

# MPage Reach Guide

## **Application:**

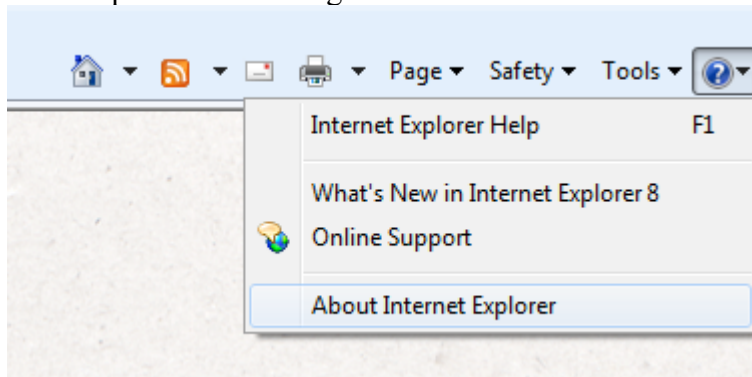
MPage Reach will take the place of Powerchart Outreach to allow users to access Elkhart General Hospital and/or Memorial Hospital patient information from within their outpatient clinics. This guide highlights basic maneuverability within the application. Please be aware that MPage Reach performs best on computers that utilize Internet Explorer 8 (with Compatibility View turned on) or higher. **If you need assistance please contact the Helpdesk at (574) 647-7254.**

MPage Reach includes the following sections of a Patients chart:

- Patient Information
- Allergies
- Vital Signs
- Diagnoses
- Problems
- Outstanding Orders
- Medications
- Home Medications
- Documents
- Radiology
- Labs
- Microbiology
- Pathology

## **Browser Support: IE 8.0, Firefox 3.5, or Safari 5.0 (minimum versions)**

MPage Reach works on Internet Explorer 8.0 or higher. To check what version you have, open Internet Explorer and click on the question mark icon from the toolbar. Next, click on *About Internet Explorer* and this will display what version is on your computer. **Note:** MPage Reach is not compatible with Google Chrome.



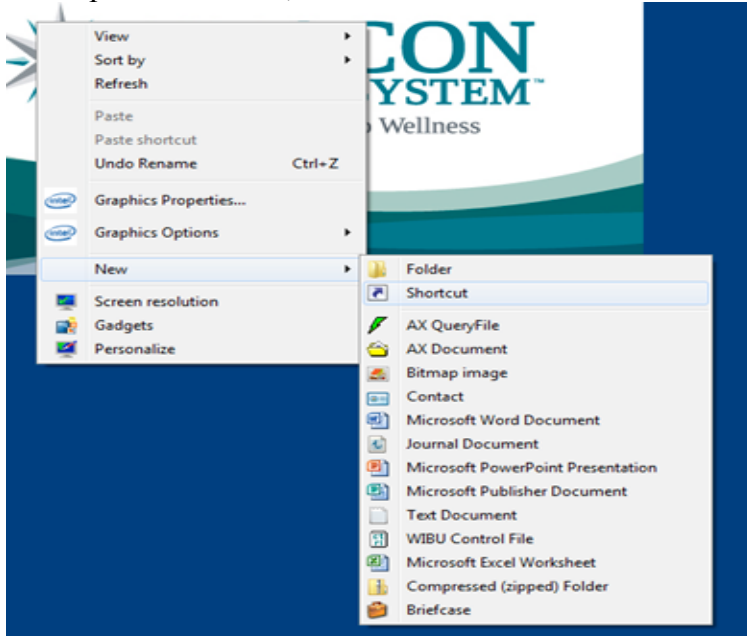
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## **MPage Reach Link:**

- To access MPage Reach – open [mpagereach.beaconhealthsystem.org](http://mpagereach.beaconhealthsystem.org) website. You can copy this link into your browser address bar or hold down your Ctrl button while clicking on the link above to navigate to the site from this document.

