

Welcome to the **Configuring NextGen Signatures (Blobulizer and MACROS)**

The presentation will begin shortly.
Please note that all attendees are in listen only mode.
A recording of this webinar will be sent out to all attendees.

Presented by:





Inquiries may be submitted using the **Questions** window.

▼ Questions ✕

Show Answered Questions

X	Question ▲	Asker	Rec'd	🚩	Answer

Send Privately Send to All ⌵



About eMedApps

eMedApps is a Healthcare Information Technology Services company providing practices, clinics and hospitals with a full range of services, as well as a suite of products designed to increase efficiency and facilitate communication.

- Founded in 1999
- Working as partner with NextGen since 2001
- Worked as subcontractor for NextGen
- Serving healthcare clients across USA
- Services and Products for NextGen clients



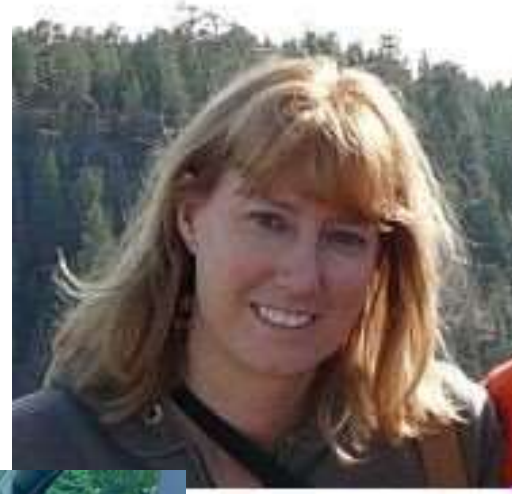
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About Our Presenter

Victoria (Vicky) Wieronski has been with eMedApps for six years. She is a Senior Application Specialist and has over twenty-eight years of experience in healthcare. She loves boating, jet skiing, being outdoors and playing with her English Mastiffs, Steve and Norris.



Preparing the Signature

Preparing the Signature

- Identify the document images folder path from Universal Preferences
 - Open and login to System Administrator
 - Select your Enterprise/Practice
 - Navigate to the VIEW menu and click on Universal Preferences
 - Click on the “Documents” left navigation folder and search for “Document Image Path”
 - Usually located under the NextGenroot folder path, e.g,
`\\ImageServer\Nextgenroot\PROD\EMR\Documents\DocImages`

The image displays three screenshots from the NextGen System Administrator interface:

- System Administrator Login:** A black header bar with a user icon and the text "System Administrator".
- Enterprise/Practice Selection:** Two dropdown menus. The "Enterprise:" menu is set to "NextGen Medical Enterprise" and the "Practice:" menu is set to "NextGen Medical Practice".
- NextGen Preferences Configuration:** A window titled "NextGen Preferences" with a "Tools" sidebar. The "Documents" folder is selected in the sidebar. In the main pane, the "Document Image Path" is highlighted with a red box, showing the value: `\\amed\prod\emr\root\prod\emr\doc...`. Other settings like "Document Export Path" and "Document Cache Path" are also visible.

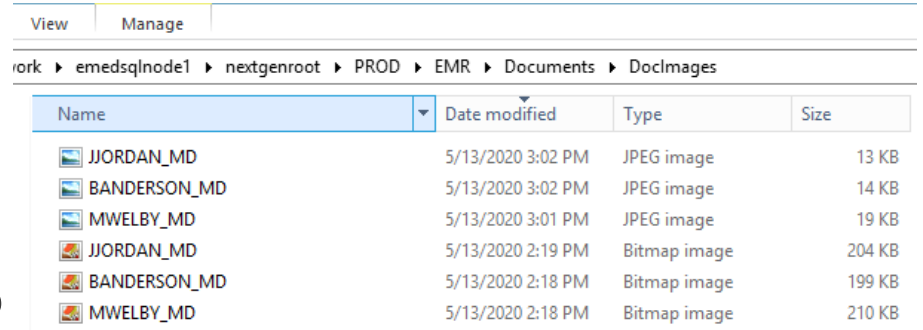
Preparing the Signature







- Obtain the “wet” signature
 - Create/Use a master signature sheet
 - Each provider signs twice
 - Use two different pens
 - Stay within 2 x 3” block size
- Scan the entire signature/s sheet as a .bmp, .jpeg, .jpg, .png or .tiff

Provider Name:	
Provider Name:	
Provider Name:	
Provider Name:	
Mauro Celso MD	Mauro Celso MD
Provider Name:	
Barrinder MD	Barrinder MD
Provider Name:	
Jim Joubert MD	Jim Joubert MD

Preparing the Signature

- Use a graphic software to crop the signature, e.g., MS Paint, Krita, IrfanView, staying within that 2 x 3"
 - Variety of free software out there or you already may have one of your choice, <https://ninite.com/>
- Save the signature/s (.bmp, .tiff or .jpg) to the file path identified above.



