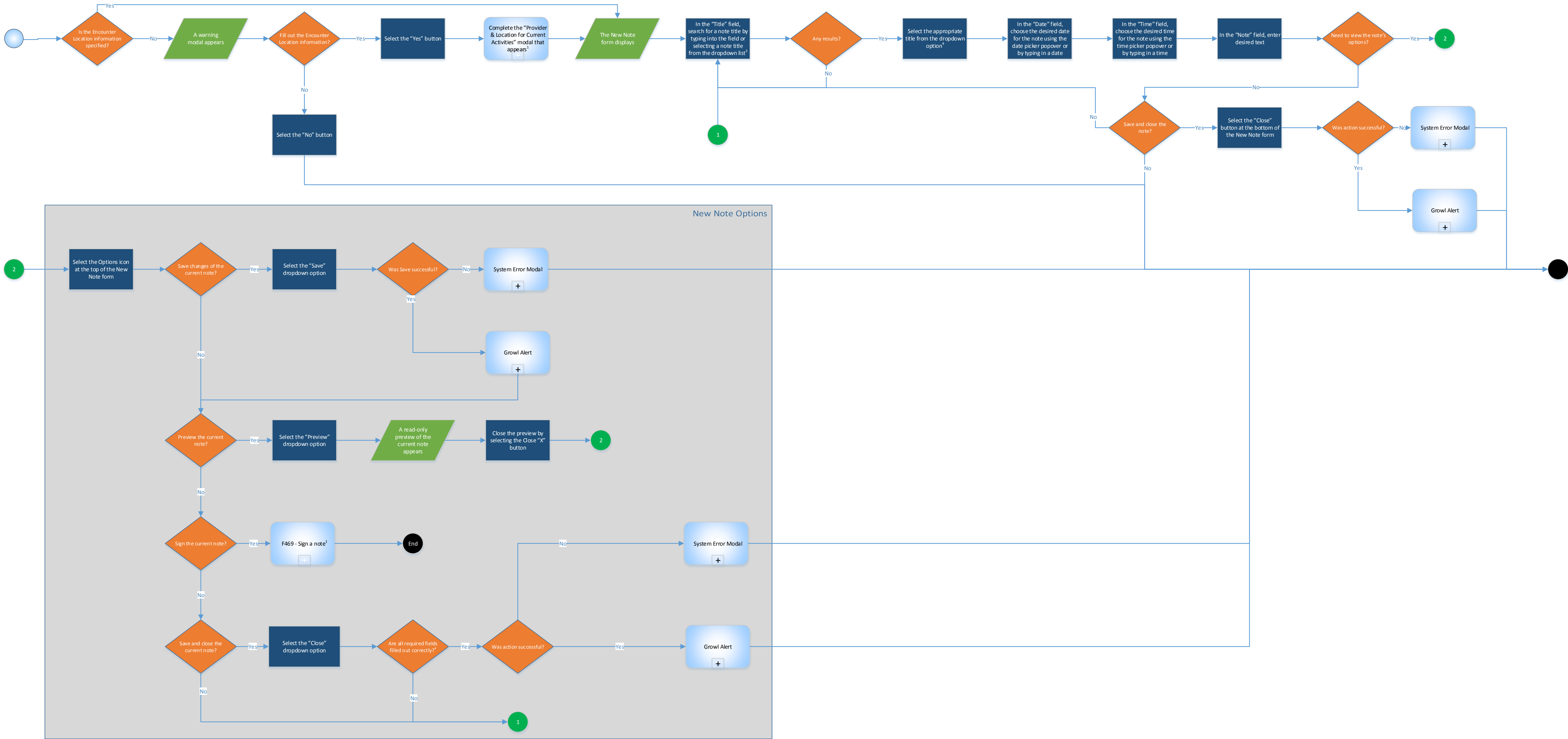


**User Workflow Overview**

From the Note tray, the list of all of the unsigned, un-cosigned, and signed notes associated with the patient in context appears within their appropriate accordions, which are all open by default. From the tray, the user can also choose to create a new note by selecting the “+ New Note” button or edit an unsigned note by selecting the note and then selecting the “Edit” button on the action bar. Additionally, the user can select any note from the list and select the “View” button to review a read-only preview of the note.

¹ This sub-process is documented in another workflow document  
² The option to edit a note is only available for un-signed notes.  
³ The user may also start a new note from the Documents applet by selecting the “+” button in the applet to open the New Note dialog in the Notes applet  
⁴ The “Title” field is required to save a note.



