



Covenant Affiliated Office PowerChart View/Print Instructions

Accessing the Covenant Health PowerChart

1. Visit www.covenanthealth.com in your web browser, and scroll to the bottom of the page and click on the link to “Physician Resources”.
2. From the Physician Resources page, choose the icon for “Covenant Secure Gateway...”
3. If your location is directly connected to the Covenant Network, at the Unified Gateway screen, you’ll be prompted to enter your Covenant network username/password. If you are in a location not directly connected to a Covenant Network, you’ll be prompted for your Covenant network username/ password, and Passcode (RSA token).
4. Choose the CovMD& eCare icon.
5. Choose eCare Applications PowerChart icon.
6. Log into Cerner Citrix with your Covenant Network username/password.
7. Click on PowerChart (“P” icon).

The screenshots illustrate the following steps:

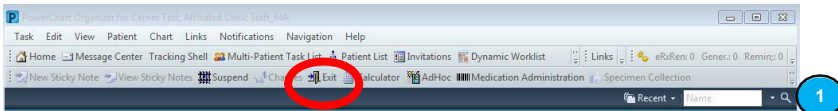
1. Visiting www.covenanthealth.com and clicking on "Physician Resources" in the footer.
2. Clicking on the "Covenant Secure Gateway..." icon in the "Helpful Links for Physicians" section.
3. Entering login credentials (Username, Password, Passcode) on the Unified Gateway screen.
4. Selecting the "CovMD & eCare" app icon in the "Apps" section.
5. Selecting the "PowerChart" icon under "eCare Applications".
6. Logging into Cerner Citrix with Covenant Network username and password.
7. Clicking on the "PowerChart" ("P" icon) in the Applications bar.

Finding a Patient

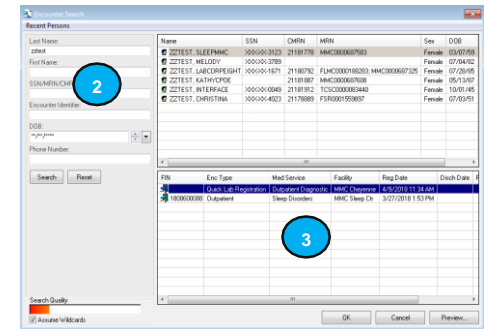
Opening a patient's chart can be accomplished multiple ways: Searching for patient, locating them on a patient list (if applicable), or locating them on ambulatory organizer (if applicable). The last nine opened charts will be available for quick access under the "Recent" dropdown next to the search field.

For purposes of these instructions, we will explain the searching for a patient method as follows:

- (1) Click the magnifying glass to open the Encounter Search box.
- (2) Enter the search criteria for the patient on the Encounter Search screen.
- (3) Choose the correct encounter and click OK.

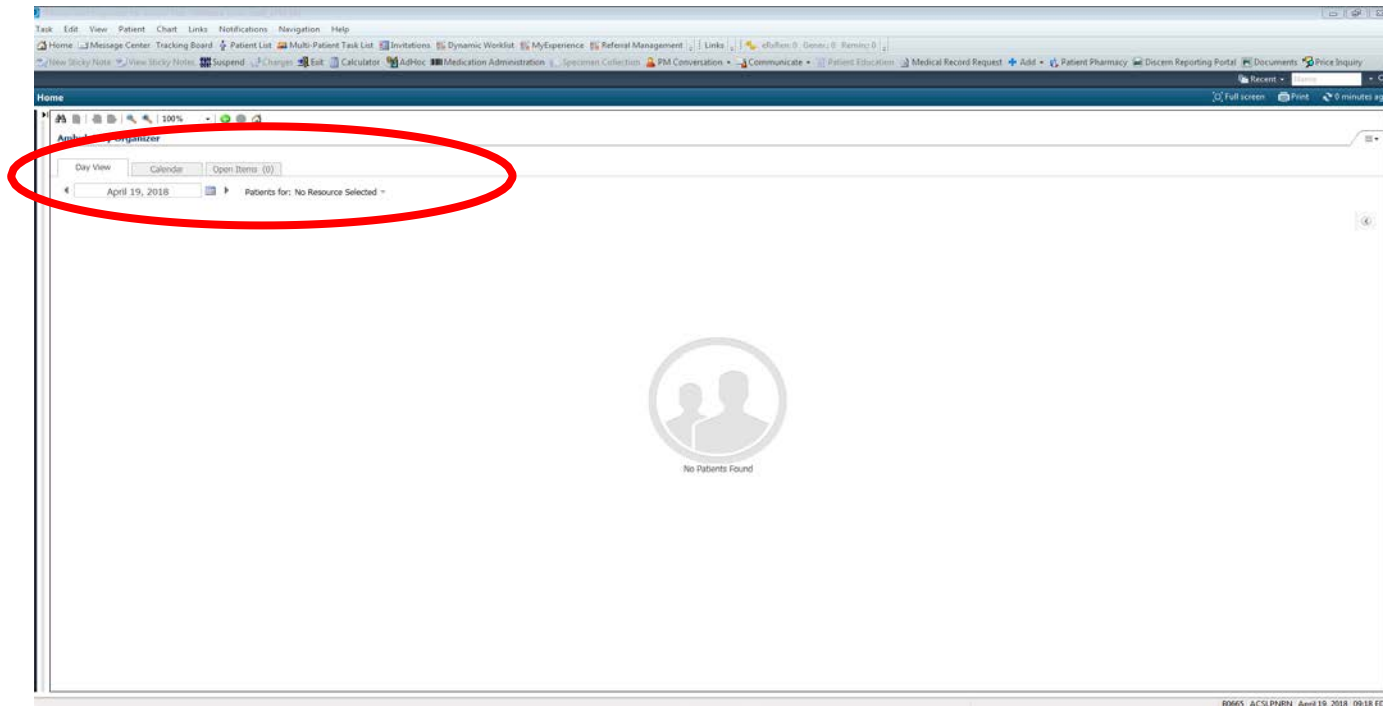


When exiting PowerChart, please use the Exit Door on the toolbar.



