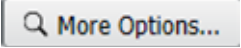


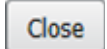
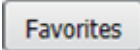





This Quick Reference Guide (QRG) reviews the steps for documenting patient education.

Common Buttons & Icons

	More Options button
	X Close Button
	Remove button
	Close button
	Favorites button
	Modify button
	Print button
	Favorite icon

Document Patient Education

➤ From the **Provider View Workflow** page:

STEP 1: Navigate to the **Patient Education** component.

NOTE: It's important that **This Visit** diagnoses are associated prior to providing patient education as this component pulls in suggested education materials based on the patient's diagnosis for the visit.

STEP 2: Click a diagnosis in the left pane. Suggested education displays for the diagnosis.

- Medication leaflets can be found within this window and by clicking the **Medication Leaflets** tab.

NOTE: Click **More Suggestions** in the bottom right-hand corner to view additional education suggestions. If the needed education is not listed as a suggestion, conduct a search for it by completing the following steps:

- Click **More Options**. The **Add Education** window opens.
- Enter the desired education in the **Search** field.
- Click the desired education.
- Click the **X Close** button.

STEP 3: Click the desired education. It now displays in the **Added Education** section.

NOTE: To remove education, click **Remove** in the **Added Education** section.

STEP 4: Repeat steps 2-3 as needed.

STEP 5: Modify the education, if desired.

NOTE: To modify the education, complete the following steps:

- Click **Modify** in the Added Education section.
- Update the contents, as needed.
- Click **Sign**.

STEP 6: Click **Print** to print the education individually, if needed.

NOTE: Keep in mind that all education that has been selected will print with the patient's Ambulatory Patient Summary.

Add a Favorite

➤ From the Patient Education component:

STEP 1: Click the **Favorite** icon in the row for the education to add as a favorite.

STEP 2: Select the **Personal Favorites** check box.

STEP 3: Click **Close**.

NOTE: To access favorites, click **Favorites** in the Quick Suggestions header.