Monoclonal Antibody eReferral Tool Starter Guide

If you are referring a patient to the **Baltimore Convention Center Field Hospital** (**BCCFH**) for Monoclonal Antibody Infusion, this starter guide and CRISP referral process are not applicable. Please click the following link to manually complete BCCFH's electronic referral form:

https://www.umms.org/coronavirus/fighting-covid/expanded-clinical-locations/baltimore-convention-center/infusion-center-referrals

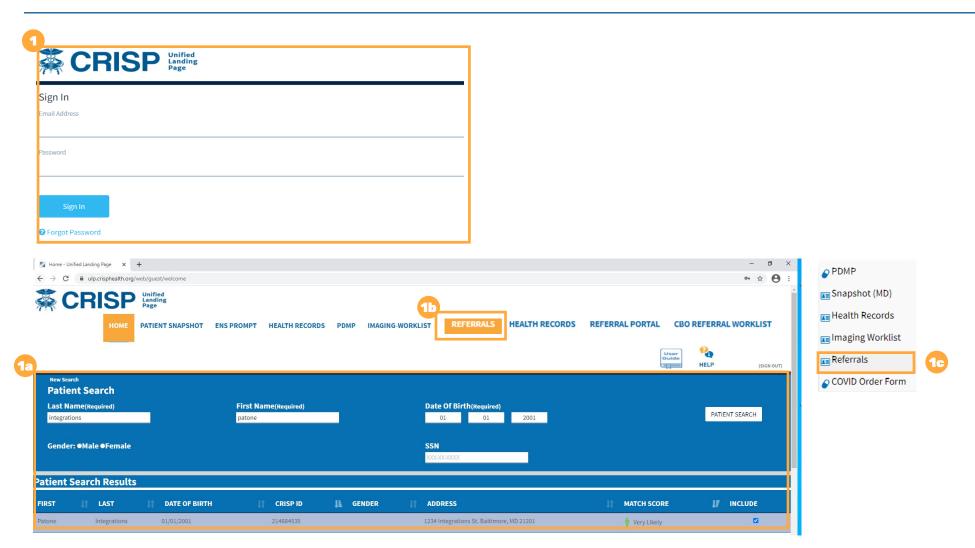


Referral Submission Process



ULP Login & Patient Search

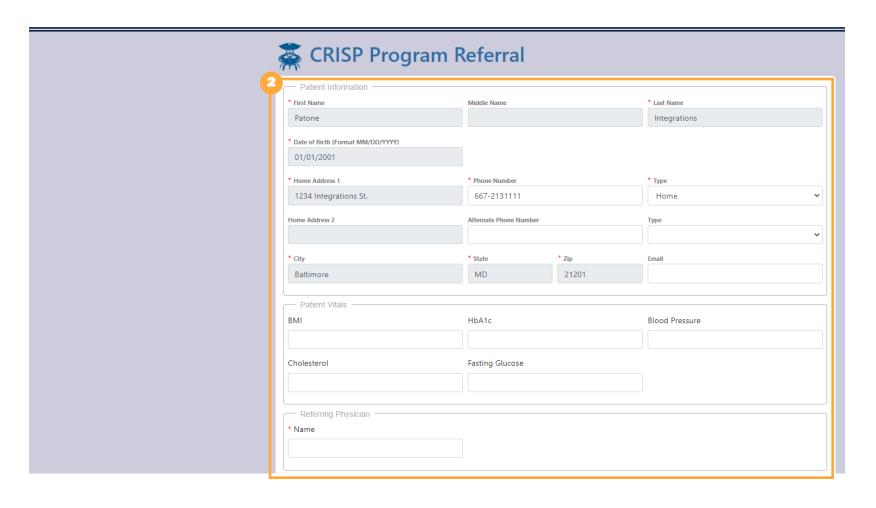
(1) Log into to the Unified Landing Page at ulp.crisphealth.org (1a) then search the desired patient (First Name, Last Name, and Date of Birth are required). (1b) Once the patient list loads, any potential matches that meet your criteria will appear. The results will show the likelihood of a patient match by ranking levels indicated by likely, very likely, and potential. Select the most appropriate patient by clicking the box in the "Include" column on the right-hand side of the screen then access the "Referrals Web Form" by clicking the "Referrals" tab at the top of the screen or (1c) hovering over the selected patient to prompt the applications drop down option.



Referrals Tab: Web Form

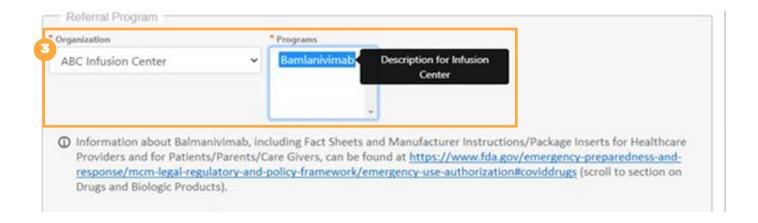
Once in the "Referrals" tab, the Web Form will prepopulate with patient demographic information. Patient Vitals, Alternate Phone Number, and Email sections must be completed manually.





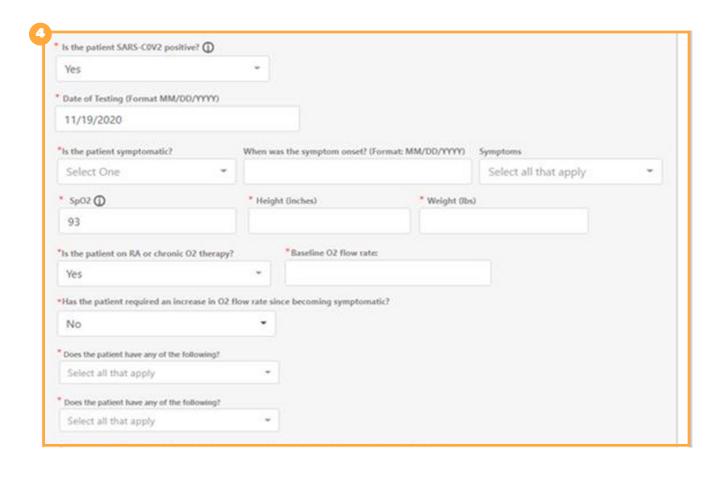
Web Form: COVID Use Case (1)

Select an Infusion Center from the "Organization" dropdown, then select a program. For this particular use case, the only available program is Bamlanivimab.