Name	Date modified	Type	Size
 JJORDAN_MD	5/13/2020 3:02 PM	JPEG image	13 KB
 BANDERSON_MD	5/13/2020 3:02 PM	JPEG image	14 KB
 MWELBY_MD	5/13/2020 3:01 PM	JPEG image	19 KB
 JJORDAN_MD	5/13/2020 2:19 PM	Bitmap image	204 KB
 BANDERSON_MD	5/13/2020 2:18 PM	Bitmap image	199 KB
 MWELBY_MD	5/13/2020 2:18 PM	Bitmap image	210 KB



JJORDAN_MD



BANDERSON_MD



MWELBY_MD



JJORDAN_MD



BANDERSON_MD



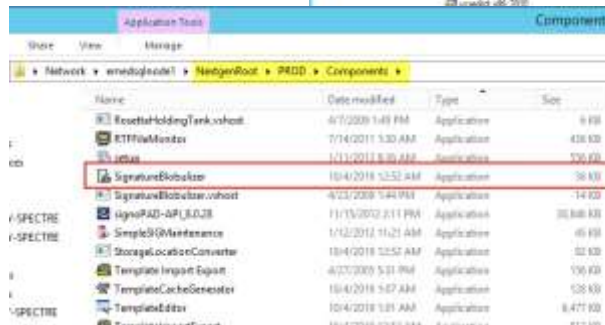
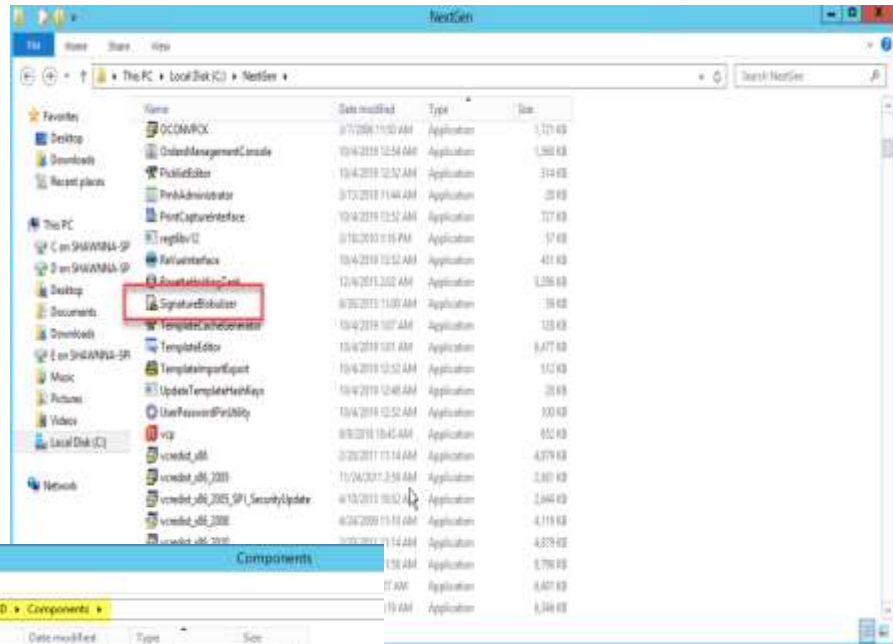
MWELBY_MD