## **Create MPage Reach Shortcut:**

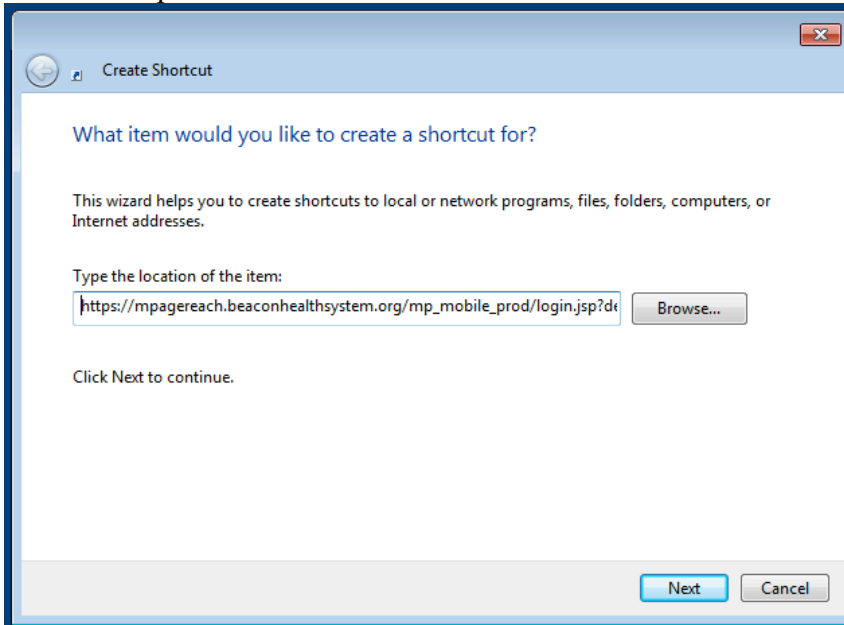
- To create an MPage Reach Shortcut on your desktop, right click in a blank area of your desktop. Choose New, Shortcut



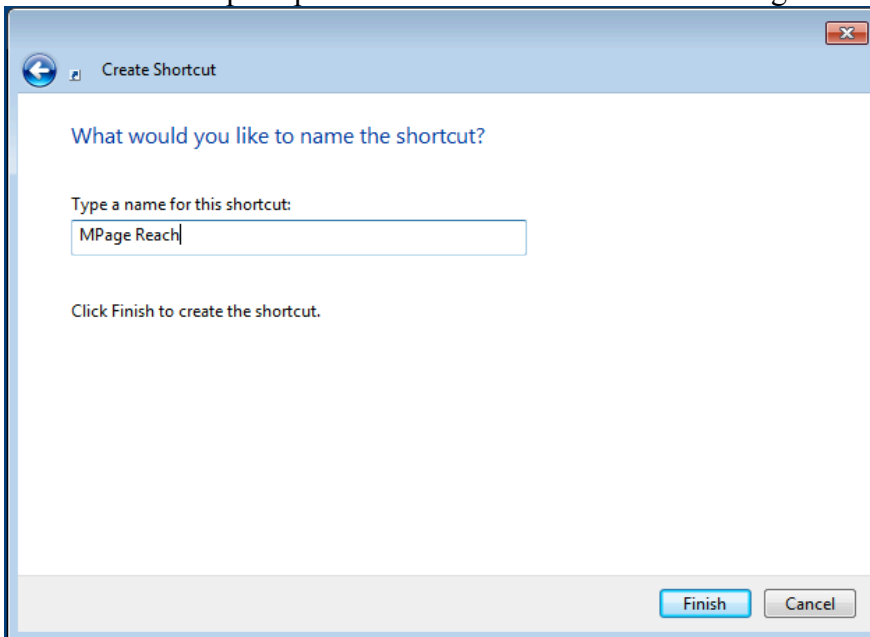
- Copy this MPage Reach link - [https://mpagereach.beaconhealthsystem.org/mp\\_mobile\\_prod/login.jsp?dest=/reports/mp\\_mobile\\_redirect?parameters=%5EMINE%5E%2C%5E%2Fmp\\_mobile\\_prod%2F%5E&domain=PROD&login=FORM&reason=Authentication+Missing](https://mpagereach.beaconhealthsystem.org/mp_mobile_prod/login.jsp?dest=/reports/mp_mobile_redirect?parameters=%5EMINE%5E%2C%5E%2Fmp_mobile_prod%2F%5E&domain=PROD&login=FORM&reason=Authentication+Missing)

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- Paste the copied link into the Create Shortcut screen. Then click Next.



- You will then be prompted to name the shortcut. Enter MPage Reach and click Finish.



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- An MPage Reach icon will then appear on your desktop with your other icons.



## Logging into MPage Reach:

- From the MPage log in screen enter your unique username and password.

