

Printing – Printing Documentation in Outpatient Clinics



Digital Health
CONNECTING BEST CARE

Digital Health
Quick Reference Guide

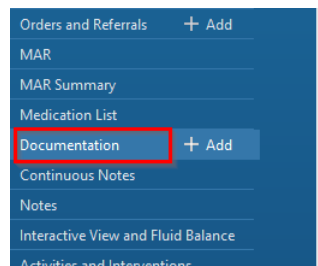
This Quick Reference Guide will explain how to:

Print from Documentation in Outpatient Clinics



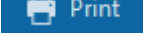
Important – This guide only applies to Sunshine Pod 1 - 4 and Footscray Level 1 & 2 Outpatient locations.

1. Select “Documentation” from the Table of Contents

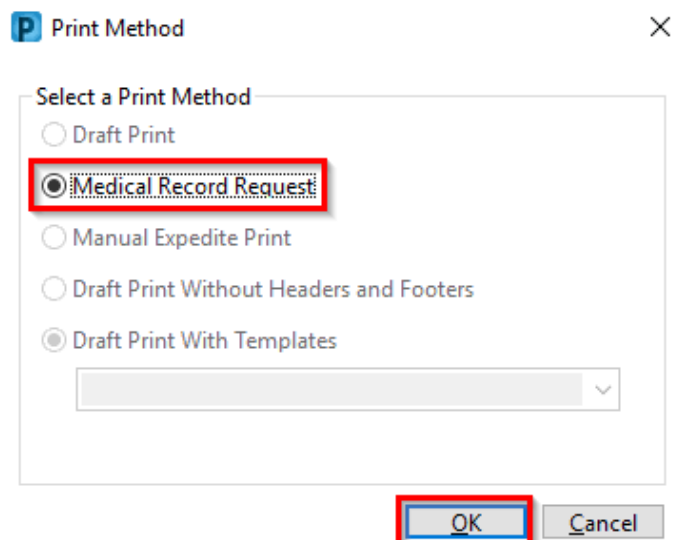


Progress Note	15/03/2024 09:57:24
Free Text Note - powerch...	Wang, Andrew - HMO
Progress Note	15/03/2024 09:57:24
Free Text Note test for po...	Wang, Andrew - HMO
Discharge Summary	15/03/2024 09:56:36
Free Text Note	Camiling, Katrina - RN
Case Conference Note	24/01/2024 11:09:33
Test Care Plan for BMM	Littlewood, Nicole - PHY...
Case Conference Note	05/01/2024 14:42:35
Case Conference Note	Goh, Min
Vital Signs - Text	29/11/2023 05:18:00
Observation Vitals - Wo...	WHSTEST, Medical Offic...
Vital Signs - Text	29/11/2023 03:25:00

2. Click on the documentation to print

3. Click  on the top right of the page

4. Select “Medical Record Request” and click OK

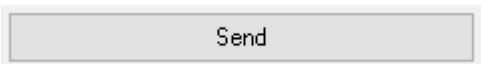




5. Under “Device”, select “Workstation default”

The screenshot shows a 'Medical Record Request' window for patient TESTWHS, TEST - 1079536. The 'Device' dropdown menu is open, showing a search bar with 'shoutppbs11-1' entered. The search results are categorized into 'Defaults' and 'Favorites'. Under 'Defaults', 'shoutppbs11-1 - workstation default' is highlighted with a red box. Other options include 'shoutppbs11-1', 'bbemrpmfd01-2 - your default', and 'bbemrpmfd01-1'. Under 'Favorites', there are several other device IDs listed.

6. Click



Handy Hint – Further information

For further information on document printing please refer to the QRG “Printing – Printing Documentation – Individual Forms” on the Digital Health Website (digitalhealth.wh.org.au)