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The Ambulatory Patient Summary is the document your patient will go home with at the end of the visit. The document includes visit information, medications, instructions, orders, follow up, and education. The Patient Summary will post to the Patient Portal.

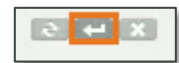
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### Create and Print

The Ambulatory Patient Summary pulls in information charted by clinical staff on intake, and instructions and education charted by the provider. The document is created from the patient's chart using the Create Note section of the Amb 2018 Workflow page.

➤ **Navigate to the Create Note section and click Ambulatory Patient Summary.**

- The sections automatically pull in from the chart.
- Free text may also be used by clicking the free text **arrow** of the section.
- Sections or subsections may be removed by clicking the **X** for that section.



➤ **Sign/Submit**

- Clicking the **Sign/Submit** button will open a Sign/Submit Note window.
- Use **Sign/Print** to finalize the note and print it for the patient.
  - The note should only be created and signed once per visit.

➤ **Reprinting the Patient Summary**

- To reprint a finalized Ambulatory Patient Summary, go to the **Documentation** component in the Amb 2018 Workflow page.
- Find the document in the completed section, click the document to open the viewing pane.
- Use the **Print** button in the top left of the document.
- Close the document using the **X** in the upper right corner.

➤ **Patient's Right to Shop**

To comply with Maine law, the Ambulatory Patient Summary must be provided to patients. The law requires patients with private health insurance coverage are provided a written notice about their "right to shop" when they receive a referral for certain services.

- The **Patient's Right to Shop** statement prints in the top section of the Ambulatory Patient Summary.
- For more information, review the [Patient's Right to Shop FAQ document](#).