

Findings

The DVMAX Findings functionality allows you to enter most of your patient history with almost no typing. When you use a Finding to add information to a patient history, you can quickly select from a predefined list of conclusions.

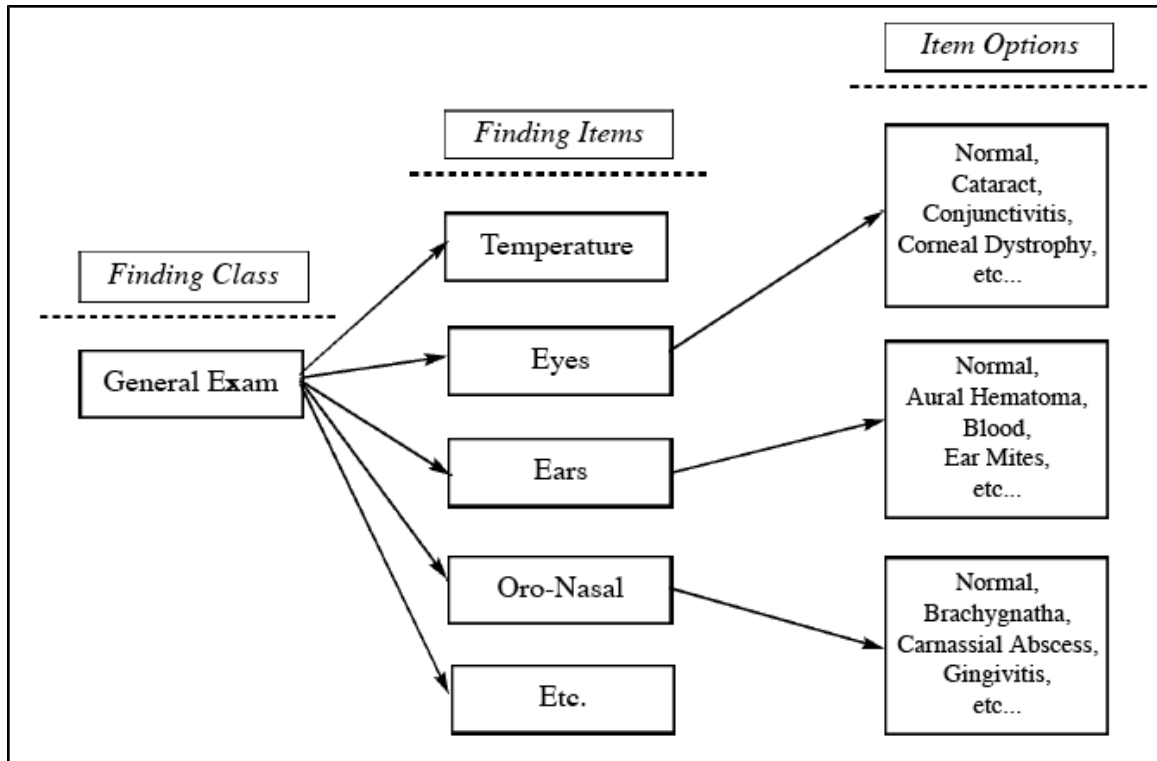
Medical Record Findings Information:	
Temperature	
General/Attitude	BARH
Respiration Rate	
CRT	<2 sec
Heart Rate	
Body Weight	
Mucous Membrane	Pink and Moist
Dentition	No Abnormal Findings

With Findings, you can quickly organize a large number of choices into an easy-to-use interface. From this interface you can enter only those items that are relevant or noteworthy to a particular case. This makes data entry fast, structured and predictable.

This chapter covers setting up Findings for use on a Patient History. You must link a Finding to a Medical Record Code or a Diagnosis before you can use it on a Patient History. For more information on linking Findings, see chapters on **Medical Record Codes** and **Diagnoses** in this manual. For information on using a Finding on a Patient History, see **Working With Patient Records**.

Findings: An Overview

A Finding is composed of three hierarchical elements: a **Finding Class** contains one or more **Finding Items**, which in turn contain one or more **Item Options**.



The **Finding Class** defines the type or category of information that will be entered onto the patient record by a Finding. In practice, a **Finding Class** is referred to more generally as simply a **Finding**.

Finding Items are the individual items that combine to make up the Finding Class.

Finding **Item Options** are the most common results arising from each Finding Item in the Finding Class. Item Options become clickable elements in the DVMAX user interface.