User Workflow Overview

From the New Note form view, if the user has not already set the Encounter Location in the Patient Care Information component, the “Provider & Location for Current Activities” modal appears, and the user must complete the required information. Once complete, the modal closes and the New Note form is displayed. The user can then fill out the title (required to save), date and time of the note, and the note body.

From the options menu within the form, the user can elect to save or preview the current note. The user can also choose to save the note by selecting the “Close” button at the bottom of the form, which saves and closes the New Note dialog and returns the user back to the All Notes view.

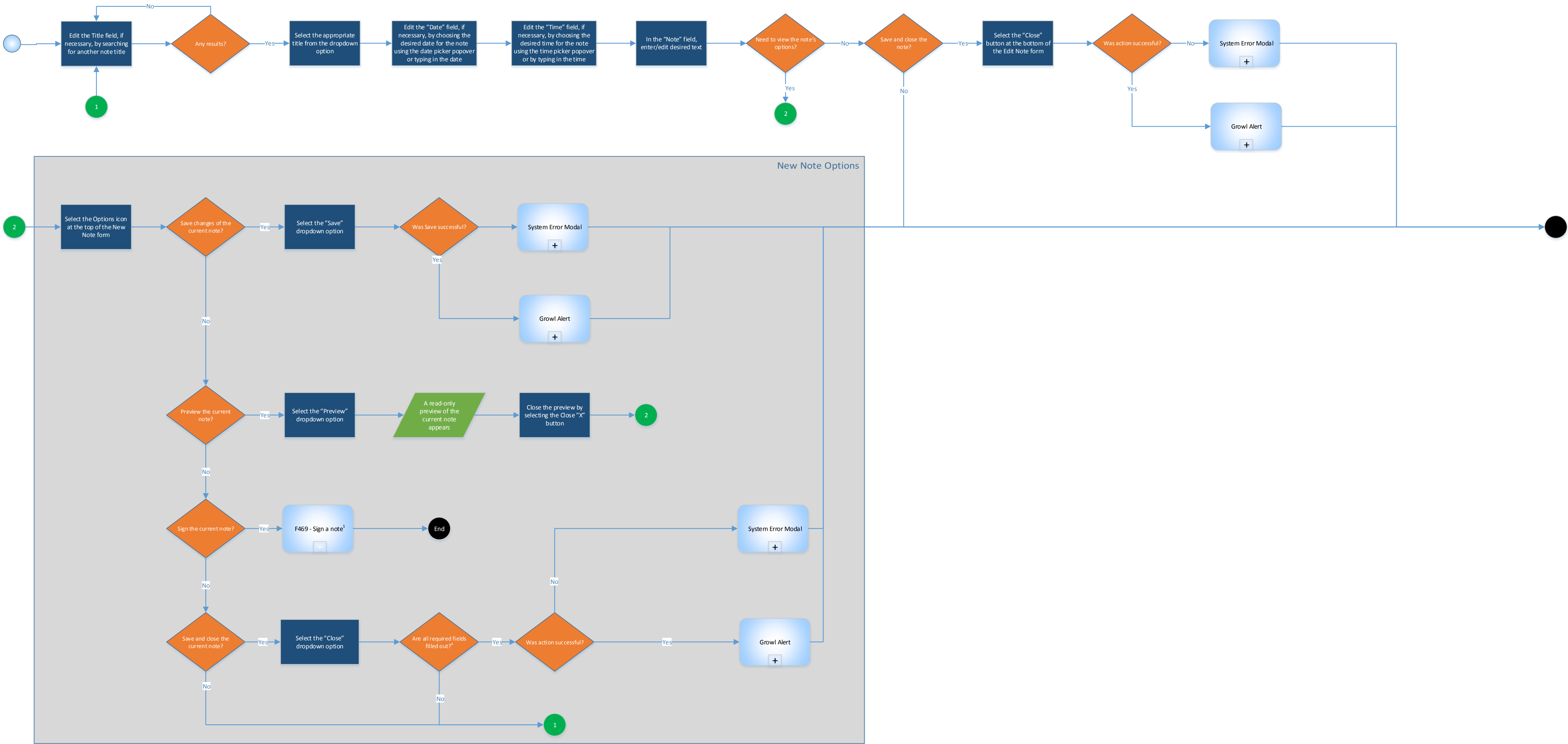
<sup>1</sup> This sub-process is documented in another workflow document

<sup>2</sup> The option to edit a note is only available for un-signed notes.

