry has the capacity to receive the information electronically.

Tip!: You may select this objective even if you are going to prove an exclusion to it. This is a viable and acceptable strategy for selection of your 5 Menu Objectives.


What To Do:

Program: Medicfusion EHR

Step 1: Enter pertinent information
Step 2: Click Save
Step 3: If possible in your area, submit to an immunization registry.
Eligible Professional Menu Objectives

Measure 10 of 10

Objective: Capability to submit electronic syndromic surveillance data to public health agencies and actual submission according to applicable law and practice.

Measure: Performed at least one test of certified EHR technology’s capacity to provide electronic syndromic surveillance data to public health agencies and follow-up submission if the test is successful (unless none of the public health agencies to which an EP submits such information has the capacity to receive the information electronically).

Exclusion: An EP who does not collect any reportable syndromic information on their patients during the EHR reporting period or does not submit such information to any public health agency that has the capacity to receive the information electronically.

Tip!: You may select this objective even if you are going to prove an exclusion to it. This is a viable and acceptable strategy for selection of your 5 Menu Objectives.


What To Do:

Program: Medicfusion EHR

Step 1: Enter pertinent information
Step 2: Click Save
Step 3: If possible in your area, submit to a public health organization