Advanced Inmate Medical Management, LLC

Quick Reference

EMR Dictionary

A

Active vs Inactive - this is a selection (check box) on the OfflineMAR that allows you to view only active session medications with the option to deselect and see all detainees in the facility to determine what medications are ordered or have been discontinued.

AIMM - Advanced Inmate Medical Management, LLC provides the services of DetainEMR.
AIMS Testing - this form is used to measure involuntary movements on a scale in document as a worksheet in conjunction with chronic clinic

As Needed - or PRN means as the patient requests the medication (not routine)

B-C

Chronic Clinic - a document prepared for the practitioner to see the patient for chronic health condition
Cloud-based - the solution for electronic medical records is based in the cloud and requires access to a website to create electronic records for the patient
Copy - this function allows you to enter a refill or an updated practitioner's order to continue medication so long as the name of the medication, dosage, and directions have not changed

D

Dental Progress Note - located online under the heading "Progress Notes" and is used when the complaint for sick call is dental related
Detainee - patient, inmate
Discontinue - located in the patient chart online under the tab titled "Medication Administration" Select "Edit"
Distribution Grid - the MAR distribution grid is the permanent documentation of medication administration that is kept online on the EMR website under Medical-MAR Distribution

E

Edit - this is an option online in the patient's chart under the tab titled "Medication Administration" and is used to discontinue a medication
Electronic Narrative Note - located online in the patient's chart under the tab titled "Progress Notes" is free-form and typically used as a follow up, or documentation of noncontact activity for the patient
Electronic Progress Note - located online in the patient's chart under the tab titled "Progress Notes" and is used typically for a patient seen in sick call
EMR Website - EMR stands for electronic medical record. The website is an online, cloud-based solution where electronic documentation is completed for patient encounters
Encryption - a safety feature in case a laptop is lost or stolen; a second level of security. Windows 10 includes encryption but other devices of a later age may require a secondary password to start Windows operating system.
Exported Record - a record that has been compiled from the Export Medical Record option under the Medical Tab on the EMR Website.
Extended Medical History - a history document that includes expanded questions and an area for objective assessment. Also included is transgender identification questions and more.

F

Flow Sheet - an option on the New Drug Order screen, located online in the patient's chart under the tab titled "Medication Administration." This allows for the entry of new orders for blood sugars, vital signs and more. It will appear on the OfflineMAR for initials and the results will be added via the "flowsheets" button. Info is synced to the online chart.

G-H

Hardwire Internet - Internet that requires an Ethernet cable or wire to be connected, most commonly used on a stationary desktop computer

Home Meds - this is a check box on the New Drug Order screen to select when the patient supply is their own. It will appear marked on the OfflineMAR in the expanded directions for medication.

I

IE - Internet Explorer; the preferred Internet browser for the cloud-based electronic medical records website

ID Number - also known as the booking number or master ID; this is the number that does not change with each incarceration of the detainee through the Jail Management Software

Intake Screening - a form located in the patient's chart online under the tab titled "Medical History" that is typically used in a larger facility that has a nurse stationed in the booking area

J

JMS Integration -the integration built between the Jail Management System and the Electronic Medical Record's website. The EMR website accepts files pushed from the JMS in order to create patient records, download photographs, keep locations updated, and release patients from the system. This is an automated integration it is up to date approximately every five minutes.

JMS - stands for Jail Management Software

K-L

Labs On-Site - this is a specific form that is completed electronically under the tab in the patient's chart titled Labs/X-ray. It includes an area to document urine dipstick results as well as positive or negative pregnancy test.

M

MAR - stands for Medication Administration Record

Medical History Document - a one-page medical history questionnaire located online in the patient's chart under the tab titled "Medical History."

Miscellaneous or MISC - documents located in the patient's chart online under the tab titled "MISC." Includes an area where scanned documents are stored and may include offsite records, old records, and more

N

New - a prescription type or status of medication that will allow the order to be processed onto a PDF document to be sent to the pharmacy for medication to be sent to the facility

Not Routine - a status of medication to be administered under a set of special circumstances such as weekly, monthly, or certain days of the week

O

Offline MAR - MAR stands for Medication Administration Record. The Medication Administration Record software is installed offline on the laptops. It uses a sync functionality to update information that is entered under New Drug Orders online on the EMR website.

Offline MAR desktop icon - where you click to enter a username and password to log in to the software program on the laptop. It allows you to document medication passes. This software is synced to the online EMR for permanent storage.

Offline User - this is chosen when a person only needs a username and password to pass medications

Online EMR - this is the location of the website using an Internet browser where you enter your username and password to document sick call, enter medication orders, and more

Online User - this is chosen when the person needs access to pass medications **and** log in online to the EMR website to document patient encounters and enter a new drug orders. This account may also be specific to view only and printing permissions

P

PDF - stands for portable digital format when referencing documents on the EMR website

Physical - a form located online in the patient's chart under the tab titled "Medical History" used when a physical is documented for patient

Practitioner - a doctor, nurse practitioner, physician's assistant, MD, DO, ARNP, PA

Problem list this is an area in the patient's chart online on the EMR that allows for the entry of different diagnoses or problems that the patient may have or exhibit

Profile - Prescription type - this choice is selected on the New Drug Order screen when you do not need the pharmacy to send you a medication. For instance, you may be using the patient's own supply, or emergency stock medication

Q

QMHP - stands for qualified mental health professional

R

Refer Options - an area on progress notes and medical history documents to refer a document to the mental health provider or to schedule for chronic clinic

S

Signature/timestamp - this is the imprinted signature and credentials that is placed at the bottom of electronically generated documents. Typically, the nurse's signature and credential timestamp is on the lower left-hand corner and the practitioner's reviewed stamp will be on the bottom right-hand corner. This works similarly with the QMHP signature/timestamp

Sliding Scale - an option to select on the New Drug Order Screen that will prompt the person passing medications to enter the number of units of sliding scale insulin administered at the time the blood sugar is checked

Snipping Tool - in Windows under the program menu, the snipping tool is a program that allows you to take screenshots of the page you're working on. You are able to save the picture and use it to send to AIMM Support to assist in answering any questions or concerns.

SSRS Reports - a feature located on the homepage (after logging in to the EMR website) that allows for counting the number of sick calls, medical histories, patient on meds and more.

Sync - after logging in to the OfflineMAR, with the laptop connected to the Internet, select "Sync MAR" to download information from the EMR website (online) to the laptop in order to update the

medication administration records for medication pass

T
Task List - collection of lists for different disciplines containing items or documents that need to be completed. Items may include documents to view such as progress notes. Also includes other documents and reminders to complete tasks such as Medical History or TB test.
TB Test/Results - an area located online in the patient's chart under the tab titled "Medical History" and is used to enter a date when a TB test is administered, the results, and date read. In the results box, you may enter free-form text.

U
User name - the name issued to a user to log in to access the EMR website (online) or OfflineMAR (to pass meds)

V
Validation - on the OffineMAR, this is the final step in medication administration where you may click the button titled "Validate" to review any medication that was not initialed

W-X-Y-Z
Watch List - Medical tab/icon. This is an area where you may track your sickest patients or anyone who needs to be on watch. This may replace a whiteboard or other means of tracking special case patients
Windows - operating system for desktop computers and the laptops
Wireless Internet - Wifi - router connected to a hardwire that sends a wireless signal to connect laptops and other mobile devices to the internet
Wireless Internet Password - this is a shared key that is entered to access the Wi-Fi