<sup>3</sup> The user may also start a new note from the Documents applet by selecting the “+” button in the applet to open the New Note dialog in the Notes applet

<sup>4</sup> The “Title” field is required to save a note.

User

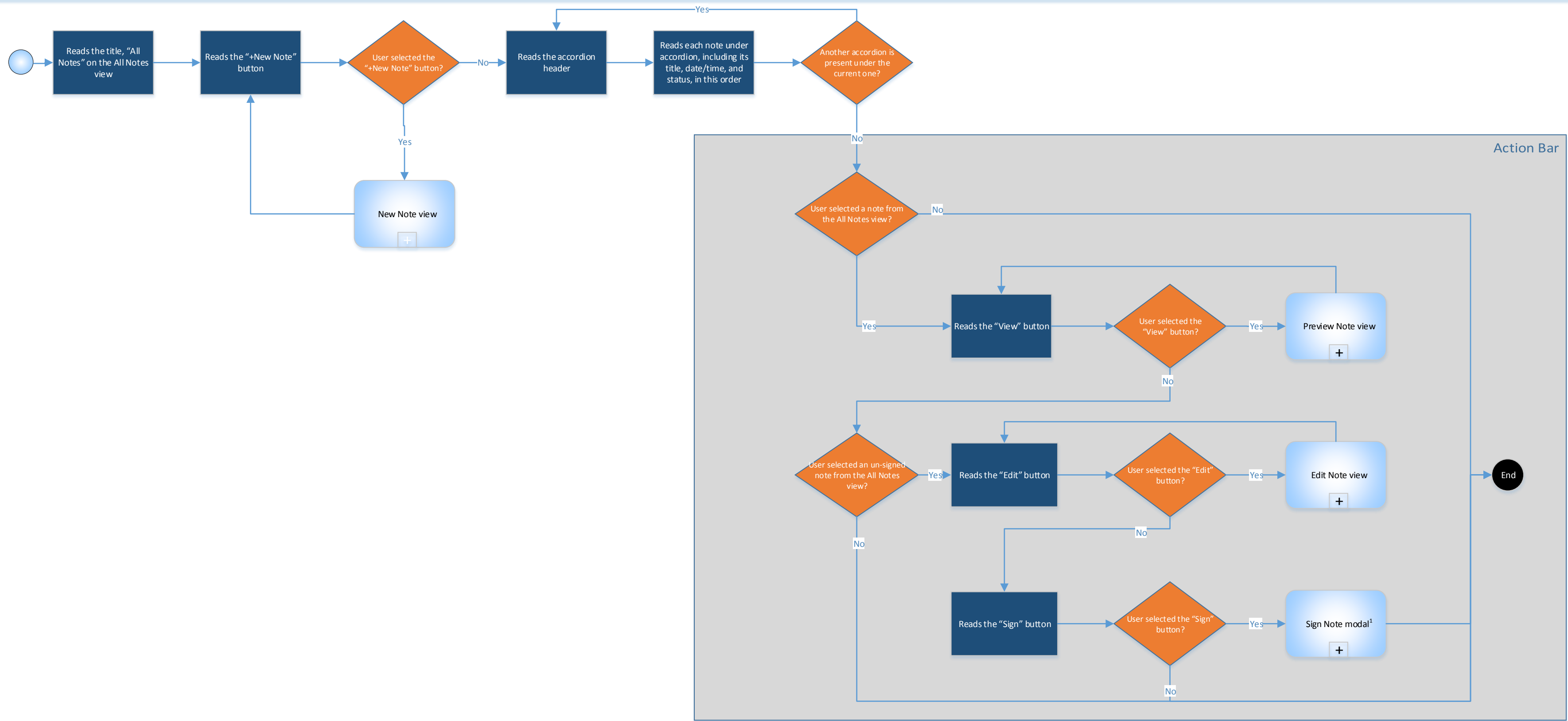


User Workflow Overview

From the Edit Note form view, the user can edit the title (required to save), date and time of the note, and the note body. Once complete, the user may save and close the note to return back to the All Notes view.

From the options menu within the form, the user can elect to save or preview the current note. The user can also choose to save the note by selecting the “Close” button at the bottom of the form, which saves and closes the Edit Note dialog and returns the user back to the All Notes view.

