

# Mobile App – Camera Capture



## This Quick Reference Guide will explain how to:

**Part 1: Use Camera Capture app to capture clinical photos which save directly into the patient's EMR record (MultiMedia Manager / Media Gallery). No information or images are saved on the mobile device.**

- A. Logging in to *Camera Capture*
- B. Selecting a patient
- C. Capturing a photo
- D. Logging out of *Camera Capture*

**Part 2: Tag a photo into your note using desktop PowerChart**

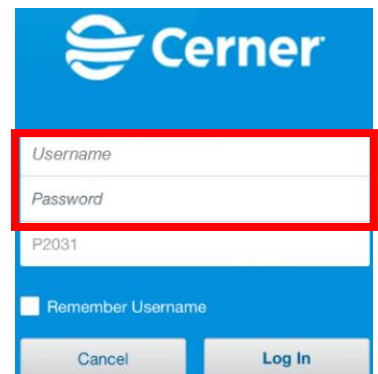
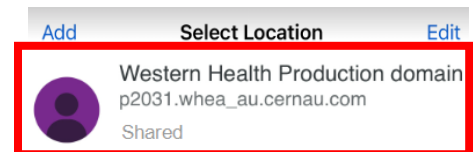
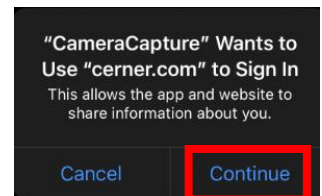
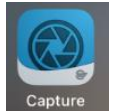
- A. Tagging a photo into a Dynamic Document *or*
- B. Tagging a photo into a PowerNote (e.g. Operation Report)

**Please note Camera Capture is only accessible to certain areas and users at this stage.**

## Part 1: Use Camera Capture mobile app

### A. Logging in to Camera Capture

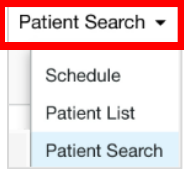
1. On the mobile device, open the **Capture** app.
2. Click **Continue** on the pop-up to grant permissions to sign in.
3. Select the provided domain, then click **Continue** on the pop-up to grant further permissions to sign in.
4. Enter your Username and Password in the Login window then click **Log In**.  
These are the same credentials when logging into desktop PowerChart EMR.





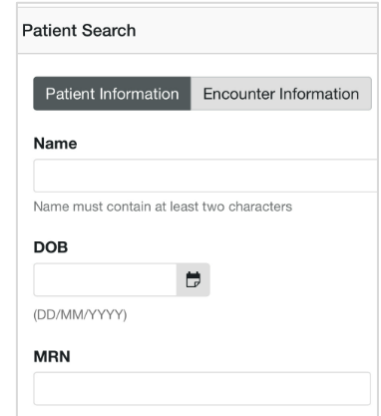
## B. Selecting a Patient

1. When using Camera Capture, you will be required to select a patient along with the correct encounter before you can capture a clinical image. To locate a patient, tap the dropdown arrow and select a method: **Schedule**, **Patient List** or **Patient Search**.

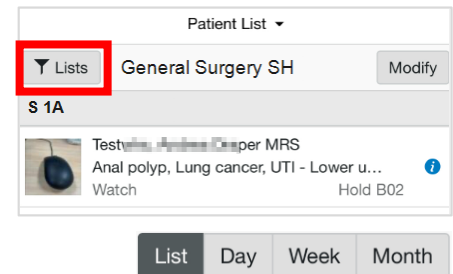


2. Select **Patient Search**.

Enter the patient's URN in the **MRN** field then click **Search**.



3. Alternatively, select **Patient List**, to view the mobile equivalent of your desktop EMR patient list. Change the active list by using the **Lists** filter.



4. When selecting **Schedule**, you can search for your outpatient in List view, by Day, Week, or Month, and then click on the patient to open their chart.

a. First, ensure you have selected your **clinician resources** on *desktop Ambulatory Organiser*.

**Note: The mobile app does not support displaying appointments for clinics as a resource.**

E.g. if "FH ASC Respiratory Clinic" is selected as a resource on desktop, it will not display on mobile.

