Complications Tracking

A. If the complication happens before the exam is finalized

Put your Post Procedure note into the Result tab as usual. Then click on the Follow Up tab (none will be highlighted by default).

Click on either Complication-Major or Complication-Minor as needed (They have the same options within the tabs)

From here you can do two things:

- Click on the tab of the complication, or
- If you start typing the complication into Finding a list of possibilities appears
Once you are done, press Sign in the tool bar:

B. If the complication happens after the exam is finalized

Search for Track Result

Put in the ACC#, Name or MRN of the patient and press accept

If you searched by name or MRN there will be a list of exams, select the correct one and press accept
Click on the Complication you need to put in, as above, then press Accept

To add a Complication:

A. Before the exam is finalized

After putting in the first complication, click Add Additional at the bottom, and add the complication the same way.

When you have added all the correct complications, press Sign.
When you are done press **Accept** (bottom right hand corner)

B. *After the exam is finalized*

Pull up the Track Result tool, Search for the exam. When it pulls up, it will be on the prior complication, click **Add Additional**

**How to access the Complications Report for Open Complications that need to be Followed up on**

Search for the **Result Tracker** tool
Select MHMH Complications Tracking and press Run

(This is what the screen will look like)
How to access the Complications Report to export to Excel

Search for My Reports

Under Library, Search for Complications Tracking

If you press the star next to Complications IR Report, then you can make it a favorite and run it from the My Reports home screen
If you would like to export to excel, click on Options