# Setting up E/M Code Templates in QuicDoc

QuicDoc has added screens for the following sections for documentation for E/M Codes:

- History of Present Illness (HPI)
- Diagnosis - ICD-10 Diagnosis
- Past, Medical and Family History (Detailed and Short Versions)
- Mini Mental State Exam
- Medical Decision Making

The Physical exam section has been updated to include entry for Sleep, Appetite, Tobacco Use, Alcohol/Drug Use. Other sections, already a part of QuicDoc, can also be used for E/M templates, including DSM and ICD Diagnosis, Medications, Review of Systems, and Mental Status.

In order to **Create a new template or Note Type**, logon to QuicDoc as the System Administrator.

Select Documentation Setup from the Setup menu.
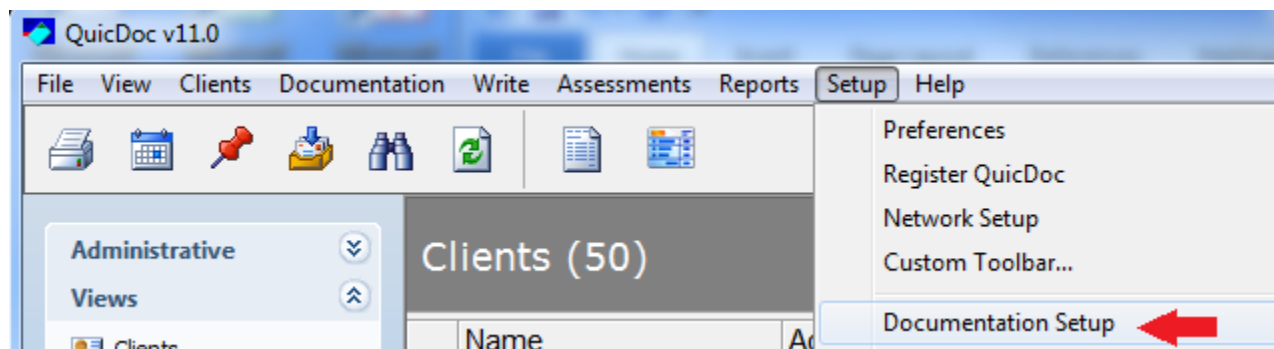
On the Documentation Sections screen, click **New**.

Enter a name for the Note Type (e.g. EM New Patient Visit, EM Established Patient Visit) and click **OK**.

Use the drop down Sections list to the right and select the sections to include for the note (i.e. HPI, ICD-9 Diagnosis or DSM-IV, Past Medical and Family History, Mental Status, Medical Decision Making, etc). Select each selection and click **Add**. You can re-order the sections by selecting them on the list to the left and using the Up and Down buttons.

When you have completed adding sections for your note and ordered the sections as you want, click **Save**.
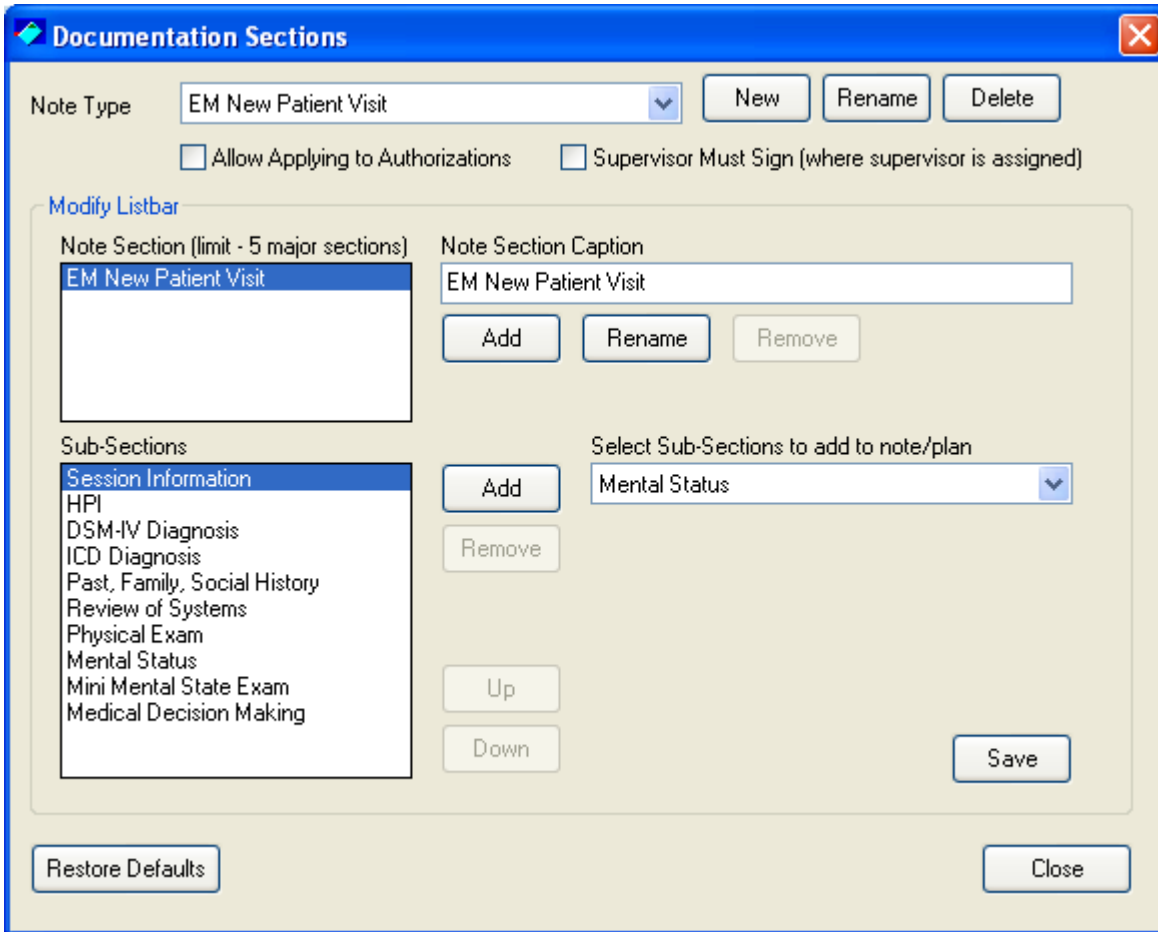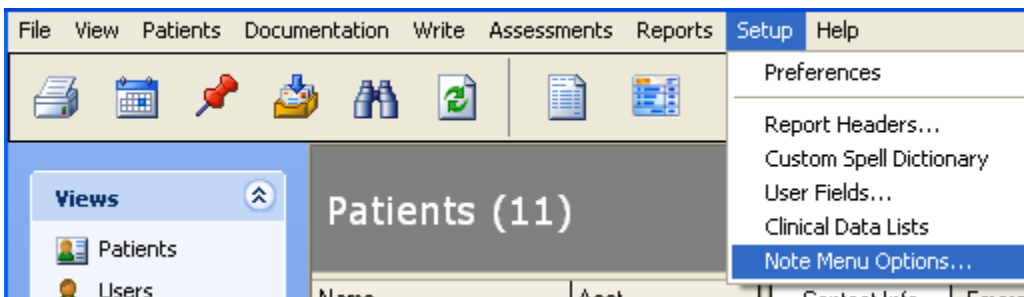