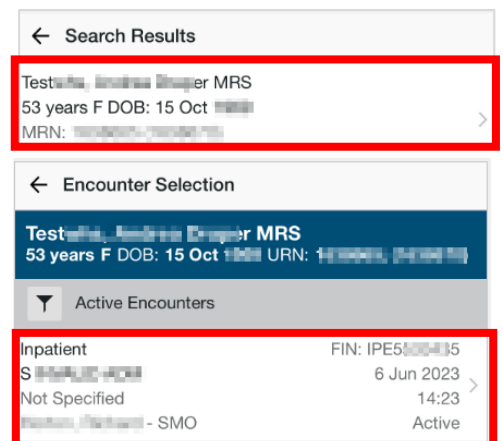
The mobile app will only display **individual clinicians** as resources. E.g. "Last name, First name OP".

b. For **Day** and **Week** Views, click on the Calendar icon (📅) at the top left on *mobile PowerChart Touch* if you wish to toggle between different clinician's schedules.

c. For **Month** View, click on the same Calendar icon (📅) and ensure only ONE resource is selected as this view only works with one resource selected.

5. Select the appropriate **patient**.

6. If you select the patient via **Patient Search**, you will also be prompted to select the correct **encounter**.





### C. Capturing a Photo





#### Important

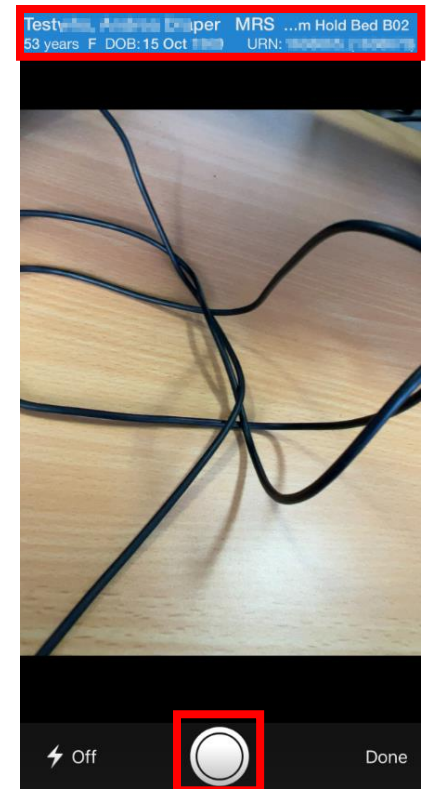
- Please refer to WH Policy on **Photography and Video Images in the Clinical Context** on the PROMPT website **prior to** taking any photos.
- If and when verbal consent is obtained from the patient, please document this in the EMR.

1. Patient demographic information displays at the top blue banner.  
**Verify** this is the correct patient.

2. Press the **white camera shutter** button to capture the photo.

Note: You can enable or disable the camera flash by selecting the **Flash** icon at the bottom left. **Off** or **On** indicates the current flash setting.

3. Select the accept icon (  ) to save the photo to the patient’s record for the current encounter, or select the reject icon (  ) to discard the image and return to the camera view and retake the photo if you wish.

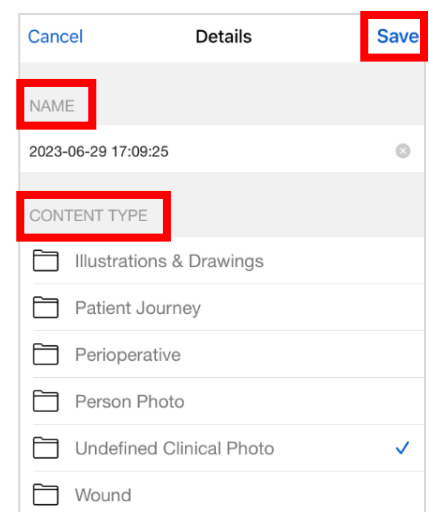


4. If you accept the photo, the Details view is displayed.

Edit the **Image Name** if you wish to. It is defaulted to the date and time the image was captured.

**Example** : Derm photos – *Description of Photo*

5. Select the most appropriate **Content Type** (folder). This stores the image to desktop EMR in a specific folder to assist with finding the photo within the patient’s chart.



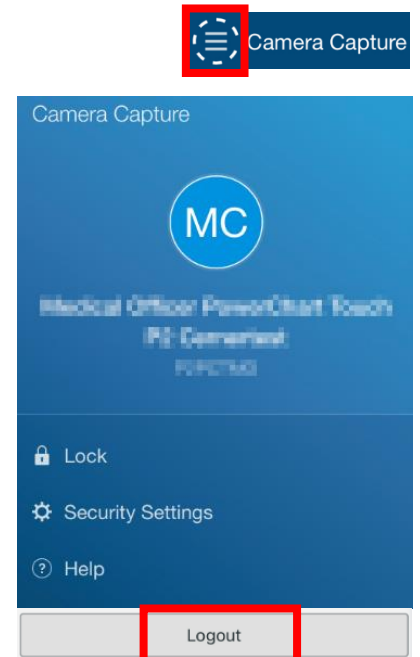
6. Once you are done, click **Save**. The image is then saved to the patient’s record.



