

Northern Health MOIS/ICCIS Standardized Visit Codes and Appointment Booking Guidelines

Standard Visit Code	Visit Code Description	Mode	Visit Reason	How & When to Use Each Code	Default # units	Visit Type
C	Community Visit	DE - Change as needed	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments to occur in any community setting (e.g. grocery store, coffee shop, school). Note time of scheduled appointment. Record Travel time to/from separately with Visit Code TR.	6 units (30 min)	Off-Site
CONSULT	Consultation	DE - Change as needed	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments that will include a comprehensive assessment from the provider's area of expertise with the intention of referring the patient to another member of the interprofessional team.	12 units (60 min)	On-Site
DT	Diagnostic Test	DE	Picklist or appropriate standard free-text from your care area.	For clinics in a facility only. Use this code to book patient appointments for diagnostic services. Book under the generic provider: X-Ray, Lab, Echo, etc.	2 units (10 min)	On-Site
ER	Emergency Room	DE	Picklist or appropriate standard free-text from your care area.	For clinics in a facility that have an Emergency Room covered by providers from the clinic. Use this code to book Emergency Room visits only. They may be entered retrospectively and may be outside of clinic hours. ER trumps other visit codes such as Proc, LA, PN, etc.	3 units (15 min)	On-Site
G	Group Medical/ Education	DE - Change as needed	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments that will occur in a group setting, on-site. All patients attending a group appointment must be booked using Group Booking functionality. Patients who are attending the group virtually (via telephone or videoconference) should be booked into the group with visit code V. Reserve other providers as needed through the Group Booking (creates reservation block). If desired, these times can also be blocked on the other provider's schedule using visit code X. G trumps visit codes such as LA, SA, PN; V trumps G.	12 units (60 min)	On-Site
GPS	GP Specialist	Change as needed	Standard free-text in the format: "Specialty-Reason" (e.g. Oncology-Consult, Oncology-Chemo)	For clinics only. Use this code to book patient appointments delivered by a Family Physician/General Practitioner doing speciality work, regardless of location. GPS trumps H, I, O.	6 units (30 min)	On-Site
H	Home Visit	DE - Change as needed	Picklist or appropriate standard free-text from your care area.	Use this code to record patient contacts that occur in at the patient's home (private residence, correctional facility, shelter). Note time of scheduled appointment. Record Travel time to/from separately with Visit Code TR. The patient's home address should be confirmed at time of booking. H trumps other visit codes such as LA, SA, Minor, etc.	6 units (30 min)	Off-Site
I	Inpatient	DE	Picklist or appropriate standard free-text from your care area.	Use this code to record patient contacts in a hospital setting. For all patients except those deemed Long Term Care - either waiting for placement or due to no separate LTC facility. Note the difference between an urgent call-out versus rounds in the Visit Reason using the format "Call-out – Reason" or "Rounds".	3 units (15 min)	Off-Site
LA	Long Assessment	DE - Change as needed	Picklist or appropriate standard free-text from your care area. (e.g. "Aviation Medical", "First Prenatal")	Use this code to book patient appointments that require an extended amount of time. First Prenatal visits are included here as they require a longer appointment time.	12 units (60 min)	On-Site
MINOR	Minor Procedure	DE	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments that require set up for a minor procedure. (e.g. Pap , Wedge Resection, Sutures)	6 units (30 min)	On-Site
N	Note, Patient Not Seen	Delete	Picklist or appropriate standard free-text from your care area.	This is not an appointment , but rather a communication note relating to a patient that needs to be documented as part of the patient's medical record. A patient chart is attached. Time should be 00:00 (to avoid confusion when looking at the day's schedule, to prevent a patient call-out, and for reporting purposes). Patient-related care planning/review sessions which may have more than one provider and no patients should be booked using the Group Booking functionality. Use the actual time of the meeting. Add patients to be reviewed using N.	0 units	Other
O	Outreach	DE	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments that occur at an outreach clinic or other outreach location not otherwise defined. NH Primary Care Clinics - this will be used for clinics on reserve; Interprofessional Teams - this will be used for Primary Care Home visits when the team is not co-located.	4 units (20 min)	Off-Site

