

Strategic Workflow Plan

Student Name

Program Name or Degree Name, University name

COURSE XXX: Title of Course

Instructor Name

Month XX, 202X

Presentation Objectives

COM

Valley City Regional Hospital's current HIM technology infrastructure

HIM workflow and how those processes

Common end-user functions, data entry, and privacy and security best practices.

Duties and responsibilities of the key personnel

Common workflow standards

NEW



Current HIM technology infrastructure



NURSINGSTAFF.COM

System size

Medium

Location

Minneapolis

System within a system

Delaware County Regional Health System and Red River Rural Health System

Current HIM Technology Infrastructure at Valley City Hospital



Challenges

- No clear workflow guidance
- System constraints and logjams
- System driven by data

System infrastructure needs

- Resolving system logjams
- Standardizing workflow
- System centered on patient care

Common Best Practices for Maintaining Workflow

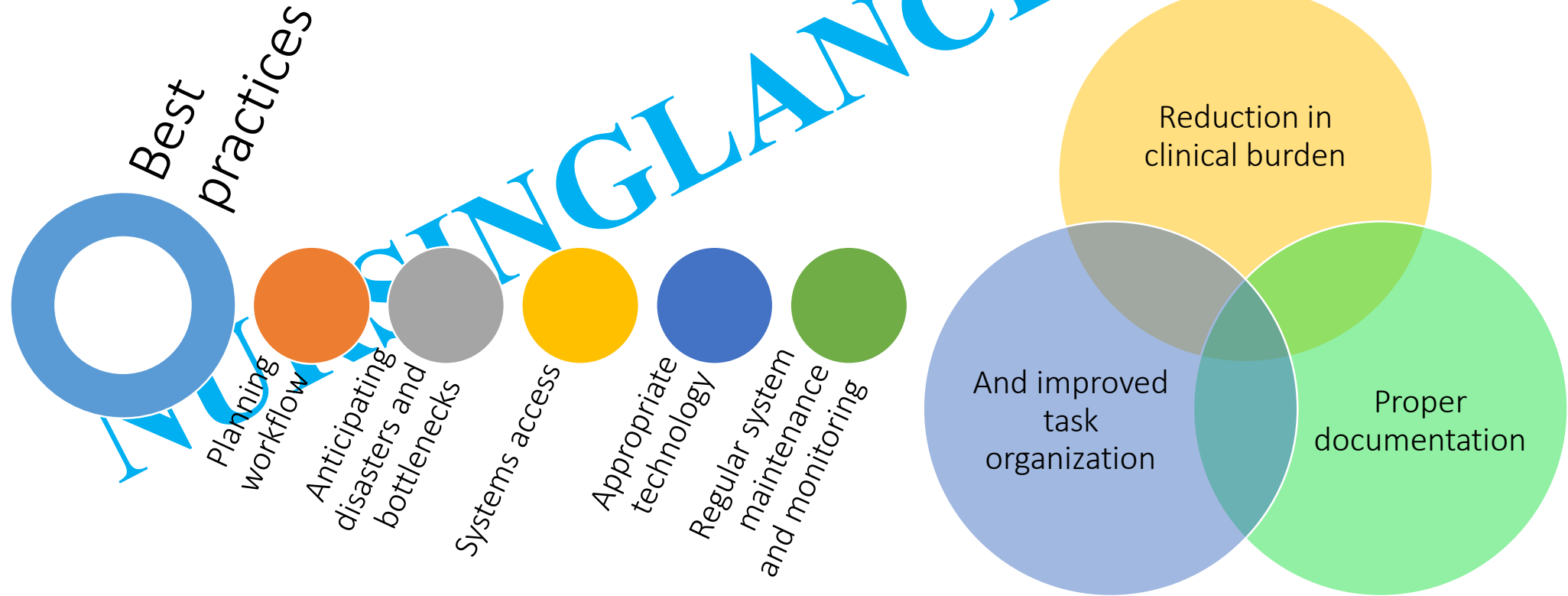
System communication

- Secure messaging and communicating across all user
- Faster and secure messaging

