Ambulatory Organizer Guide

1. Open "Ambulatory Organizer" (red arrow below) and you should see your message center on the left and the calendar view on the right



2. Select the provider of interest in the dropdown list (orange arrow below)

PowerChart Organizer for sloot , Affanna –	
Task Edit View Patient Chart Links Notifications Navigation Help	
🗄 🚰 Home 🎍 Patient List 🖃 Message Center 🎬 Physician Worklist 📳 🗟 Up to Date 🖏 🗟 Qag aging 🖏 On Call 🖏 AU Apps/Tools 🎕 Event Reporting 🕲 Policy Tech 🕲 SKN Yammer 👘 🗒 🗄 🔩 Critic O. eRx Re 0	Docum.: 0
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Documents Messages Results Orders Documents July 20, 2020 Patients for: No Resource Selected ~	۲
Work Items (0) Saved Documents Documents to Dictate Reminders Notifications	
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3. Select the date of interest. If the date has already passed, the Ambulatory Organizer will show the list of patients seen and their status will be marked as "checked out" (see green arrow below)

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Orders	Time	Duration	Patient	Details	Status as of 9:59)	Notes	۲
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	3:00 PM	20 mins		RETURN PATIENT VISIT	Checked Out	Reason for Visit : ROI Chief Complaint: rout	JTINE ine follo
	3:20 PM	20 mins		RETURN PATIENT VISIT	Checked Out	Reason for Visit : F/U Chief Complaint:	
	3:40 PM	20 mins					
	L					P461 ASIDOTI July	20, 2020 22:07 EDT

- a. Note that if the appointments are ongoing, patients will be color coded according to progression through appointment.
- b. A highlighted green color indicates that the patient has been seen by the nurse(s) and is ready to be seen by the physician as shown below:

Home Ambulatory Organizer & Patient List FirstNet Perioperative	re Tracking 🐒 Interdisciplinary Huddle 📸 Dynamic V	Worklist 🏢 Scheduling 🎉 Case Selection 👫 Physician Wo	rklist 📸 eCoach 🖃 Message Center 📸 Discharge Co	ontemplated CMC 👫 Disch Contemplate	d Adult 👫 Core Measures Tracking Tool 🎬 My Expe	erience
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Results	Tree	ration Datient	Datale	Shahur (se of 2489)	Notes	
Wash Home (0)	9:30 AM	TEST, ANTHONY		Arrived		
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Documents to Dictate	9-30 AM	TEST ABLE 1		In Room		
Reminders	FALLAW MD, DAVID 20	mins 50 Years, Male	RETURN PATIENT VISIT	INTERNAL MEDICINE	Reason for Visit : TEST	
= Notifications				Ready		
Sent Items	9:30 AM FALLAW MD DAVID 20	mins TEST, ADULT1	RETURN PATIENT VISIT	INTERNAL MEDICINE	Reason for Visit : TEST	
Notify Receipts	Charge Not Started	70 Teals, Hale		Waiting Room		
	Meaningful Use	TEST, ALEXANDER		Seen By Nurse		
	Note Not Started	S 35 Years, Male	RETURN PATIENT VISIT	Waiting Room	La Reason for Visit : TEST	
	Patient Education					

4. To see where a patient is in appointment, hover over "status" next to the patient name

5. To add a comment, hover over the "+" button under "Notes" (blue arrow below)

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	9:30 AM FALLAW MD, DAVID 2	10 mins	TEST, ALEXANDER 35 Years, Male	RETURN PATIENT VISIT	Ser By Nurse INTERNAL MEDICINE Waiting Room	Reason for Visit : TEST

To see any outstanding items, simply hover over the bubble to the left of the patient appointment time and an action list will appear (purple arrow below).

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Orders	Time Duration	Patient	Details	Status (as of 3:48)	Notes	۲		
Work Items (0) Saved Documents	9:30 AM FALLAW ND, DAVID 20 mins	TEST, ANTHONY 49 Years, Male	RETURN PATIENT VISIT	Arrived INTERNAL MEDICINE	S Reason for Visit : TEST			
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- Rotini, talons Sere Items Trach Notify Receipts	9:30 AM FALLAW MD DAVID 20 mins Charge Not Started	TEST, ADULT1 78 Years, Male	RETURN PATIENT VISIT	Ready INTERNAL MEDICINE Waiting Room	Reason for Visit : TEST			
	Meaningful Use Medication Reconciliation s Note Not Started	TEST, ALEXANDER 35 Years, Male	RETURN PATIENT VISIT	Seen By Nurse INTERNAL MEDICINE Waiting Room	Reason for Visit : TEST			
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