¹ This sub-process is documented in another workflow document  
² The option to edit a note is only available for un-signed notes.  
³ The user may also start a new note from the Documents applet by selecting the “+” button in the applet to open the New Note dialog in the Notes applet  
⁴ The “Title” field is required to save a note.



### User Workflow Overview

From the Note tray, the list of all of the unsigned, un-cosigned, and signed notes associated with the patient in context appears within their appropriate accordions, which are all open by default. From the tray, the user can also choose to create a new note by selecting the “+ New Note” button or edit an unsigned note by selecting the note and then selecting the “Edit” button on the action bar. Additionally, the user can select any note from the list and select the “View” button to review a read-only preview of the note.

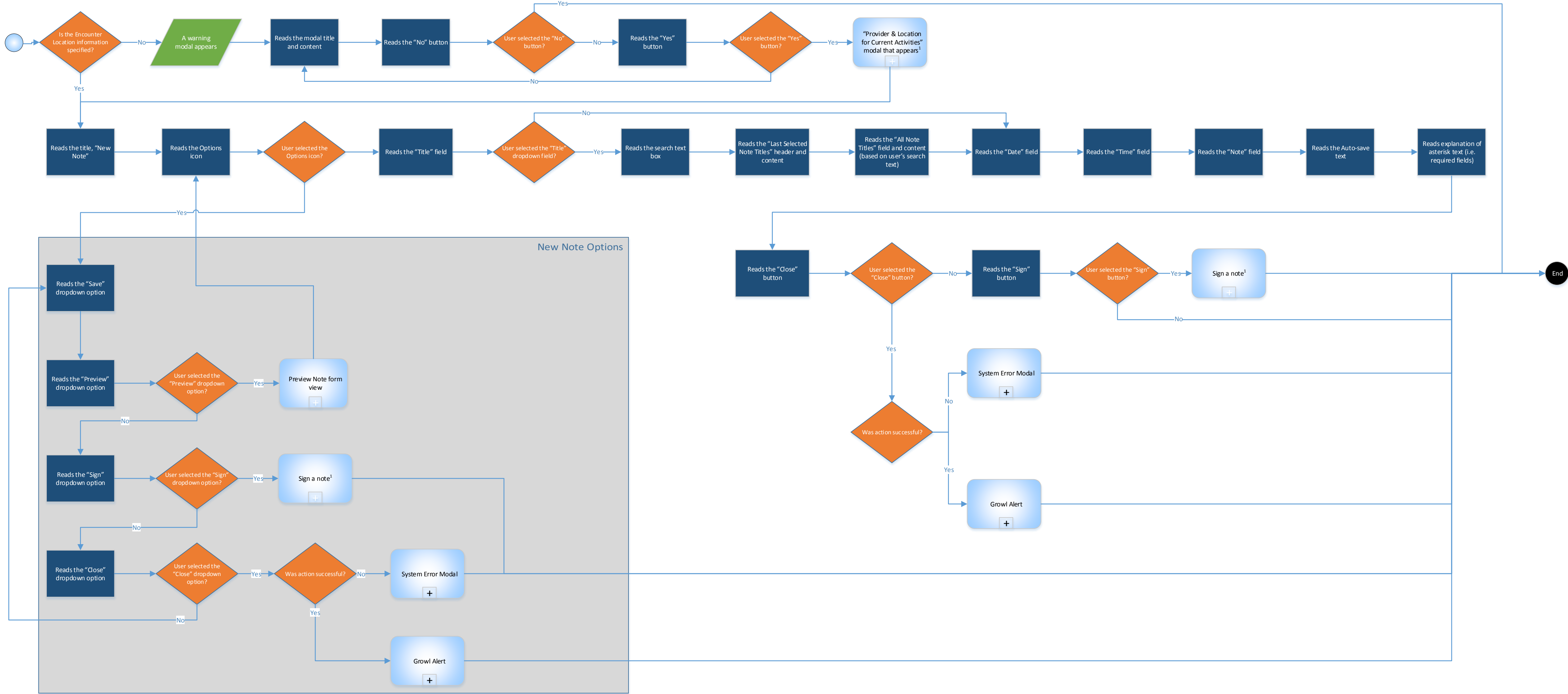
<sup>1</sup> This sub-process is documented in another workflow document

<sup>2</sup> The option to edit a note is only available for unsigned notes.

