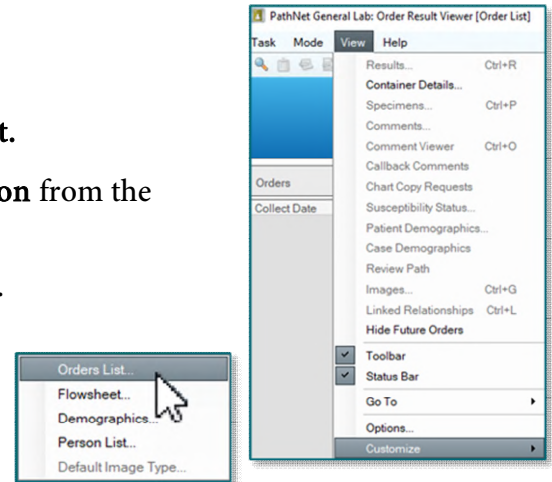


Customizing PathNet Application filters improves ease when searching for Orders.
Adding frequently used application to the AppBar reduces the number of steps needed to log into each of the applications.

Order Results Viewer (ORV) Setting Setup

- STEP 1:** Open ORV and select **Cancel** to close the Find order popup.
- STEP 2:** Left-click **View**, hover over **Customize** and select **Order List**.
- STEP 3:** Select **Cancel Date**, **Cancel Personnel ID**, and **Cancel Reason** from the Customize Display.
- Use the scroll bar to locate the additional column header.
 - The cancel related columns can be positioned by using the left and right arrows.



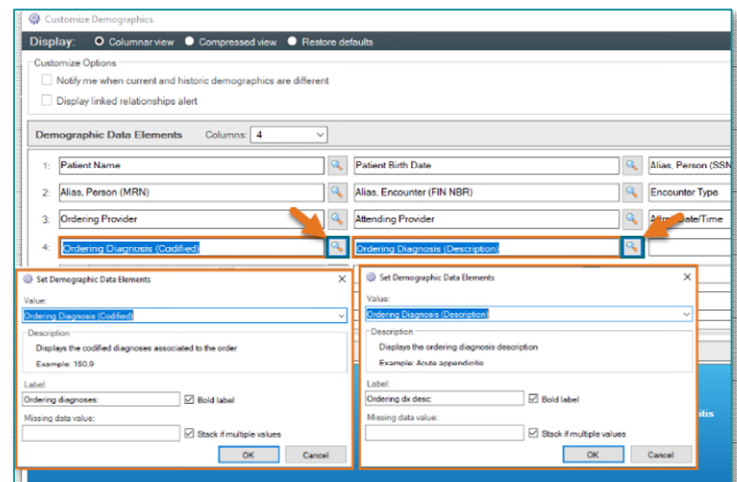
Reposition the Tool Bar Headers

- STEP 1:** Left-click to select the column header.
- STEP 2:** Use <<Left or Right >> arrows to position these columns.
- NOTE:** Click the Status header to filter the column by status. This arranges the Status column in alphabetical.



Adding Diagnoses to ORV Demographics Banner Bar

- STEP 1:** Open ORV.
- STEP 2:** Select **Cancel** to close the Find order popup.
- STEP 3:** Left-click **View**, hover over **Customize** and select **Demographics**.
- STEP 4:** In the blank fields click the magnifying glass and add:
- Ordering Diagnosis (Codified)
 - Ordering Diagnosis (Description)
 - Order Comments
- STEP 5:** Click OK.

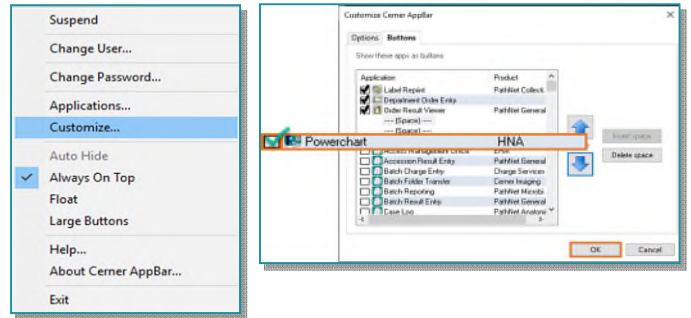


Add PowerChart to the AppBar

- STEP 1:** Left-click the A.



- STEP 2:** Select **Customize**.
- STEP 3:** Click the **Buttons** tab.
- STEP 3:** Scroll and select **PowerChart**.
- STEP 4:** Select **OK**.

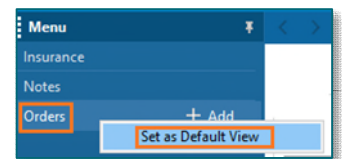


Setting PowerChart Filters

➤ Default View

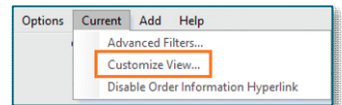
Items in the menu cannot be rearranged, setting the Orders page to default open will improve efficiency.

- STEP 1:** Open PowerChart.
- STEP 2:** Right-click **Orders** from the Menu.
- STEP 3:** Select **Set as Default**.



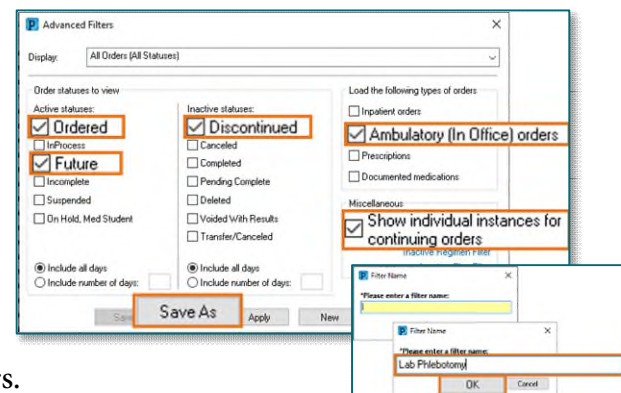
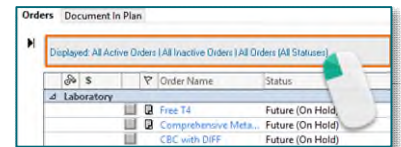
➤ Adding Columns

- STEP 1:** From **Orders**, locate **Current** in the top toolbar and then select **Customize View**.
- STEP 2:** Locate **Ordering Provider** within the **Available columns** list and move to ***Selected**, above details.
- STEP 3:** Select **OK**.



➤ Set Order Profile Filters.

- STEP 1:** From **Orders**, select **Displayed** hyperlink.
- STEP 2:** Select only the following within the Advance Filter window:
 - **Active Statuses:** Order and Future.
 - Inactive statuses: Discontinued.
 - Load the following types of orders: Ambulatory (In Office) orders.
 - **Miscellaneous:** Show individual instances for continuing orders.
 - This is what displays the recurring orders.



- STEP 3:** Click **Save As** to enter a **List Name**.
 - Example: **Lab Phlebotomy**.
- STEP 4:** Select **OK**, then select **Apply** to apply the filter and close the window.

