

More about the Encounters Screen



Select EMR



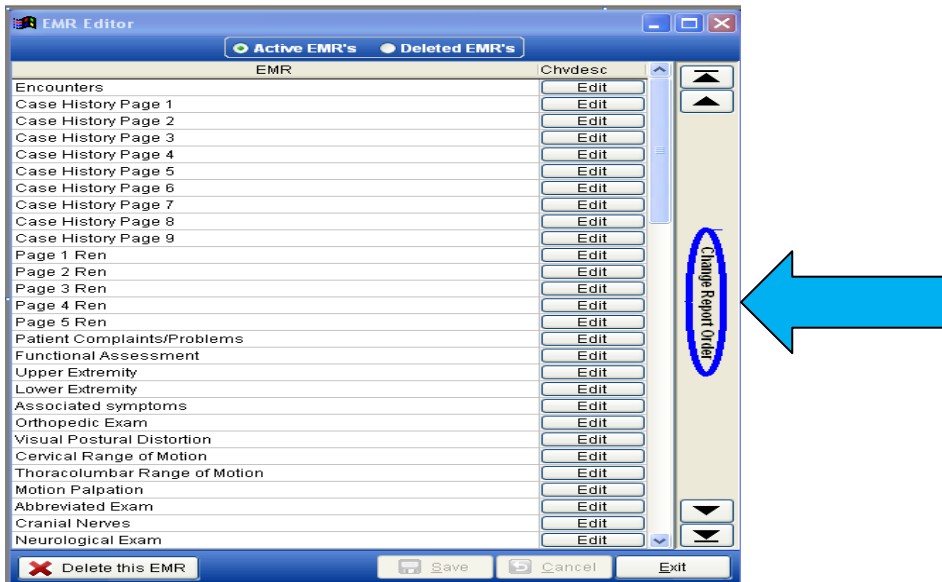
As ClinicPro has developed the Electronic Medical / Health Records, we have initiated more advanced modes for customization and functionality. You no longer need to use this button to select your EMR report templates.

Edit the EMR



This button has several functions. The functions that it controls are: the order in which your EMR report is printed, it enables you to amend the separate EMR screens quickly, and it also allows you to go through each EMR screen in a list menu

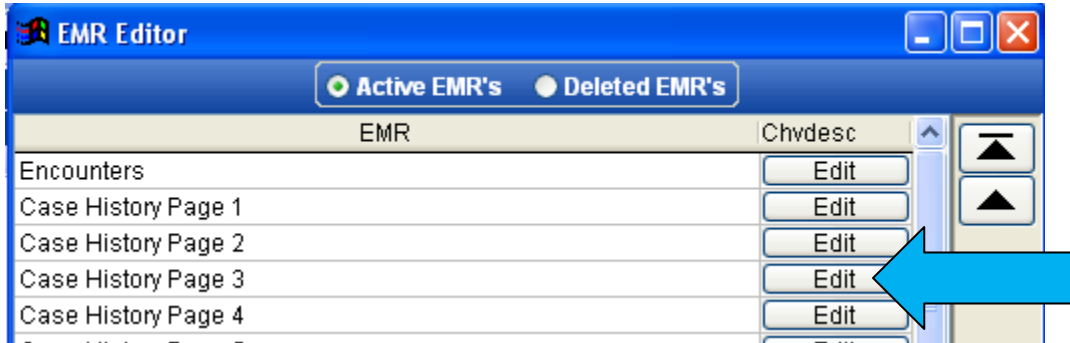
Edit Report Order – You may find that after reviewing your reports that you wish to customize the order in which your EMR screens print. Click the button and the EMR Editor will display:



The list you see here is the order that the screens will print. This image starts with Encounters and moves through Neurological Exam. Click on the screen name that you wish to move in the list; it will highlight. Now click the directional arrows on the “Change Report Order” tab. The screen will move in whichever direction you have chosen, and can move either one line at a time, or directly to the top or bottom of the list.

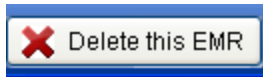
Customize EMR Screen

Locate the screen you wish to view by clicking on the title; then click the EDIT button on the right. That particular screen will load so that you can edit it, or just preview the template. This is a quick way to view all the various templates in your EMR.



More detailed direction on customization is provided in the customization portion of this Manual.

Delete this EMR



After reviewing the EMR screens, you may determine that it is not appropriate for your practice. This button enables you to remove a screen from your options. Highlight the screen you wish to remove by clicking on it; then click the Delete this EMR button. You will see a message display that tells you you are deleting the screen and placing it on the Inactive EMR list. If you decide, at some point, to recover this screen than click Active EMR radio button:



Changing Font



As described in the previous Encounters section, your report font can be changed. This functionality works like any Word document program. Remember, if you make changes to the report and then use the “Regenerate Report” button, you will lose the changes.