

# Tracking Medical Visits and Screenings

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As of July 12, 2021, this "Learn Veracross" site has been deprecated. It will remain live at least through October 1, 2021, but will no longer be updated. All knowledge content has moved to the new [Veracross Community](#). Please update your bookmarks.

[Here is the new version of this article in the Veracross Community.](#)

## Overview

The screenshot shows the 'Medical Visit: Abbott, Marc - 09/14/2022' form in the Veracross system. The interface includes a top navigation bar with a search icon, a star icon, and a search bar containing 'Health'. The main content area is titled 'GENERAL' and contains several sections for data entry:

- PATIENT:** Name field with 'Abbott, Marc' and a search icon.
- VISIT PURPOSE:** Dropdown menu with 'Complaint/Symptom' selected.
- DESCRIPTION:** Text field with 'Severe headache' entered.
- MEDICAL PROVIDER:** Text field with 'None' and a search icon.
- MEDICAL PROVIDER ORGA...:** Text field with 'None' and a search icon.
- ACTUAL DATE:** Date field with '09/14/22' and a calendar icon.
- TIME IN:** Empty time field.
- TIME OUT:** Empty time field.
- SET TIME IN:** Toggle switch set to 'NO'.
- SET TIME OUT:** Toggle switch set to 'NO'.
- SYMPTOMS:** Empty text area.
- CONDITIONS:** Empty text area.
- PRIMARY SYMPTOM CODE:** Dropdown menu with 'Headache' selected.
- PRIMARY CONDITION CODE:** Dropdown menu with '<None Specified>' selected.
- PRIMARY INTERVENTION ...:** Dropdown menu with 'Medication - OTC' selected.
- PRIMARY DISPOSITION C...:** Dropdown menu with '<None Specified>' selected.
- SCHEDULED DATE:** Date field with '03/31/16' and a calendar icon.
- SCHEDULED TIME:** Empty time field.
- SCHEDULED DURATION:** Empty text field.
- MEDICAL VISIT TEMPLATE:** Dropdown menu with '<None Specified>' selected.
- INTERVENTIONS:** Empty text area.
- DISPOSITION:** Empty text area.
- EMAIL VISIT RESULT:** Toggle switch set to 'NO'.

The bottom right corner of the form shows 'Last Modified: Thu 10:41 am - Mar 24 2016 by @sfitzgerald' and an 'Audit Log' link.

Medical visits can be used by the school nurse to track student visits to the health office. These records integrate with attendance notes, and can also be used to add and track medical screenings that might be required by the school.

To add a medical visit record, select the "Add a Medical Visit" link under "Add" button on the Health homepage. Search for existing medical visit records by using the "Find Medical Visit" query.

To view a specific student's medical visit record from this query, click "View Detail" in the "Detail" column. If the medical visit is a non-screen related visit, enter the student and visit information on the General tab. If the medical visit is a screen related visit, enter the student and screen information on the Screen tab.

Any medical visit record added will update the “Medical Visits” table on the General tab on the [patient detail screen](#).

## Tabs on the Medical Visit Detail

### General Tab

All of the fields on the General tab have tool tips. To see more detail about a field, hover your cursor over the underlined text to see more information. Note the following:

The screenshot shows a web browser window titled "Medical Visit: Masters, Douglas - 02/26/2016 - Axiom". The address bar shows the URL: <https://axiom.veracross.com/vcdemo3/#/detail/medical-visit/36099/552-general>. The page header includes "Veracross: OLD DEMO" and a "log out" link. The main navigation bar shows "Main" and "Medical Visit: Masters, Douglas - 02/26/2016" with an "UPDATE" button. The "GENERAL" tab is active, showing a form for a medical visit. The form includes fields for Patient (Masters, Douglas), Visit Purpose (Complaint/Symptom), Description, Medical Provider (None), Medical Provider Organization (None), Actual Date (02/26/16), Time In (11:30 am), Time Out (3:00 pm), Set Time In (NO), and Set Time Out (NO). There are also dropdown menus for Primary Symptom Code, Primary Condition Code, Primary Intervention, and Primary Disposition, all set to "<None Specified>". A "SCHEDULED DATE" field is empty, and "SCHEDULED TIME" and "SCHEDULED DURATION" are also empty. The "MEDICAL VISIT TEMPLATE" is set to "<None Specified>". There are four large text areas for SYMPTOMS, INTERVENTIONS, CONDITIONS, and DISPOSITION. An "EMAIL VISIT RESULT" toggle is set to "NO". The bottom right corner shows "Last Modified: Wed 9:42 am - Apr 19 2017 by @janderson" and an "Audit Log" link.