<sup>3</sup> The user may also start a new note from the Documents applet by selecting the “+” button in the applet to open the New Note dialog in the Notes applet

<sup>4</sup> The “Title” field is required to save a note.

<sup>5</sup> The growl alert will automatically disappear after a few seconds.



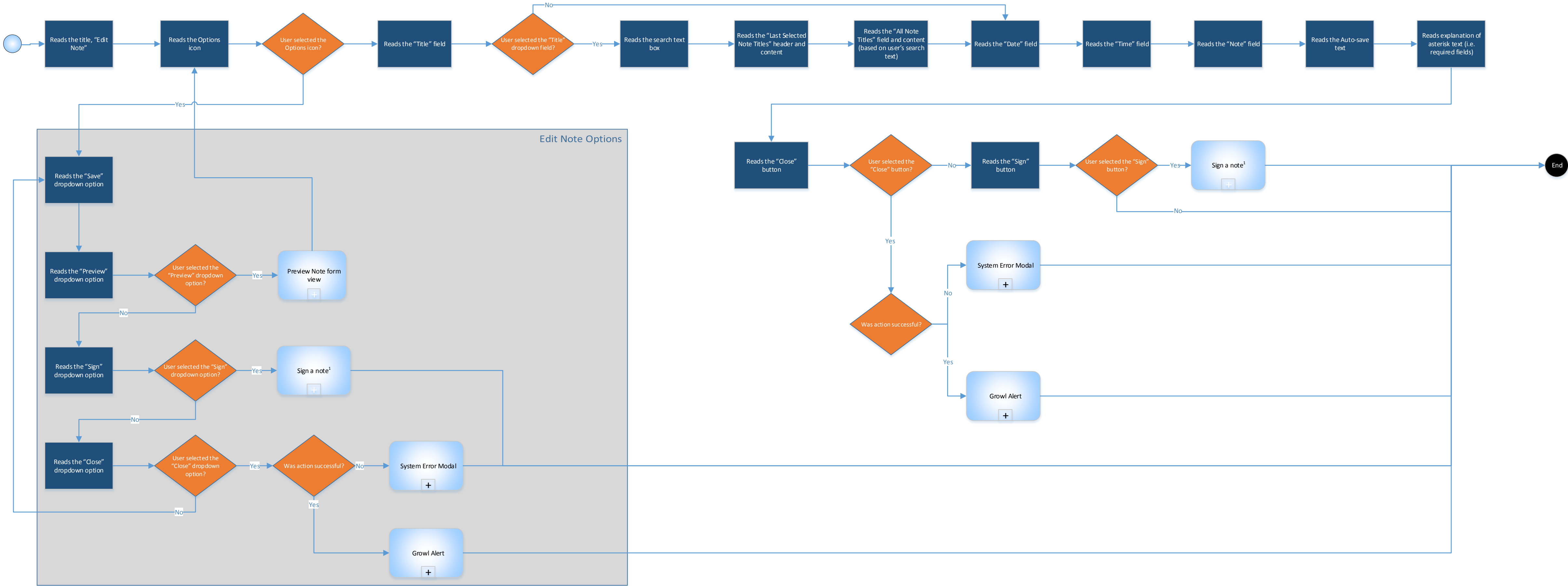
<sup>1</sup> This sub-process is documented in another workflow document

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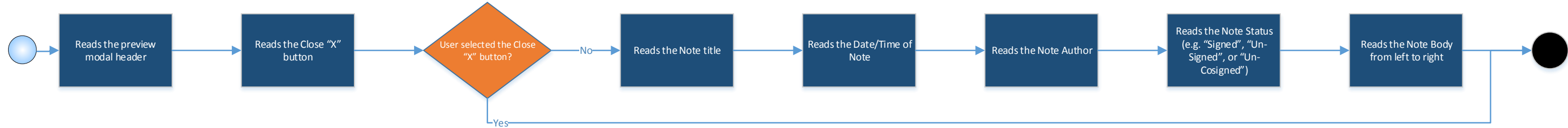
<sup>5</sup> The growl alert will automatically disappear after a few seconds.