DEMO

Blobulizing

Blobulizing

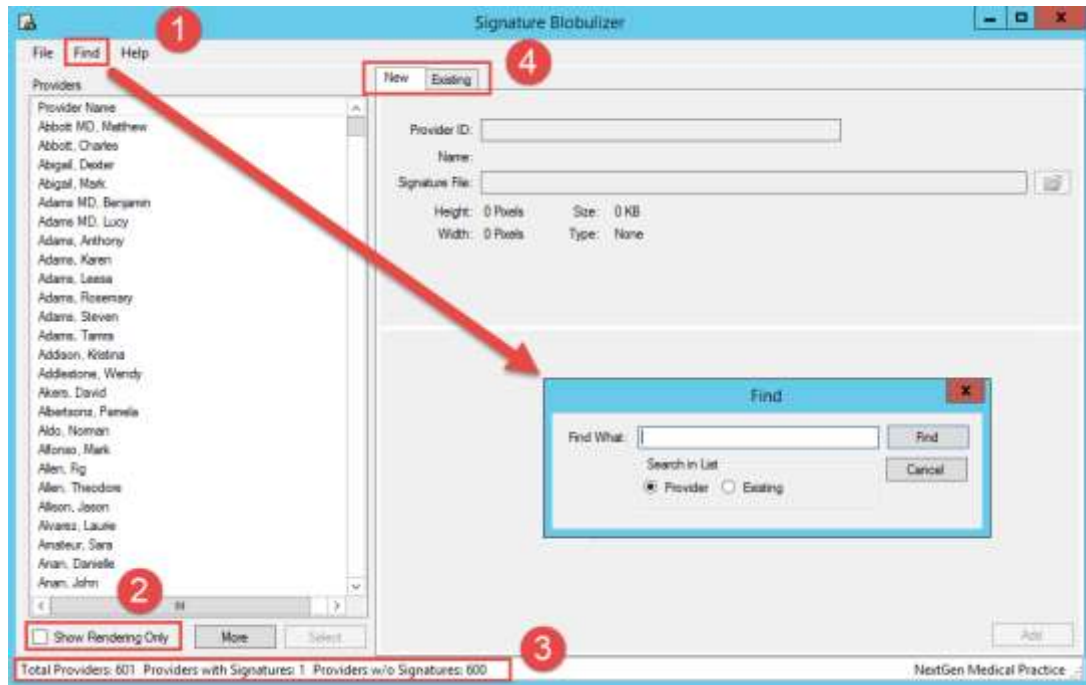
- BLOB – Binary Large Object
- Only needed for Crystal Reports
- Locate the Signature Blobulizer
 - Usually in the C:\NextGen folder
 - If not present, it may need to be copied from <\\ImageServer\Nextgenroot\PROD\Components> folder file path to the C:\NextGen



Blobulizing

- Log into Signature Blobulizer
- Blobulizer Key Areas

1. Find – Search for providers in list or under Existing tab
2. Show Rendering Only – Checkbox to exclude referring physicians
3. Total Providers – Count of signatures blobulized
4. New/Existing – Tabs indicating unblobulized signatures and existing blobulized signatures



Adding a Signature

To add a new signature:

1. Click the New Tab
2. Double click the Provider Name on the left-hand side
3. Click the yellow open file button
4. Browse to the path in the system to connect to the .bmp file previously saved for this provider
5. Click Add

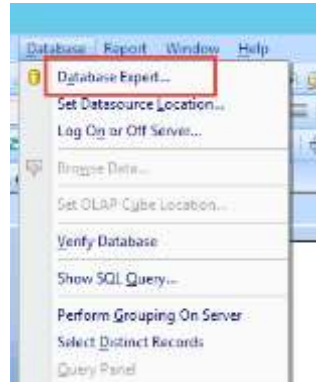


DEMO

Crystal Report Configuration

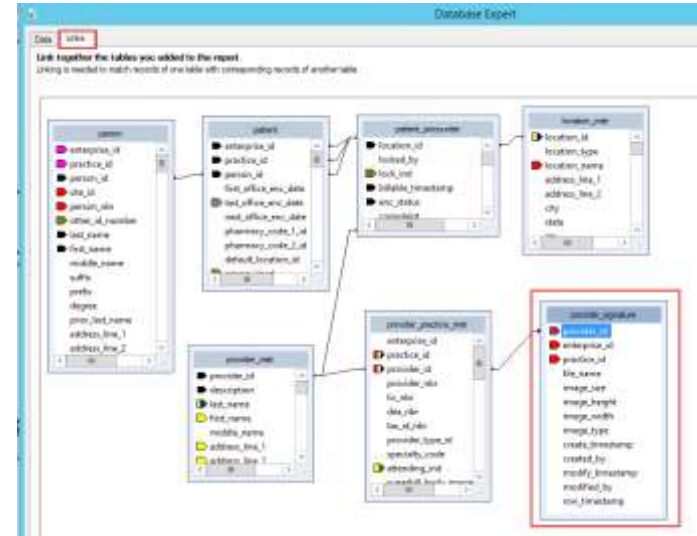
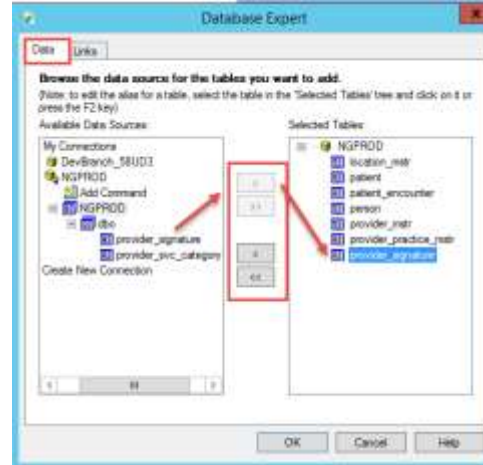
Adding a Signature to a Report