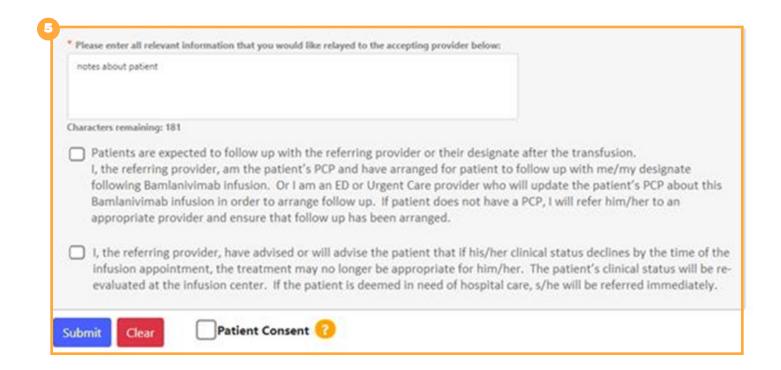
Web Form: COVID Use Case (2)

All data required within Covid-related patient-specific fields must be completed manually.



Web Form: COVID Use Case (3)

The comment box is a required field provided for sharing pertinent patient notes with the Infusion Center. Once the Web Form is complete, read and accept both terms and conditions as well as checking the 'Patient Consent" box then click submit to send the referral.



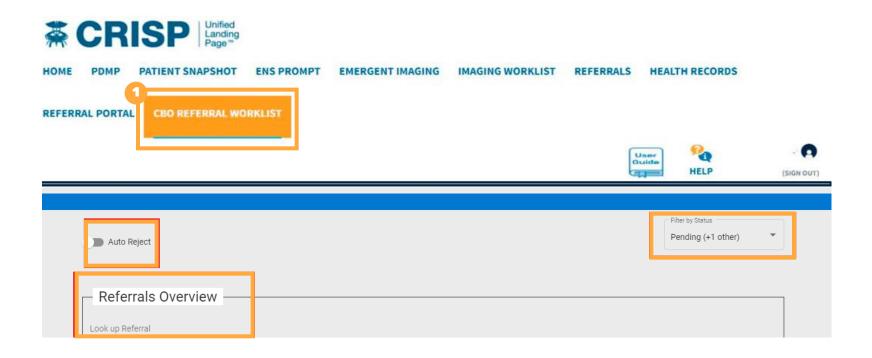
Infusion Center Workflow

This section will outline the eReferral workflow for sites <u>receiving</u> referrals.



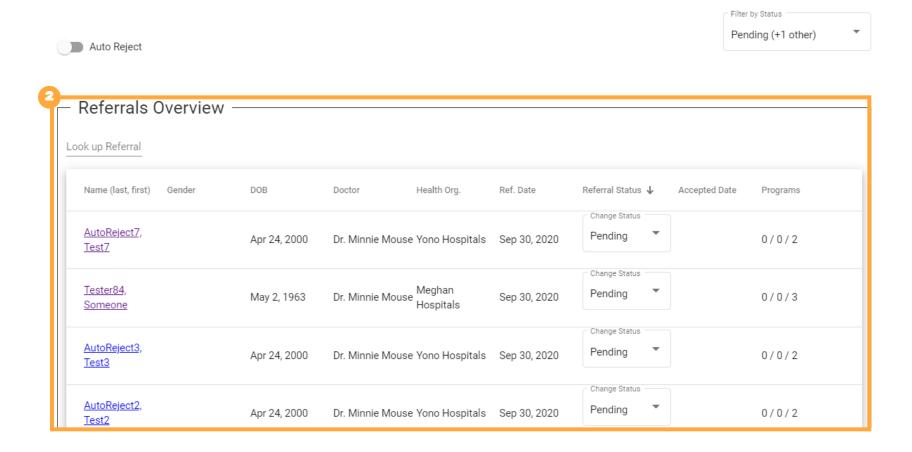
ULP Login and Referrals Tab

Log into the CRISP Unified Landing Page (ULP) at ulp.crisphealth.org then click the "CBO Referral Worklist" tab at the top of the screen. *The additional highlighted sections below will be discussed further in the document.*



Referrals Overview Page

The Referrals Overview page provides a comprehensive list of all patients referred to the Infusion Center through the CRISP Referral tool along with a host of other identifiers such as the patient's referral status and the referring provider.

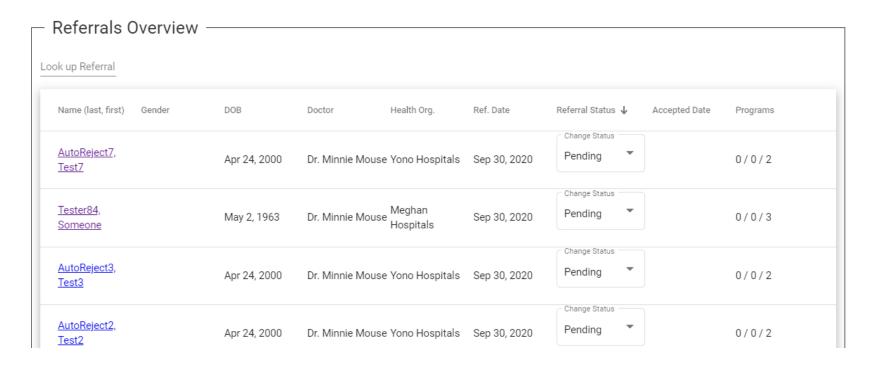


Referrals Overview Page: Auto Rejection

If the Infusion Site can no longer accommodate new referrals, toggle the "Auto Reject" button to enable the auto rejection functionality. Auto Rejection will automatically communicate to the referring person that the submitted referral has been rejected.

