

Add Consent Record Types

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Version 20.17

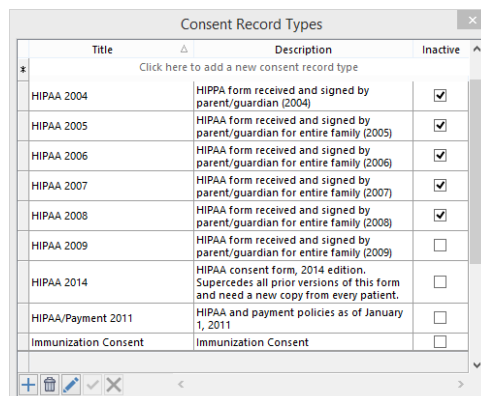
Path: Practice Management tab > More (Reference Data group) > Consent Record Types

About

OP comes pre-loaded with four Consent Record Types that are necessary for documenting consent:



- HIPAA 2014
- Immunization Consent
- Reporting to Vaccine Registry Consent
- Vaccine Refusal Consent

These Record Types serve as categorizations for Consent Forms that are added to Patient Charts. Consent Record Types can be added so that you can add consents that suit the needs of your Practice. Some examples may include your Practice's financial policy, an agreement to retain a parent's credit card information on file, or another policy where your Practice requires a signature.



Title	Description	Inactive
Click here to add a new consent record type		
HIPAA 2004	HIPAA form received and signed by parent/guardian (2004)	<input checked="" type="checkbox"/>
HIPAA 2005	HIPAA form received and signed by parent/guardian for entire family (2005)	<input checked="" type="checkbox"/>
HIPAA 2006	HIPAA form received and signed by parent/guardian for entire family (2006)	<input checked="" type="checkbox"/>
HIPAA 2007	HIPAA form received and signed by parent/guardian for entire family (2007)	<input checked="" type="checkbox"/>
HIPAA 2008	HIPAA form received and signed by parent/guardian for entire family (2008)	<input checked="" type="checkbox"/>
HIPAA 2009	HIPAA form received and signed by parent/guardian for entire family (2009)	<input type="checkbox"/>
HIPAA 2014	HIPAA consent form, 2014 edition. Supersedes all prior versions of this form and need a new copy from every patient.	<input type="checkbox"/>
HIPAA/Payment 2011	HIPAA and payment policies as of January 1, 2011	<input type="checkbox"/>
Immunization Consent	Immunization Consent	<input type="checkbox"/>

Add Consent Types

1. Navigate to the Consent Record Types: **Practice Management tab > More button (Reference Data group) > Consent Record Types.**
2. Click the **Add** button  in the lower left corner of the window.
3. In the **Title** field, enter a title for the Consent Type.
4. In the **Description** field, enter a description.
5. Click the **Save** button .



Note: To inactivate a Consent Record Type that is no longer being used, select the checkbox in the Inactive column and click the **Save** button.


Version 14.10

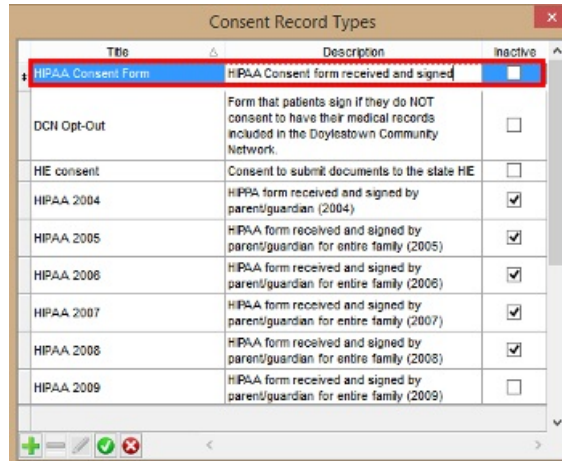
Path: Utilities Menu > Manage Codes > Consent Record Types (Keyboard Shortcut keys: [Alt][U][C][T])

Overview


OP 14 comes pre-loaded with four Consent Record Types that are necessary for documenting consent for immunization purposes. You have the ability to add consent forms that suit the needs of your practice. Some examples may include your practice's financial policy, an agreement to retain a parent's credit card information on file, or another practice policy where your practice requires a signature.

To Add Consent Categories

1. Navigate to the **Consent Records Type** table using the path listed above.
2. Click the **Insert record** button ().



Title	Description	Inactive
HIPAA Consent Form	HIPAA Consent form received and signed	<input type="checkbox"/>
DCN Opt-Out	Form that patients sign if they do NOT consent to have their medical records included in the Doylestown Community Network.	<input type="checkbox"/>
HIE consent	Consent to submit documents to the state HIE	<input type="checkbox"/>
HIPAA 2004	HIPAA form received and signed by parent/guardian (2004)	<input checked="" type="checkbox"/>
HIPAA 2005	HIPAA form received and signed by parent/guardian for entire family (2005)	<input checked="" type="checkbox"/>
HIPAA 2006	HIPAA form received and signed by parent/guardian for entire family (2006)	<input checked="" type="checkbox"/>
HIPAA 2007	HIPAA form received and signed by parent/guardian for entire family (2007)	<input checked="" type="checkbox"/>
HIPAA 2008	HIPAA form received and signed by parent/guardian for entire family (2008)	<input checked="" type="checkbox"/>
HIPAA 2009	HIPAA form received and signed by parent/guardian for entire family (2009)	<input type="checkbox"/>

3. Enter a **Title** in the field for the Consent Record Type.
4. Enter a **Description** in the field for the Consent Record Type.
5. Click the **Save Changes** button ().