

**HIM Practices in the Electronic Health Record:  
*Managing Data Types***

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**Audience Polling Question**

How many different data types does your organization have?

- 1-2
- 3-4
- 4-6
- Over six?
- What is a data type?

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**Managing Data Types**

What are Data Types?



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**Managing Data Types**

- Email
- Voice Mail
- Phone Messages
- Materials from other Facilities (CD-ROMs)
- Free Text
- Digital Images



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**Managing Data Types**

Email – Defining It

- Record generating
- Increasing use as a non-traditional communication process
- Should be managed as a type of patient record
- What is “formal” email communication?
- Who creates the email documentation?



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**Managing Data Types**

Email – Legal Concerns

- Evidentiary support
- Lifecycle
- Large information asset



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**Managing Data Types**

Email – The 3 “Rs”

- Retain documentation
- Reduce risk
- Retention rules



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**Managing Data Types**

Voice Mail and Telephone Messages

- May be left in original form or transcribed into a written record (e.g. progress note)

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**Managing Data Types**

Materials from Other Facilities

- Hardcopies
- Diagnostic Images/Films
- Compact Discs

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**Managing Data Types**

Materials from Other Facilities

- Hard Copies
  - Who receives it?
  - What happens to it?
  - When does HIM come into the picture?
  - Where is it filed?
  - Why do you keep it?



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**Managing Data Types**

Materials from Other Facilities

- Diagnostic Images/Films
  - Radiology films
  - MRI/CT Scans
  - Nuclear Medicine Scans
  - Interventional Radiology
  - Vascular Scans



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**Managing Data Types**

Materials from Other Facilities

- Compact Discs



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**Managing Data Types**

Free Text

- Unstructured Data
- Narrative in nature
- Generated by word or text processing
- Fields are often unlimited
- Very hard to search



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**Managing Data Types**

Free Text

- Reports
  - Radiology Reports
  - Pathology Reports
  - Operative Reports



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**Managing Data Types**

Free Text

- Electronic functions
- Copy and Paste
- Responsibility/Accountability



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**Managing Data Types**

Free Text

- Digital Dictation
- Transcription
- Voice Recognition



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**Managing Data Types**

- Digital Images
- Photos
- Video
- Audio Files



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**Managing Data Types**

Consolidated Health Informatics (CHI)

- Fundamental Requirements for Consideration
  - Objects stored in patient records are uniquely identifiable persistent entities
  - Object contain patient study, study component, examination, equipment, unique identification and other information

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**Managing Data Types**

Consolidated Health Informatics (CHI)

- Future Requirements
  - Standards Committee Collaboration
  - Time to incorporate Industry Standards
  - Long Term Storage and Retrieval of Information



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**Managing Data Types**

Consolidated Health Informatics (CHI)

- Future Requirements
  - Unique Identifiers
  - Computer System Firewalls



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**Managing Data Types**

Personal Health Records

- Who has them?
- What are we doing about them?



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## Managing Data Types

Personal Health Records

- Lack of standardization
- Lack of consumer awareness
- Lack of physician involvement

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Questions??



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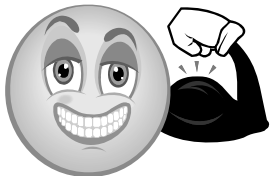
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Exercise Your Knowledge



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