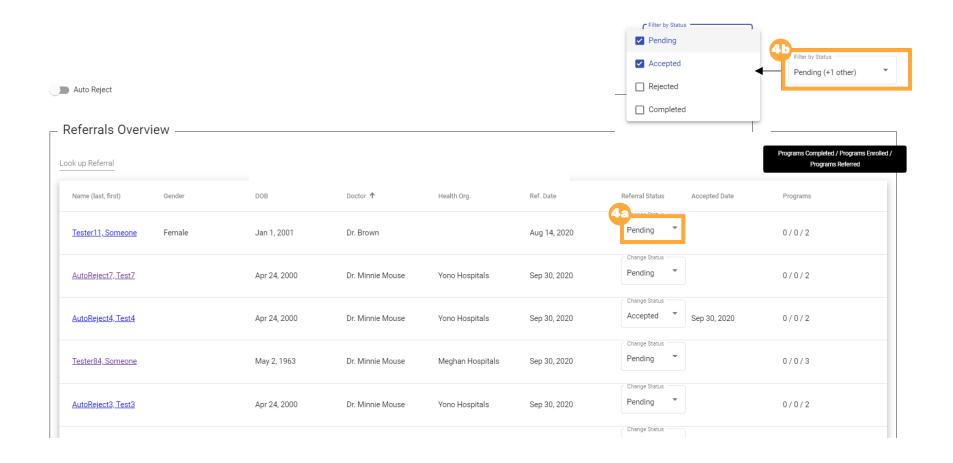






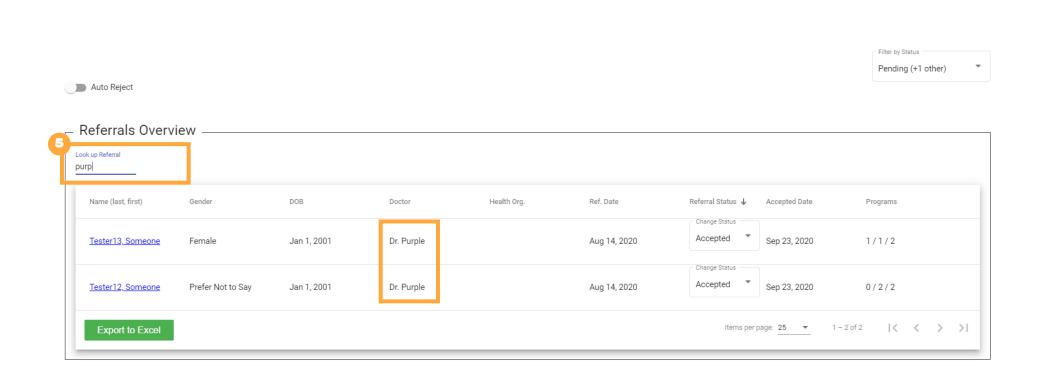
4 Referrals Overview Page: Filtering and Status Updates Each column can be filtered for optimized viewing. Navigate to the top right corner of the screen to select desired filtering from the filters button provided.

(4a) The patient's referral status can be updated by clicking the dropdown and (4b) filtered by selecting the appropriate status indicator.



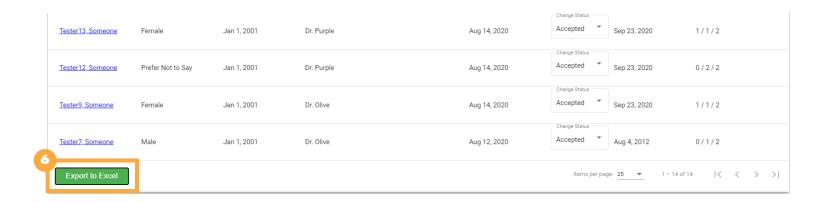


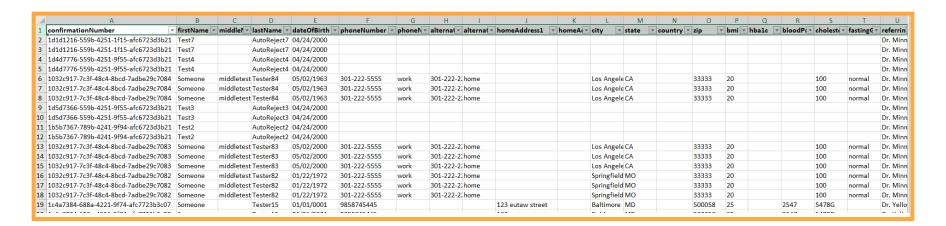
To search a specific referral (patient, provider, etc.) navigate to the "Look up Referral" field in the top left corner of the screen to begin search. Please note, when searching dates the following format is required: MM/DD/YYYY.





