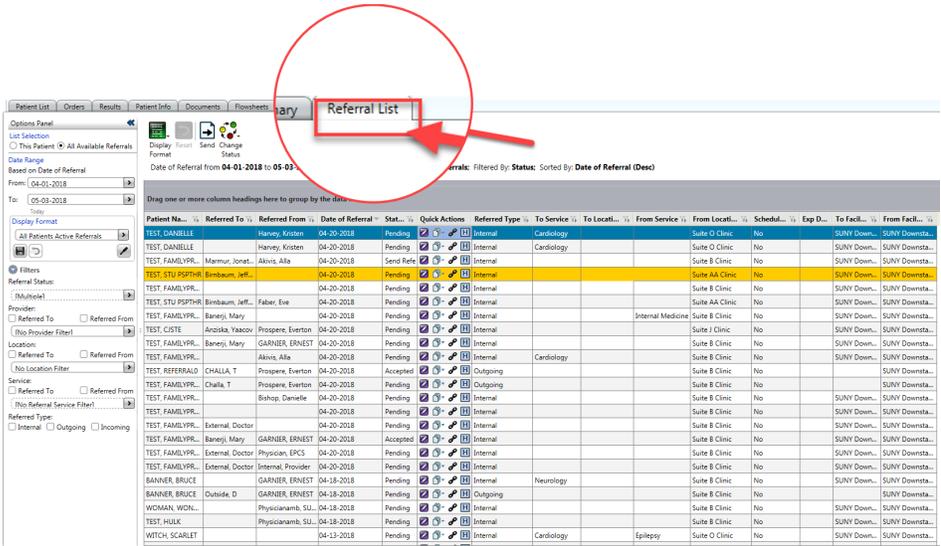


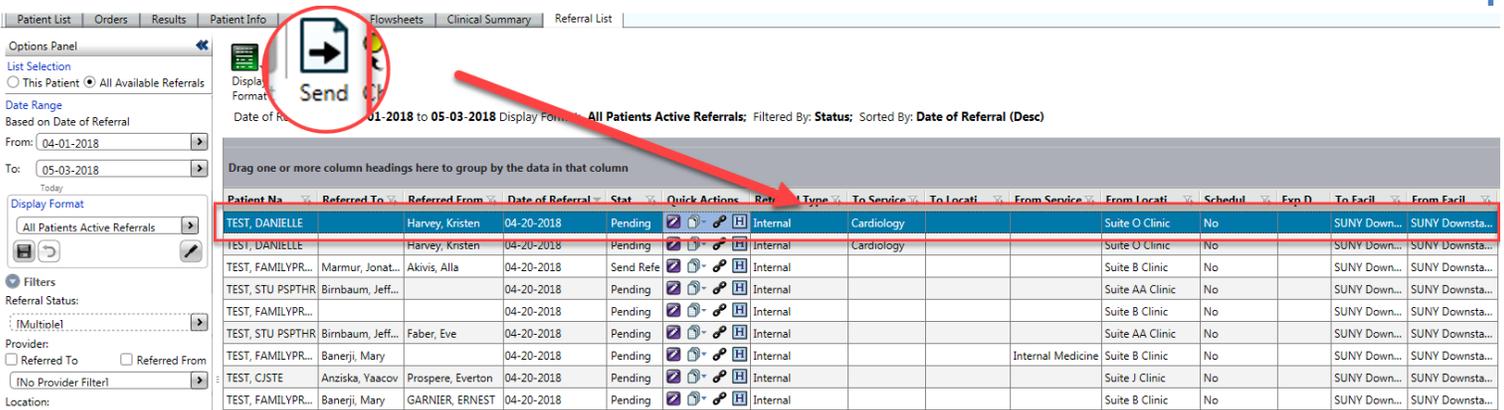
Printing Referrals

Access the Referral List



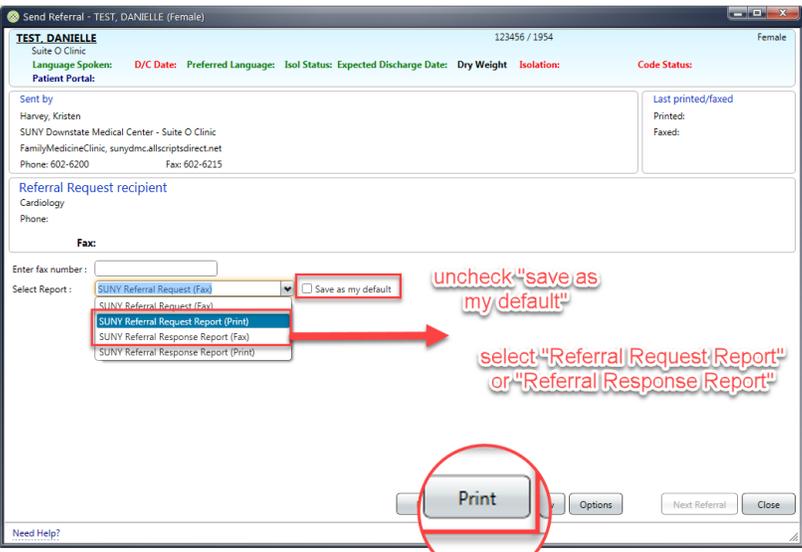
The screenshot shows the 'Referral List' button highlighted with a red circle and an arrow pointing to it. The interface includes a top navigation bar with 'Patient List', 'Orders', 'Results', 'Patient Info', 'Documents', and 'Flowsheets'. Below this is an 'Options Panel' with 'List Selection' (This Patient / All Available Referrals), 'Date Range' (From: 04-01-2018, To: 05-03-2018), and 'Display Format' (All Patients Active Referrals). A table of referrals is displayed below, with columns for Patient Name, Referred To, Date of Referral, Status, Quick Actions, Referred Type, To Service, To Location, From Service, From Location, Schedule, Exp D, To Facility, and From Facility.

Highlight the referral and click "Send"



The screenshot shows the 'Send' button highlighted with a red circle and an arrow pointing to it. The interface is similar to the previous screenshot, but the 'Send' button is now the focus. The table of referrals is visible below, with the first row highlighted in blue.

Select the "Referral Request/Response Report (Print) template and click Print



The screenshot shows the 'Send Referral' dialog box for patient TEST, DANIELLE. It includes fields for 'Language Spoken', 'D/C Date', 'Preferred Language', 'Isol Status', 'Expected Discharge Date', 'Dry Weight', 'Isolation', and 'Code Status'. There are sections for 'Sent by' (Harvey, Kristen) and 'Referral Request recipient' (Cardiology). A 'Select Report' dropdown menu is open, showing options: 'SUNY Referral Request (Fax)', 'SUNY Referral Request (Fax)', 'SUNY Referral Request Report (Print)', 'SUNY Referral Response Report (Fax)', and 'SUNY Referral Response Report (Print)'. A red arrow points to the 'SUNY Referral Request Report (Print)' option. A red circle is around the 'Print' button at the bottom. Annotations include 'uncheck "save as my default"' and 'select "Referral Request Report" or "Referral Response Report"'. The 'Print' button is also circled in red.

If you have additional questions or concerns please call the "Global HelpDesk" at 7182704357 option # 1