System usability

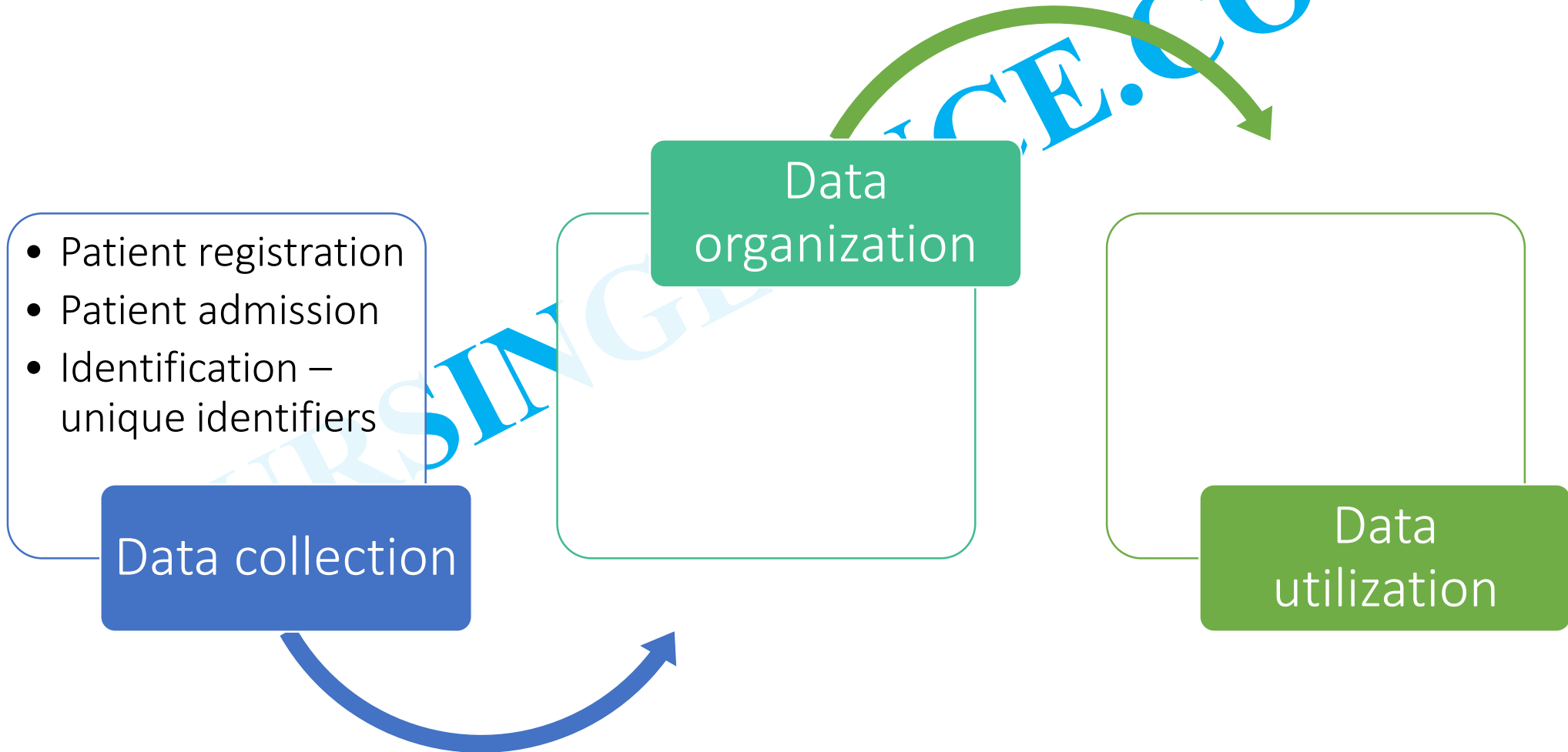
- Improves system functionality
- decreasing workload
- improving quality
- Improves user satisfaction.

