Tracking Board – Check In/Check 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:

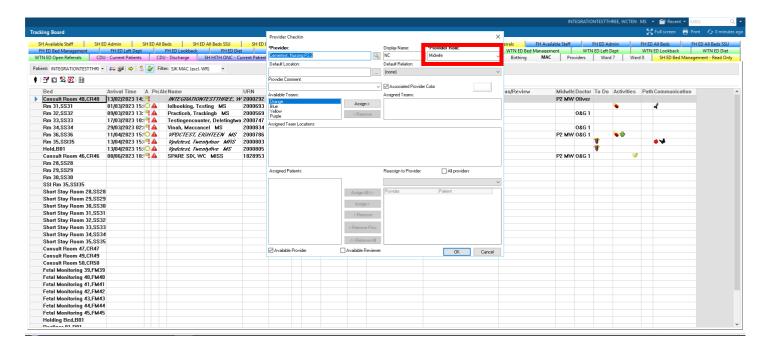
Tracking Board – Enables staff to see all of the patients in every area of care and understand whose providing care, what care is required and what stage of their visit a patient is at

Check In/Check Out

1. To Check In at the beginning of your shift you would click on the following



2. The following screen opens fill in the required information e.g. Provider Role, Team, Default Relation (ED specific)



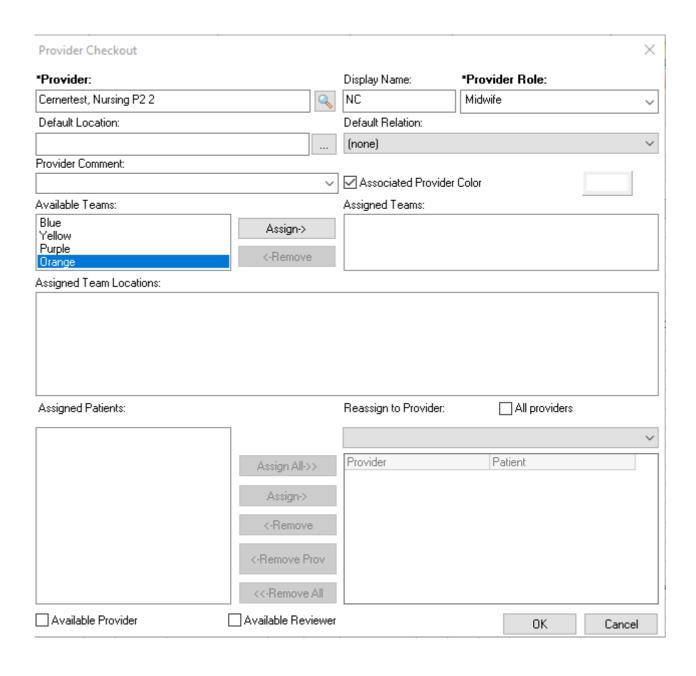




- 3. Then Click OK
- 4. The Check Out Icon appears



- 5. To Check Out click on the above icon
- 6. The following screen opens remove yourself from team



7. Then click OK Check In icon appears again