## D. Logging out of Camera Capture

**Make sure to log out of the app after use.**

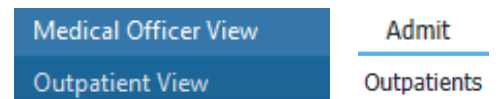
1. Select the **Menu** icon at the top left.
2. Select **Logout**.



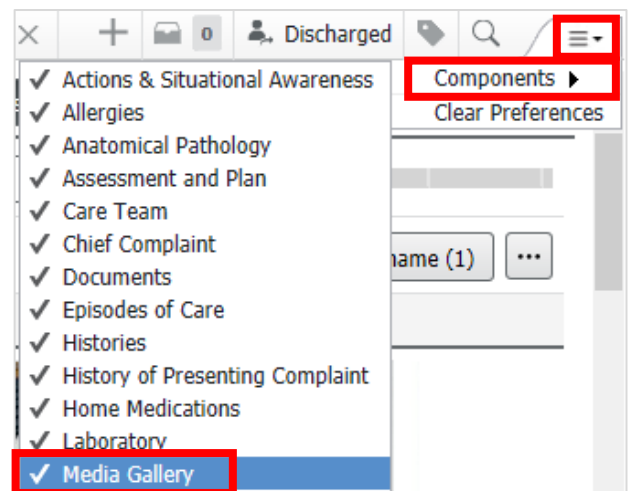
## Part 2: Tag a photo into your note using desktop PowerChart

### A. Tagging a photo into a Dynamic Document

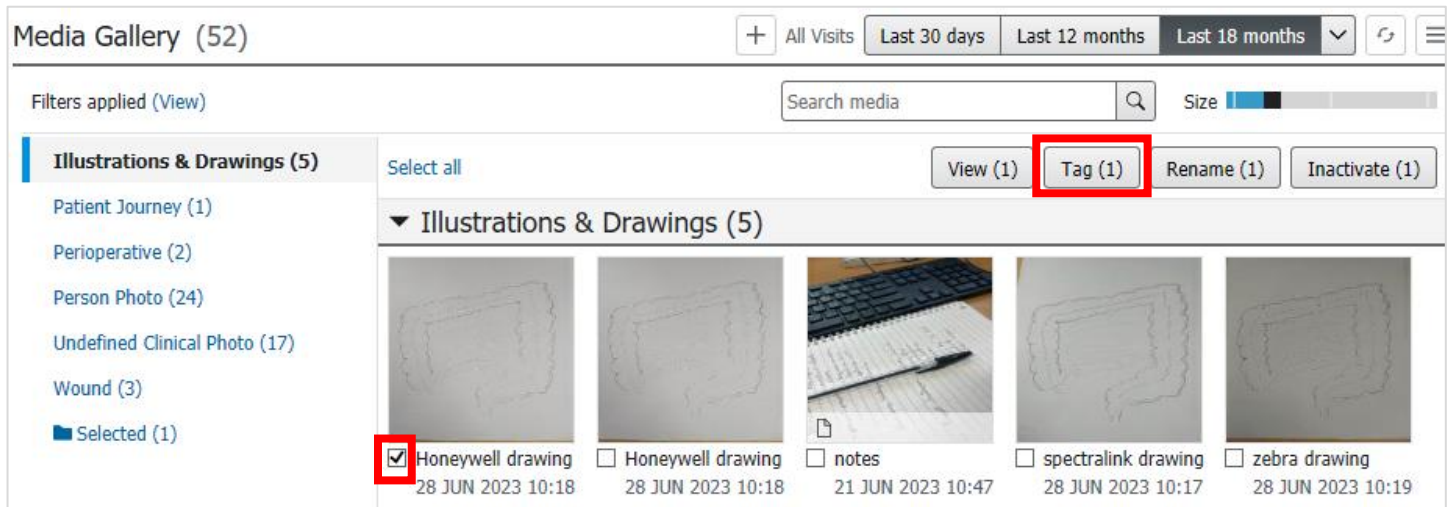
1. Login to desktop PowerChart EMR with your normal credentials.
2. Go to an mPage Workflow View with a Media Gallery Component, for example: **Medical Officer View** > **Admit or Manage** mPage, or **Outpatient View** > **Outpatients** mPage.



Note: If you cannot locate the Media Gallery component, click the three-line arrow page icon at the top-right corner of the mPage to bring it onto view.



