

axiUm Treatment Entry for Perio Module- Step by Step

Open patient chart in Rolodex-



1. Open the Perio Charting



module you will see the most recent exam displayed.

2. Hit the create new record button



Resume entry window appears.

To enter a completely new chart select 'No', to resume an old chart click 'Yes'.

3. **Select Perio Date** window appears.
New: To open the Add Perio window without resuming any of the items in the list.

Resume: To allow users to select an incomplete chart and resume it. This is only enabled if the selected chart is incomplete. This will display the Perio Add window with data filled in from the chart selected.

Edit/Review: To allow users to select an incomplete chart, review it and possibly make corrections. When selected, displays the Perio Add window for the selected date with the title Edit Perio, the Chart Date enabled and the data filled in like when in Resume mode.

Close Off : This closes off an incomplete chart so that they can no longer be edited.

Re-Open: Undoes the closing off of a chart and allows it to be edited. Both Close Off and Re-Open will add another line in the list with today's date in the Audit Date column.

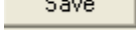
Note :The difference between Edit and Resume is that Edit keeps the perio date as of the date it was first entered. Resume updates the perio date to today.

4. **Choose Exam type** from the drop down

(Initial exam, complete exam. Post-scaling, etc.)

5. **Enter the values** for each category by using the keyboard or selecting the values on the display

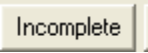
screen, some will forward automatically, some values require choosing a site first. Defaults to beginning with Max right-max left-mand left-mand right


6.  To Save: To save your work as you go along.

Clear All: To clear all entries since you last saved.


Clear: Clears the current cell (but does not auto advance so that the user may re-enter the proper value).


Clr Tooth: To clear all 3 values for the tooth. For Yes/No conditions, resets them to their "No" value.


 To save and close a chart that you wish to resume at a later date


 To save a completed chart, does **NOT** allow re-entry at a later date to resume the exam


Toolbar buttons:

 View form history, view a list of forms and see which ones are complete or incomplete, can reenter incomplete exams


 full mouth view of perio screen

 can choose to compare selected exams graphically or text only

 opens the medical history

 view attachments (referral letter, medical release letters)

 print exam

 select perio display options

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