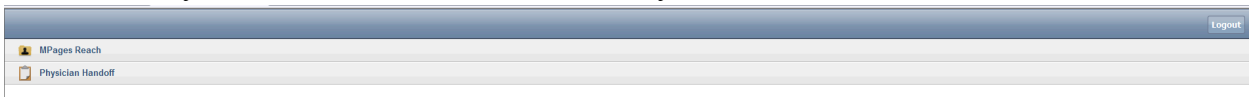
A screenshot of the Cerner MPages Mobile login screen. It features the Cerner logo at the top left, followed by 'MPages Mobile'. Below this are three input fields: 'Username', 'Password', and 'Domain' (with 'PROD' pre-filled). A 'Login' button is at the bottom right.

### **NOTE: PASSWORDS EXPIRE EVERY 90 DAYS!**

Users must contact the help desk to have Passwords reset.

## Patient Search:

- Once logged into MPage Reach, you will see the below screen. Click on the MPages Reach bar. Physician Handoff is future functionality and has no use at this time.

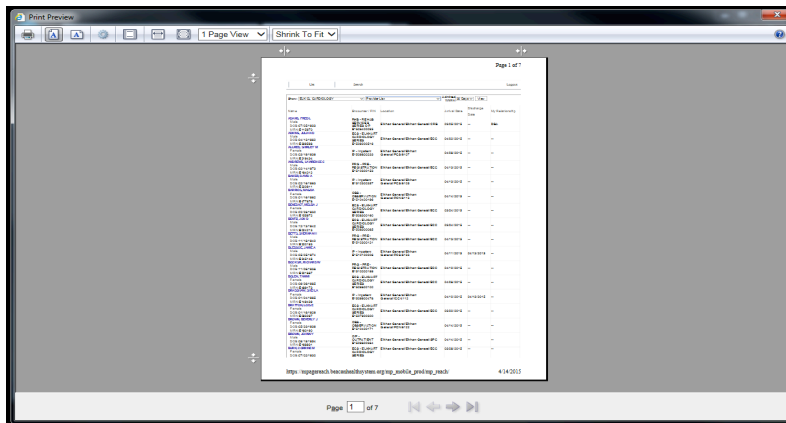


- This will bring you to another screen where you can either pick your patient from a populated list or search them individually by name or MRN. To choose from a list, use the Show: dropdown menu. Choose your facility, then the provider, then click view. Once you locate your patient, double click on the name to launch into the chart.

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List		Search	
Show:	BITTERSWEET MEDICAL ASSOCIATES	SCHMELTZ DO. MARK P	Admitted Within: All View
Name^	Encounter / FIN	Location	
No Patients found			

- It is also possible to print this list of patients as well. Once the patients are displayed on your screen, right click and choose print preview. This will display the patients in alphabetical order by last name and allow you to print all the pages. Once you make any necessary adjustments in print preview, simply click the printer icon in the upper left hand corner to print all the pages to your default printer.



- To search for a patient by name, click on the Search (next to List) and enter the patient by last name, first name and then enter. If you only have the last name then just enter that and you will get all patients with the same last name. Locate the correct patient, click on the name to launch into the chart.

List	Search		
zchner, test	<input type="button" value="Search"/>		
ZCNER, TEST 71 Years	Female		
ZCNER, TEST 58 Years	Male		ECC
ZCNER, TEST 55 Years	Male		ECC

- By MRN in the search tab

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List	Search
<input type="text" value="1000000022"/> <input type="button" value="Search"/>	
<b>ZCERNER, TEST</b> 71 Years Female	

## Navigation:

- Once the patient chart is opened, you will see a patient banner at the top of the screen. The patient name, MRN and the location is listed on the left. On the right are the patient's gender and date of birth. The sections below the patient information will break the chart down further.

