

# CARE4 Tip Sheet

## My Flowsheet Customization

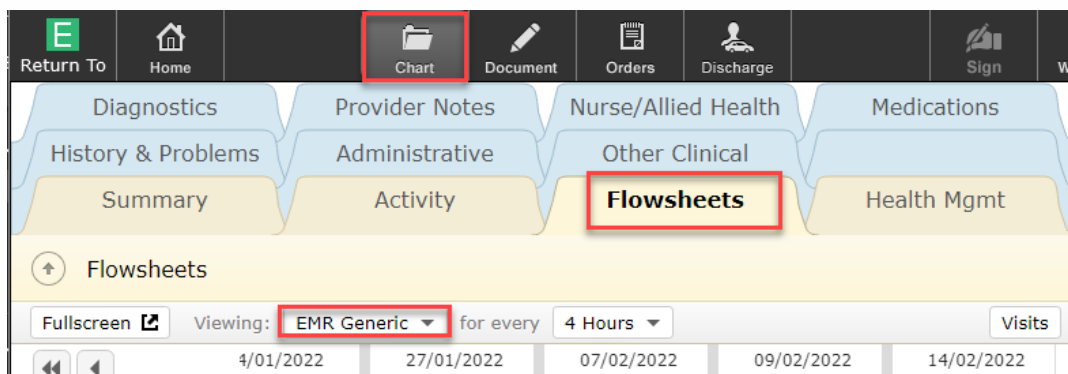
### Overview

This document provides instructions on how to view and customize My Flowsheet.

### Flowsheets

Flowsheets are utilized to review patient data, such as assessments, medication administrations, and reports for a patient's visit.

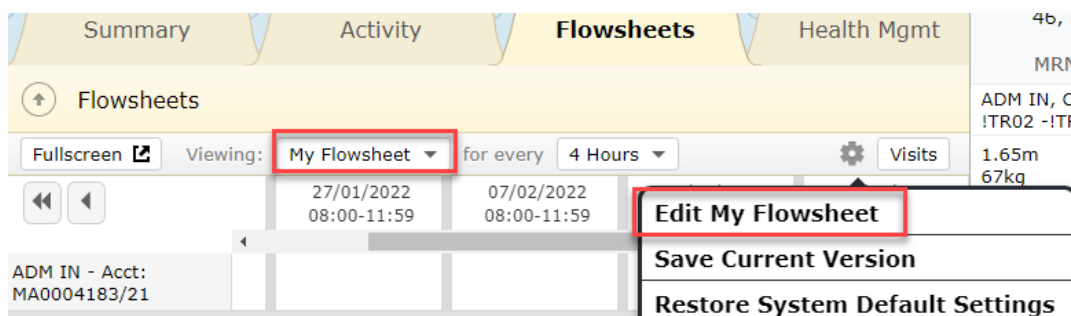
Flowsheets are accessed through a patient's Chart section, under Flowsheets. The current Flowsheet default template is the EMR Generic Flowsheet.