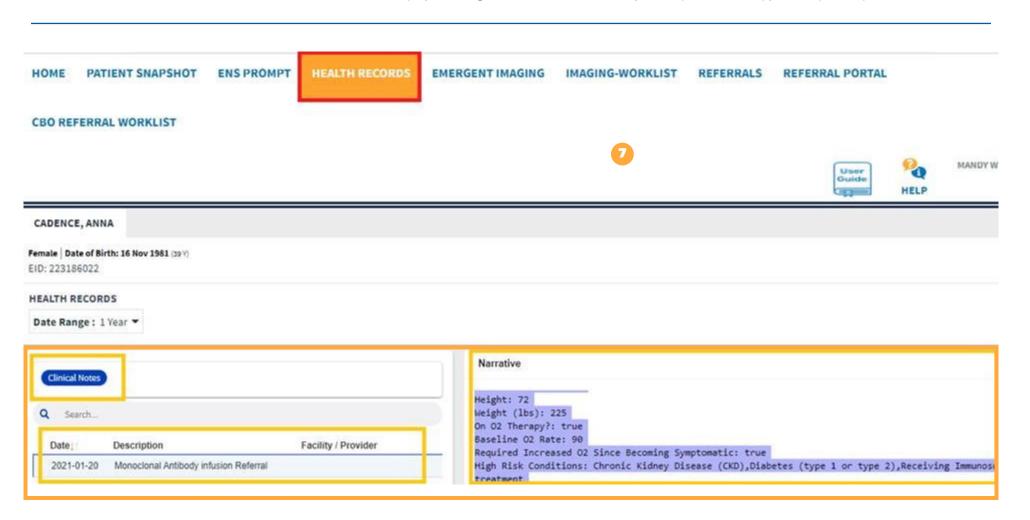
To download a report of referred patients and additional datasets, click the green "Export to Excel" button at the bottom of the Referrals Overview page.





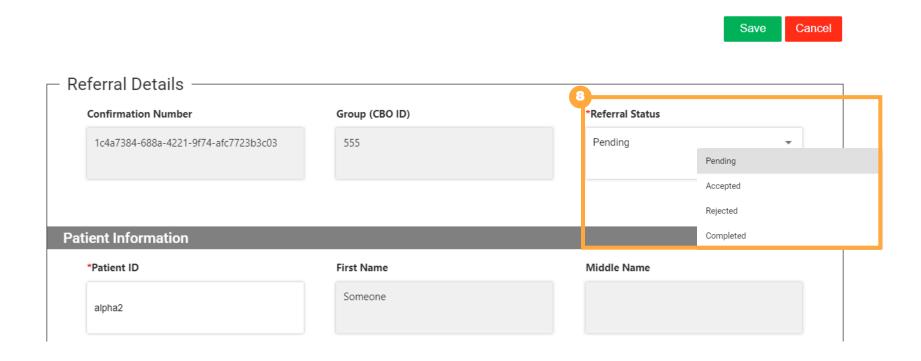
Patient Details Overview

To locate all COVID specific information specific to the referral, click the Health Records tab at the top of the screen then navigate to the "Clinical Note" section to find the diagnostic report labeled: Monoclonal Antibody Infusion Referral. Once clicked, the COVID referral specific information will display to the right side of the screen where you can print a hard copy and/or print to pdf.



Patient Details Overview

To view patient details, select the appropriate patient to review the "Referral Details" which includes all the details captured by the referring provider at the time of referral. Referral Status updates can be completed on the Referral Details page as well.

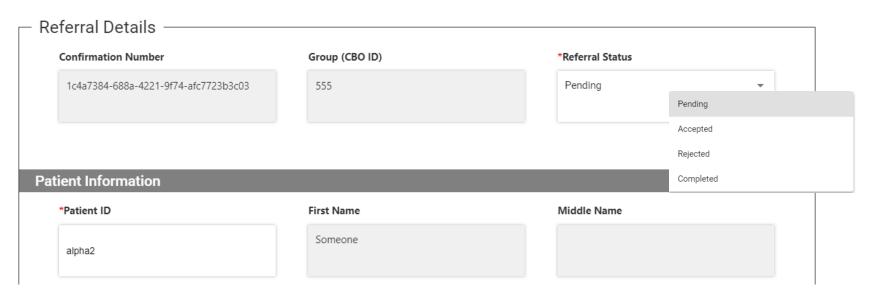


Patient Details Overview

The "Save" and "Cancel" buttons are visible on this page. Click "Cancel" to return to the Referrals Overview page. Information you have entered will NOT be saved.

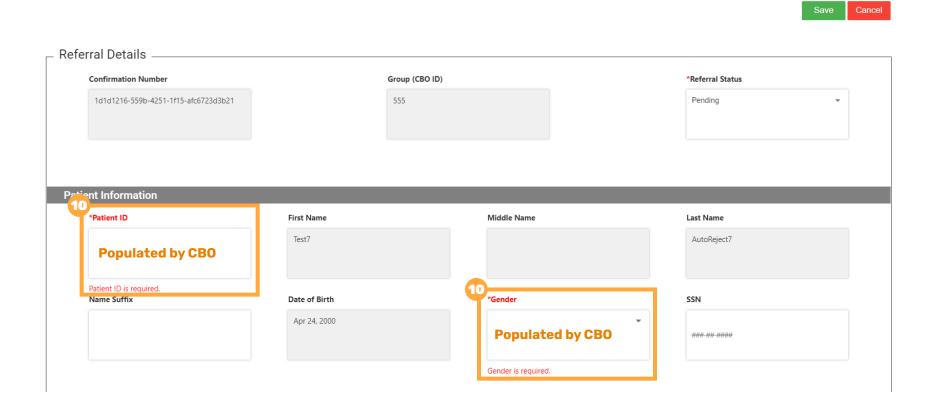
Click "SAVE" to ensure that all the information you enter will be saved to this form.





Patient Information

Certain fields must be completed by a Infusion Site in order to successfully complete the Web Form. A patient ID and the patient's gender must be entered into the "Patient Information" section in order to save this document.



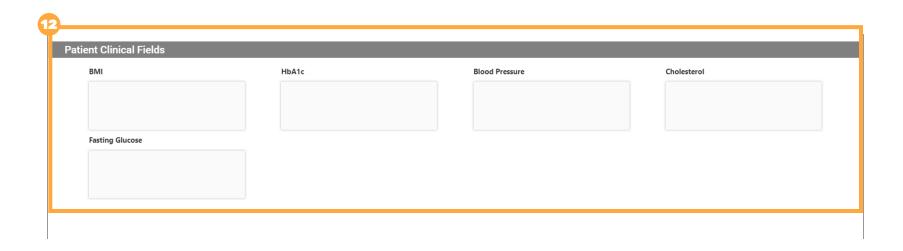
Patient Contact Details

If the end user has the patient's home phone number, work number, and/or cell phone, it can be entered in the "Patient Contact Details" section. The blue boxed sections/fields, Phone, Email, and Alternate Phone will be pre-populated (and not editable) if the referring person completes fields within the referral Web Form.