Common Best Practices for Maintaining Workflow cont'd

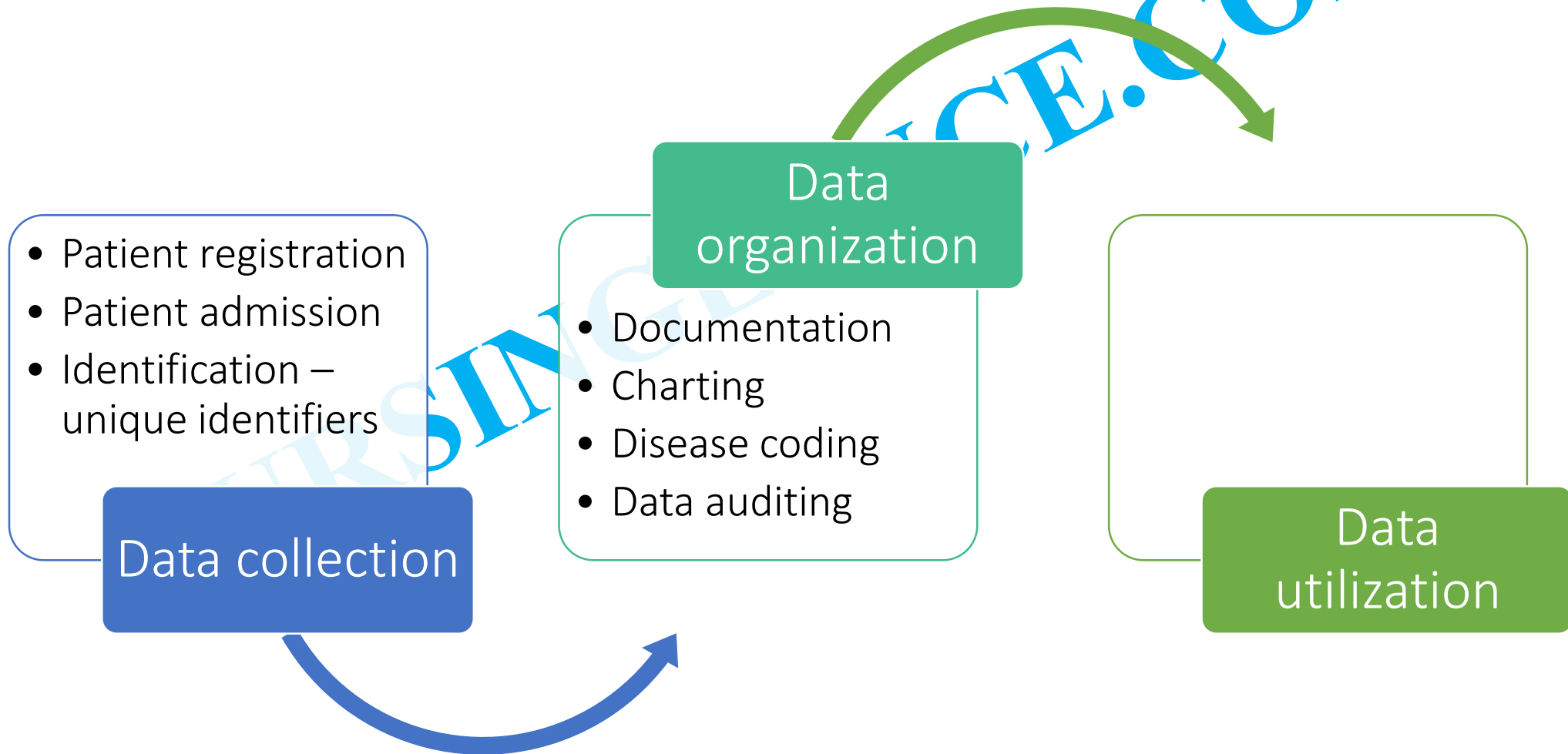


(Dymek et al., 2021)

