

Administration - How to Unlock a Patient in the EMR

Digital Health Quick Reference Guide

This Quick Reference Guide will explain how to:

Unlock a Patient in the EMR.

1. Go to the Cerner Page and open PM Office.



2. Click on the LOCK icon.



3. Find the Patient that you require unlocked and click Unlock.

😚 Person Mgmt: Lock Manage	2r							\times
Person Management PDS								
Name	User	Medical Record Number	Birth Date	Sex				
RIVER, OVSITALY MR	P2MO1	2001144	01/01/2000	Male				
All users							Unio	ick
							E	xit
Ready					M2031	P2CLERKSUP1	16/05/2023	16:04

