CARE4 MODULE NAME: Deleting/ Switching a Document

Note

This can only be done prior to signing or completing.

• Use the Right Menu by the title and select DELETE DOCUMENT. You will be prompted to confirm.

■ Internal Medicine Clin	ic Note Preview Review and Refine				
Delete Document	D	Confirmation			
Create New Typical	y Note Procedures Departure				
Edit Contributor/Signers					
Add Content		This Pending document will be deleted. Proceed?			
Switch Document		-			
Arrived Departed		Yes No			
Patient Status Comment					

Then you can select the intend documentation and start again.

OR

From the Right hand menu from the Document title Select SWITCH DOCUMENT. It allows you to switch to a new document.

■ Benian Hematology (Switch Document Cancel						
Delete Document		Q Search New Documents					
Create New Typical	y Review of Data	Plastics Clinic ☆ Report	Pre-Admission 🟠	RD Progress Note ☆	Rehab Assistant ☆ Note	RT Progress Note ☆	Skin Biopsy Clinic 🟠 Report
	1 <mark></mark>	SLP Progress Note	SoC DAP Clinic	Social Work Note	SPC Report	STC Gyn Note	STC Gyn Report
Edit Contributor/Signers	-		Report		M		N
Add Content	-	STC Note ☆	STC Report 🏠	Stroke Prevention ☆ Clinic Note	Team Feeding ☆ Clinic Note	Thoracic DAP 습 Clinic Report	Thoracic DAP Resp 슈 Report
Switch Document		Thoracic DAP ☆ Respirology Note	Thoracic DAP Visit ☆ Note	Urgent Cardiology 샀 Report	Urology Clinic ☆ Report	Workload 🟠	