- Identify and Open up the Report in SAP Crystal Reports or create a new report
 - If an existing report, best practice is to make a copy of the original
 - Common Report with signatures – RXPrint, RXFax, Lab or Radiology Requisitions, eyeglass RX, contact lens RX
- Under the Database Menu, Open Data Expert



Adding a Signature to a Report

- Under the data tab, verify your connection to the database source*
- Add 'Provider_Signature' table (left to right), click OK
- Crystal will want you to verify the table links or apply the relationship connection to the other tables
- Click OK to exit out of the Database Expert



**Note – you may need your Administration or IT assistance*

Adding a Signature to a Report

- Under Field Explorer, expand the Database Fields for "provider_signature"
- Locate the "signature" field
- Drag and Drop 'signature' field to report location
- Save the report

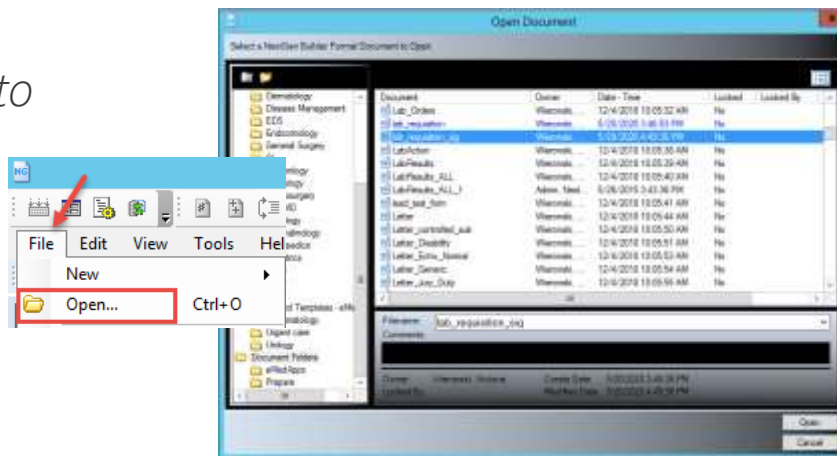
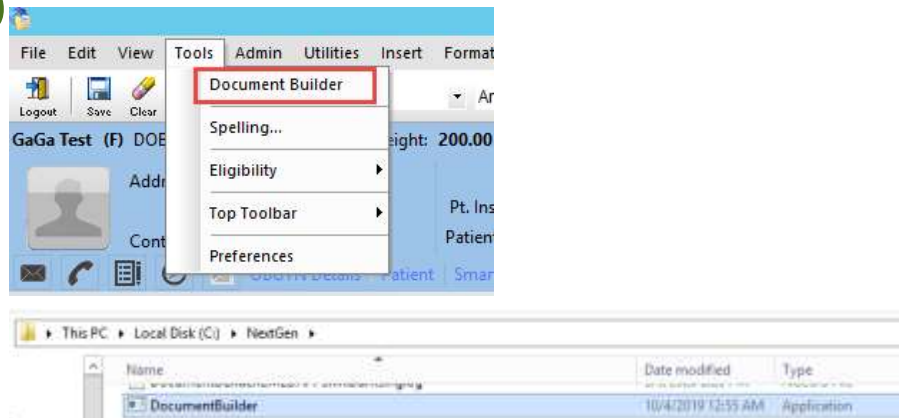
The screenshot displays a report design interface. The main area shows a report titled "location_name" with a header section containing fields like "@Location Address", "@Location C SZ", "@Location Phone", and "@Location Fax". Below the header is a section for patient information with fields like "@name", "@DOB", "@address", "@prescription date", and "@RXI Expiration Date". At the bottom of the report design area, there is a section for "Signature:" with fields for "@physician name" and "@License Number". On the right side, the "Database Fields" pane is visible, listing various fields from the database. The "signature" field is highlighted with a red box, and a red arrow points from this field to the "signature" field in the report design area.

