



## This Quick Reference Guide will explain how to:

Add patient photo ID into the EMR.

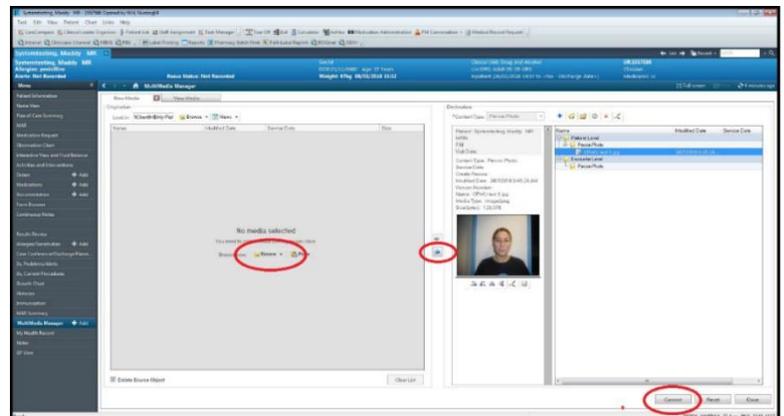
1. Nurses create folder for patient photo in personal WH drive.
2. Take patient photo with the Digital Camera/iPad. Upload photo to allocated folder with UR number.
3. In Patient chart select **Multimedia Manager**



4. Click **Add+** to open new multimedia window. Click **patient level – person photo**



5. Click on **Browse**. Select **allocated folder** and double click on the **patient photo**. Photo appears on New Media Window. Click **blue arrow**, then click **Commit**.



6. Open **Nurse View**. **Refresh** page. Photo is displayed on **Nurse View ISBAR Handover Page**

