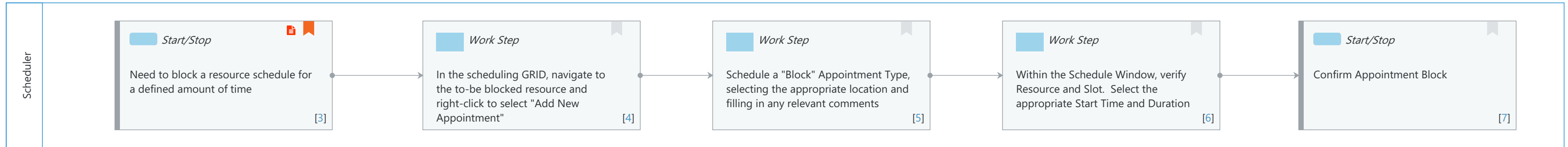


Future State: Scheduling - ESM - Schedule Block Appointment

Cerner Workflow ID: 10618 (v. 12.0)

Client Workflow ID: 893

Last updated by Corinne Romanin, Mar 06, 2024 11:52am (UTC -4 hours)



Future State: Scheduling - ESM - Schedule Block Appointment

Cerner Workflow ID: 10618 (v. 12.0) Client Workflow ID: 893

Last updated by Corinne Romanin, Mar 06, 2024 11:52am (UTC -4 hours)

Workflow Details:

Workflow Name: Scheduling - ESM - Schedule Block Appointment

Workflow State: Future State

Workstream: Other

Venue: Acute Care
Ambulatory

Client Owner:

Cerner Owner:

Standard: Yes

Related Workflow(s):

Tags:

Workflow Summary:

Service Line:

Related Solution(s): Scheduling Management

Project Name: Niagara Health System:OPT-0297674:NIAG_CD Niagara HIS RFP

TestBuilder Script(s):

Cerner Workflow ID: 10618 (v. 12.0)

Client Workflow ID: 893

Workflow Notes: For steps to follow the workflow and configure functionality, see [Understand Scheduling Management Schedule Block Appointment Workflow](#)

The Schedule Block Appointment workflow is used to block time on a resource schedule that does not allow appointment to be scheduled.

This is done by using appointment types, including Maintenance, Meeting, PTO and Block Time. This workflow is necessary to block current or future times on a resource calendar to ensure appointments are not scheduled during a time when a resource or provider is unavailable.

Introduced By: WS 1

Validated By: WS 6

Swim Lane:

Role(s): Scheduler

Department(s): Patient Access

Security Position(s): Scheduling - Clerk
Scheduling - Clerk Advanced**Start/Stop [3]**

Description: Need to block a resource schedule for a defined amount of time

Future State: Scheduling - ESM - Schedule Block Appointment

Cerner Workflow ID: 10618 (v. 12.0) Client Workflow ID: 893

Last updated by Corinne Romanin, Mar 06, 2024 11:52am (UTC -4 hours)

Step Impact: Policy/Procedure

Work Step [4]

Description: In the scheduling GRID, navigate to the to-be blocked resource and right-click to select "Add New Appointment"

Work Step [5]

Description: Schedule a "Block" Appointment Type, selecting the appropriate location and filling in any relevant comments

Work Step [6]

Description: Within the Schedule Window, verify Resource and Slot. Select the appropriate Start Time and Duration

Start/Stop [7]

Description: Confirm Appointment Block