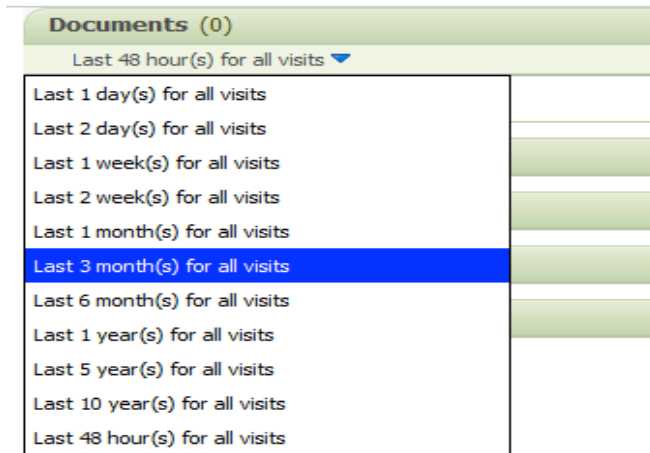
Patient Search		Logout
<b>Reach MPage</b> <b>ZCERNER, TEST</b> MRN: 1000000022 Location:		
FID: M1325600332		Female DOB: 04/12/1943
<b>Patient Information</b>		
Chief Complaint: -- Reason for Visit: TEST Primary Physician: CERBIN M.D., JOSEPH H Attending Physician: HASKIN M.D., JOHN J Admitting Physician: HASKIN M.D., JOHN J Admit Date: 09/13/13 Last Visit: 04/16/14 (Outpatient)		
<b>Emergency Contacts(0)</b>		
<b>Allergies (20)</b>		
<b>Vital Signs</b>		
<b>Diagnoses (0)</b>		
<b>Problems (18)</b>		
<b>Outstanding Orders</b>		
<b>Medications</b>		
<b>Home Medications (2)</b>		
<b>Documents (0)</b> Last 48 hour(s) for all visits No results found		
<b>Radiology (0)</b>		
<b>Labs</b>		
<b>Microbiology (0)</b>		
<b>Pathology (0)</b>		

- Use the Arrows at the end of each bar to expand or collapse the information in that section. Below is a screenshot of the allergy section expanded. When hovering the mouse over the Dog allergy, a box appears with further detail. All sections work in this manner.

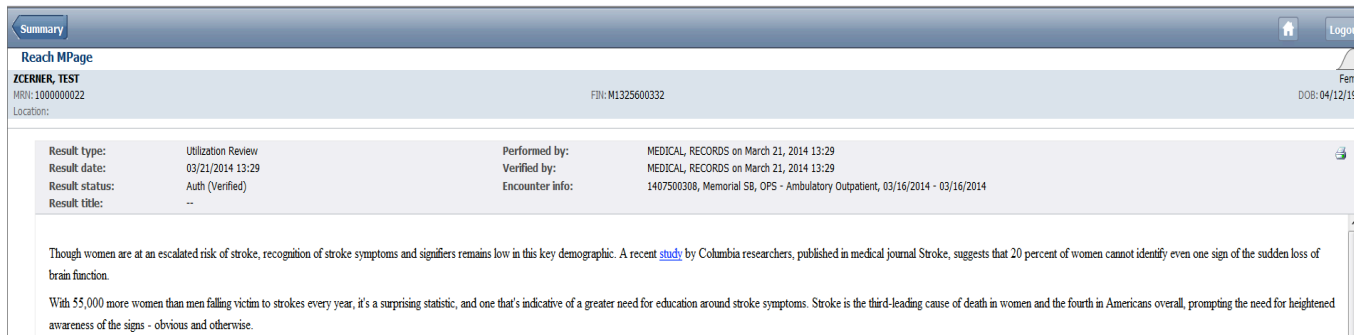
Patient Search	
<b>Reach MPage</b> <b>ZCERNER, TEST</b> MRN: 1000000022 Location:	
FID: M1325600332	
<b>Patient Information</b>	
Chief Complaint: -- Reason for Visit: TEST Primary Physician: CERBIN M.D., JOSEPH H Attending Physician: HASKIN M.D., JOHN J Admitting Physician: HASKIN M.D., JOHN J Admit Date: 09/13/13 Last Visit: 04/16/14 (Outpatient)	
<b>Emergency Contacts(0)</b>	
<b>Allergies (20)</b> All Visits	
<b>Dogs</b> Optiray Zyprexa cephalosporins Orchard grass specific IgE tetracycline nonsteroidal anti-inflammatory agents Peanuts tetracyclines Almond Oil chloroquine CloNIDine HCl	<b>Itching</b> -- Name: <b>Dogs</b> Reaction: <b>Itching</b> Severity: <b>Severe</b> Status: Active Onset Date: -- Comments: --

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- Each section of the chart will pull up data based on the default settings. For example, the Allergies section is for All Visits (which you can see listed right above the word Dogs in the screenshot), where as the default setting for the Documents section is all documents from the last 48 hours. To change how much data is pulled forward, use the drop down arrow and choose from the list available in each section.

