The Ultimate EHR Selection Checklist

The Short List of Features You Need for Your Practice
Selecting an electronic health records (EHR) platform for your practice is a serious decision. After all, an EHR impacts every aspect of your practice, from scheduling and clinical notes to billing. Ensuring you make the right decision requires a disciplined approach to analyzing EHR features and functionality. Use this checklist to take the pain out of selecting the right EHR for your practice.

- **Meaningful Use**
  Ensure that your EHR solution is Meaningful Use Stage 1 and 2 Certified.
  Selecting an EHR that is certified for Meaningful Use will allow you to qualify for the Meaningful Use Incentive program. For a provider leaving an uncertified EHR or starting from scratch, you can start the next reporting period to avoid penalties. For providers that are leaving a certified EHR, you can combine your data to attest for the current reporting period.

- **Workflow Customization**
  Your EHR should be able to be customized to your work style and practice.
  Ensure that your EHR lets you customize your workflow with customizable clinical forms and medical templates. Some EHRs position themselves as built for a specialty but don’t offer flexibility while others build custom templates for new clients to make sure your EHR is ready to use from day one.

- **Native iPad/iPhone Applications**
  Your EHR platform should provide you with web access in addition to a native experience on the iPad or iPhone.
  Native iPad apps provide the full functionality of all of the iPad’s features such as the built-in camera and free draw tools as well as the ease-of-use associated with a true native app. You should not have to worry about the loss of functionality caused by having to access your EHR on an iPad via an internet browser. Additionally, web capabilities should offer full administrative access for your staff who may use a laptop or desktop.

- **Patient Portal**
  Your EHR should provide you with a patient-friendly portal.
  Your EHR should provide patients with a one-stop portal where they can manage essential aspects of their medical experience. This includes the ability to book appointments online, access their medical records & test results and securely message their physician.
Integrated eRX, Labs and Referrals
An EHR should allow you to seamlessly refer, order labs and write prescriptions.
eRX, labs and referrals must be integrated into your EHR to create a paperless solution that easily fits in your workflow. **Lab and prescription capabilities must be integrated with best-in-class systems**, like Lab-Corp, Quest and SureScripts, to provide patients with a plethora of options.

Real Time Eligibility and Medical Billing
Your EHR should provide you with real time eligibility checks so you know your patients’ insurance status in seconds.
In addition to Real Time Eligibility checks, a good EHR should allow you to bill straight from the platform. Ensure that your EHR is integrated with a top tier clearing house, like Emdeon. Your billing dashboard should include easy access to reports like **real time claims, denial analysis and HCFA reporting**. If you are looking for fully-managed billing services, check to see if your EHR offers managed billing services.

Mayo Clinic Patient Education
Provide patients with best-in-class medical information related to their visit and after-care.
Provide your patients with credible educational documents and videos produced by the Mayo Clinic about their diagnosis or procedure. Additionally, you can give patients mobile, ongoing mobile and web access to Mayo Clinic patient education material.

Patient Check-In
Your EHR should provide you with a clipboard free way to check-in your patients.
**An EHR should provide you with a comprehensive check-in solution**; ideally, the check-in solution is a native iPad app that allows your staff to simply hand an iPad to patients for a seamless check-in experience. Additionally, all input data should easily synch with the patient’s EHR record upon approval from your front-desk staff.

Advanced Tools for Efficiency
An EHR should offer time saving tools like medical speech-to-text, appointment profiles and macros.
Time saving tools like macros, appointment profiles and medical speech-to-text should be easy to setup and use across your EHR. For instance, medical speech-to-text should allow you to take clinical notes easily by voice and **adapt to any accent or speech style**.

Data Flexibility & Portability
Your solution should provide you with unlimited storage, seamless backup and ultimate data portability.
An EHR **integrated with a HIPAA-compliant cloud storage system**, like Box, allows doctors to sync and back-up files easily between their EHR and the Cloud. Additionally, doctors can safely share files with colleagues and patients. Finally, an EHR should onboard your existing data; similarly, if you choose another solution, you should be able to take your data with you.
“drchrono is easily the most comprehensive EHR solution I have ever used. My staff finds patient check-in and management incredibly easy on the web version and I have found that I am having more face-to-face conversations with my patients thanks to the ease of use of drchrono on my iPad.”

– Dr. James Rieger, drchrono User

Interested in an EHR that meets all of your top requirements? drchrono meets the needs of nearly 70,000 physicians and 3 million patients. In fact, in an independent survey of over 22,000 physicians by Black-book Rankings, drchrono’s EHR was voted #1 for iPad two years in a row (2013 and 2014).

Please email us to set-up a demo; we would be happy to tell you more about our solution and how you can customize it to meet the needs of your practice.