

# Adding a Clinical Note

Last Modified on 10/05/2019 10:01 am ACST

## Adding a Clinical Note

1. In the Patient Record > Clinical Notes, click **New**.
2. Click into the Text area and type your notes.
3. You can add attachments, insert templates and format the text using the using the Text Editor  
- for a more detailed explanation of how the Text Editor works see section Using the Text Editor.
4. *Clinical Note Category*. You are able to categorise your Clinical Notes (optional).
  - a. Select a Clinical Note Category from the pick list.
  - b. If the list if empty, your system administrator contact your system administrator to add categories.
5. *Case*: If you use the Case Management module, and the patient has an active Case, you can associate the clinical note with a Case.
6. You can read Recent Clinical Notes at the bottom of the screen (scroll down the page).
7. Saving your Clinical Note:
  - a. Save Draft: If you want to keep the note as a draft and come back to it later click **Save Draft**.
  - b. Save Approved: To save the note as a final, click **Save Approved**.

Assessments

Cases

Clinical Notes

Correspondence

Current admission

Diagnosis & History

Mrs Catherine Smithson

MRN: 000220 CRN: 001036 Home: 1234567890  
Female, aged 41 years, born on January 1, 1980

Blood Thinner Consent Required

Edit

Print Label

Print HC21

Print Sac Form

Dashboard

Patients

Mrs Catherine Smithson

CURRENT

HISTORY

New

Dashboard

Patients

Mrs Catherine Smithson

Dashboard / Patients / Mrs Catherine Smithson

Text

Edit Insert View Format Table

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**Medical texts of specific subdomain (e.g. containing specific illness)**

A corpus of respiratory encounter notes is presented in the work of Aronow et al. [1]. The dataset consists of a test and a training collection for automated identification of episodes of asthma. The test set consists of 965 encounter notes of 76 randomly selected asthmatic patients.

The training collection consists of 1,368 encounters of other 100 random patients. The training collection includes provider notes, manually entered letter-for-letter by trained inputters. The goal is to identify two groups: those with the evidence of acute exacerbation of asthma and those without. The number of irrelevant encounter notes is 1,000.

All the notes without the mention of code for asthma or asthma-like conditions (Acute Bronchospasm) were eliminated. Notes without a definite diagnosis were excluded from the testing collection and 357 in the training collection.

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Clinical Note Category

Select from list

Case

Select from list

Save Draft

Save Approved

Cancel

## Draft Notes

Draft notes have "DRAFT" printing across their background. While a note is in a Draft state, previous versions are not saved if it is edited.

Only when the draft state is removed will the Clinical Note be considered final and from that point onwards, any changes made to it will be recorded as different versions.

Making a Clinical Note final is simple:

1. Click **Edit**
  2. Scroll down and untick the Draft box
  3. Click **Update Clinical Note**
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