How to print out documentation progress notes on EMR

Step 1

Highlight on the screen which documentation note you want to print. Then click on documentation in the grey section at the top of the screen (table of contents section). Scroll down and click "print".



Step 2

A dialogue box will appear on screen. Click the round button left of the wording "medical record request", then click "ok".

Menu 7	< 🔪 👻 👘 Documentation 🗇 Print 💸 10 minutes ag
Medication Request	🕈 Add 🖿 Sign 🗟 🚓 Forward 🖙 Modify 🐚 🚖 🖤 🔲 🖿 En Error III Preview 🖎
Observation Chart	
Interactive View and Fluid Balance	
Activities and Interventions	Display : All 🔹 🖓 Previous Note 🔹 Next Note
Orders 🕂 Add	Service Det T Subject a print method or click OK to accept the default
Medications 🕂 Add	Service Data Subject Type 26/06/2010 18-16: Observation Vitals Signs Vital S Devel Drivet
Documentation 🕂 Add	26/06/2019 18:02: Observation Vitals Signs Vital Si
Form Browser	26/06/2019 17:50 Observation Vitals Signs Vitate The call Record Print Ubject: Rapid Response Record
Continuous Notes	26/06/2019 17:33 MET Call: Desturation MT d ● Medic I Record Request Millisom, Gregory - CNC on 26 Jun, 2019 15:39 AEST =
	26/06/2019 17:26
Results Review	26/06/2013 17:01
Allossies /Consistivities Add	26/06/2019 16:58 Observation Vitals Signs Vitals Draft Print With Templates Draft Print With Templates Draft Print With Templates Draft Print Vitals Draft Print Print Vitals Draft Print Prin
Allergies/Sensitivities - Add	26/06/2019 16:56 Observation Vitals Signs Vitals
Case Conference/Discharge Planni 😑	26/06/2019 16:52: Observation Vitals Signs Vital S
Dx, Problems/Alerts	26/06/2019 16:44: Rapid Response Record Rapid
Dx, Current Procedures	26/06/2019 16:35 Observation Vitals Signs Vital S
Growth Chart	26/06/2019 16:10: Observation Vitals Signs Vital 9.
	26/06/2019 15:43 Observation Vitals Signs Vital Signs - Lext Footscray Pullord, Em Paguscritation Plan in Place: No
Histories	26/06/2019 14:28: MET Call: Hypotension MET Call/CODE Blue Note Footscray So, Neda -1
Immunisation	26/06/2019 14:24:, Rapid Response Record Rapid Response Record - Text Footscray Millsom, Gr. Millsom, Gr
MAR Summan/	26/06/2019 12:39: UCR BP 90/50 Progress Note Footscray Ray, Gabriel Reason for Call : Systolic BP < 90
index Summary	26/06/2019 12:29: Free Text Note Nursing Shift Note - Text Footscray Gill, Kerry - Comment: Asymptomatic hypotension with bradycardia - HNPU since 0930. Bladder s
MultiMedia Manager 🛛 🛨 Add	26/06/2019 09:38: APMS CWR Consultation Note Footscray Habel, Mass Bucces. No dizzyness when standing. IPD and IPD deregising from another more size Kataming infusion and the deregising from another more size Kataming infusion and
Notes	De and in cele cosing non a douid when an ankin mice given. Kekanine introdo i an e
GP View	<pre></pre>

Step 3

Another window dialogue box will appear. It should auto populate so that "WHS document report" appears in the Template window. You don't need to do anything else here (don't bother with selecting printers or anything). Just click on the "preview button" at the bottom of the window. Another window will now open asking you to "preview it now?" Click "yes".



Step 4

A pdf of the document you have highlighted will now appear. Simply click on the printer icon in the grey toolbar at top of page. It will automatically select your usual computer default printer in your usual default settings. Just click "ok" and away you go. Print job done!

