Physical Exams
User Instruction

RESource

Physical Exams

Physical Exams (PE) are entered at the patient level and are not associated with individual cycles in RESource. A patient may have no PE entered, but may also have many. Any PE's entered for a patient will be displayed in the Physical Exam History. From the history window you can add, edit and delete physical exams. To access the PE History go to the Patient option in the main menu and select Physical Exams – Physical Exam History (you must first have a patient selected in the Patient Explorer). The shortcut icon for the PE History is [icon]. The PE History is sorted by date, in descending order.

To view an entire PE from the PE History window, click on the PE record and click Edit Exam – the individual PE will be displayed.

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Most of the fields in the PE are self explanatory, but a few may not be:

SBE Reviewed – Self Breast Exam Reviewed

Sound – the depth of the uterus (in cm)

Description - the direction of the uterus and difficulty - e.g. Antiverted (A/V) difficult

ROS – Review of Systems. Clicking this button will insert the ROS template into the Comments area at the bottom of the window.

The **Comment** fields available for each Item in the center portion of the window can be linked to templates. Just as templates can be created for use in progress notes, they can be created for use in PE Items. Creating templates for PE's is explained later in this section ("Physical Exam Templates").

To create a new Physical Exam:

1 - select the desired patient in the Patient Explorer

2 – go to the Patient option in the main menu and select Physical Exams – New Physical Exam **OR** bring up the Physical Exam History window and click the New Exam button. A new PE window will appear.

3 – at the top of the window you will notice a field for Doctor – the doctor selected will determine what user's templates are applied in the Comment fields. Note that only the user whose initials match those in the Doctor field will have access to the templates (only the doctor can fill in the templates for his/her own PE).

4 – complete all fields in the Exam Details section

5 – for each Item in the PE grid (in the center of the window), check off Normal, Abnormal or Other. For quick completion of this section, check off the appropriate check box in the first row (HEENT) then hit the down-arrow on your keyboard followed by the space bar – the down-arrow will take you to the next item and the space bar will check off the checkbox (whatever box you select in the first row will apply all the way down). Upon checking off the Normal checkbox the corresponding template will automatically appear in the Comment field. Any Normal/Abnormal/Other checkbox selection for an item can be changed by simply checking off a different checkbox.

6 – in the Comment fields, edit any templates that require it

7 – click on ROS. The corresponding template will appear in the Comments area at the bottom of the window. You may also type non-template text in this area and/or edit the template.

8 – click OK to save the PE

Physical Exam Templates

To use templates in any of your PE's, they must first be created in RESource. Default templates can be set up by a RESource administrator and would be available to all MD's. If default PE templates already exist in your system but do not appear in the Comment fields when checking off Normal then you need to go into your personal Template Editor and link to them. If there are no default templates set up you can also create your own.

To link to default templates:

1 – in the main menu go to the Tools option and select Template Editor

2 - the Template Editor window will appear with a folder tree along the left side - for physical exam templates, select the PExam folder. (You will notice many other template folders – templates can be created for any of the areas listed.)
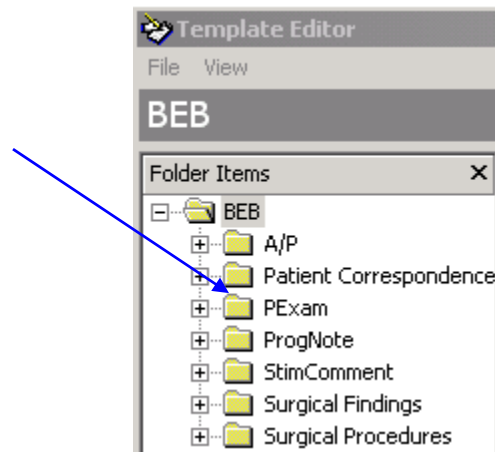

3 – go to the File menu and select Link Template. A list of available default templates will appear.

4 – select all desired templates by clicking on them

5 – click the Link Selected button
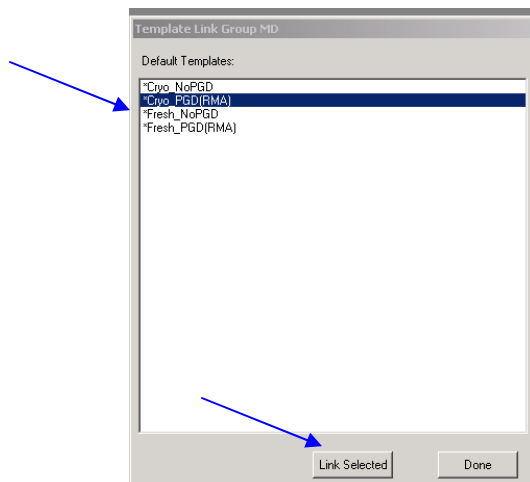
Upon clicking the (+) sign to the left of the PExam folder you will now see any templates you have just linked. You will notice that each of the templates match an item in the PE, including ROS which corresponds to the ROS button in the PE.
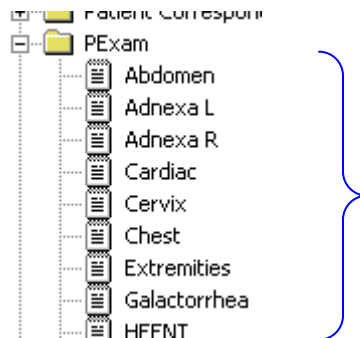
To edit a default PE template in the Template Editor:

    1 – select the template from the PE template folder you wish to edit

    2 – uncheck the Default checkbox at the upper right corner of the template and choose Yes to the prompt that appears
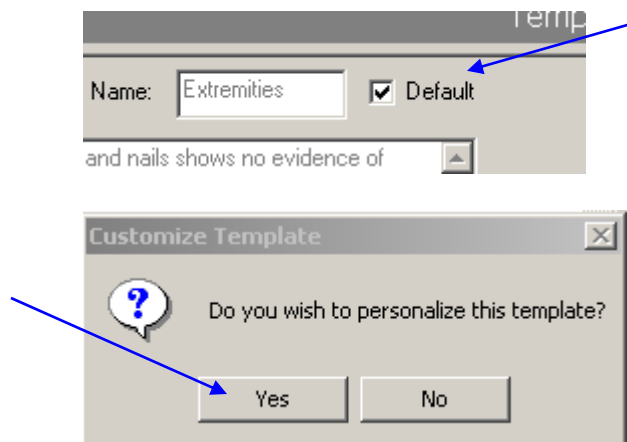
    3 – edit the template

    4 - go to the File menu and select Save Template

    If you choose to revert back to the default template, re-check the Default checkbox.