Creating a New Finding

Overview of Creating a Finding

Plan your Finding before creating it in DVMAX. When mapping out a new Finding:


- Define the **Finding Class** that you want to create. It can be an exam, a diagnostic test, a lab result or anything that you would normally make detailed and structured notes about.
- List the **Finding Items** that make up the Finding Class. These are the different types of information, observations or results that make up the Class. For example, the Finding Items that make up a General Examination might include the patient's temperature, weight, and disposition, as well as the results of eye and


ear examinations. Make certain you have covered them all and be sure to arrange them in the order you want.

- List the most common **Finding Item Options** for each Finding Item. For example, the Item Options for an Eye Exam in a General Examination might include “Normal”, “Cataract” and “Corneal Dystrophy.”

Once your Finding is planned, create it in DVMAX in the reverse order to which you planned it.

- Start with the lowest part of the hierarchy: create the Finding Items and their associated Options.
- Create the Finding Class and attach to it all of the Finding Items you have just defined. Make sure to add them in the order you want to enter them.

 Consider working out the basic structure of a Finding Class on paper before you implement it in DVMAX.

 When you have successfully created a Finding, you need to associate it with a defined Medical Record Code or Diagnosis. (You can also create a Medical Record Code or Diagnosis for the sole purpose of entering Findings.) See the chapters Medical Record Codes and Diagnoses for information on this.

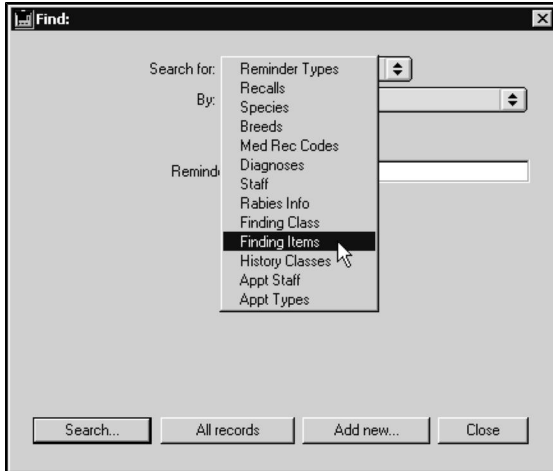
Creating Finding Items

To create a Finding Item record:

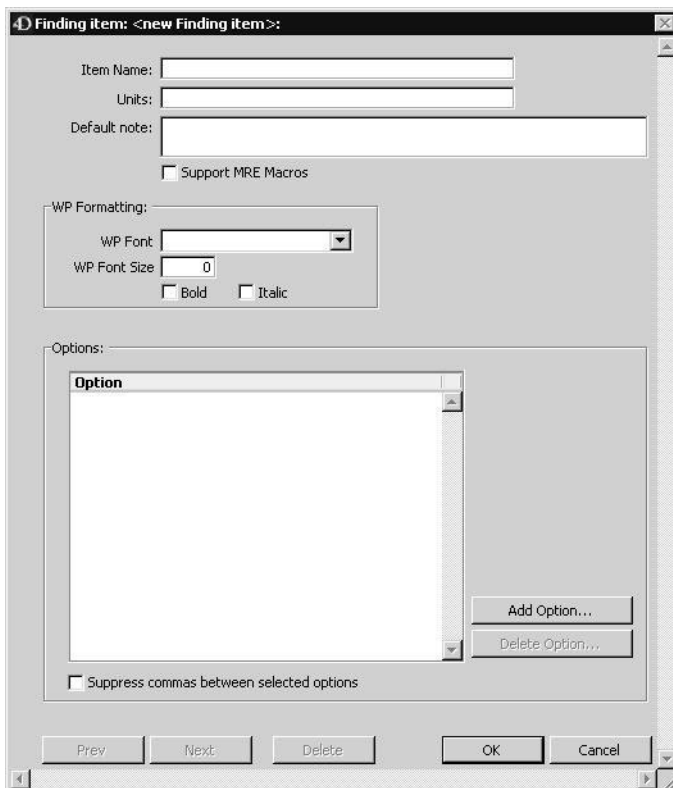
- Choose **Patient Codes** from the **Section** drop-down menu.

Clients & Patients	Ctrl+1
Inventory Management	Ctrl+3
Patient Codes	Ctrl+4
System Constants	Ctrl+5
General Management	Ctrl+6
Log Records	Ctrl+7
Boarding	Ctrl+8
Treatment Plans	Ctrl+9
Reminders	

- From the **Find** window, choose **Finding Items** from the **Search For** drop-down list.

