Alerts- View, Modify & Cancel

Digital Health
CONNECTING BEST CARE

Digital Health
Quick Reference Guide

This Quick Reference Guide will explain how to:

View, Modify, and Cancel Alerts in Powerchart

View

1. If the patient has an Alert(s) it is displayed as either 'Recorded' or 'Not Recorded' in the blue banner bar.

    Test, A   MR
    Allergies: penicillins
    Alerts: Not Recorded

2. To view the actual details of the Alert(s), click on '**Dx, Problems/Alerts**' from Table of Contents (TOC)

    Dx, Problems/Alerts

3. Alerts are displayed under 'Problems'

Modify

4. Right Click on the alert and select '**Modify Problem**'

5. The alert will display in the Problem window. Make necessary changes and click **OK**

6. The '**Problems**' list will now contain a modified alert with the 'Last Reviewed' and 'Last Updated By' information.

Cancel

7. Right click on the alert and select '**Modify Problem**'

8. Current 'Status' of the alert is '**Active**'

9. Select '**Cancelled**' from the dropdown menu

10. Pick '**Cancel Reason**' as seen here →

11. Click **OK** to record changes and now the cancelled alert will appear with a strikethrough under 'Problems'

! Important

- As per WH Policy 'Infection Control alerts remain current unless clearance has been documented by the Infection Prevention or Infectious Diseases teams and the alert ended'. These alerts are not linked to isolation orders and will need to be modified separately.

Western Health