DEMO

NextGen Document Configuration

Document Macro

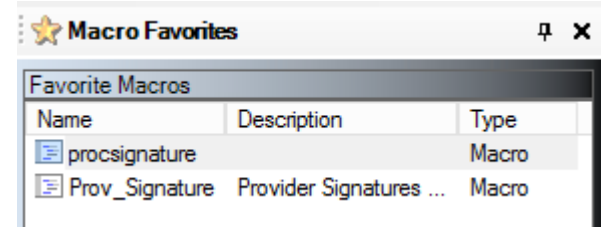
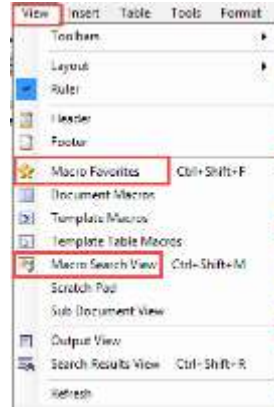
- *Open Document Builder*
 - *From EHR Tools Menu, Document Builder, or*
 - *C:\NextGen*
"DocumentBuilder.exe"
- *Log in under your Enterprise and Practice account*
- *Open the document you wish to insert a signature*



Document Macro

Macro Favorites and Search View (View Menu)

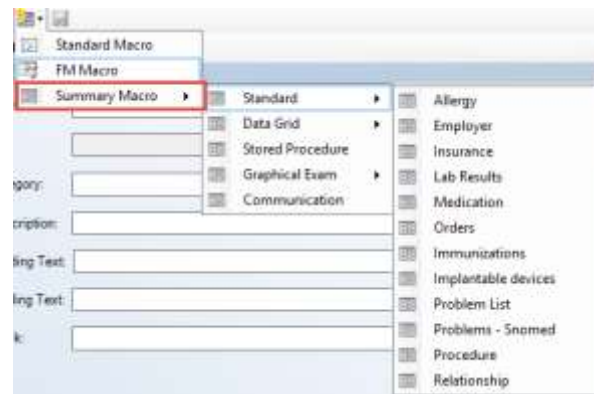
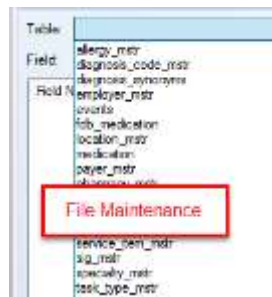
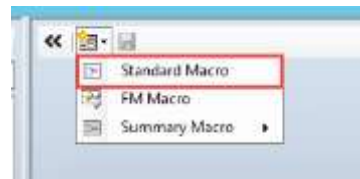
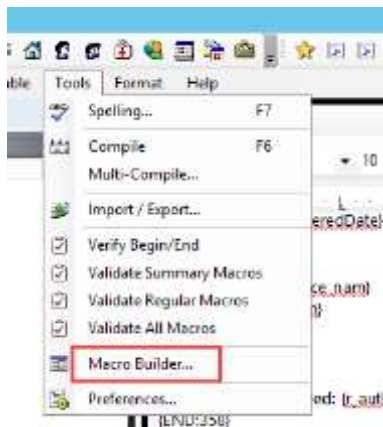
- Quick access to common macros or custom built
- Avoids duplication
- Macro search engine
 - Use wildcard elements
" * "



Document Macro

Create New Macro

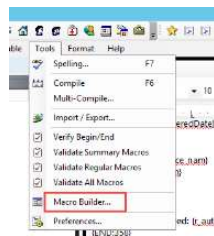
- Open Macro Builder under Tools
- Click on Norton icon and select New
 - Standard Macro – Basic DB/Template Tables, e.g., referrals, lab requisitions
 - FM Macro – File Maintenance Tables, e.g, payers, locations
 - Summary Macro – Summaries e.g., Allergy, Meds grids



Document Macro

Create New Macro

1. Give the Macro a Name
2. Give it a description
3. Locate the table
4. Locate the field
5. Enter your key values
 - Best practice is using unique identifiers however you may need your IT to assist
6. Save the Macro



The 'Macro Builder' dialog box is shown with the following fields and values:

- Name: procsignature (1)
- ID: 034435
- Category: [Dropdown]
- Description: Provider Signature Test (2)
- Leading Text: [Empty]
- Trailing Text: [Empty]
- Mask: [Dropdown]

The 'Table' section shows the following fields:

- Table: vforob_endr_ (3)
- Field: ordreddly (3)

The 'Result Table' section shows the following data:

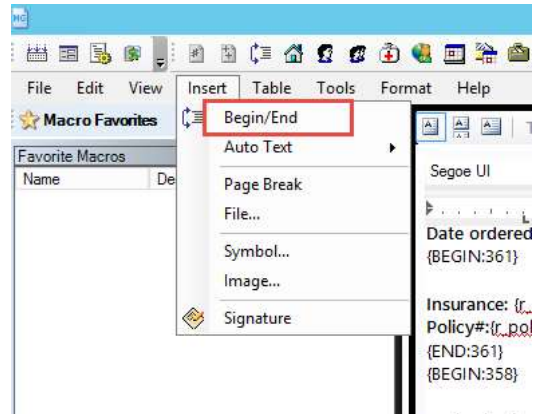
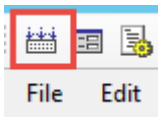
Value	Result Type	TextFile name
*	Value	-
Abbott MD, Matthew	Graphic	- Sig 4.bmp
Barry Anderson MD MDI	Graphic	- SANDERSON_MD.bmp
Steve Watson MD	Graphic	- Sig 6.bmp
Welby, Marcus	Graphic	- MWELBY_MD.bmp

