

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 or delete an unsigned note by selecting the note and then selecting the respective buttons 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.

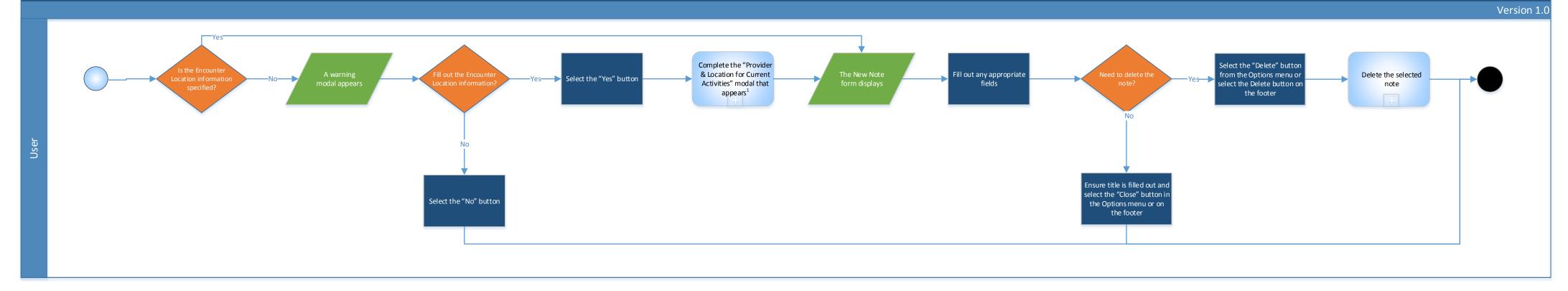
² The option to edit a note is only available for un-signed notes.

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.

⁵ The growl alert will automatically disappear after a few seconds.

F560 - Additional Notes Functions: Delete Unsigned Note, Update Note Title – New Note View - User



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 appears. 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, preview, or delete 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. Otherwise, the user can choose to delete the note by selecting the "Delete" button at the bottom of the form.

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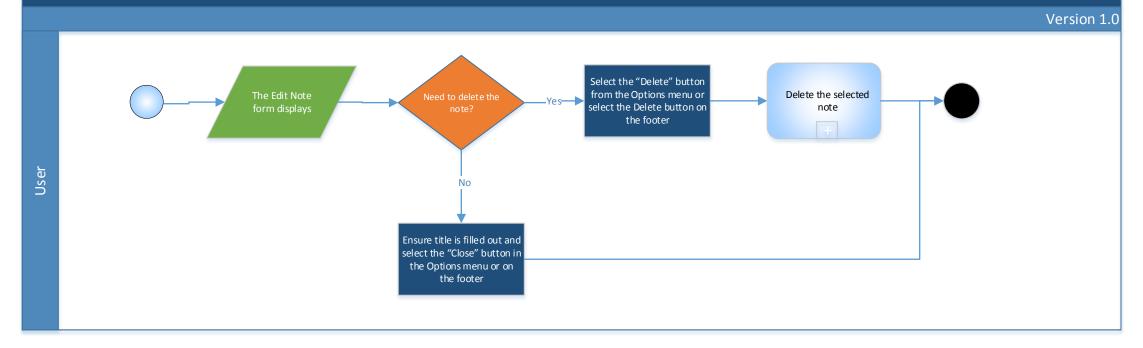
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F560 - Additional Notes Functions: Delete Unsigned Note, Update Note Title – Edit Note View - User



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, preview, or delete 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. Otherwise, the user can choose to delete the note by selecting the "Delete" button at the bottom of the form.

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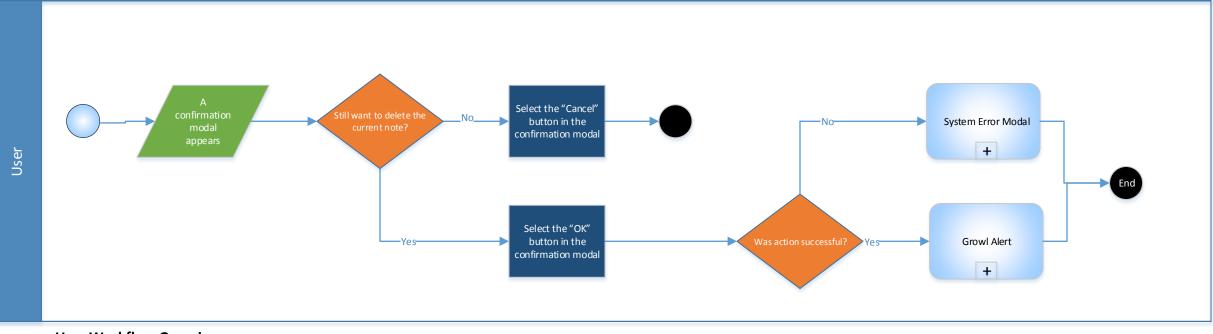
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F560 - Additional Notes Functions: Delete Unsigned Note, Update Note Title – Delete an Unsigned Note - User