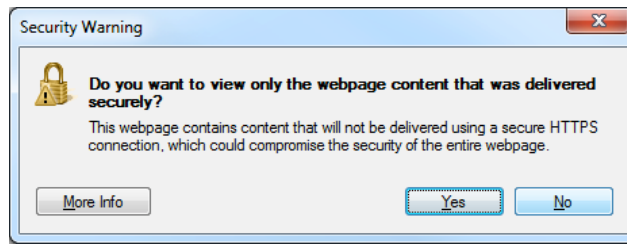


- The **Documents section** will contain all scanned, transcribed, and cerner created (ex: progress notes) documents in the patient's chart. Click on the document to open and view it. It will open to a full page. To navigate back to the summary page, click on the blue "summary" arrow at the top left corner.

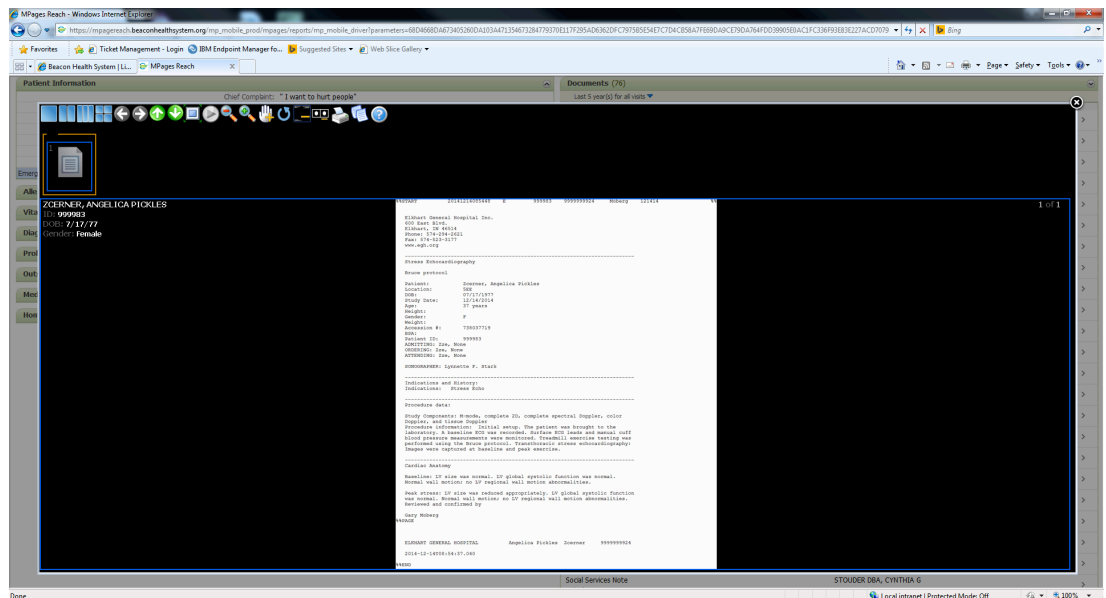


- **When opening a scanned document from the Documents section for the first time in the patients chart, you will receive a security pop-up message shown below if you are using **IE 8.0**.**

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- You must click **No** to the security question and then your scanned document will open in another window.



- **IE 11** works differently when opening a scanned document. When you click on the scanned document icon for the first time, IE will display a secure content question at the bottom of the page.



- You must click on "Show all content". **IE 11** will close the window and take you back to the documents section. You will have to re-choose your criteria again and then click to open the scanned document a 2<sup>nd</sup> time. Your scanned document will then open up. You will only have to do this once in each patients chart.

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- The **Radiology section** works very similar to the documents section. Choose the date range, and the documents will show in the window. Click on the document to open the report and view it. **If the document has an “in progress” status, it will not be viewable until it finalized.**
- The **Labs section** opens in a “flowsheet” type display. To see more data on each component, click on the specific result such as BUN and it will pop up a screen with additional data such as reference ranges or comments. You can also use the arrow buttons to the right to view more results on that specific component.

