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Adding an Assist Credit (Attendance credits are recorded in the D1 student's chart):

Open the EHR module (student's chart must be opened in **Rolodex** first)

- 1. Click on the **Add Record** button
- 2. Chart Add tab opens
- 3. Select Attendance under Category- Select 0018- Attendance 3 hr assist in Quick List tab
- 4. Click on **C button** for complete to add as a completed procedure Assist code displays in blue text which means it needs faculty approval
- 5. Get Faculty approval

Faculty clicks on **blue chart number button in status bar at bottom of screen to approve**

Go to **Tx History** tab to see approved assist credit- now appears in black text- C in status column indicates a completed procedure.

Your name must appear in the Prov/User column to receive credit.

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Kathy Hansel		Room 23	504.9	941.	8139	khan.	se@lsuhsc.	<u>edu</u> 10/2019		