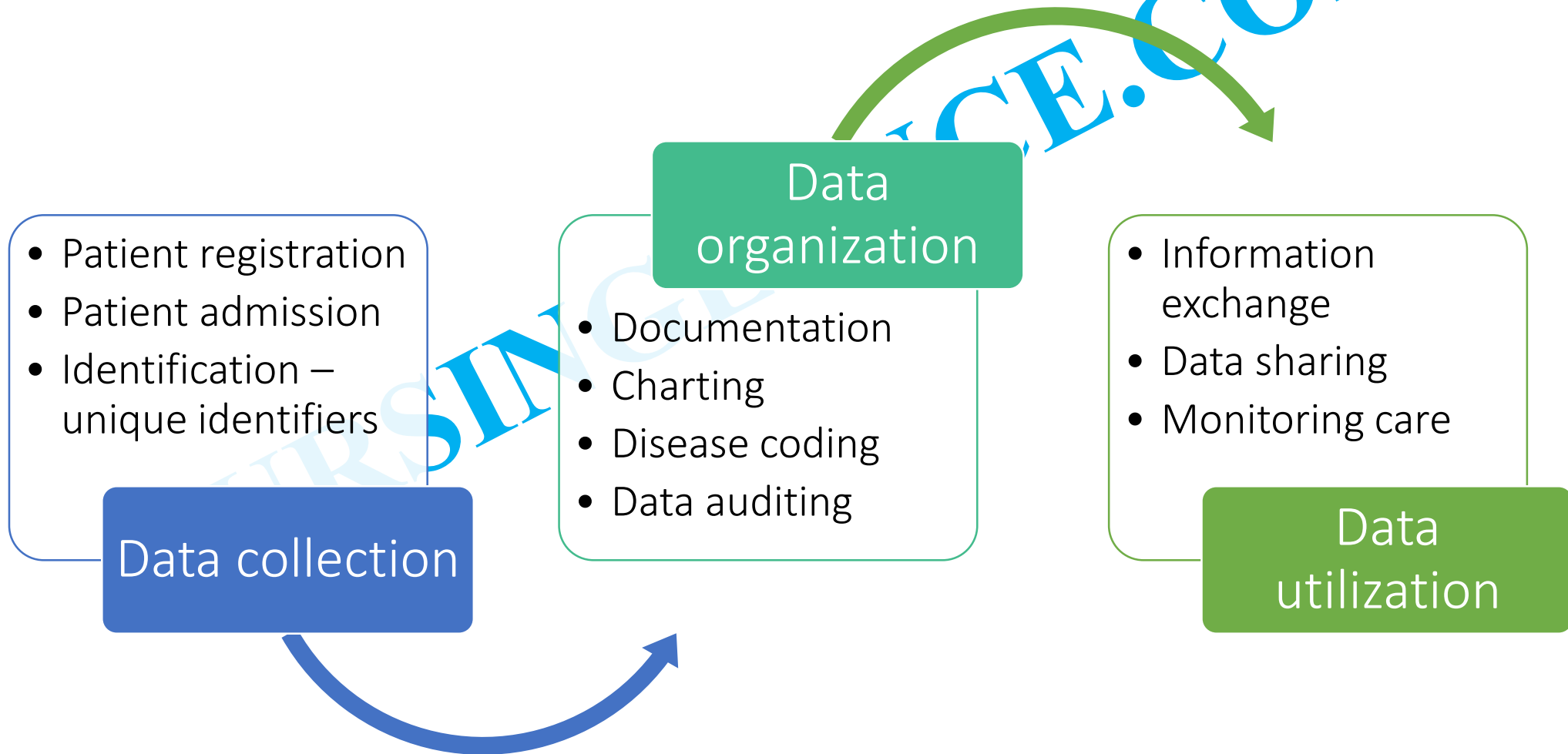
HIM Workflow – Admission and Triage



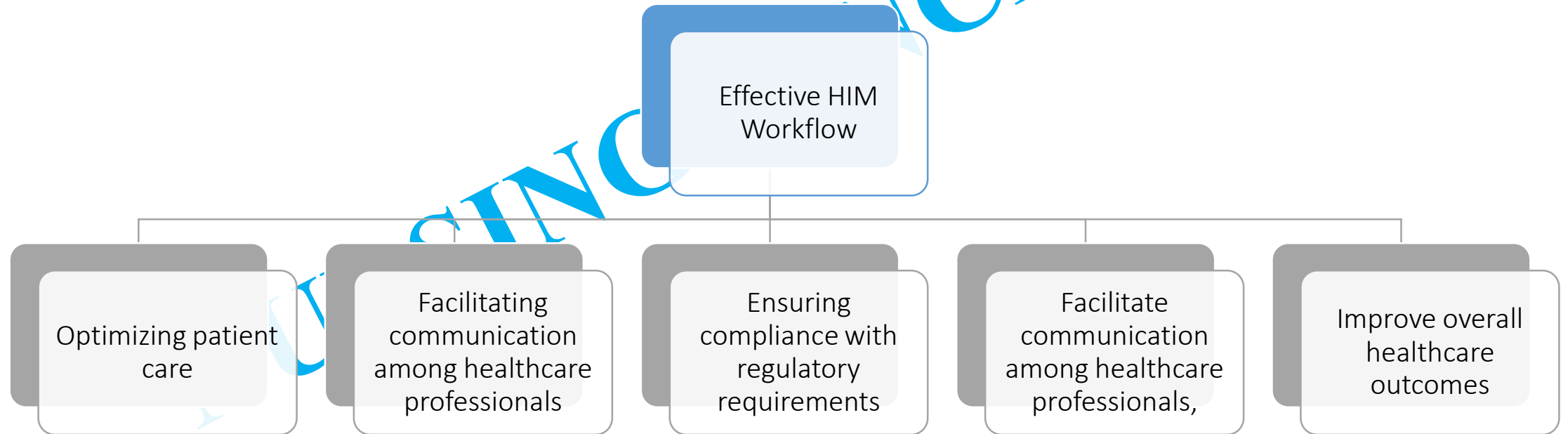
HIM Workflow – data organization



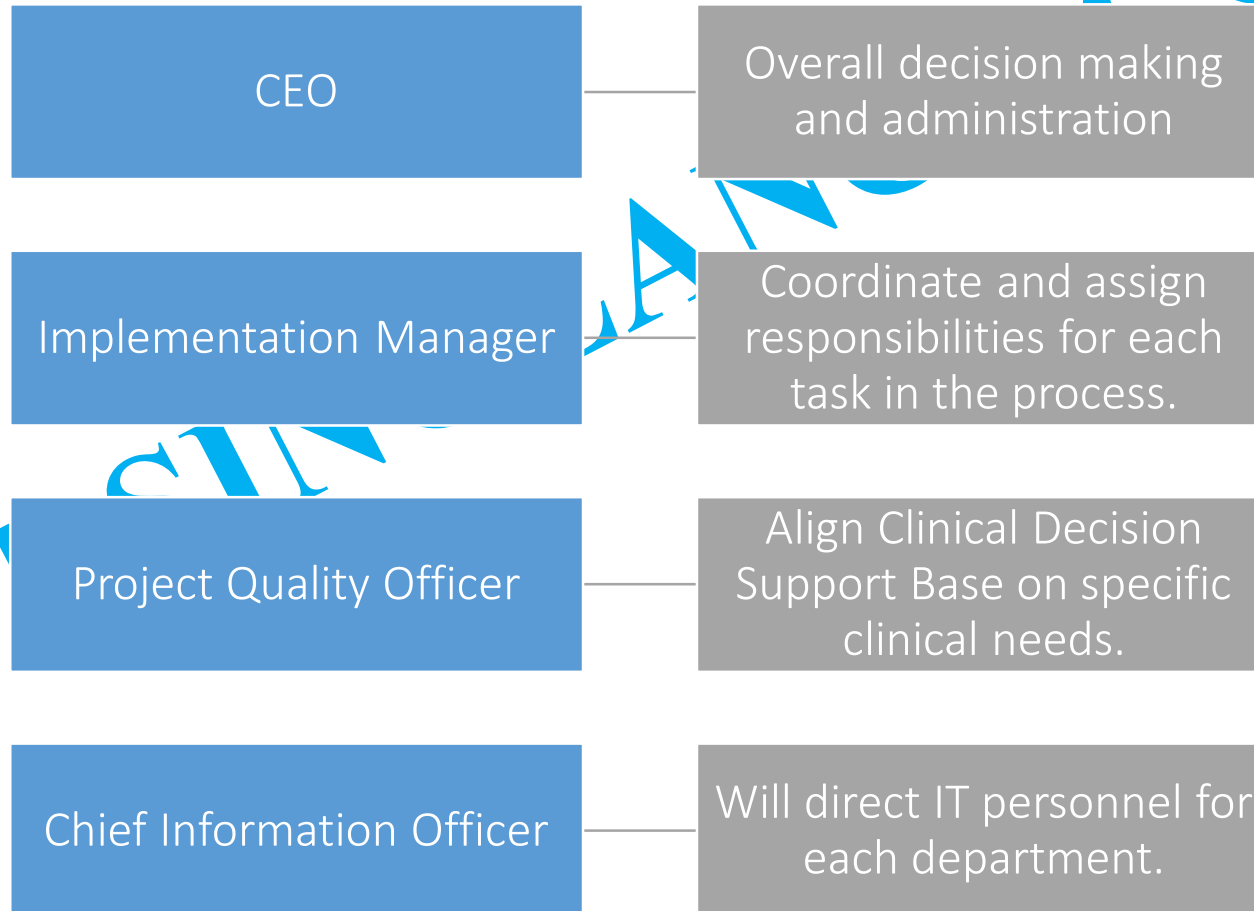
HIM Workflow – utilizing data



Effective HIM Workflow



Personnel in HIM Workflow



Personnel in HIM Workflow

Pharmacy Director

Drug-Drug Interaction and Drug-Allergy (DDI/DS) alerts need to be calibrated to ensure that they support both pharmacists and physicians.

Chief Nursing Officer

Nursing workflow set up for each department

Clinical Champions

support and work as a messengers to the administration from each work area.

Super-Users

They will assist with each step in the work field when someone has difficulty.

Clinical Curmudgeons

These stakeholders will voice their opinions

Patient Representative

Pioneer users and provide feedback about how system is working.

Common Workflow Standards



Workflow Plan



Utilization of
EHR



Clinical
Documentation



EHR
Optimization



Optimal
Workflow



Techniques &
Tools



Process Enablers



Data Capture

(Washington, 2020)

State and Federal Guidelines

Health IT Usability

Certification Conditions

Trusted Framework

Health Information Technology
Advisory Committee

21st Century
Cures Act



(The Office of the National Coordinator for Health Information Technology, n.d.)

Health
Insurance
Portability and
Accountability
Act (HIPAA)