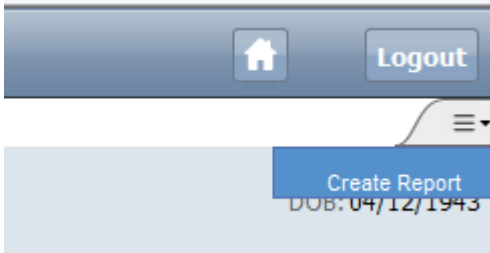
Labs			
Last 6 month(s) for all visits ▼			
Primary Labs			
BUN	Latest within ↑ 42 8 weeks ago	16 8 weeks ago	Previous within 16 8 weeks ago >
CO2	28.7 8 weeks ago	29.7 8 weeks ago	25.9 8 weeks ago >
Group Lab Tests			
Sodium	Latest within ↓ 132 8 weeks ago	138 8 weeks ago	Previous within ↓ 135 8 weeks ago >
Potassium	3.6 8 weeks ago	4.3 8 weeks ago	4.2 8 weeks ago >

BUN			
Result	Date / Time	Normal Range	Status
↑ 42 mg/dL	02/27/2014 04:53	7 - 18	Auth (Verified)
16 mg/dL	02/27/2014 04:51	7 - 18	Auth (Verified)
16 mg/dL	02/27/2014 04:50	7 - 18	Auth (Verified)
9 mg/dL	02/27/2014 04:44	8 - 23	Auth (Verified)
Close			

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## Chart Printing:

- **Printing in MPage Reach should be done through the “Create Report” option shown below.** This option is in the upper right hand corner of the MPage screen right under the Logout button. Choose Create Report.



- Complete the Create Report box with the reason for printing, appropriate template, and what needs to be included in the printing of the chart. **\*\*\*You must pick the proper template based on the hospital the encounter occurred. MHSB will only pull data from Memorial Hospital while the EGH template will only pull data from Elkhart General.** A date range can be entered or the entire record can be printed. You can also expand *Include all sections* and choose only certain sections to print. Uncheck the box and a dropdown will appear that gives you the ability to pick and choose what to print. Ex: If you select the DOC-HISTORY & PHYSICAL section only to print, but choose all encounters you will receive all the History and Physical documents in the chart across all encounters. However, if you choose the same section and choose only the selected encounter, you will receive only the History and Physical on the one encounter. Once all criteria is chosen, click the Create Report button at the bottom left.

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**Create Report**

\* Reason for printing  
For paper medical record

\* Report template  
EGH Transfer Template

▶ ☒ Include all sections

\* Encounter Selection  
☒ Selected encounter  
☐ All encounters

\* Date Range  
☒ All dates  
☐ From:  To:

Create Report Cancel

**Create Report**

\* Reason for printing  
For paper medical record

\* Report template  
EGH Transfer Template

▴ ☐ Include all sections

- ☐ DOC - FACESHEET
- ☐ DOC - DISCHARGE SUMMARY
- ☐ DOC EGH - PSY DISCHARGE SUMMARY
- ☒ DOC - HISTORY & PHYSICAL
- ☐ DOC - INTERIM HOSPITALIST NOTE
- ☐ DOC - CONSULTATION
- ☐ DOC - OPERATIVE REPORT
- ☐ DOC - CARDIAC CATHETERIZATION
- ☐ DOC EGH - CAROTID/VERSTION

Create Report Cancel

- The report will appear on your screen. You can then click the print button. **It is important to note that when printing multiple sections the records will not have a page break between reports.**

# MPage Reach Guide

Elkhardt General Hospital  
600 East Boulevard  
Elkhardt, IN 46514

MRN: E990345  
FIN: E9900000414  
DOB: 6/21/1976

Name: cernertest, pned  
Admit: 6/22/2013  
Disch:

**ER PHYSICIAN REPORT**

General Medical Problem \*ED, . General Medical Problem \*ED  
Beacon Health System

Patient: cernertest, pned MRN: E990345 FIN: E9900000414  
Age: 37 years Sex: Male DOB: 6/21/1976  
Associated Diagnoses: Abdominal pain 789.00  
Author: Test, EGH ED Physician

**Medical Decision Making**  
Differential Diagnosis: Abdominal pain, bronchitis.  
Documents reviewed: Emergency department nurses' notes, emergency medical system run report.  
Radiology results: Magnetic Resonance Imaging.

**Impression and Plan**  
Diagnosis  
Abdominal pain 789.00 : ICD9 789.00, Discharge, Emergency medicine, Medical  
Plan  
Condition: Unchanged.  
Disposition: Discharged: to home.  
Limitations: Limited work.  
Follow up with: Return to Emergency Department, Primary Care Physician.  
Counseled: Patient.

Electronically Signed By: Test, EGH ED Physician on 06/22/2013 08:16 AM

**DISCHARGE PROCESS**

Clinical Summary

**Elkhardt General Hospital**  
600 East Boulevard Elkhardt, IN 46515  
574-294-2621

Discharge Instructions (Clinical)

There is no page break between reports.

