

How to Create a Reference Set

Reference Sets contain a collection of codes that can intersect multiple code sets. Users are able to create their own Reference Sets in order to help *filter* their search criteria when using the new Universal Search Window.

To create a new Reference Set:

1. Navigate to the Administration Folder → Codeset Management → Reference Sets
2. Select 'New'
3. Fill out the applicable information such as Reference Set Name, the Code Source and Object Identifier (OID) if needed, as well as a description
 - a. *Your Reference Set must have, at minimum, a name and Code Source selected*

Code Reference Sets					
New	Delete	Save	Undo		
Reference Set	Source	OID	Description	Active	

4. From there, you can add the codes into your Reference Set below by selecting 'Add'
 - a. *Note, after adding or making changes to one code in your 'Codes in Reference Set' list, you will need to hit save/ F2 or MOIS will prompt you if you want to save changes to that individual record before moving onto the next code.*
5. Save (F2) if you haven't already done so

Codes in Reference Set				Add	Delete
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		

You can use the drop down menu in the 'Codes in Reference Set' list to search and filter your list of codes in the specified Reference Set by 'Code System'. You can also use the search fields if you are searching for a specific code, term, or category in that Reference Set. You cannot delete codes that are part of a pre-loaded Reference Set but you can make the codes inactive if you no longer wish to see them included in your searches.

Reminder: you must ensure your MOIS is configured to view all the Code Systems included in your Reference Sets in the places you want to use them. For example, if your Reference Set includes codes from SNOMED-CT, ICD-9 and ICD-10 but you go into an area of the chart that does not show the ICD-10 Code System, you will not see any of the ICD-10 codes from your Reference Set included in your search. As stated above, Reference Sets act as a 'filter' on your search results; they do not 'add' results.