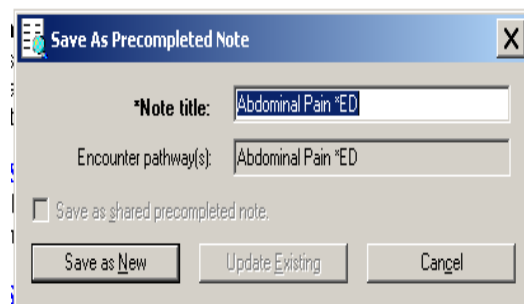
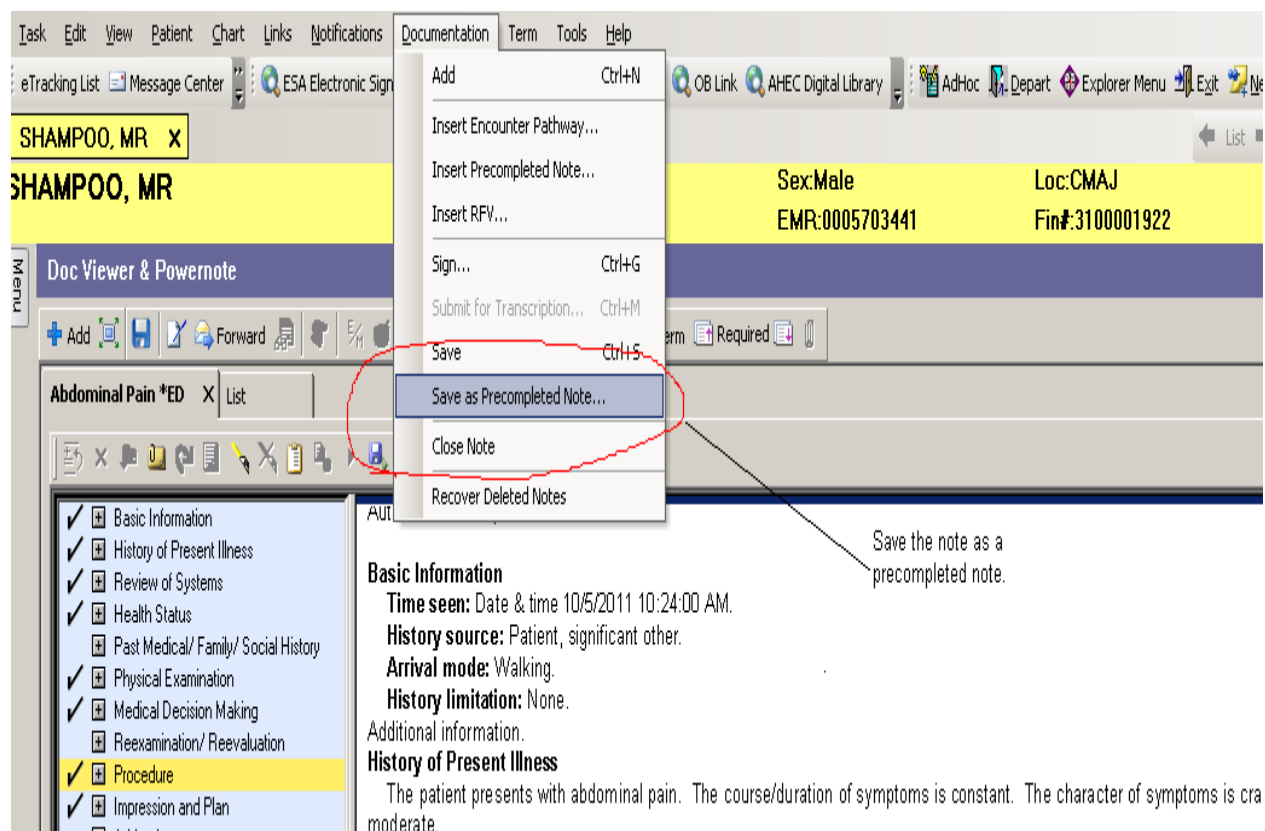


How to transfer a note off of an incorrect patient

The scenario – You have documented a powernote on a patient. You realize at some point that you have the incorrect patient. This is how to transfer the work that you completed on the note and open it for the correct patient.

Before you close the chart on the incorrect patient, go to the top of the page and click on “Documentation” then click on “Save as Precompleted Note...”. (You will be saving this as a precompleted note, but if it is something you do not wish to use over and over you can always remove it after you open it on the correct patient.)



This will appear when you click Save as Precompleted note.

If your plans are to use this again, rename it as you wish, otherwise click save as new. Close the incorrect patient. Open the correct patient to the Doc viewer / Powernote tab.

How to transfer a note off of an incorrect patient

Click the add button to add a powernote. Choose the Precompleted tab and you will see the note you just saved. Double click on the note and this will open the note and you can continue to document on the correct patient. If this is a note that you do not wish to use over and over you can click on the note and highlight the note, then click Delete.

The screenshot displays a medical software interface. At the top, a patient record for 'XRAY, TRAUMA' is visible, including details such as Age: 141 years, Sex: Female, Loc: CMAJ, and Allergies Not Recorded. Below this, a 'Doc Viewer & Powernote' window is open, showing a 'New Note' dialog box. The dialog box has tabs for 'Encounter Pathway', 'Existing', 'Precompleted', 'Catalog', 'Recent', 'Favorites', and 'Reason For Visit'. The 'Precompleted' tab is selected. The dialog box contains a search field, a 'Restricted display by' section with checkboxes for 'My notes only', 'Note Type', 'Associated Diagnosis', 'Recent', and 'Favorites', and a table of notes. The table has columns for Title, Encounter pathway, Shared, Last changed by, Perform/Service Date/Time, and Sentences. The first row in the table is 'Abdominal Pain *ED' with an encounter pathway of 'Abdominal Pain *ED', last changed by 'NOLAN, JIM', and a date/time of '10/5/2011 12:27:08 PM'. At the bottom right of the dialog box are 'OK' and 'Cancel' buttons. The status bar at the bottom of the window shows 'MOCK | JNOLAN01A | October 05, 2011 | 12:34 PM EDT'.