- **Medical Provider and Medical Provider Organization:** Specify the health care provider or organization for the visit, if applicable.
- **Actual Date:** Enter the actual date (as opposed to schedule date) of the medical visit. If left blank, it will automatically fill in the current date.
- **Times:** “Time In” is automatically populated with the time the visit is entered, but it can be modified if needed. For a scheduled visit, toggle “Set Time In” to add the current time (or manually enter) when the student arrives. Enter a “Time Out” when the student leaves, or toggle the “Set Time Out” switch to enter the current time. See below for scheduling future visits.
- **Primary Symptom/Condition/Intervention/Disposition Codes:** Select each as desired. When

the screen is updated, they will populate on the Symptoms, Conditions, Interventions, and Dispositions tabs, respectively.

- **Medical Visit Template:** Use the drop-down menu to select from the list of medical visit templates to pre-populate the following fields on the visit: purpose, description, and the primary symptom, condition, intervention, and disposition along with their corresponding notes fields. When the visit is added, any fields on the template will be populated.
- **Email Visit Result:** check the box to automatically send an email with the results of the medical visit to:
  - if the patient is a **Faculty** or **Staff** – the patient’s email
  - if the patient is a **Student** – all people related to the patient where the following three things are true:
    - they have a populated Email 1 field
    - they have Custody
    - they have the “Receives General Correspondence” permission checked.Read more about this in the [Medical Visit Email Template](#) documentation
- **Symptoms/Interventions/Conditions/Disposition Notes Fields:** Enter any additional information as desired to capture additional information.

## Screen

Many of the fields on the Screen tab have tool tips. To see more detail about a field, hover your cursor over the underlined text to see more information. Note that several fields are included on this tab and the General tab, e.g., Visit Purpose, Medical Provider, Actual Date, and Primary Intervention Code, and can be updated on either tab. Note the following fields particular to this tab:

The screenshot displays the 'SCREEN' tab for a patient named 'Abbott, Sheila'. The interface is organized into several columns and sections:

- PATIENT:** Name: Abbott, Sheila; Visit Purpose: Complaint/Symptom; Medical Screen: <None Specified>; Screen Purpose: <None Specified>; Medical Provider: None; Actual Date: 12/08/21; Time In: 12:00 pm; Set Time In: YES (checked).
- PHYSICAL EXAM:** Primary Intervention: Medication - OTC; Screen Result Code: <None Specified>; Cholesterol Percent: 0.00%; Height: ; Weight: ; Body Mass Index: 0.00; Percent Body Fat: .00; Waist Measurement: 0.00; Resting Pulse: 0; Blood Glucose: 0.00; Blood Pressure: ; Vision: ; Hearing: ; Temperature: ; SPO2: .
- NOTES:** Screen Result Memo: ; Cholesterol Notes: ; Urinalysis Notes: .

- **Visit Purpose, Medical Screen and Screen Purpose:** These serve similar functions and can be

used as school policy dictates.

- **Screen Result Code:** Select the result of the screen.
- **Screen Result Memo:** Enter additional information as needed.

## Symptoms, Conditions, Interventions, and Dispositions Tabs

The screenshot shows a web browser window with the URL <https://axiom.veracross.com/vcdemo3/#/detail/medical-visit/36099/556-interventions>. The page title is "Medical Visit: Masters, Douglas - 02/26/2016 - Axiom". The interface includes a navigation menu on the left with options: ALL, General, Screen, Symptoms, Conditions, Interventions (selected), Dispositions, Other, and Class Attendance. The main content area is titled "INTERVENTIONS" and shows a table with the following data:

Intervention Code	Primary Intervention	Description	Medication			
Inhaler	<input type="checkbox"/>		<None Specified>	<a href="#">↗</a>	✖	
Rest	<input type="checkbox"/>		<None Specified>	<a href="#">↗</a>	✖	
Ice	<input checked="" type="checkbox"/>		<None Specified>	<a href="#">↗</a>	✖	

At the bottom right of the table area, it says "3 records".

When a primary symptom, condition, intervention, or disposition is added on the General or Screen tab, the corresponding code tab will update automatically. Additional codes can be added on each tab using the input grid, and any codes added on the General or Screen tabs will be logged here.

Tip: To add multiple symptoms, etc. quickly from the General tab, simply select a new symptom, etc., click **Update**, then the next one, then click **Update**, etc. Each time **Update** is clicked, the symptom, etc. is added to the appropriate tab.