3. Tick the checkbox under the desired photo and then click **Tag**.



4. Open a note via the links at the bottom of the mPage or via **Documentation + Add** from the Table of Contents.



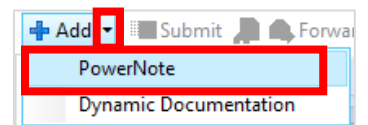
5. Your tagged photo will automatically appear on the left side. Type your notes then **drag the photo into your note**.



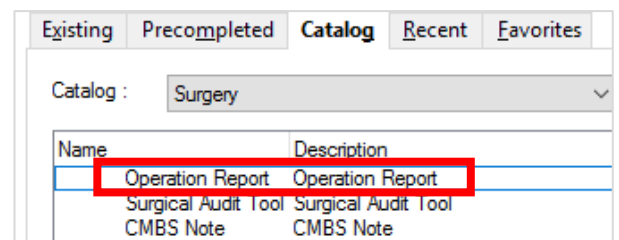
6. Complete the rest of your note and click **Sign/Submit** once you are ready to submit your note.

## B. Tagging a photo into a PowerNote (e.g. Operation Report)

1. Click **Documentation + Add** from the Table of Contents. Select the **PowerNote** option from the dropdown arrow next to Add.



2. Select the PowerNote you wish to create and insert the photo in: e.g. Operation Report, then click **OK** to open the note.



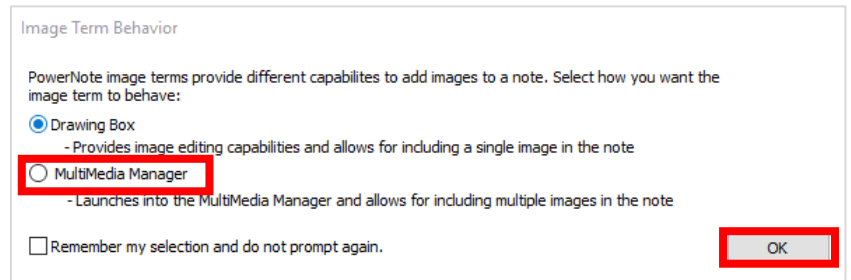
3. Under the Operative Images section, click **Add Image**.



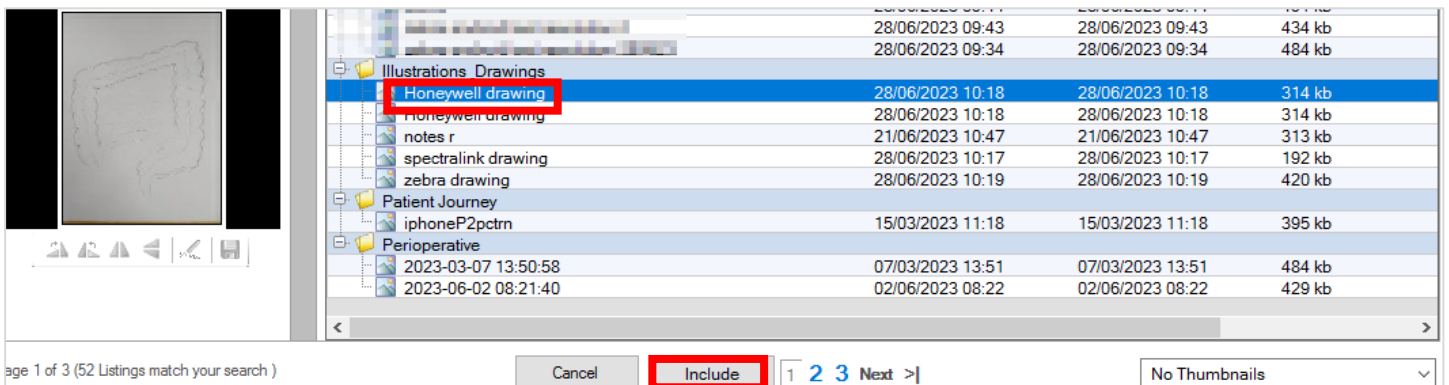
4. If your PowerNote does not have an Add Image option, click on the **Insert Image** icon in the Documentation toolbar instead.



5. A pop-up window will appear – select the **MultiMedia Manager** option then click **OK**.



6. MultiMedia Manager window will open. **Select the image** you wish to insert into your PowerNote then click **Include**. *Note: A thumbnail of the image will appear on the left side upon selection.*



7. The photo will be inserted into your note. Click on **Hide Structure** to view the image.



8. Complete the rest of your note and click **Sign/Submit** once you are ready to submit your note.