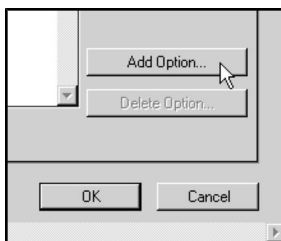


- Click **Add New** at the bottom of the **Find** window.
- The **New Finding Item** window displays.



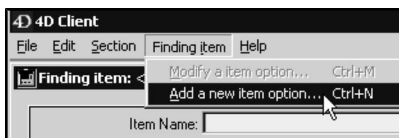
- Type a unique name for this Finding Item in the **Item Name** field. The name can be up to 40 characters long.

- If this item will be measured in units, type the unit measure in the **Units** field. For example, if you are creating a “Heart Rate” Finding Item, the unit measure will be “BPM” (Beats Per Minute). Leave this field empty if the item is not measured in units.
- Type the text to appear automatically when this Finding Item is used on a Patient record into the **Default Note** field. You can leave this field empty if you do not wish any text to appear by default, and you can change the Default Note when you use the Finding Item on the patient record.
- If you wish to be able to use this Finding Item in a Macro, click to select the **Support MRE Macros** checkbox. See **Macros** for more information on this setting.
- Set the font and size for use in Word Processing documents.
- Click the **Add Option** button to add Options to this item. See **Adding Options to a Finding Item** for more information.



-OR-

- Choose **Add New Option** from the **Finding Items** drop-down menu to add Options to this item. See **Adding Options to a Finding Item** for more information.



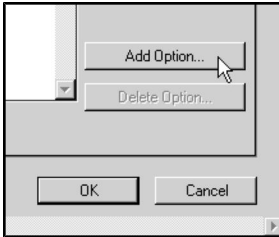
i CONTROL+N (COMMAND+N on Macintosh) is a keyboard shortcut for **Add New Option**.

- Click to select the **Suppress Commas Between Selected Options** checkbox to tell DVMAX not to separate options with a comma when entering this Finding Item on a patient record. Leave this field unselected to separate item options with a comma on the patient record.
- Click **OK** to save this Finding Item.

Adding Options to a Finding Item

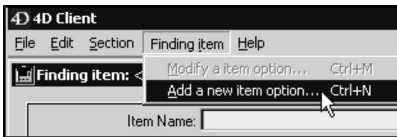
To add options to a Finding Item:

- Click **Add Option**.



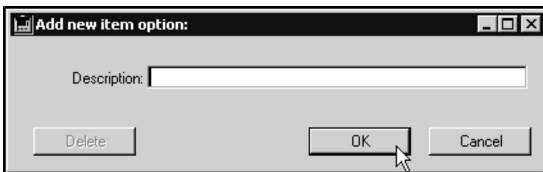
-OR-

- Choose **Add New Option** from the **Finding Items** drop-down menu.



i CONTROL+N (COMMAND+N on Macintosh) is a keyboard shortcut for **Add New Option**.

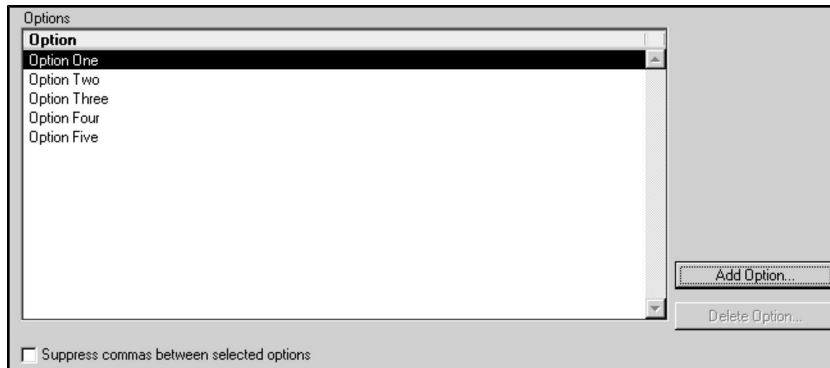
- The **Add New Item Option** dialog opens.



- Type the text that the user will select when entering this Finding on a Patient History into the **Description** field.
- Click **OK** to save this option. DVMAX will save your Item Option and present another empty **Description** field. You can enter as many options as you like by typing descriptions and clicking **OK**.