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PN	Prenatal	DE	Standard free-text in the format: "Prenatal - # weeks"	Use this code to book patient appointments for ongoing prenatal care, <i>excluding the first prenatal visit</i> . Note: First prenatal visits are booked under code LA, as they require more time.	4 units (20 min)	On-Site
PROC	Major Procedure	DE	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments that require set up for a major procedure. Reserve the procedure room separately, as needed. (e.g. Mole Removal, IUD Insertion/Removal, Vasectomy, Incision & Drainage)	12 units (60 min)	On-Site
Q	Quick Check	DE	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments for a single symptom, one minor complaint. (e.g. B12 Injection)	2 units (10 min)	On-Site
R	Routine	DE - Change as needed	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments with any provider who is providing direct patient care for the patient/patient's family, etc. occurring on-site. Note payor as needed (e.g. WCB, Patient Pays). Note: "Follow Up" is not sufficient as a Visit Reason - state what the visit is actually about.	4 units (20 min)	On-Site
RC	Residential Care	DE - Change as needed (e.g. if family included)	Picklist or appropriate standard free-text from your care area. (e.g. "Call-out - Reason", "Rounds")	Use this code to record patient appointments that occur in: Long Term Care (or deemed LTC and in a hospital facility - either waiting for placement or due to no separate LTC facility), Residential Care, Assisted Living, Group Homes. Note time of scheduled appointment. Record Travel time to/from separately with Visit Code TR. The patient's residential care address should be confirmed at time of booking. RC trumps other visit codes such as LA, SA, Minor, etc.	6 units (30 min)	Off-Site
SA	Short Assessment	DE - Change as needed	Picklist or appropriate standard free-text from your care area.	Use this code to book patient appointments that are not routine. May require more time and/or other resources than a routine visit. (e.g. Driver's Medical , CDM Annual Visit)	6 units (30 min)	On-Site
TR	Travel	Delete	Standard free-text in the format: "Destination Reason" (e.g. "Home Visit", "Off-site Meeting", "Outreach", etc.)	This is not an appointment , but rather a way to note travel time for a provider to/from/between off-site appointments, so that the provider might better manage their schedule. (e.g. Travel between home visits, travel to outreach locations, travel to off-site meetings, etc.). A patient chart is never attached. Note the time (i.e. do not book under 00:00), change the number of units as necessary.	1 unit (5 min)	Other
U	Urgent	DE - Change as needed	Picklist or appropriate standard free-text from your care area. (e.g. Reason as per Dr. X)	Use this code to book patient appointments that are required due to being urgent/crisis/unplanned, booked on request by the provider (MD, NP, RN, Allied Health, etc.) or patient-driven (e.g. MH&A crisis) in any location. If off-site, include the location as the second part of the visit reason (e.g. "Reason-Home").	4 units (20 min)	On-Site
V	Virtual	Change as needed (e.g. Telephone, Telemedicine, Email)	Picklist or appropriate standard free-text from your care area. (e.g. "INR", "Bereavement", "Results", "Glucose Monitoring", "Education")	Use this code to record patient or patient-related appointments that occur in a virtual setting - via telephone, videoconference, telehealth/telemedicine, email. Change the Visit Mode as appropriate. It may be an appointment between patient & remote provider; remote patient & site provider; provider & patient's family/caregiver; provider & other provider/specialists; provider & external party (such as RCMP, school...), etc. A patient chart is attached. Note the time (i.e. do not book under 00:00), change the number of units as necessary. Note: Do not record attempted calls separately (i.e. 1 entry if called 3x before reaching, enter details in the Encounter Detail Window). A progress note is required for virtual appointments.	3 units (15 min)	Virtual
VS	Visiting Specialist	DE	Standard free-text per specialist. (e.g. "Initial", "1 Year Check")	This code is only to be used for appointments with Visiting Specialists that are occurring in the clinic. Time slots may be pre-booked for Visiting Specialists only. Change the number of units to accommodate each specialist's needs/requirements. Book under the appropriate provider (it may be generic if the providers for that specialty rotate).	6 units (30 min)	On-Site
W	Walk-In Clinic	DE - Change as needed	Picklist or appropriate standard free-text from your care area.	For clinics/facilities that provide a set time for Walk-In Clinic Appointments covered by providers working in the clinic space. (Not simply that the patient "walked in", didn't book ahead, or was seen on the same day.) W trumps other codes such as Proc, R, etc.	3 units (15 min)	On-Site
X	Miscellaneous Time Block	Delete	Appropriate standard free-text. (e.g. "Break", "Lunch", "Meeting", "Charting", "Do Not Book")	This is not an appointment , but rather a way to note a miscellaneous time block for a provider, so that the provider might better manage their schedule. (e.g. breaks, meetings, etc.). A patient chart is never attached. Note the time (i.e. do not book under 00:00), change the number of units as necessary. Items that follow a pattern should be booked using Reservation blocks - these will only show on the Time Bar, not in the list of appointments for the day. If desired, use this code to block the time set aside using the Reservation Block so that it will show in the list of appointments – this may be helpful to avoid double-booking a provider.	0 units	Other