## Print Templates – Section Quick Reference Guide

### MHSB PERTS with Labs Report Template:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> DOC - FACESHEET                 | <input checked="" type="checkbox"/> RAD - VASCULAR                    |
| <input checked="" type="checkbox"/> DOC - DISCHARGE SUMMARY         | <input checked="" type="checkbox"/> RAD - BONE DENSITOMETRY           |
| <input checked="" type="checkbox"/> DOC - HISTORY & PHYSICAL        | <input checked="" type="checkbox"/> RAD - MAGNETIC RESONANCE IMAGING  |
| <input checked="" type="checkbox"/> DOC - CONSULTATION              | <input checked="" type="checkbox"/> RAD - MRI                         |
| <input checked="" type="checkbox"/> DOC - OPERATIVE REPORT          | <input checked="" type="checkbox"/> RAD - MVII Radiology Report       |
| <input checked="" type="checkbox"/> DOC - ER PHYSICIAN REPORT       | <input checked="" type="checkbox"/> RAD - RADIOLOGY RPT (SCANNED)     |
| <input checked="" type="checkbox"/> DOC - DR. FINAL PROGRESS NOTE   | <input checked="" type="checkbox"/> DOC - CARDIOLOGY                  |
| <input checked="" type="checkbox"/> EKG                             | <input checked="" type="checkbox"/> DOC - CARDIAC CATHETERIZATION     |
| <input checked="" type="checkbox"/> DOC - OTHER TRANSCRIBED REPORTS | <input checked="" type="checkbox"/> DOC - SLEEP LAB STUDY             |
| <input checked="" type="checkbox"/> RAD - COMPUTERIZED TOMOGRAPHY   | <input checked="" type="checkbox"/> DOC - PULMONARY FUNCTION TEST     |
| <input checked="" type="checkbox"/> RAD - DIAGNOSTIC                | <input checked="" type="checkbox"/> RES - RESPIRATORY                 |
| <input checked="" type="checkbox"/> RAD - INTERVENTIONAL            | <input checked="" type="checkbox"/> DOC - REHABILITATION              |
| <input checked="" type="checkbox"/> RAD - MAMMOGRAPHY               | <input checked="" type="checkbox"/> CLIN - WOUND CARE                 |
| <input checked="" type="checkbox"/> RAD - NUCLEAR MEDICINE          | <input checked="" type="checkbox"/> DOC - OTHER DIAGNOSTIC PROCEDURES |
| <input checked="" type="checkbox"/> RAD - ULTRASOUND                | <input checked="" type="checkbox"/> LAB - HEMATOLOGY                  |

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- ☒ LAB - CHEMISTRY
- ☒ LAB - BLOOD GASES
- ☒ LAB - URINE - BODY FLUIDS
- ☒ LAB - FECES
- ☒ LAB - TOXICOLOGY
- ☒ LAB - IMMUNOLOGY
- ☒ LAB - COAGULATION
- ☒ LAB - CARDIAC
- ☒ LAB - BLOOD BANK
- ☒ LAB - ENDOCRINOLOGY
- ☒ LAB - MATERNAL - FETAL
- ☒ LAB - MISC
- ☒ LAB - CLINICAL DATA
- ☒ LAB - REFERENCE LAB
- ☒ LAB - REF LAB

- ☒ LAB - LABORATORY (SCANNED)
- ☒ LAB - PATHOLOGY (SCANNED)
- ☒ LAB - TRANSFUSION
- ☒ LAB - CROSS MATCH RESULTS
- ☒ LAB - BLOOD BANK OTHER
- ☒ LAB - GENETIC
- ☒ MICRO - MICRO
- ☒ MICRO - ANATOMICAL PATHOLOGY
- ☒ MICRO - MICRO TESTS ADDITIONAL
- ☒ MICRO - DISCRETE RESULTS
- ☒ NUR - DISCHARGE PROCESS
- ☒ NUR - LABOR AND DELIVERY
- ☒ DOC - LABOR DELIVERY SUMMARY