Version 1.0



User Workflow Overview

If the user selects the "Delete" button, a confirmation modal appears asking if the user still wants to delete the note. If the user selects "Cancel", the user is returned to the last view he/she was on. Otherwise, if the user selects the "Ok" button, the note is deleted, and the user is returned to the "All Notes" view regardless of what view he/she was originally on.

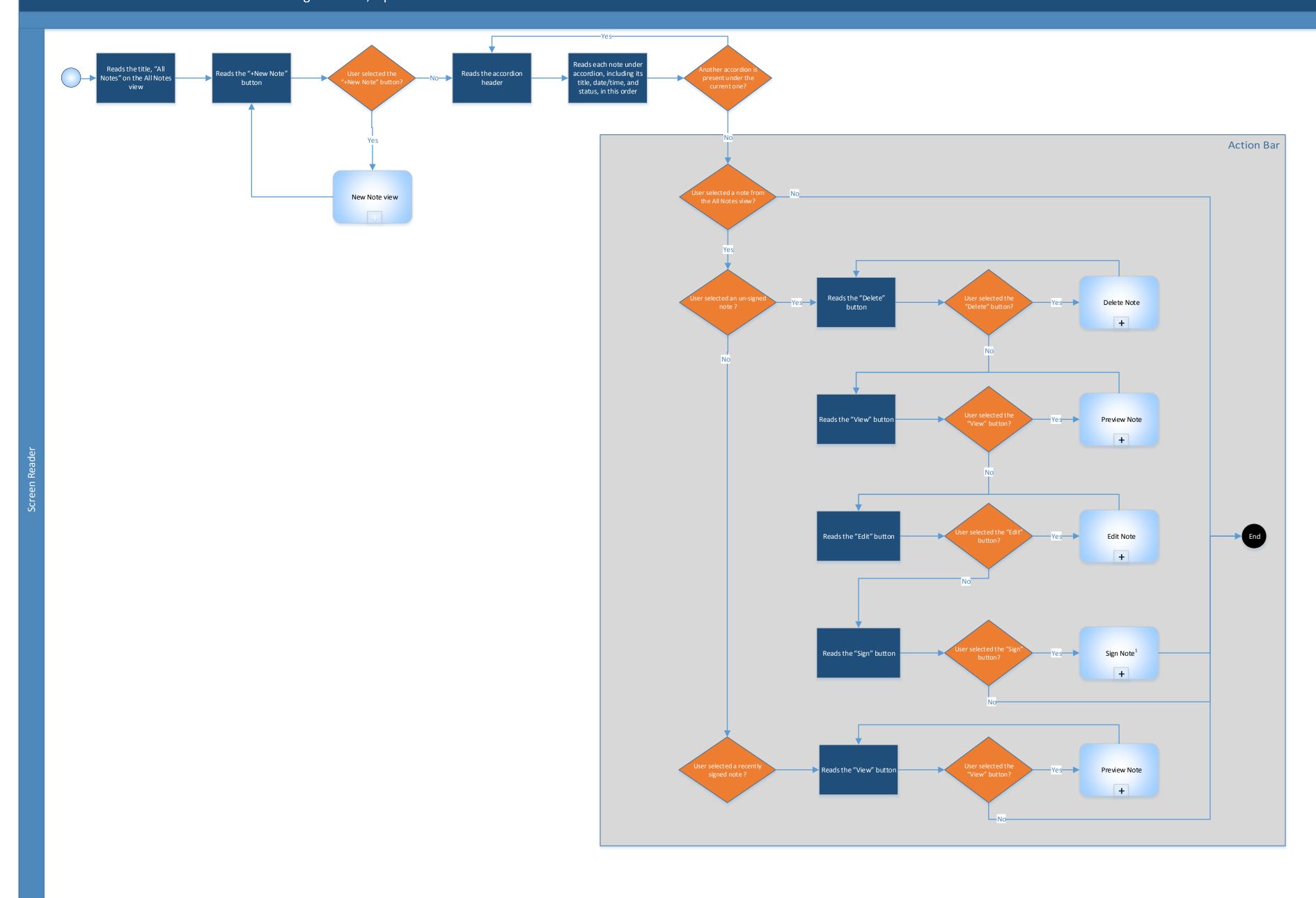
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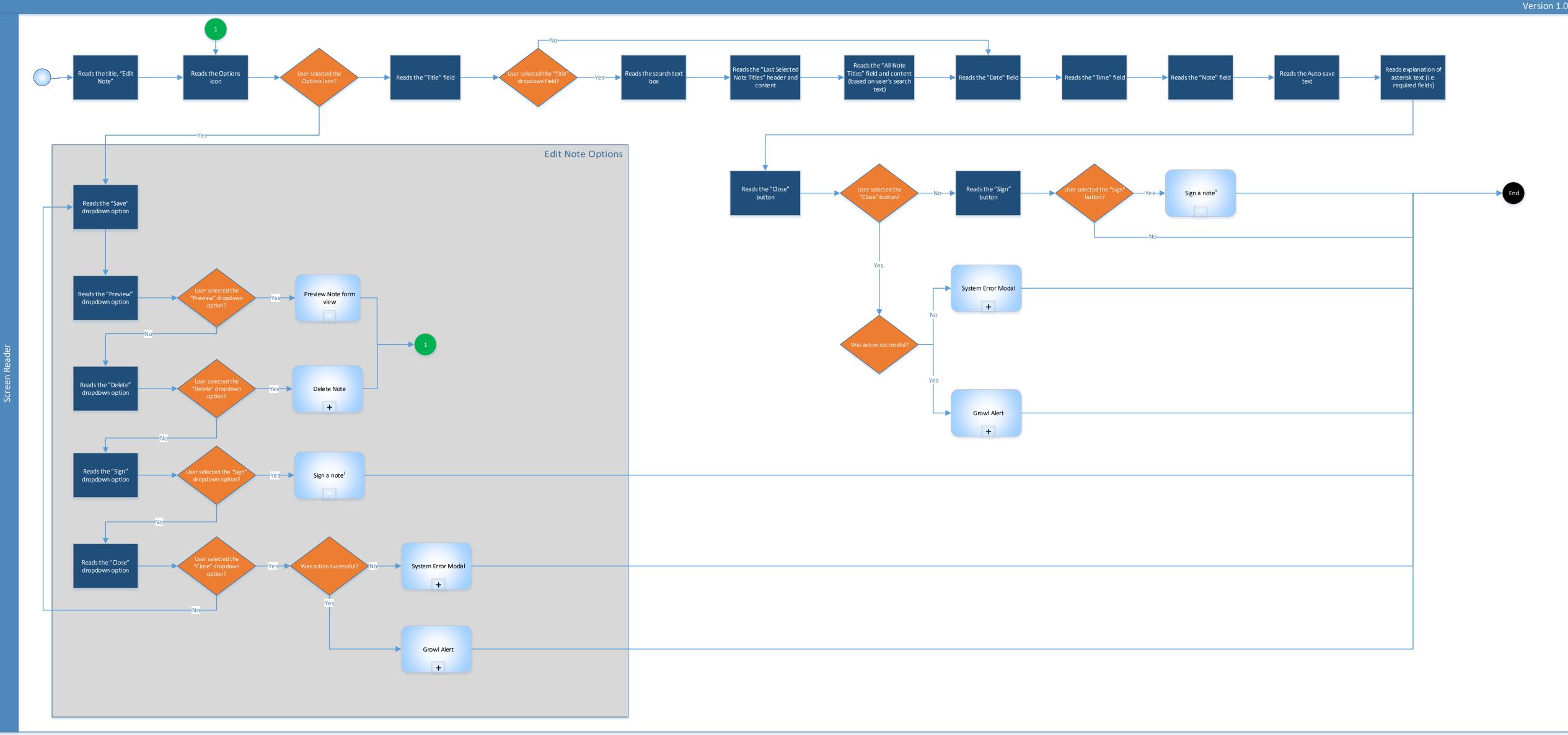
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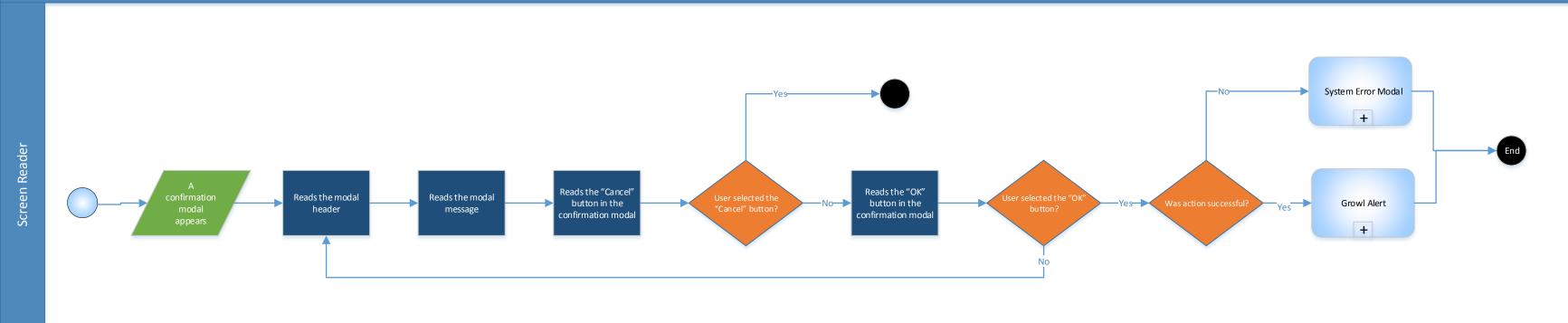
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F560 - Additional Notes Functions: Delete Unsigned Note, Update Note Title – Delete an Unsigned Note – Screen Reader