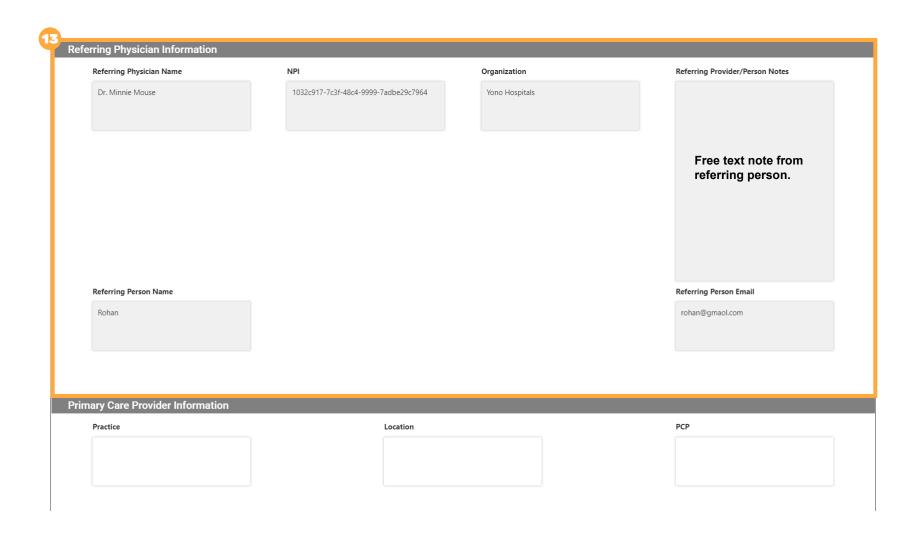


The Patient Clinical Fields will be pre-populated (and not editable) with data from the referral Web Form.



Referring Physician and PCP Information

The "Referring Physician Information" section captures the contact information for the referring provider. Additionally, any notes that the referrer added to the Web Form will be shown here. These fields are also not editable.



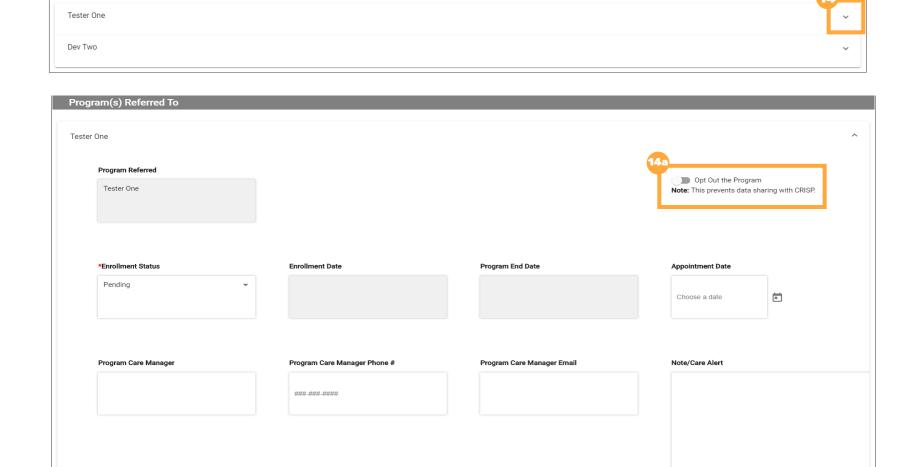
Program Referred to Section

Program(s) Referred To

The "Program Referred To" section will show Bamlanivimab as the program. Click the inverted arrow to open program details.

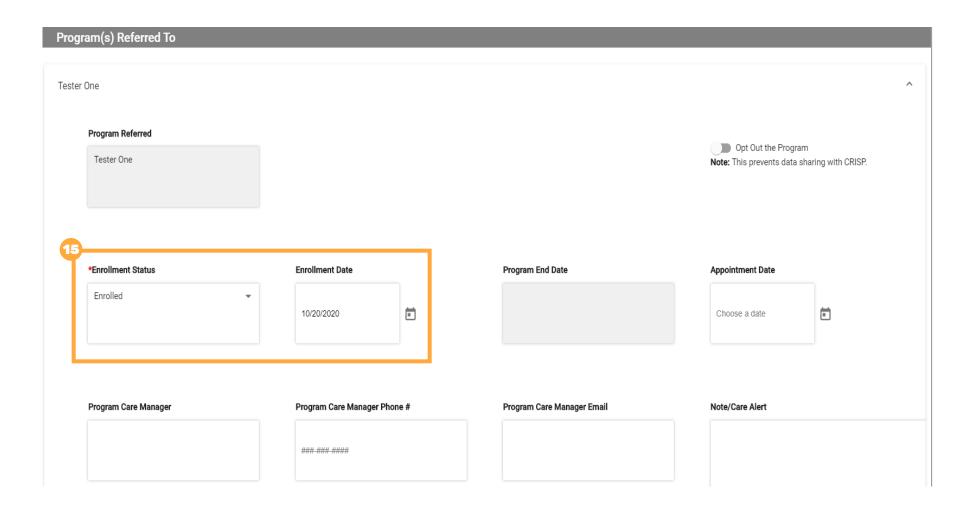
(14a) The Opt-Out button should be utilized when one of the following two choices are made:

- 1. If the patient chooses to participate but does not wish to have their information shared with CRISP
- 2. If the patient chooses to not receive the treatment AND does not wish to share that information with CRISP.