### My Flowsheet

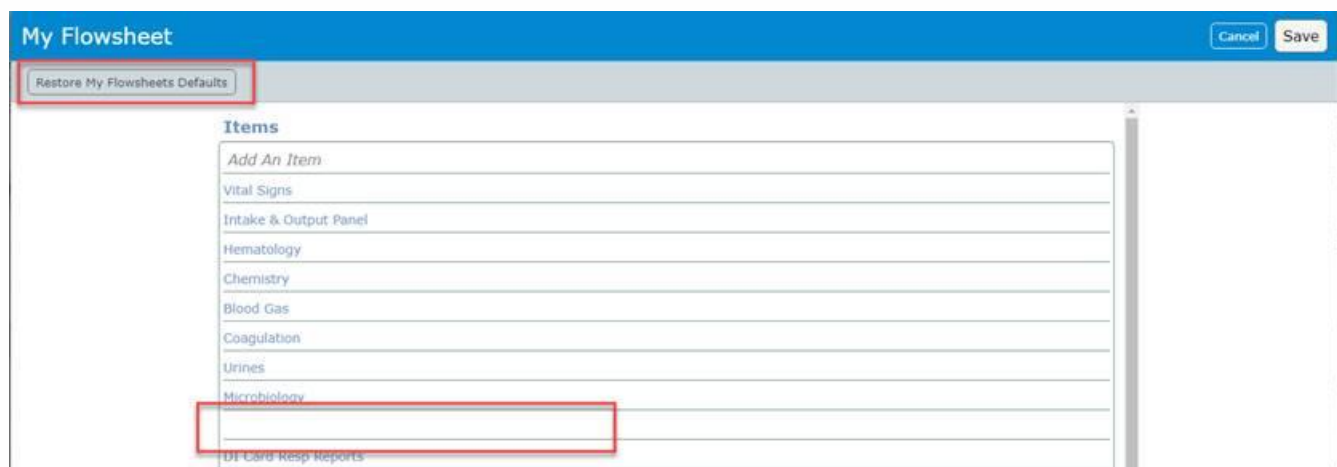
In addition to the CARE4 Flowsheet templates, there is a My Flowsheet which acts as your personalized Flowsheet. Proper customization of this Flowsheet can provide valuable information regarding your patient in one view. To customize:

1. Ensure you are viewing My Flowsheet.
2. On the right-hand column, click the gears icon and select Edit My Flowsheet.



3. On the My Flowsheet overlay, you can add, remove, and change the order of items, similar to editing Widgets.

**Please Note:** The Medications Administered item will appear as a blank row (as seen below). If you accidentally remove this item, there is a Restore My Flowsheet Defaults on the top-left of the overlay screen.

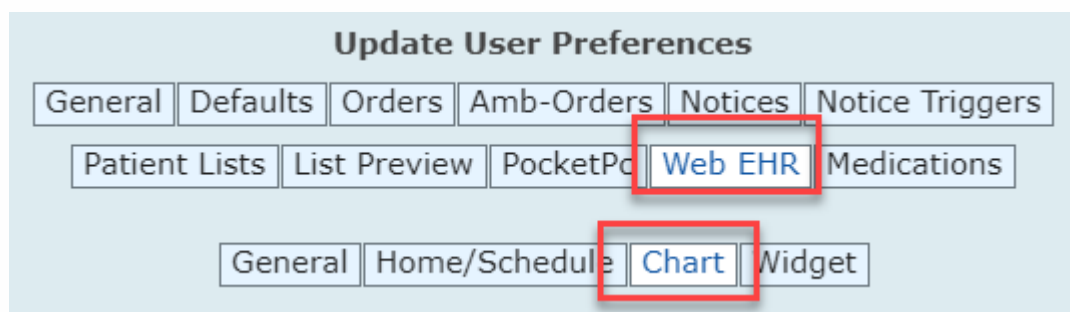


4. Select Save in the top-right to save your current selection. You should now see your re-organization of My Flowsheet.

## Flowsheet Default

Each time you open a tab in the Chart section (Flowsheets, Diagnostics, Medications, etc.), you will have a default view. The current default view for Flowsheets is EMR Generic. If you prefer to have My Flowsheet as your default (to save switching every time), follow these steps:

1. From the menu button, select EMR Preferences. (regardless if you're in a patient's chart).
2. Select Web EHR, then Chart.



3. Scroll down to see the Preferences you can set. Change Default Flowsheet View to My Flowsheet.
4. You can also allow Flowsheet to appear as a Fullscreen overlay if you prefer by selecting Yes.

Suppress Result Diagrams from Chart	
My Flowsheet	
Default Chart Tab	
Vital Signs Flowsheet Default	
Activity Log Default View	
Activity Log Default Timeframe	
AMB Activity Log Default Care Setting	
Diagnostics Default View	
Medications Default View	
Medications Default Sort	
Provider Notes Default View	
Default Subcategory View Expanded	
Nurse/Allied Health Default View	
History & Problems Default View	
Default Flowsheet View	My Flowsheet
Standard Flowsheet	
Auto-Launch Flowsheet Fullscreen Overlay	Yes
Problem Comment Display	

5. Select Save to exit EMR Preferences overlay screen.