

Printing – Printing documentation in Outpatient Clinics (Sunshine Pod 1 and Footscray Level 2)



Digital Health
CONNECTING BEST CARE

Digital Health
Quick Reference Guide

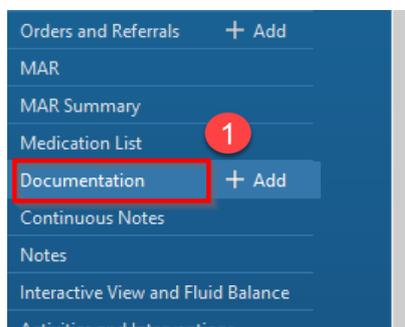
This Quick Reference Guide will explain how to:

Print from documentation in Outpatient Clinics



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

1. Select **“Documentation”** from the Table of Contents.

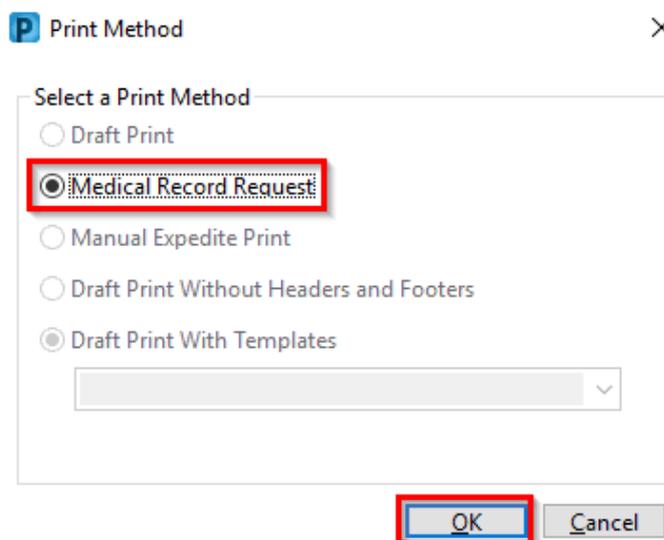


2. Click on the **documentation to print**.

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 03:35:00

3. Click  **Print** 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' and a list of options. The option 'shoutppbs11-1 - workstation default' is highlighted with a red box. Other options include 'shoutppbs11-1', 'bbemrpmfd01-2 - your default', and 'bbemrpmfd01-1'. The 'Related Providers' section shows a list of providers with their names and relationships.

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).