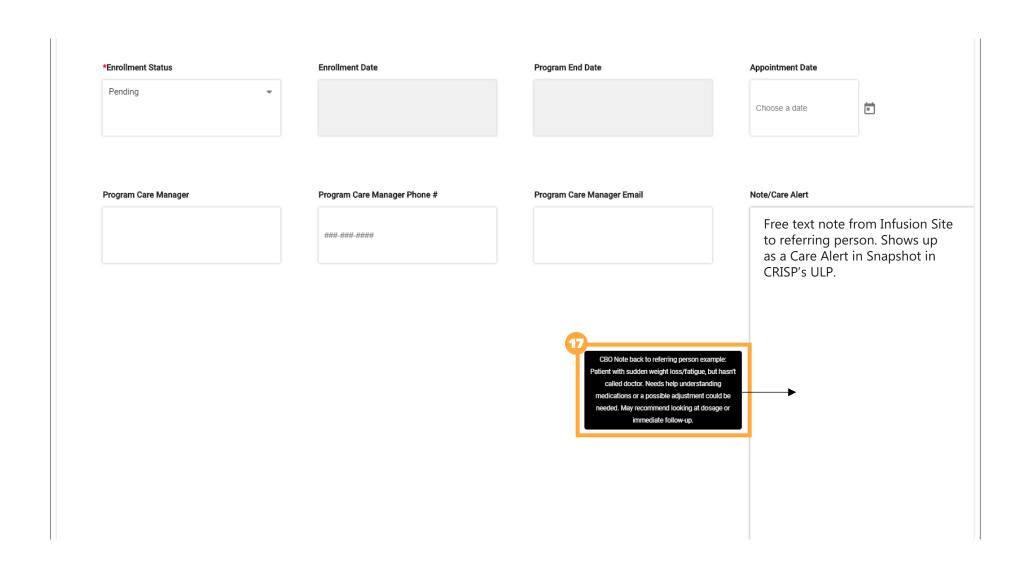
Program Referred To Enrolled View

Patient enrollment status can be changed here. Once you select "Enrolled," an enrollment date will populate. If referral status was changed from the Referrals Overview tab to Accepted, the date should auto generate and populate this field.





The Infusion Site can leave a note in the free text section. CRISP will display this note in the ULP.



Referring Person Workflow

Workflow for individuals who have submitted a referral and are interested in learning the outcome of that referral.

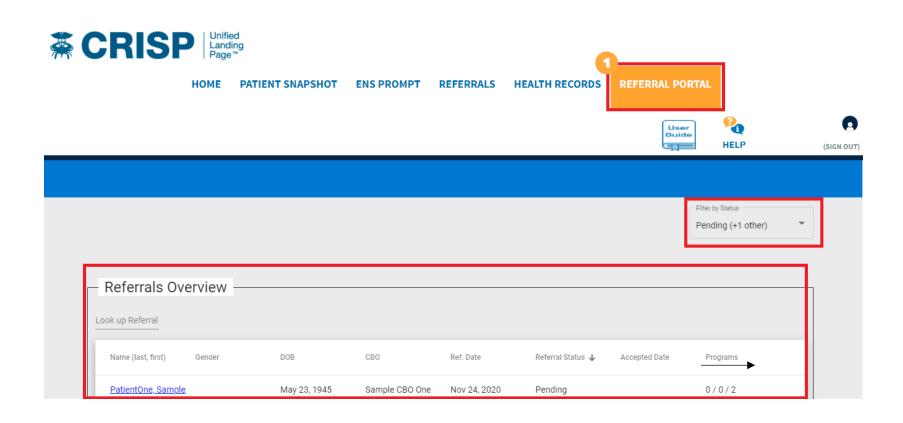
Important Note:

Users can still pull down referral outcome information using the Snapshot tab in the CRISP Unified Landing Page (ULP). This is simply an additional (more efficient means) for obtaining the same information.



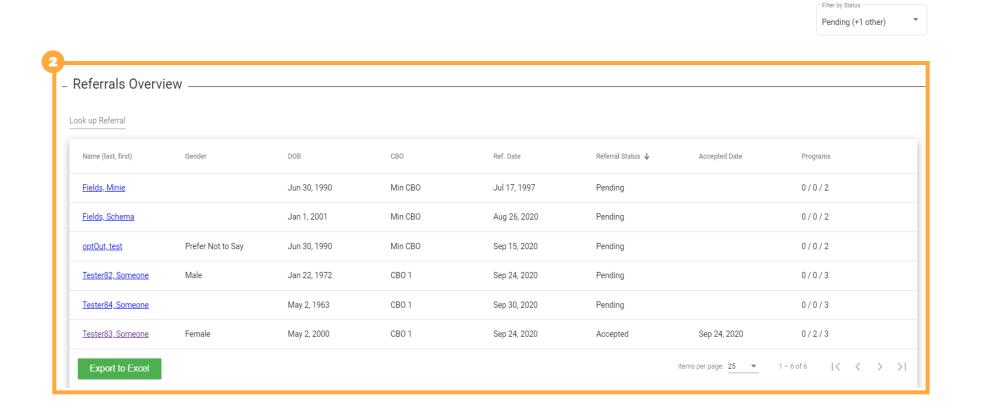


Log into CRISP's Unified Landing Page (ULP) and click the Referral Portal tab.