-OR-

- Click **Cancel** to save this option and close the **Add New Item Option** dialog. DVMAX will return you to the **Finding Item** dialog. The options you added will be listed in the **Options** area of the **Finding Item** window.

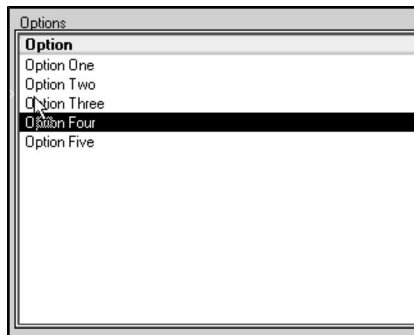


Reordering Finding Item Options


When placing a Finding on a patient history, DVMAX will present items in the order they are listed in the Options area of the Finding Item record. You can specify the order in which Finding Item Options will be presented when adding a Finding to Patient History.

To reorder Finding Item Options:

- In the Options area of the Finding Item window, click and hold the mouse button down on the Option you wish to move.



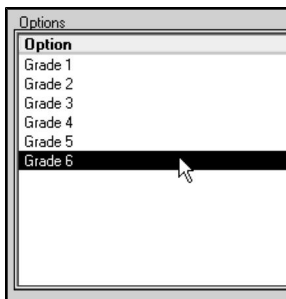
- Drag the item in the list to the spot where you wish to place it. A small arrow appears to the left of the list while you are dragging. This arrow indicates where the item will be placed when you release the mouse button.

 If you change the design of a Finding Class after you have created and used it, patient histories that have already used that Finding will not be altered or updated. Future entries will use the changed design.

Modifying a Finding Item Option

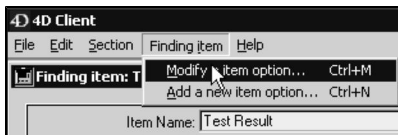
To modify a Finding Item Option:

- Double-click the Option you wish to change in the Options list of the **Finding Item** window.

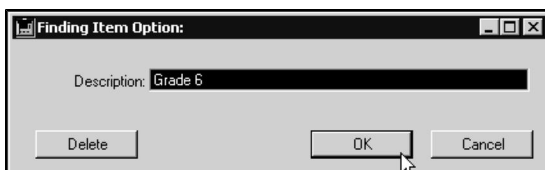


-OR-

- Click once to select the Option you wish to change in the Options list.
- Choose **Modify Item Option** from the **Finding Item** drop-down menu.



- The **Finding Item Option** dialog displays.

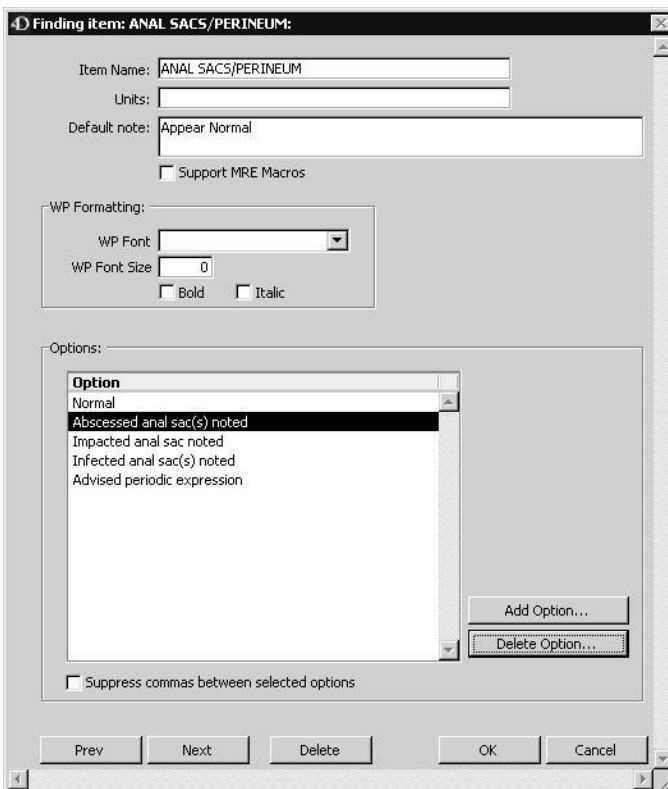


- Type your changes in the **Description** field.
- Click **OK** to save your changes.