5

Document Macro

Insert Macro into Document

- Add a BEGIN/END
- Drag and Drop the Macro into the Document
- Compile and Save the Macro
 - Tool, Compile
 - File, Save
 - Or, use the "Compile/Save" icon



```
Authorization# {r_auth_Num} # Visits {r_act_recur_num} Effective {r_eff_date} Expiration {r_exp_date}
{END:192}
{END:360}
{END:358}

{BEGIN:374}
{Prov_Signature}
{END:374}

Document generated by: {CURRENT_USER} {CURRENT_DATE}

{sub_footer}
```

DEMO

Troubleshooting tips

Troubleshooting

Encounter Properties – Correct Rendering Provider?

NextGen® Enterprise EHR: Strawberry, Shortcake

File View Tools Admin Utilities Window Help

CHC Medical Watson MD, Steve Patient History Inbox PAQ PM DM

(F) DOB: 09/18/1993 (26 years) Weight: 120.00 lb (54.43 Kg) Alerts Allergies

1239 Strawberry Lane Pt. Insurance: Aflac Ins Risk Score: PCP:

Encounter Maintenance - Encounter: 2689 for - Shortcake, Strawberry

Encounter Date	Billable Time	Occurrence Code	State	Onset Date	Onset Time
11/13/2020	04:02 PM				

General | Billing & Collections | Encounter Specifics | UB | Claims | Marketing | Properties | History

Patient Type Condition Related to Employment

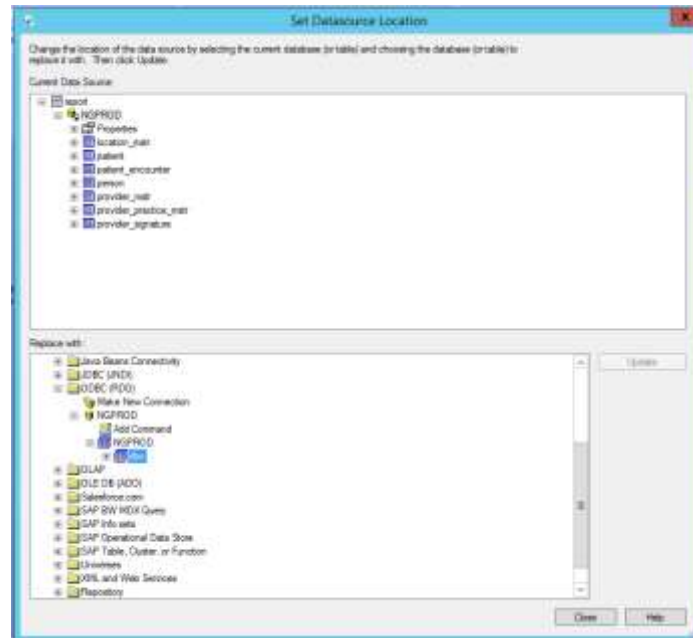
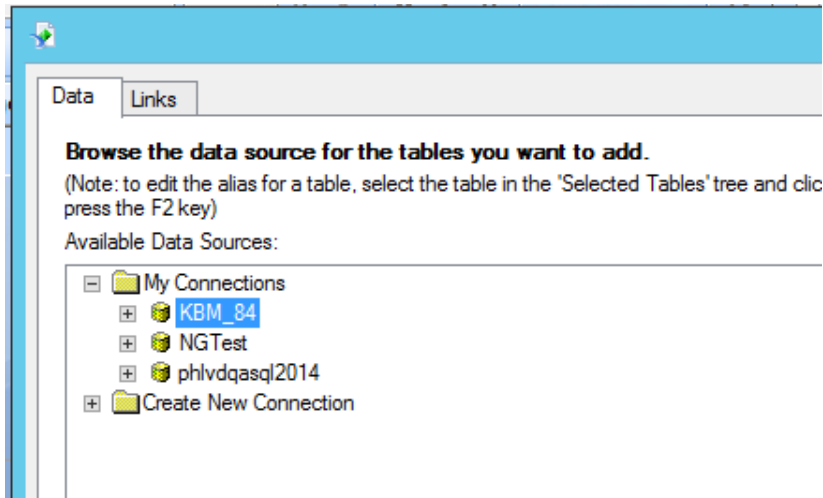
Remarks Same/Similar Date