Sets national standards

Protect workers health
insurance

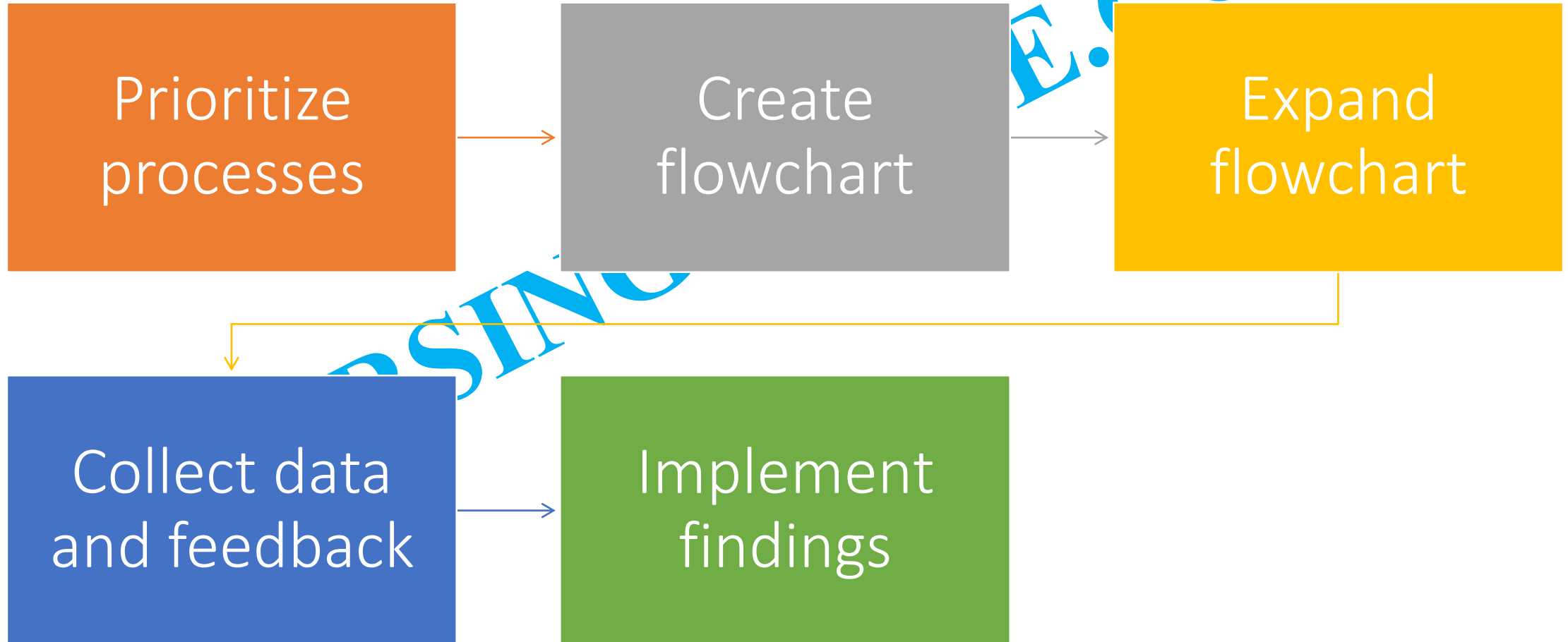
Describes data protection
and requirements

Meaningful Use Guidelines



- Improving quality, safety, and efficiency while reducing health disparities
- Engaging patients and their families in their healthcare
- Enhancing care coordination
- Improving population and public health
- Maintaining privacy and security of health information
- Compliance with Meaningful Use is required by law to receive incentives.

Evaluation Strategies by Leadership



References

Dymek, C., Kim, B., Melton, G. B., Payne, T. H., Singh, H., & Hsiao, C.-J. (2021). Building the evidence-base to reduce electronic health record-related clinician burden. *Journal of the American Medical Informatics Association: JAMIA*, 28(5), 1057–1061. <https://doi.org/10.1093/jamia/ocaa238>

Lindsay, M. R., & Lytle, K. (2022). Implementing best practices to redesign workflow and optimize nursing documentation in the electronic health record. *Applied Clinical Informatics*, 13(3), 711–719. <https://doi.org/10.1055/a-1868-6431>

The Office of the National Coordinator for Health Information Technology. (n.d.). *Health IT Legislation*. Healthit.gov. Retrieved November 19, 2023, from <https://www.healthit.gov/topic/laws-regulation-and-policy/health-it-legislation>

Washington, L. (2020). Analyzing workflow for a health IT implementation: An often short-shrifted step is essential in successful IT deployments. *Journal of AHIMA*, 79(1), 64–65. <http://library.ahima.org/doc?oid=77538>