## Other Tab

Check **Use As Template?** on the **Other tab** to select whether this medical visit will be used as a Visit Template. When adding future medical visits, it will be an option in the Medical Visit Template dropdown box (using the Description field as the template name), and can be configured from the **Visit Templates** link on the **Health homepage**.

## Class Attendance Tab

The screenshot shows the 'CLASS ATTENDANCE' tab in the Veracross system. The interface includes a navigation menu on the left with options like 'General', 'Screen', 'Symptoms', 'Conditions', 'Interventions', 'Dispositions', and 'Other'. The main content area displays a table with the following columns: Class, Block, Class Begin Time, Class End Time, Attendance Taken, Status, and Notes. The table contains 9 records for various classes, with notes indicating attendance status and reasons for absence.

Class	Block	Class Begin Time	Class End Time	Attendance Taken	Status	Notes
<a href="#">LA7CP.02: Language Arts 7 02</a>	B2			Not Taken	Present	
<a href="#">DRAMA.02: DRAMA</a>	B1	8:25 am	9:12 am	Not Taken	Present	
<a href="#">MYP MATH</a>	B1	8:25 am	9:12 am	Taken	Present	
<a href="#">HIS.03: History 03</a>	B3	10:16 am	11:03 am	Taken	Present	In class due to allergy to air.
<a href="#">PE7BOYS.01: Physical Education...</a>	B3	10:16 am	11:03 am	Not Taken	Present	
<a href="#">SPANIA.01: Spanish IA 01</a>	-B4 -	11:08 am	11:55 am	Not Taken	Present	At the nurse between 11:30 and 3:00
<a href="#">SS7.06: Social Studies 7 06</a>	B5	12:00 pm	12:47 pm	Not Taken	Present	At the nurse between 11:30 and 3:00
<a href="#">PREALG7.03: PreAlgebra 7 03</a>	B7	1:31 pm	2:18 pm	N/A	Present	At the nurse between 11:30 and 3:00
<a href="#">SCI7.07: Science 7 07</a>	B8	2:23 pm	3:10 pm	Not Taken	Present	At the nurse between 11:30 and 3:00

At the bottom right of the table, it indicates '9 records'.

Medical Visits integrate with class attendance notes based on the “Time In” and “Time Out” times. Whenever one or more classes overlap with the time range a student is in a medical visit, the class attendance notes will be updated for the class(es).

If only a Time In is specified, only a class that overlaps with that time will be indicated. If a Time Out is also specified, the class notes will be populated for classes that overlap for the duration of the visit.

Note that only the Notes field on Class Attendance is updated, not the Attendance Status itself. The Class Attendance tab provides a convenient place to quickly update the attendance as desired, but will be based on the individual school’s policies.

## Scheduling Future Visits

Medical Visit: Masters, Douglas - 02/26/2016 - Axiom

https://axiom.veracross.com/vcdemo3/#/detail/medical-visit/36099/552-general

Veracross: OLD DEMO [log out]

Main Medical Visit: Masters, Douglas - 02/26/2016 UPDATE

ALL GENERAL Last Modified: Wed 9:42 am - Apr 19 2017 by @janderson Audit Log

**General**

- Screen
- Symptoms
- Conditions
- Interventions
- Dispositions
- Other
- Class Attendance

**PATIENT** Masters, Douglas

**VISIT PURPOSE** Complaint/Symptom

**DESCRIPTION**

**MEDICAL PROVIDER** None

**MEDICAL PROVIDER ORG...** None

**ACTUAL DATE** 02/26/16

**TIME IN** 11:30 am

**TIME OUT** 3:00 pm

**SET TIME IN** NO

**SET TIME OUT** NO

**PRIMARY SYMPTOM CODE** <None Specified>

**PRIMARY CONDITION CODE** <None Specified>

**PRIMARY INTERVENTION ...** <None Specified>

**PRIMARY DISPOSITION C...** <None Specified>

**SCHEDULED DATE**

**SCHEDULED TIME**

**SCHEDULED DURATION**

**MEDICAL VISIT TEMPLATE** <None Specified>

**EMAIL VISIT RESULT** NO

**SYMPTOMS**

**INTERVENTIONS**

**CONDITIONS**

**DISPOSITION**

Visits can be scheduled in the future. To do this, simply add a new medical visit according to the above instructions, but instead of entering the actual date and time in, set scheduled date, time, and duration.

When the visit occurs, the nurse can access the visit from the **Upcoming Visits** query on the **Health** homepage and enter all information as needed, including adding an Actual Date, Time In, and Time Out as desired. Both of the Times can be set manually or by clicking the “Set” toggles to populate with the current time.

Note that Health Kiosk visits are recorded as scheduled visits. Learn more about [the Health Kiosk](#).