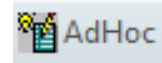


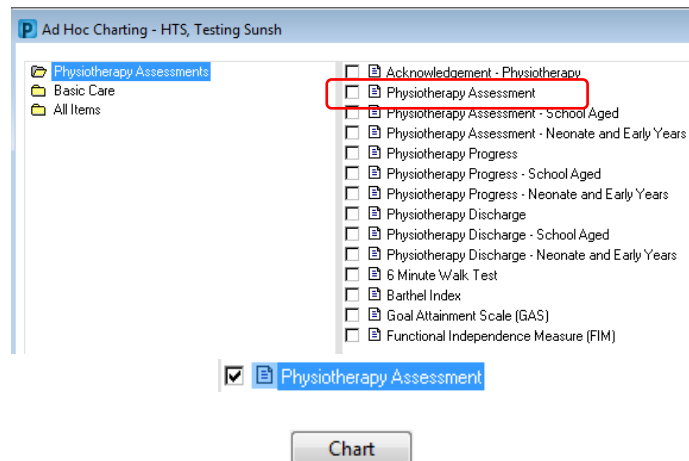
## EMR Quick Reference Guide

### Documentation – Allied Health and Community Services Documentation

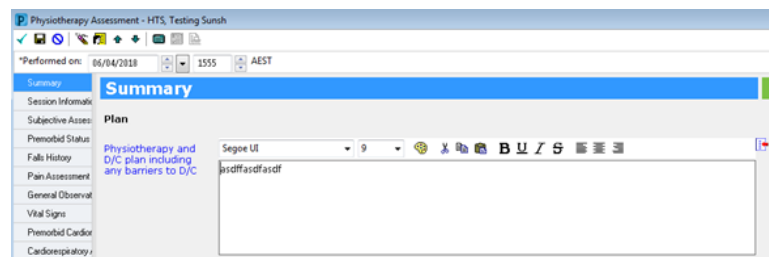
1. Open a patient's chart **Allied Health View- ISBAR Handover** page to review details. To document your assessment click on **Adhoc** button in the top grey section.



2. The **Ad Hoc Charting** page will load with your forms. Click on the form which will tick the box beside the form you require. Click on the **Chart** button.



3. The selected form will open. All chapters of the form are summarised on the left hand side.
4. When you select a chapter it will open a page with related fields for your documentation. Only relevant components need to be completed.



5. Circle check buttons are single select, square check buttons are multi select

**Dentures**

Yes  
 No

**Dentures Present**

Upper  
 Lower  
 Partial  
 Nil

6. Text within grids denotes that there are set responses for this cell. Click on the cell to select a response.

Therapy Goals				
Goal	Date Set	Planned Achievement Date	Goal Status	Comments
	<Date>	<Date>	<Alpha>	
	<Date>	<Date>	<Alpha>	

**P** Result Details

**Goal Status**

Ongoing     Achieved     Not achieved     Other:

< [ ] >

7. This symbol indicates that the information has been pulled through from a previous assessment



8. Once you have completed your documentation, electronically sign your note by clicking on the **green tick** at the top of the form.