### EGH Transfer Template:

- ☒ DOC - FACESHEET
- ☒ DOC - DISCHARGE SUMMARY
- ☒ DOC EGH - PSY DISCHARGE SUMMARY
- ☒ DOC - HISTORY & PHYSICAL
- ☒ DOC - INTERIM HOSPITALIST NOTE
- ☒ DOC - CONSULTATION
- ☒ DOC - OPERATIVE REPORT
- ☒ DOC - CARDIAC CATHETERIZATION
- ☒ DOC EGH - CARDIOVERSION
- ☒ DOC - CARDIOLOGY
- ☒ DOC - CARDIOLOGY SPECIALS
- ☒ DOC - ER PHYSICIAN REPORT
- ☒ DOC - PULMONARY FUNCTION TEST
- ☒ DOC EGH - METABOLIC STRESS TEST
- ☒ DOC EGH - NEUROLOGY

- ☒ DOC EGH - NEURO-REHABILITATION
- ☒ DOC EGH - SURVIVORSHIP
- ☒ DOC EGH - NEW DIRECTION
- ☒ DOC EGH - BONE DENSITY
- ☒ DOC - NEWBORN HEARING SCREENING
- ☒ EKG
- ☒ LAB - HEMATOLOGY
- ☒ LAB - CHEMISTRY
- ☒ LAB - BLOOD GASES
- ☒ LAB - URINE - BODY FLUIDS
- ☒ LAB - FECES
- ☒ LAB - TOXICOLOGY
- ☒ LAB - IMMUNOLOGY
- ☒ LAB - COAGULATION
- ☒ LAB - CARDIAC

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- |  |  |
|--|--|
| <input checked="" type="checkbox"/> LAB - BLOOD BANK             | <input checked="" type="checkbox"/> MICRO - MICRO TESTS ADDITIONAL   |
| <input checked="" type="checkbox"/> LAB - ENDOCRINOLOGY          | <input checked="" type="checkbox"/> MICRO - ADDITIONAL MICRO TESTS   |
| <input checked="" type="checkbox"/> LAB - MATERNAL - FETAL       | <input checked="" type="checkbox"/> MICRO -BRONCHOSCOPY              |
| <input checked="" type="checkbox"/> LAB - MISC                   | <input checked="" type="checkbox"/> MICRO BRONCHOSCOPY TEXT          |
| <input checked="" type="checkbox"/> LAB - CLINICAL DATA          | <input checked="" type="checkbox"/> MICRO - DISCRETE RESULTS         |
| <input checked="" type="checkbox"/> LAB - REFERENCE LAB          | <input checked="" type="checkbox"/> RAD - COMPUTERIZED TOMOGRAPHY    |
| <input checked="" type="checkbox"/> LAB - REF LAB                | <input checked="" type="checkbox"/> RAD - DIAGNOSTIC                 |
| <input checked="" type="checkbox"/> LAB - LABORATORY (SCANNED)   | <input checked="" type="checkbox"/> RAD - MAMMOGRAPHY                |
| <input checked="" type="checkbox"/> LAB - PATHOLOGY (SCANNED)    | <input checked="" type="checkbox"/> RAD - NUCLEAR MEDICINE           |
| <input checked="" type="checkbox"/> LAB - TRANSFUSION            | <input checked="" type="checkbox"/> RAD - ULTRASOUND                 |
| <input checked="" type="checkbox"/> LAB - CROSS MATCH RESULTS    | <input checked="" type="checkbox"/> RAD - BONE DENSITOMETRY          |
| <input checked="" type="checkbox"/> LAB - BLOOD BANK OTHER       | <input checked="" type="checkbox"/> RAD - MAGNETIC RESONANCE IMAGING |
| <input checked="" type="checkbox"/> LAB - GENETIC                | <input checked="" type="checkbox"/> RAD EGH - VASCULAR               |
| <input checked="" type="checkbox"/> MICRO - MICRO                | <input checked="" type="checkbox"/> RAD EGH - INTERVENTIONAL         |
| <input checked="" type="checkbox"/> MICRO - ANATOMICAL PATHOLOGY | <input checked="" type="checkbox"/> RAD - RADIOLOGY REPORT           |
- 
- |   |
|---|
| <input checked="" type="checkbox"/> RAD - RADIOLOGY REPORT        |
| <input checked="" type="checkbox"/> RAD - RADIOLOGY RPT (SCANNED) |
| <input checked="" type="checkbox"/> DOC - ORDERS                  |
| <input checked="" type="checkbox"/> NUR - DISCHARGE PROCESS       |
| <input checked="" type="checkbox"/> NUR - IVIEW I - O             |
| <input checked="" type="checkbox"/> NUR - IVIEW WORKING VIEW      |
| <input checked="" type="checkbox"/> DOC - REHABILITATION          |
| <input checked="" type="checkbox"/> NUR - MAR                     |