

Tracking Board – Accessing/Selectin Tracking Boards and Logging Out

Digital Health Quick Reference Guide

This Quick Reference Guide will explain how to:

Effectively use the Tracking Boards in the Cerner Millennium system

Definitions:

Tracking Board – Enables staff to see all of the patients in every area of care and understand whose providing care, what care is required and what stage of their visit a patient is at

Accessing Tracking Boards

- 1. Log into EMR
- 2. Navigate to the Navigation Toolbar and locate the 'Tracking Board' button

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3. List of tracking boards available opens

Tracking Board												Full screen	🖶 Print 🥠 O minutes ago
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FH ED All Beds SSU	FH ED Bed Managemen	t 🔰 FH ED Left Dep	FH ED Lookback	FH ED Diet	FH ED Results Review	FH ED Open Referrals	WTN Available Staff	WTN ED Admin	WTN ED All Beds	WTN ED Bed Mana	agement	WTN ED Left Dept	WTN ED Lookback
SH Available Staff	SH ED Admin	SH ED All Beds	SH ED All Beds SSU	SH ED Bed Manager	ment SH ED Left	Dept SH ED Lookb	ack SH ED Diet	SH ED Results Review	SH ED Open Ref	errals FH Av	vailable Staff	FH ED Admin	FH ED All Beds





Selecting Tracking Boards

- 1. Choose the appropriate tracking board based on desired area or department
- 2. Click on the corresponding Tracking Board to access the list of patients and patient information

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Logging Out

- 1. Once you have finished using the tracking board, remember to log out of the EMR system to ensure data security
- 2. Click on the Cross in the Corner to Close Power Chart

