

From the Office of Health Informatics Quick Reference Guide (QRG) Document an ED Assessment April 23, 2025

This Quick Reference Guide (QRG) demonstrates documenting an ED assessment in Oracle Health (Cerner) Millennium – FirstNet.

Common Buttons & Icons

1	Activities icon
	Document icon
Ţ	Review and Not Done icon
1	Sign icon
a Refresh	Refresh button

Review Patient Activities

- > From the ED LaunchPoint screen:
- **<u>STEP 1</u>**: Click the **Activities** icon in the patient row. The patient Activities tab displays.
- **<u>STEP 2</u>**: Review the activities for the patient.

Document an Assessment

- From the patient Activities tab:
- **<u>STEP 1</u>**: Click the **Document** icon next to the assessment activity.
- **<u>STEP 2</u>**: Click the **Document** button. The patient's chart opens to the iView and I&O.
- **<u>STEP 3</u>**: Click the **Current Time** cell for the assessment.
- **<u>STEP 4</u>**: Document all the fields as appropriate for the patient.
- **<u>NOTE</u>**: Use the Tab key to proceed to the next cell.
- **<u>STEP 5</u>**: Click the **Sign** icon. Then, close the patient's chart to return to ED LaunchPoint.
- **<u>STEP 6</u>**: Click the **Refresh** button in the Activities tab to confirm all activities are complete.
- **<u>STEP 7</u>**: Click **Close** once all activities are documented.

For questions regarding process and/or policies, please contact your unit's Clinical Educator or Health Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.