Complaints Date Last Seen

Providers Rendering Watson MD, Steve Referring Referring Facility

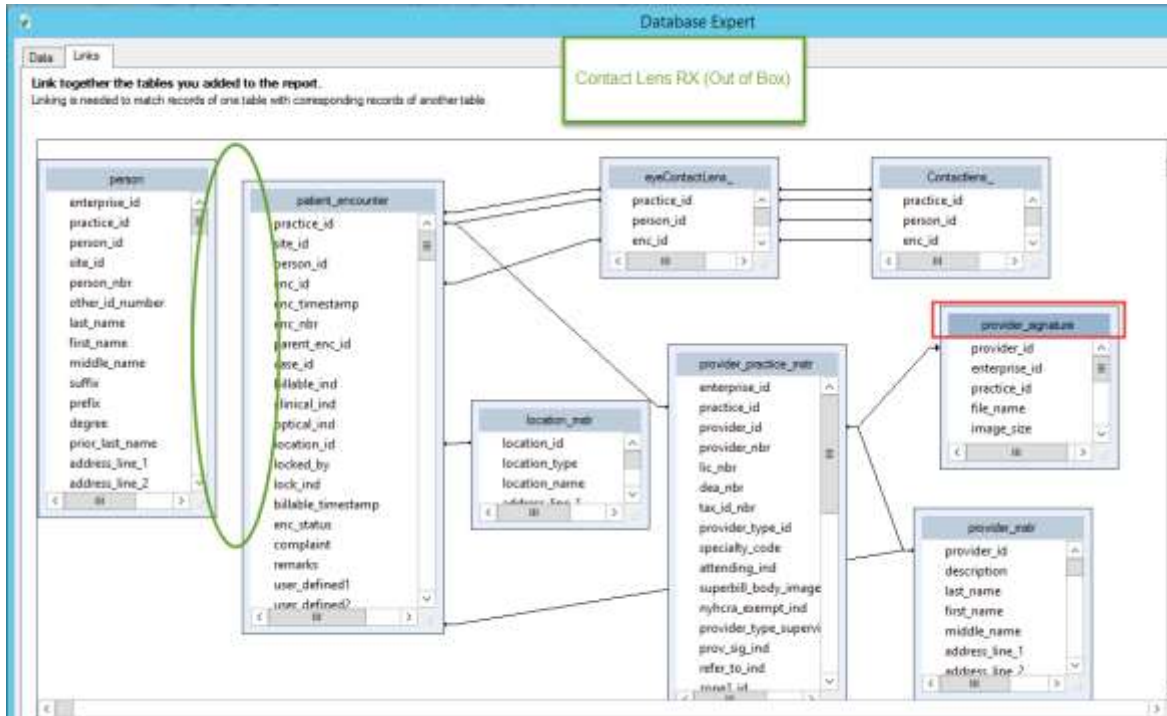
Troubleshooting

Ensure the crystal report's database data link is up to date



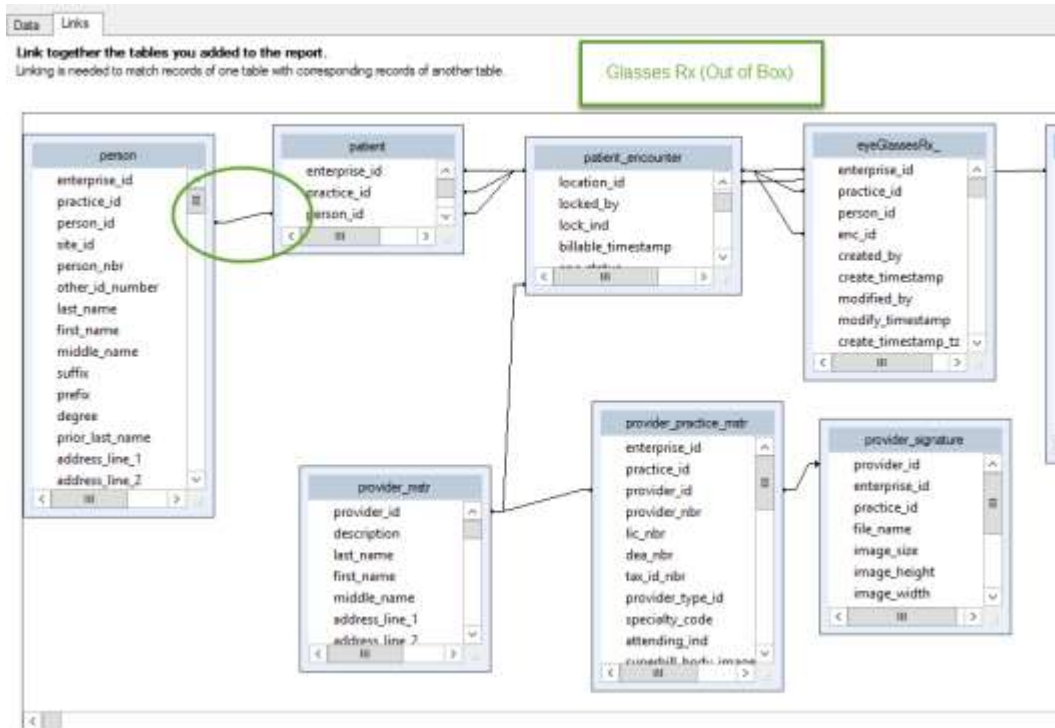
Troubleshooting

Ensure the table links are valid



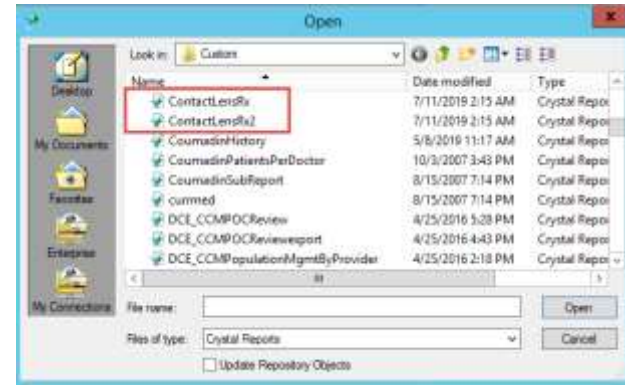
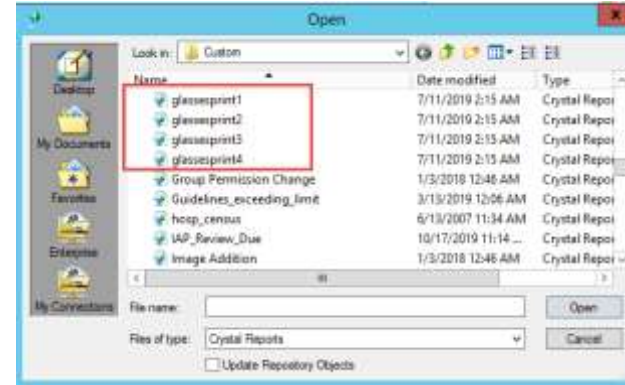
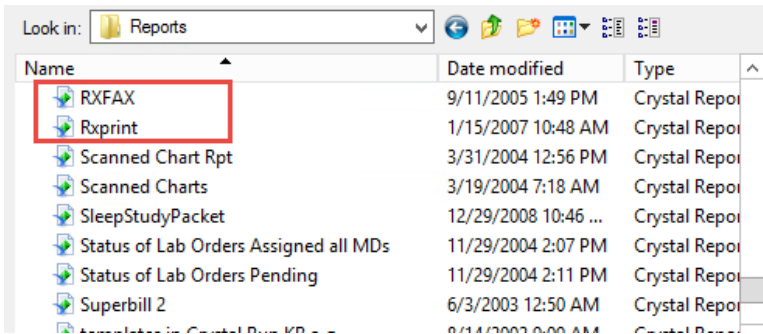
Troubleshooting

Ensure the table links are valid, continued



Troubleshooting

Ensure the correct report is modified



Troubleshooting

Document Macro – Did the provider name change? Consult with your Administration/IT Department on using GUIDs for these cases.

Value:	Result Type:	Text/File name:
*	Value	
Abbott MD, Matthew	Graphic	Sig 4.bmp
Barry Anderson MD MD	Graphic	BANDERSON_MD.bmp
Steve Watson MD	Graphic	Sig 6.bmp
Welby, Marcus	Graphic	MWELBY_MD.bmp
<---- Type text in the 'value' field to add this row		

Value:	Result Type:	Text/File name:
*	Value	
DC803949-30EE-4A3F-BA68-F72C5C2B3140	Graphic	
8474E8EE-4BAB-4416-B5C5-88BDCC773542	Graphic	BANDERSON_MD.bmp
C86E6BF9-DD57-4503-B815-471674BA2185	Graphic	Sig 6.bmp
F3FDFA1A-6D4B-4ECD-889B-FE6E7798425E	Graphic	JJORDAN_MD.bmp
<---- Type text in the 'value' field to add this row		

Best Practice: Using table GUIDs vs TEXT if possible



Troubleshooting

NextGen Success Community weblinks:

https://www.community.nextgen.com/nge/kABf3000000KzFM?srPos=2&srKp=kaB&lang=en_US

Q&A

A recording of this webinar will be sent out to all attendees.