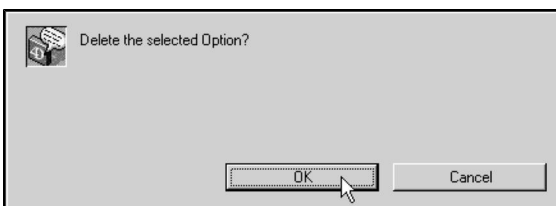
Deleting a Finding Item Option

To delete an Option from a Finding Item:

- Click once to select the Option you wish to delete from the **Options** list.

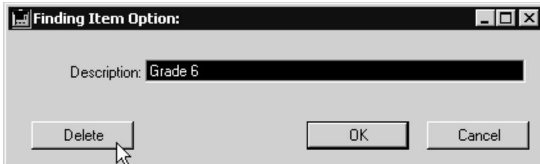


- Click **Delete Option**.
- DVMAX will ask you to confirm that you wish to delete this option.



- Click **Delete**. The confirmation dialog closes, and the Option is removed from the list.

i You can also delete a Finding Item Option from the **Modify Finding Item Option** dialog, by clicking the **Delete** button.



For more information on the Modify Finding Item Option dialog, see Modifying a Finding Item.

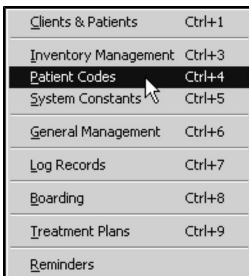
! If you change the design of a Finding Class after you have created and used it, patient histories that have already used that Finding will not be altered or updated. Future entries will use the changed design.

Creating Finding Classes

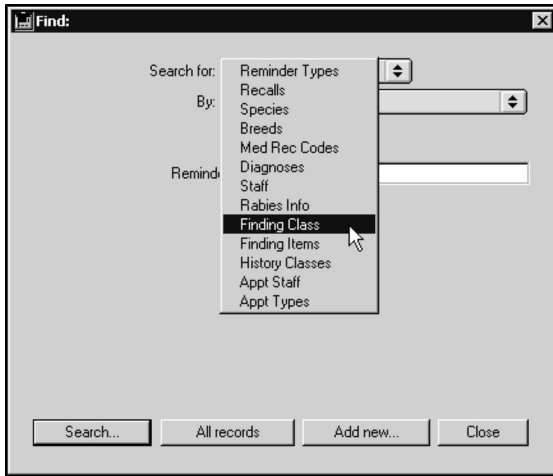
Finding Classes are collections of Finding Items. In order to create a Finding Class, the component Finding Items must already have been created. For information on creating Finding Items, see **Creating Finding Items**.

To create a Finding Class:

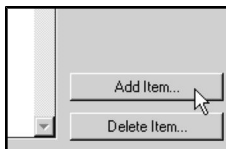
- Choose **Patient Codes** from the **Section** drop-down menu.



- From the **Find** window, choose **Finding Class** from the **Search For** drop-down list.

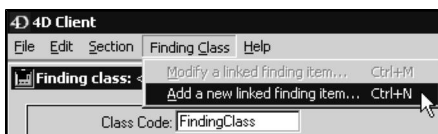


- Click **Add New** at the bottom of the **Find** window.
- From the **New Finding Class** window, type a unique code for this Finding Class into the **Class Code** field. The code is used to identify and select this Finding Class, and can be up to 12 characters long.
- Type a name for this Finding Class into the **Class Name** field.
- Click **Add Item** to add Finding Items to this Finding Class. See **Linking Finding Items to a Finding Class** for more information.



-OR-

- Choose **Add New Linked Finding Item** from the **Finding Class** drop-down menu to add Finding Items to this Finding Class. See **Linking Finding Items to a Finding Class** for more information.



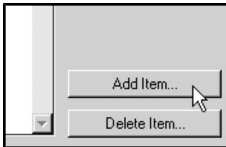
- Click **OK** to save the new Finding Class.

i CONTROL+N (COMMAND + N on Macintosh) is a keyboard shortcut for **Add New Linked Finding Item**.