Repeat the process for an Established Visit Note or any other note type.
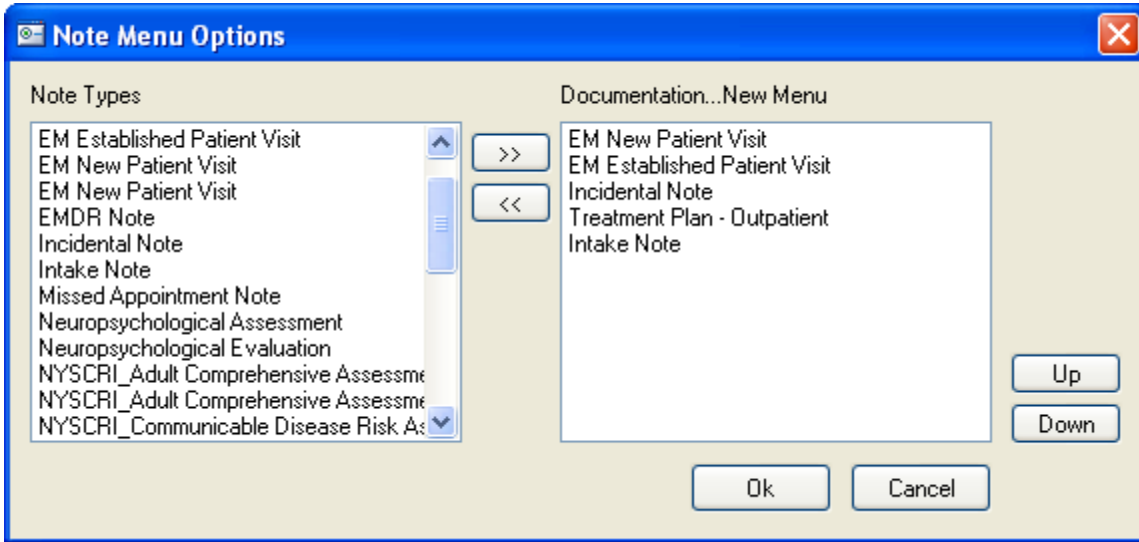
Customize the Note Types that appear on the Documentation menu to just show the note types you use.

Log on with your User ID (not the SA) to create your own Note Menu.
Select Note Menu Options from the Setup menu.

Select the note type from the list on the left that you want to appear on the menu and click the **>>** button. When you are done adding note types, click **OK**.

Now, when you select New Note from the Documentation menu, you will only see the note types you selected. You can still select another note type by selecting Documentation…New Note…Other.
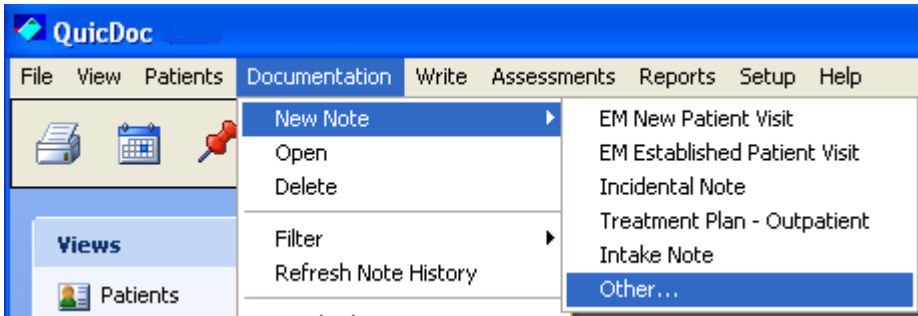
Adding Custom Sections to Notes

If you require additional information on your notes, or for customized note templates, you can use the User Forms feature in QuicDoc. (See article on **Creating your own screens/templates in QuicDoc**)