## Printing ID Wristband or Labels



Digital Health Quick Reference Guide

## This Quick Reference Guide will explain how to:

Print Patient ID Wristband, or Labels in EMR

- Before printing an ID Wristband ensure that the patient's Allergy status is current and recorded in the EMR.
- 2. Click on in in the Navigation toolbar and a new log-in window will open.
- The Person Mgmt: Documents window will open. Click on the Magnifying Glass icon and the Person Search Window will open.
- Enter the Patient UR number and click the Search button.
   Ensure that the correct (current) encounter are found and highlighted. Click OK.

Lastname, Firstname Lastname, Firstname Allergies: Eggplants, penicillins Alerts: Recorded

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5. Choose the appropriate wristband or label sheet option in the right-hand column.
 Click the **Printer** icon to open the Print window.
 Check that the correct printer is listed in the Print window and click **OK** to print.





## Handy Hint – Wristband Printer

• The wristband printer must be Manually Loaded with the correct cartridge (White or Red for Allergy Status and Adult/Child/Neonatal size) prior to printing

## Important – ID wristband are care type specific and will need to be changed for the following scenarios:

- When a patient demographic or allergy status details are changed.
- When an inpatient changes care type e.g. when a patient is statistically discharged from Acute to Subacute.
- When a patient is transferred from one Western Health facility to another e.g. a transfer from Footscray to Sunshine.