Linking Finding Items to a Finding Class

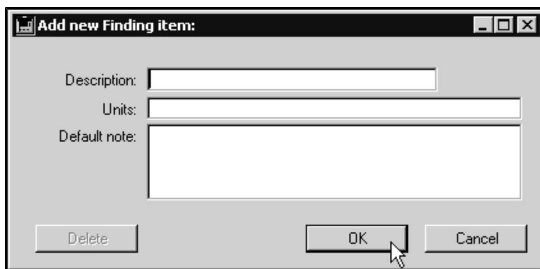
You can add as many Finding Items as necessary to a Finding Class. To link or add Finding Items to a Finding Class:

- Click **Add Item**.



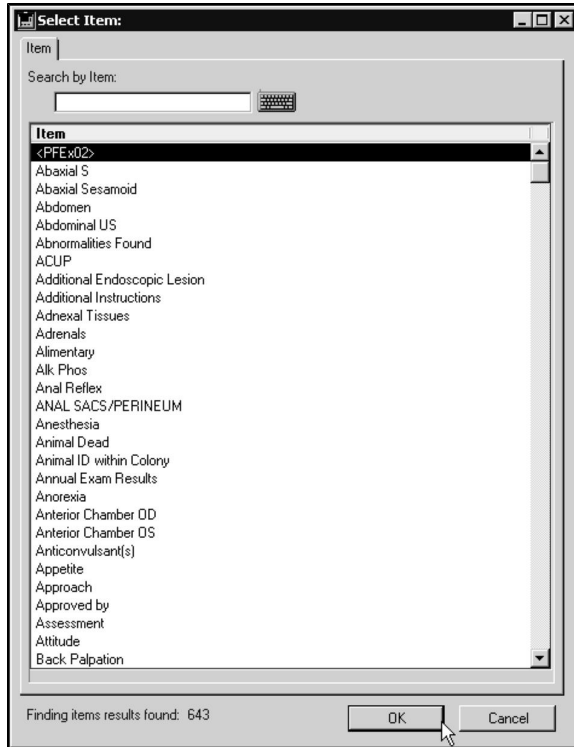
-OR-

- Choose **Add New Linked Finding Item** from the **Finding Class** drop-down menu.
- From the **Add New Finding Item** dialog, type the name of a Finding Item into the **Description** field. This name must be the name of an existing Finding Item.



i CONTROL+N (COMMAND + N on Macintosh) is a keyboard shortcut for **Add New Linked Finding Item**.

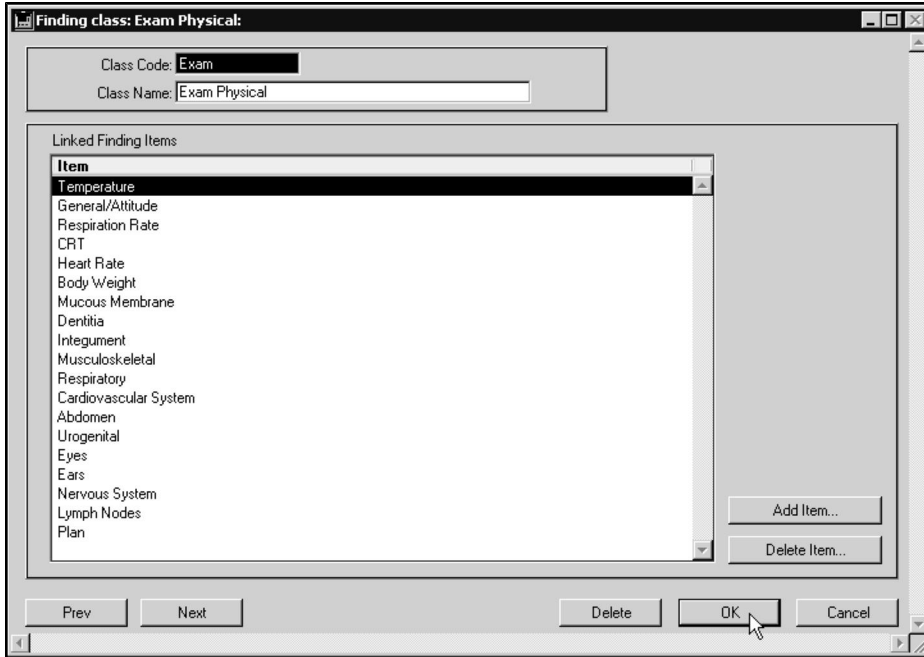
i If you do not know the full name of the Finding Item you wish to link, type as much as you know of the name and press TAB. DVMAX will present you with a list of Finding Items that match the partial name you typed.



