

## **ESTABLISH MPAGE VIEWS** HOSPITAL INFORMATION SYSTEM (HIS)

### PRESCRIBERS

#### Add Workflow Tabs

Workflow tabs can be added or removed depending on the user's current needs, such as closing Outpatient tabs when rounding on an inpatient unit.

To add a workflow tab:

1. Click on the icon

2. Select w	hich workflow tab tha	it is necessa	ry, i.e. AMB Quic	k Orders	
	w X SWT Quick Orders X		30.00		New Year >
		Select a	Manu		
		-			
		total a	MB Quick Order		
			initialatory Commanity Work5	Uw	
		<b>EB</b> *	amographics.		
			Nothinge		
		EB *	lapped Events		
		B	upsteel Workflow		
		<b>E</b> :	NPT Quick Orders		
			Adpatient Workfore		
The new	workflow is now ava	ilable.			_
Inpatient V	Vorkflow X INPT Quick Orders X D Prescriptions All	scharge X I	Demographics X Outpatie	nt Workf X AMB Quick Order	<
Medicatio		Radiology	=• A	Labs	
Analgesia		a CT CT Abdomen/Pelvis w no		Complete Blood Count Blood, Routine, TJN Ferfitin Blood, Routine, TJN	



#### **Close Workflow Tabs**

1. Close on the **Close icon X** to remove the workflow.

INPT Quick Orders X Discharge X Demographics X Outpatient Workf X AMB Quick Order X
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#### Add or Remove Components from the Workflow tab

1. Click on the 3 bars in the right-hand corner.

Outpatient Workf $ imes$	AMB Quick Order	$\times$	+	0	=	0	0	🚑. No Severity	φ	Q	Λ	≡·	
													r -

- 2.
- 3. Select Components.
- Click on or off the components that are wanted by the user. Multiple components can be selected.
  - Those components with a √ are active at present.
- 5. Click on the workflow tab to update the workflow tab with the new selections.

View Layout ►		View Layout Drag and Drop Expand All
Drag and Drop	✓ Consolidated Problems	Components >
Expand All	✓ In Office Procedures	Add Folder
Components >	✓ Labs	Clear Preference
Add Folder	✓ Medications	Help
	✓ New Order Entry	
Clear Preferences	✓ Order Set	
Help	<ul> <li>Outstanding Orders</li> </ul>	
	✓ Patient Care	
		ting
	✓ Powerplans	
	✓ Radiology	
	✓ Referrals	
	✓ Return to Clinic	
	✓ RT Charges	

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