Navigating PowerChart with Read Only Access

Read-only users receive e-mail notification of login and password credentials for the Virginia Mason applications to which they have approved access. These credentials should not be shared with anyone. If you have any issues, please contact the Virginia Mason Service Desk at (206) 583-6402.

To Log into PowerChart:

1. Select the Cerner PowerChart icon.
2. Enter your User Name and Password and click OK.

3. At the Cerner Applications window, select OK.

After signing in, you will open to a full-page, blank clinic schedule. Focus on the upper right corner of the screen, the Patient toolbar, where your Patient Search tools reside.

Patient Toolbar Icon Review:

<table>
<thead>
<tr>
<th><strong>Quick Patient Search</strong></th>
<th>Search for a patient by MRN or Name. Click the drop down to change the search filter.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Patient Search</strong></td>
<td>Opens Patient Search (Preferred Method).</td>
</tr>
<tr>
<td><strong>Recent</strong></td>
<td>Displays the last five patient charts that were accessed.</td>
</tr>
<tr>
<td><strong>Refresh</strong></td>
<td>Displays the time elapsed since last refresh.</td>
</tr>
</tbody>
</table>
Finding Your Patient via Patient Search

1. Click to open Patient Search.
2. Search for your patient by MRN, or Last Name, First Name, and Birth Date.
3. Select a specific Inpatient encounter from the lower window.

Accessing Your Patient’s Chart

1. Once the patient is selected, the chart opens to Patient Summary.
2. Note the MENU on the left side of the screen; this is your patient’s chart.

To Hide the Menu

1. Click the Push Pin icon to auto-hide the Menu.

To View/Select from a Hidden Menu

1. Hover the mouse over the Menu Tab.
2. Single click a section of the chart to access.
To Restore a Pinned Menu

1. Hover the mouse over the Menu Tab
2. Click the Push Pin icon.

Chart Navigation

Patient Information:

1. From the Menu, select Patient Information

- Patient Demographics – displays demographic information for a patient
- Visit List – displays a list of Patient Encounters. You can switch to a different encounter by double clicking another encounter
- Provider relationships – displays a list of who has accessed the patient record

Results

The Results catalog provides access to all available flowsheets for both outpatient and inpatient areas.

1. From the Menu, single click Results: Catalog.
2. Click any tab to access that particular flowsheet.
3. COMP 24H = flowsheet showing all charting and results for the last 24 hours.
4. Right click on the gray date range bar to Change Search Criteria.

Note: Comp 6M tab for additional results for quick view.

5. SORTING: can sort by:
   - Table - sorts left to right in chronological order
   - Group - groups tests together and then by date
   - List - sorts alphabetically and chronologically

Clinical Notes Messages

1. From the Menu, select Clinical Notes Messages.
2. You can sort By:
   - TYPE (folder)
   - DATE (most current)
   - PERFORMED by (name)
3. **Double click** the **Clinical Notes** folder to view types of notes and then **double click** the specific note (e.g. History and Physical).

![Clinical Notes Folder]

4. Sort by **Date** range.

**Patient Summary: Inpatient / Perioperative Summary**

The **MPages: Inpatient Summary** (or Perioperative Summary), consolidates clinical information specific to patients in that venue of care.

1. From the **Menu**, select **Patient Summary** or **Patient Summary All Venues**.
2. Select **Inpatient Summary** or **Perioperative Summary** tab.

![Patient Summary Tab]

**Note:** Components on the Summary page can be interactive part of the chart.

- **Clicking Lab Results** will launch the **Lab & Rad 7D flowsheet**.

![Lab Results]

**Note:** Components on the Summary page can be interactive part of the chart.

- **Documents** component is link to **Clinical Notes Messages tab**
  - Displays **up to the last 7 days** for all visits of **Clinical Notes Message**
  - Quick way to search for most recent History & Physical
  - Provides **quick access** to write a new **Clinical Note**

![Documents Component]