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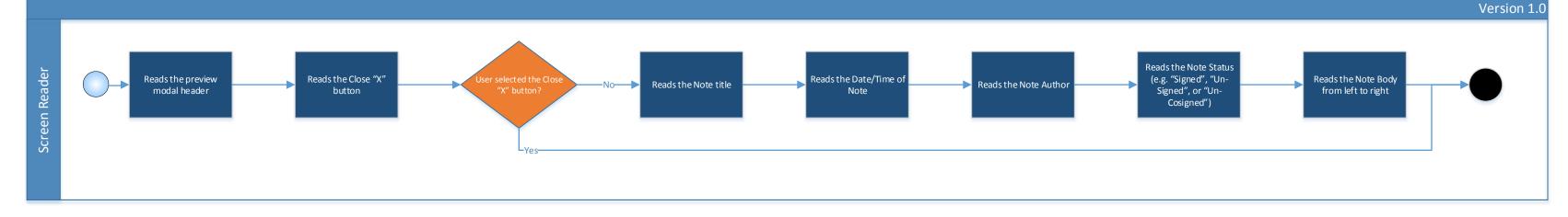
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F560 - Additional Notes Functions: Delete Unsigned Note, Update Note Title – Preview Note View – Screen Reader



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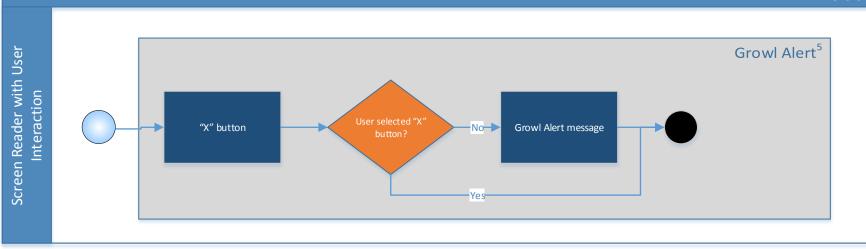
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F560 - Additional Notes Functions: Delete Unsigned Note, Update Note Title – Growl Alert

Version 1.0



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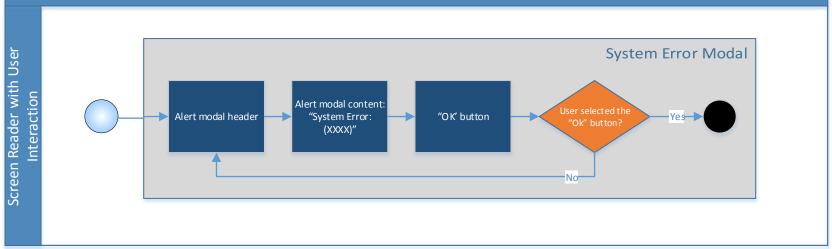
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F560 - Additional Notes Functions: Delete Unsigned Note, Update Note Title – System Error





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