## F226 - Enter Plain Text Progress Notes (TIU) – Preview Note View – Screen Reader

Version 4.0

Screen Reader



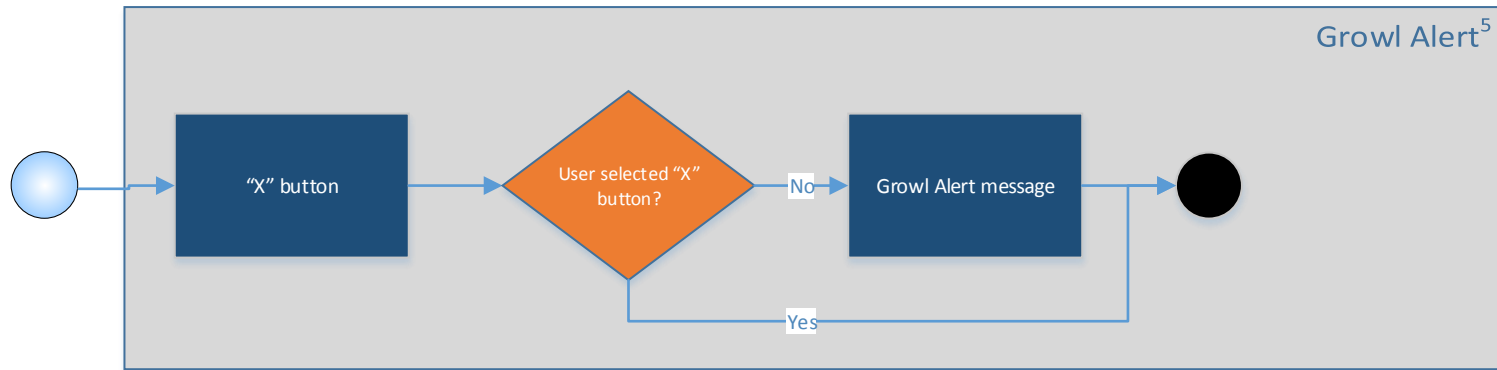
<sup>1</sup> This sub-process is documented in another workflow document

<sup>2</sup> The option to edit a note is only available for un-signed notes.

<sup>3</sup> The user may also start a new note from the Documents applet by selecting the "+" button in the applet to open the New Note dialog in the Notes applet

<sup>4</sup> The "Title" field is required to save a note.

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<sup>1</sup> This sub-process is documented in another workflow document

<sup>2</sup> The option to edit a note is only available for un-signed notes.

<sup>3</sup> The user may also start a new note from the Documents applet by selecting the "+" button in the applet to open the New Note dialog in the Notes applet

<sup>4</sup> The "Title" field is required to save a note.

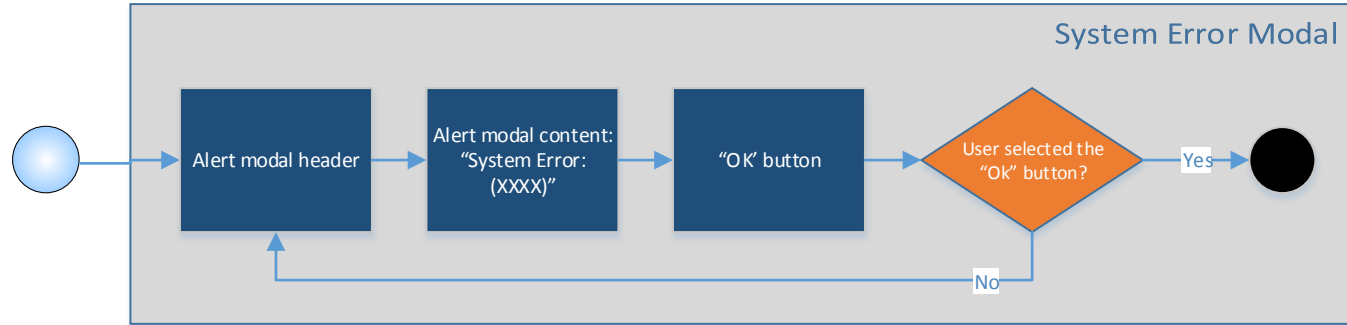
<sup>5</sup> The growl alert will automatically disappear after a few seconds.



## F226 - Enter Plain Text Progress Notes (TIU) – System Error

Version 4.0

Screen Reader with User  
Interaction



<sup>1</sup> This sub-process is documented in another workflow document

<sup>2</sup> The option to edit a note is only available for un-signed notes.

<sup>3</sup> The user may also start a new note from the Documents applet by selecting the "+" button in the applet to open the New Note dialog in the Notes applet

<sup>4</sup> The "Title" field is required to save a note.

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