- If a Unit has not been defined for this Finding Item, you can type it now into the **Unit** field. For more information on Units, see **Creating a Finding Item**.
- If a default note has not been defined for this **Finding Item**, you can type it into the **Default Note** field. You can have a different default note for the same finding item when used with a different finding class. For more information on Default Notes, see **Creating a Finding Item**.
- Click **OK** to save this option. DVMAX will link this Finding Item and present a new, empty **Add New Finding Item** dialog. You can link as many Finding Items as you like by filling out the **Add New Finding Item** dialog and clicking **OK**.

-OR-

- Click **Cancel** to save this option and close the **Add New Finding Item** dialog. DVMAX will return you to the **Finding Class** screen. The Finding Items you linked will be listed in the **Linked Finding Items** area of the **Finding Class** screen.



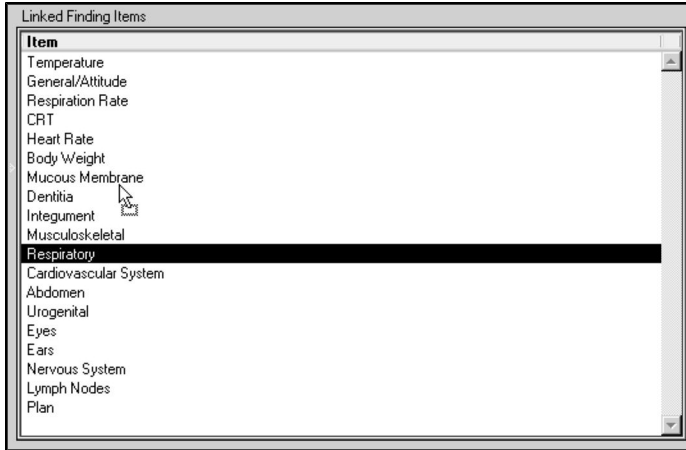
Reordering Linked Finding Items

When placing a Finding on a patient history, DVMAX will present Finding Items in the order they are listed in the Linked Finding Items area of the Finding Class screen.


You can specify the order in which Finding Items will be presented when adding a Finding to a Patient History.

To reorder Finding Items in a Finding Class:

- In the **Linked Finding Items** area of the **Finding Class** window, click and hold the mouse button down on the **Finding Item** you wish to move.



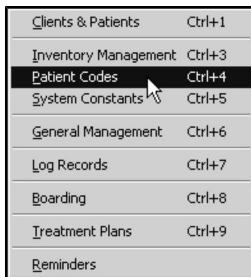
- Drag the item in the list to the spot where you wish to place it. A small arrow appears to the left of the list while you are dragging. This arrow indicates where the item will be placed when you release the mouse button.


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Search for a Finding Item Record

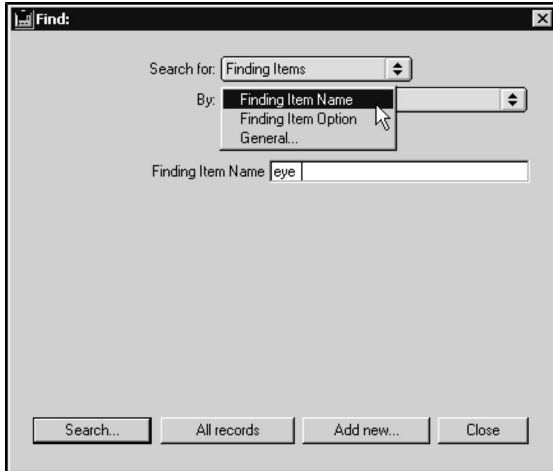
To find a Finding Item record in DVMAX:

- Choose **Patient Codes** from the **Section** drop-down menu.



 CONTROL+4 (COMMAND+4 on Macintosh) is a keyboard shortcut for **Patient Codes**.

- From the **Find** window, choose **Finding Items** from the **Search For** drop-down list.



- Choose **Finding Item Name** from the **By** drop-down list to search Finding Item records by name. This will find a matching record if it contains the text you type anywhere in a Finding Item Name.

-OR-

- Choose **Finding Item Option** to find Finding Item records by looking for the text you type in any of the Item Options of a Finding Item record. This will find a matching record if it contains the text you type anywhere in its Options. See **Creating a Finding Item** for information on Finding Item Options.
- Type the text you wish to find into the field below the **By** drop-down list.
- Click **Search**.
- If there is more than one match for your search, the Finding Items List window will display a list of items that matched your search.