Outline

Nursing Documentation
- Current charting systems
- Incorporating expected standards
- Purpose of the medical record
- Which standards apply?
- Update on best practices

The Do’s and Don’ts of Documentation
- Guidelines for “Care-Full” charting
- Let the nursing process be your guide
- Incorporating the 8 “Cs”:
  - Clear, concise, correct/accurate, complete/comprehensive, and chronological
  - With continuity/frequency, credibility, and compliance
- Managing corrections, addendums, and late entries
- Approved abbreviations

Avoiding Documentation “Danger Zones”
- Exploring “dangerous language”
- Gaps in charting
- Procrastination vs. timeliness
- Med errors and incident reports
- Complex case examples:
  - Documentation practice

Steering Clear of the Legal System
- Charting with a jury in mind
- Exploring documentation-related disciplinary action
- Using documentation to promote excellence in patient care

Current Issues in Documentation
- Advantages and disadvantages of the EMR
- Ensuring and maximizing reimbursement
- Social media and patient confidentiality

Objectives

1. Evaluate best practices for nursing documentation when time is tight.
2. Analyze the key guidelines for “Care-Full” charting.
3. Relate ways to avoid the “Danger Zones” in documenting.
4. Practice documenting a variety of complex cases, with the jury and potential disciplinary action in mind.
5. Develop strategies to deal with the unique challenges of the EMR and related reimbursement issues.
6. Describe strategies for delivering “difficult news” to patients/families and documenting key details.
7. Determine the impact of social media on communication and patient confidentiality.

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Kathleen Kovarik, PhD, RN, has clinical experiences that have taken her from a Level I Trauma Center in Seattle, to summers working home care for Visiting Nurses in Spokane, WA, to launching a Parish Nursing program in Missoula, MT. She is an experienced educator, as well as clinician, teaching current issues in biomedical ethics and administration. Kathleen’s PhD is from Gonzaga University in Spokane, WA, in Leadership Studies. She currently serves as an Ethics Committee member for Regional Health in Rapid City.

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