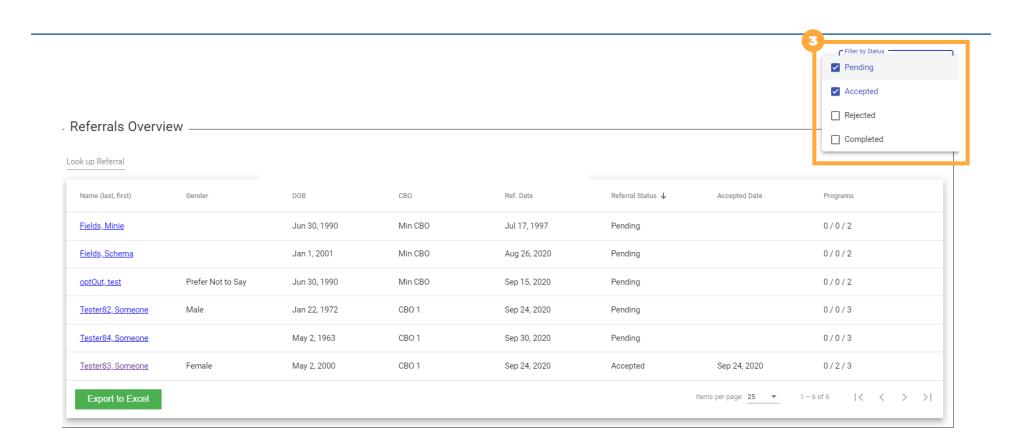
Referrals Overview

Review the Referrals Overview page. Here, you will find a queue of all patients you have referred using the CRISP Referral tool.



Referrals Overview Page Description

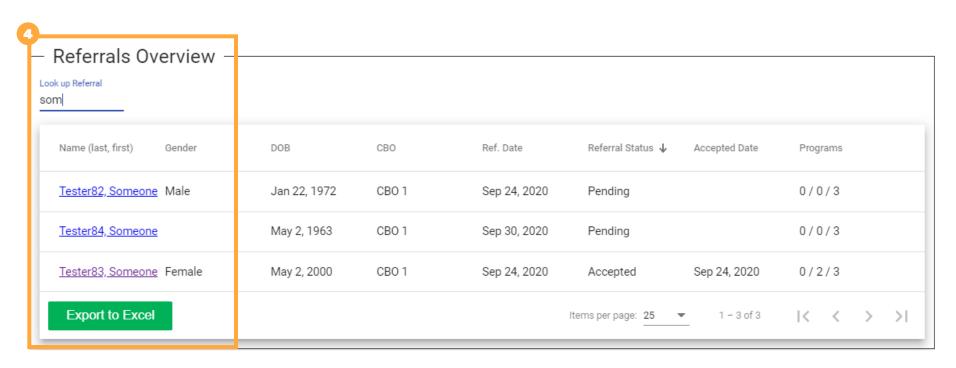
Each column can be filtered for optimized viewing. Navigate to the top right corner of the screen to select desired filltering from the filters dropdwon. Please note, the information provided in the fields cannot be edited. The "Referrals Overview" is designed to provide a read-only view of information sent to and received from the Infusion Site.



4 Advanced Search

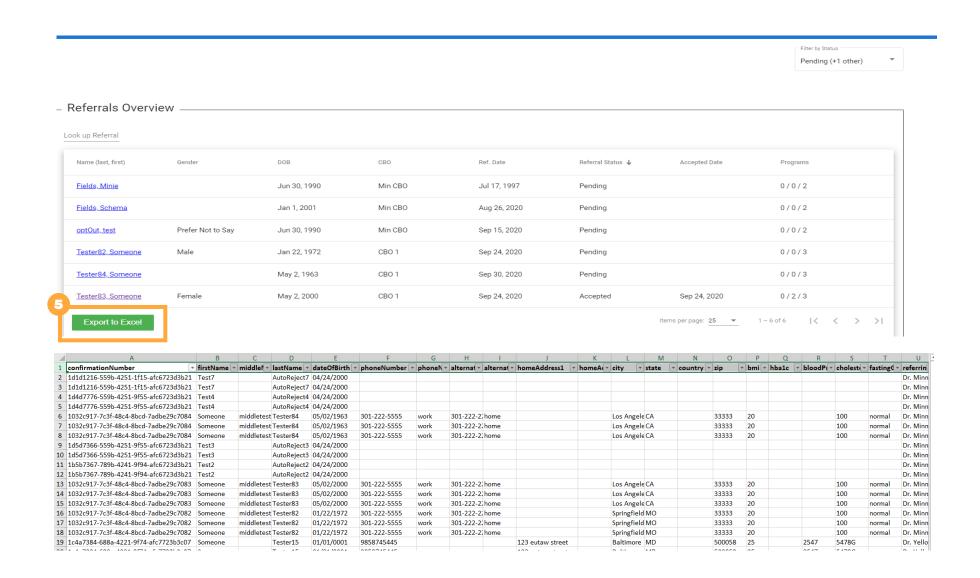
To search a specific referral (patient, provider, etc.) navigate to the "Look up Referral" field in the top left corner of the screen. Please note, when searching dates the following format is required: MM/DD/YYYY.





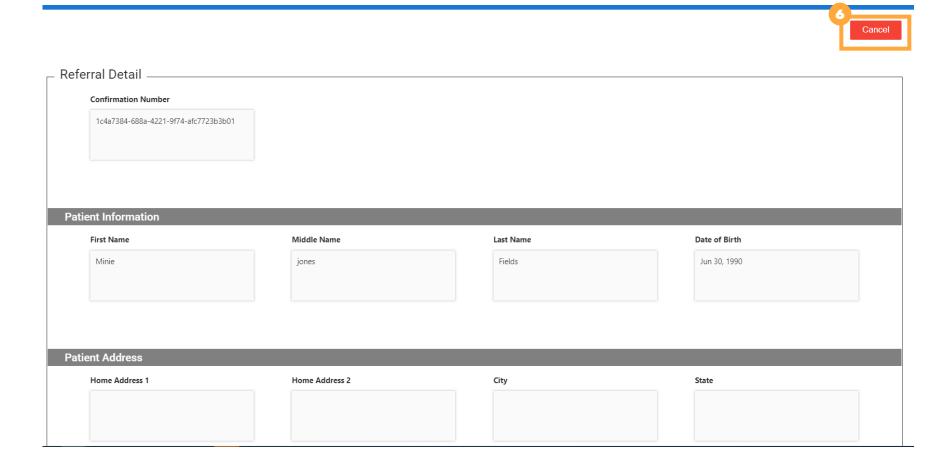
Export to Excel

To download a report of referred patients and additional datasets, click the green "Export to Excel" button at the bottom of the Referrals Overview page.



