

RAC Clinic Data Requirements Form

This form will help the Alberta Bone and Joint Health Institute understand how RACs utilize their EMR and design processes that allow for requisite RAC data sharing. Please provide clear labels for areas of interest in your system below. For definitions, please refer to glossary at the end of this document.

1. General Clinic Information

Clinic Contact Details

Clinic Name:	Click or tap here to enter text.
Clinic Address:	Click or tap here to enter text.
Medical Director:	Click or tap here to enter text.
Clinic Director:	If different from above
Data Processing Contact*:	Click or tap here to enter text.

* The designated staff member handles data extraction and transfer to ABJHI via Owncloud.

System Details:

EMR System Name:	Accuro/Med Access/PS Suite/OSCAR EMR/Other/None
EMR Vendor:	QHR/Telus/Open Source/Other
EMR Hosting:	Cloud-Based/ Server Hosted (onsite)/Other
Operating System:	Windows/MacOS/Mixed

Proposed RAC Practitioner Details (can be changed later. One name is required to move on to next steps.):

Please list the names of your screening Physicians	Click or tap here to enter text.
Please list the names of all the staff you intend to be EMA 1	Click or tap here to enter text.
Please list the names of all the staff you intend to be EMA 2	Click or tap here to enter text.

2. EMR Usage

To build the best possible workflow for your clinic we need to understand how the EMR is used. Please complete the following to the best of your abilities. If you are unsure of something, ask someone in the clinic who may know.

EMR Functions:

Function	Wait List		Scheduling/Appointments		Charting
In Use:	Yes/No		Yes/No		Yes/No
Function	Billing	E-Labs	Prescription	Requisitions	Other (specify)
In Use:	Yes/No	Yes/No	Yes/No	Yes/No	

Referrals to Surgeon Consult:

Required Data Point	Captured	Clinic/EMR Label(s) Used
FAST Referrals:	Y/N	Name of field where it is noted if the referral was sent via FAST
Date referral is sent by RAC to surgeon consult:	Y/N	Name of field where date is recorded for referrals sent out by surgeons if applicable
Date surgical consult referral is received:	Y/N	Name of field where date is recorded for referrals received for surgeon consults (N/A if no surgeons are performing surgical consults at the clinic)
Date surgeon consult appointment booked:	Y/N	Name of field where the date a surgeon consult is booked is recorded (not the date of surgeon consult)
Date surgeon consult attended:	Y/N	Name of field where date of patient's surgeon consult that has been attended is recorded
Decision Date (surgical/non-surgical):	Y/N	Name of field where surgical decision date is recorded
Other:	N/A	Any additional date fields that are used for booking of assessment appointments

Identifying Continuum of Care:

Which of the following services do you provide; what labels are used in the EMR to identify patients with complaints in the following continuums?

Continuum	Served	Clinic/EMR Label(s) Used
Hip & Knee Arthroplasty	Y/N	List all that apply
Shoulder	Y/N	List all that apply
Elbow/Upper Extremity (excl. Shoulder)	Y/N	List all that apply
Hand & Wrist	Y/N	List all that apply
Hip	Y/N	List all that apply
Knee	Y/N	List all that apply
Knee (Soft Tissue)	Y/N	List all that apply
Foot & Ankle	Y/N	List all that apply
Spine	Y/N	List all that apply
Others	Y/N	List all that apply

3. RAC reporting

Required RAC Reporting Information

In this section we would like for you to fill out where you would like to put appointment information for RAC visits. Due to the data requirements, we may need to design and propose new workflows for RAC implementation, and this may change where certain things are recorded. However, we will always work with you and your team make sure the solutions work and improves workflows.

EMR reporting:

The table below lists the mandatory data points for enrollment in the RAC project. These data points will need to be submitted in a report once a month to the ABJHI data team.

Required Data	Data Format	Preferred Field/Location in EMR
Referral received date	dd-mm-yyyy	Click or tap here to enter text.
Continuum (Body part)	Shoulder, Knee, Spine, H&K OA	Click or tap here to enter text.
Continuum side	Left/Right (N/A for spine)	Click or tap here to enter text.
Date of Service	dd-mm-yyyy	Click or tap here to enter text.
Patient PHN	#####-####	Click or tap here to enter text.
Patient first name	First name	Click or tap here to enter text.
Patient last name	Last name	Click or tap here to enter text.
Patient Date of Birth	dd-mm-yyyy	Click or tap here to enter text.
Appointment type	AB, A, B, C	Click or tap here to enter text.
Provider type	Physician, EMA (1), EMA (2)	Click or tap here to enter text.
Provider Name	First Last	Click or tap here to enter text.
Surgical/non-surgical (initial visit – RAC A)	Surgical, non-surgical (conservative vs surgical referral)	Click or tap here to enter text.
Surgical/non-surgical (follow up visit RAC C)	Surgical, non-surgical (conservative vs surgical referral)	Click or tap here to enter text.

ABJHI Contact Information

Name	Role	E-mail
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Glossary

EMR: Electronic Medical Records. The computer system your office uses to book and manage patient records.

MSK: Musculoskeletal, relating to muscles and skeletal body functions.

EMA: Expert MSK Assessor: This is a non-physician expert who can perform an MSK assessment.

MSK Assessment: An assessment of an arthritic joint to determine what the treatment plan will be. This can be surgery or conservative treatment.

RAC: Rapid Access Clinic.

SOMB: Schedule Of Medical Benefits. This is a list of services that doctors can perform and what the province will pay them.

PHN: Provincial Healthcard Number. The number that appears on a patient's health card.

BMI: Body Mass Index. A tool to determine if someone's weight is appropriate for their height.

RAC visit types

There are four types of RAC appointments (more details can be found in the RAC Service Manual):

Initial Visits

RAC AB: Assessment and Diagnosis + Management Plan and Treatment.

RAC A: Assessment and Diagnosis only.

RAC B: Management Plan and Treatment only.

Follow-up Visits

RAC C: Follow up visit within 12 months of the initial visit for the same continuum.