

Innovaccer Worklists Quick Guide

The Innovaccer Worklist functionality provides practice-specific worklists to inform patient outreach. The Worklists are updated daily with applicable EMR and claims information.

This guide will walk you through the basics of accessing and using the Worklists.

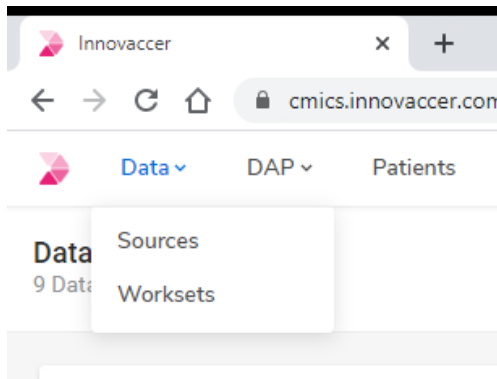
***Please Note:** Worklists are sometimes referred to as Worksets within the Innovaccer solution.

Accessing the Worklists

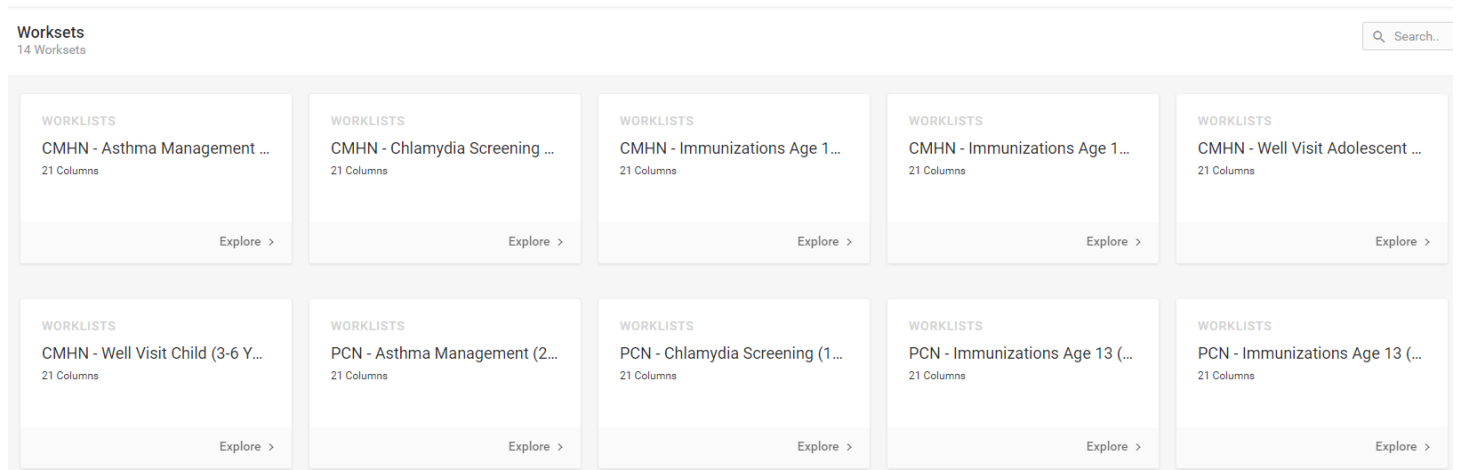
- 1 First, visit the [Children's Mercy Integrated Care Solutions Innovaccer website](#) to log into your account.



- 2 After you log in, you will be directed to your Innovaccer Home Page. **Click on the Data tab** at the top left of the page, then **click on Worksets**.



- 3 Click on the **Worklist** for the corresponding measure you would like to view.



Viewing the Worklist

The Worklist will provide you with patient information including the patient EMPI, first name, last name, gender, patient ID, date of birth, age, and demographic information. Additionally, the Worklist will provide you with the number of Needs Attention items for that patient and the Assigned PCP and Practice information. **Scroll from left to right to view all columns.**

Worksets / CMHN - Asthma Management (2 Office Visits Per Year | 5+ Year...
226 records

Choose Columns

Shared with 1 group

EMPI	First Name	Last Name	Gender	Patient ID	Date of Birth	Age	Needs Attention Co...	Assigned PCP NPI	Assigned PCP
			M				6	1740287549	COCKERELL CI
			M				1	1235151713	BROWN JULIE
			M				3	1003865650	FILARDI DELSI
			M				4	1336116185	SLAYMAKER L
			M				1	1770581126	NELSON BRYA
			M				5	1003865650	FILARDI DELSI
			M				12	1023281474	BROECKELMAI
			M				12	1134481328	KHALEGHI TIN
			M				11	1285681460	ANANTH SHEE
			M				1	1851368617	HOSTETLER AI
			M				11	1548332315	NAGY MARY C
			M				1	1548215486	MOYLAN CHAI
			F				3	1336116185	SLAYMAKER L
			M				6	1851368617	HOSTETLER AI
			F				4	1740287549	COCKERELL CI
			M				5	1740287549	COCKERELL CI
			F				2	1093713703	KIRBY-DIAZ CII
			M				2	1851368617	HOSTETLER AI
			M				1	1922426691	MENARD MAN

At the right of the screen, you will find a menu bar and several icons. The arrow icon allows you to download the Worklist as an Excel file. The icon with three horizontal lines allows you to filter the Worklist.

Choose Columns

Shared with 1 group



Using the Worklist

To best utilize the information contained in the worklist, CMICS recommends sorting the Needs Attention Count column and focusing on the patients with the highest number of Needs Attention care items. This allows you to get the most impact while outreaching to the fewest number of patients. To sort the Needs Attention Count column, follow the instructions below.

Needs Attention Co... ⋮

6 ≡ Sort Ascending

1 ≡ Sort Descending

3 ⊗ Hide Column

1 Click the three vertical dots next to the Needs Attention Count column title.

2 Click the Sort Descending option.

3 Focus outreach efforts on patients at the top of the list.