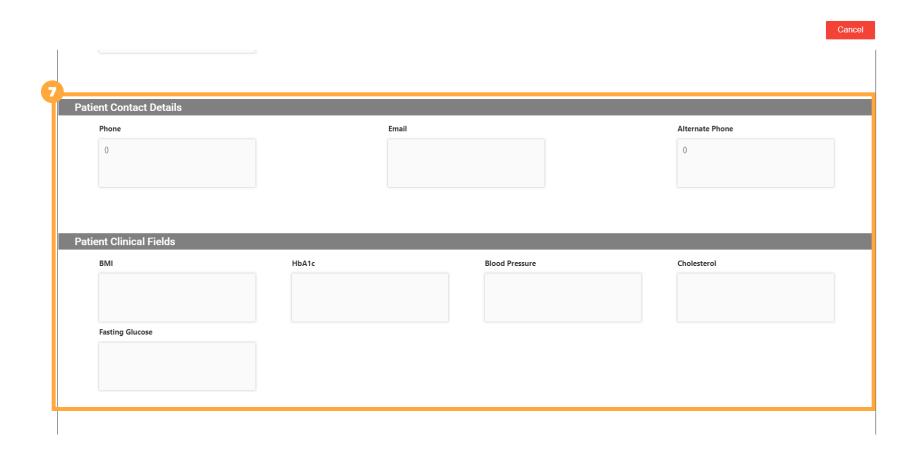


Select a patient from the Referrals Overview list to navigate to the Patient Details screen. This screen includes all the details captured by the referring person at the time of referral. Click "Cancel" to return to the previous page.



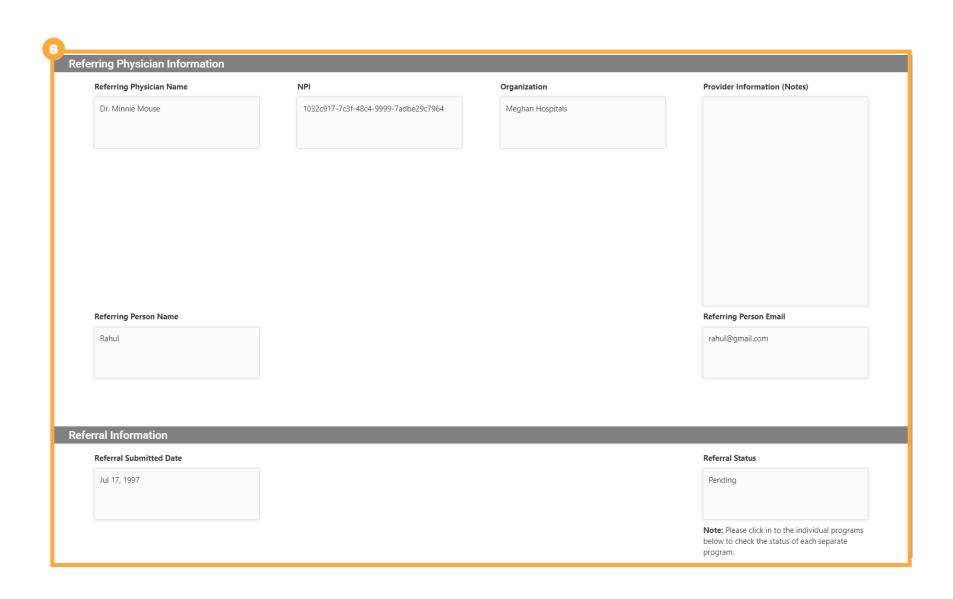
Patient Contact and Clinical Fields

The fields in these sections are populated with information provided in the Web Form.



Referring Physician Information

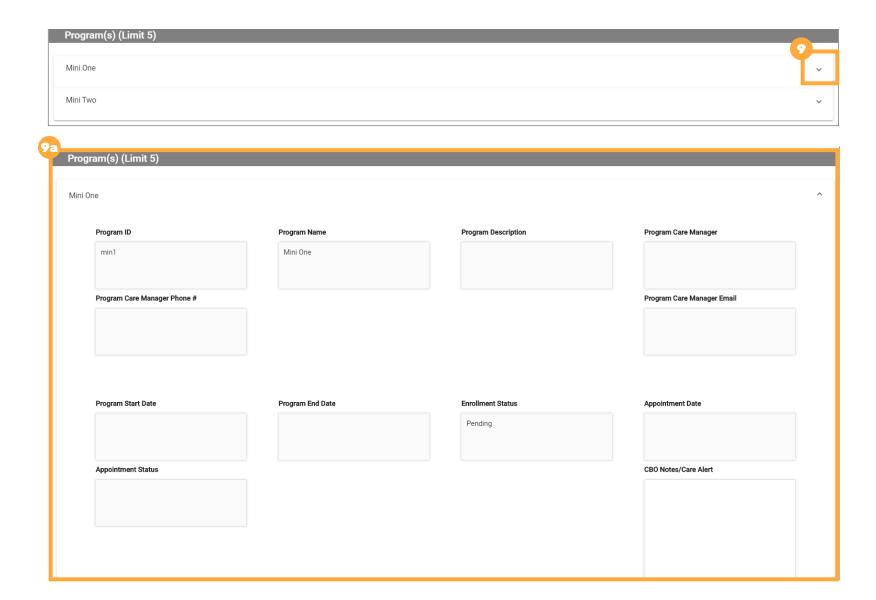
The fields in these sections are populated with information provided in the Web Form.



Program Referred to Section

The "Program(s)" section will show Bamlanivimab as the program. Click the inverted arrow to open program details.

(9a) These fields are populated by the Infusion Site. This data is also accessible via CRISP's ULP Snapshot tab.



Any additional questions, comments, or concerns?

Please email:

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