

### AD-HOC PRINTING ARMBAND/LABELS HOSPITAL INFORMATION SYSTEM (HIS)

### **AD-HOC Printing from PowerChart**

- 1. Access the correct patient and encounter within PowerChart.
- 2. Locate the **Documents** application in the upper toolbar.



 Highlight the document you would like to print and select the printer icon. \*Note: the Facesheet, Labels and Wristband and Sheet of Labels options all must be sent to a laser printer. The Wristband Maternity and Wristband w. Visit ID must go to a single wristband printer.

ask Acti	on View	Help					
Person/Encounter Information			Qualified documents:				
Name:				E Eacesheet (2024)			
ZZTEST, DO	ONOTUSEMAL	EFOUR		🗄 📃 Labels and Wristbar	nd 💷		
Sex:	Age:	Age: Race: 46 Years		Sneet of Labels			
Male	46 Year			Single Label			
SSN: MRN: 11949525		MRN:		Wristband w/Visit I	)		
			2007 - 100 - Shara Andar Shara				
FIN NBR: Finar		Financial cl	ass:				
22-040801 Ontar		Ontario He	alth Insurance F				
Encounter type: Med service:		e:					
Recurring Onc		Oncology					
Location:							
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4. Type in the printer you want to send the document to., and select OK. \*Note: for laser printers, the \_# represents the printer tray. For example, if your label stock is in tray 3, select the printer name with \_3 at the end. From here, you can also set this as your default printer or adjust the number of copies.

🖨 Print		×
Printer:	Number of co	pies:
fp1ah003_3 🗸 🗸	1	~
Document name:	Labels and W	ristband
OK	Cancel	Set Default







# AD-HOC PRINTING ARMBAND/LABELS HOSPITAL INFORMATION SYSTEM (HIS)

### Ad-Hoc Printing from the App Bar

1. Customize your App Bar to include the **Documents** application and launch the application.



- 2. Click the **Magnifying Glass** icon to launch the person search screen. Search for your patient, and select the correct encounter.
- Highlight the document you would like to print and select the printer icon. \*Note: the Facesheet, Labels and Wristband and Sheet of Labels options all must be sent to a laser printer. The Wristband Maternity and Wristband w. Visit ID must go to a single wristband printer.

🗖 Person N Fask Acti	ngmt: Docum	ents Help	_	×
Person/Encounter Information			Qualified documents:	
Name:			Facesheet (2024)	
Sex: Age: Bace:		Race:	Labels and Wristband	
Male	46 Years	3	Single Label	
SSN: MRN:		MRN:	Wistband Watemity	
	11949525			
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Encounter type: Med ser		Med service:		
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