

# Recall Hotkeys

## General Hotkeys

In this spot:	This Trigger:	Does this:
Chart	Win-R	Route Document
Chart	Win-S	Signs (.rfu)
Chart	Win-A	Appends with Recall Append
Chart Desktop	Win-G or Win-O	Opens Flag or Document
Chart Desktop, Documents	Win-R	Route Document
Update	Win-Shift-S	End Update, Remove Routing, Sign, Back to Chart Desktop
Update, Chart, Desktop	` (Backtick)	Swaps Between Update/Chart or Chart/Desktop

## Diabetes

In this spot:	This Trigger:	Does this:
Chart Desktop, Documents	F3	Renames 3 month
Chart Desktop, Documents	F6	Renames 6 month
Chart, Documents	Win-Shift-D	Opens zzDiabetes Append, Focuses on Exam

## Recall Letters

In this spot:	This Trigger:	Does this:
Chart	Win-E	Open Registration then Appointments
New Recall	Right-click 'OK'	Closes All, back to Chart Desktop
Modify Recall	Right-click 'OK'	Closes All, back to Chart Desktop
Find Recall	Right-click 'OK'	Closes All, back to Chart Desktop
Patient Registration	Win-E	New Recall

## Routing & End Update

This Trigger:	Does this:
Right Click 'Route' or 'Hold'	Closes & goes to next flag
Right Click a Name	Removes Name
F1-F12	Routes to January (F1) through December (F12)
Win-D	Route to Diabetes Desktop
Win-R	Route to Recall Desktop