Ambulatory Organizer (if applicable)

If you have access to Ambulatory Organizer it will be your Home Page. It displays the surgery schedule for the selected Provider. Use the “Date” and “Patient’s For” selection to manipulate your screen results. Patient’s charts can be opened by double-clicking the patient’s name.



Patient List (if applicable)

If you have access to Patient List, it will be accessible on your Toolbar.

1. Use the “List Maintenance” icon to create your list.
2. Select “New” to create your list.
3. Select “Provider Group” as your type of list. Click Next.
4. Choose your Provider Group and click Finish.
5. Move your Group from the Available List to the Active List and click OK.

Patient’s charts can be opened by double-clicking the patient’s name.

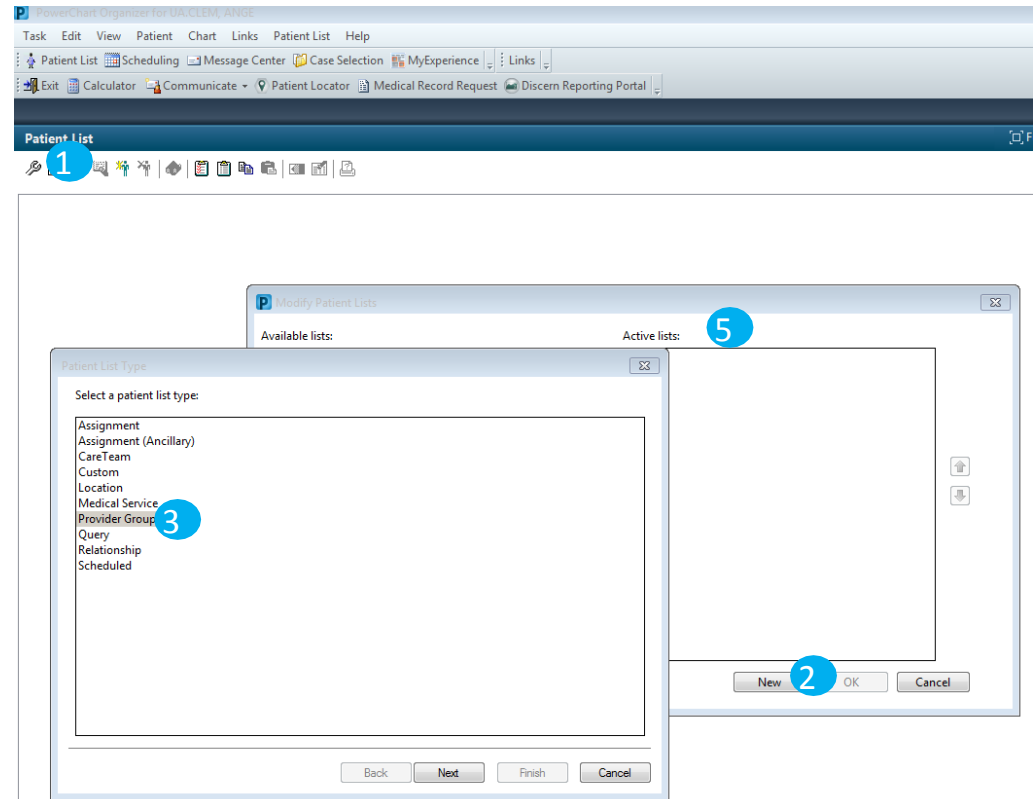
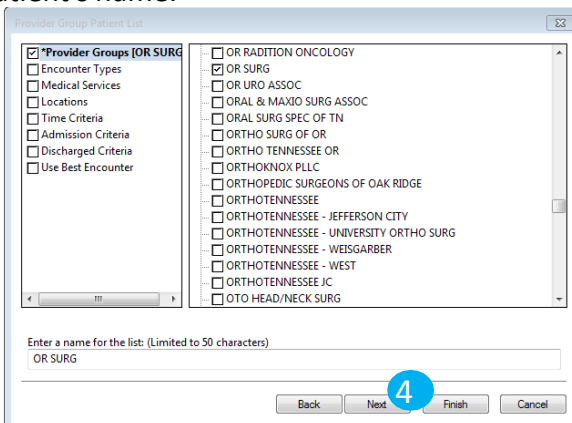


Chart View

The screenshot shows the top of the EHR interface. The blue banner bar at the top contains patient information: ZZZCMG, ROADSHOW; DOB: 08/19/54; Loc: FSR SN: N504; 1; Care Team: <No Primary Contact>; Age: 63 years; Sex: Male; Dose Wt: 84.2 kg (04/03/18); Advance Directive: Yes; Fall Risk: No; MRN: AMB500005050; FIN: Inpatient Admit Dt: 4/3/2018 4:05:03 PM EDT Disch Dt: <No...>; Patient Phone: (786)230-9800; Blue Cross - Blue Cross Cover Kids; PCP: CULBERT, WILLIAM H MD; Working Dc: Patient Portal: No. The left menu bar includes: Menu - All, Orders, Medication List, Notes, Documentation (with a red dot), Diagnosis & Problems, Allergies, Histories, Patient Information, Immunization Schedule, MAR Summary, Results Review (with a red dot), Growth Chart, and Links and Feedback (with a red dot).

Patient's Blue Banner Bar displays the Chosen Patient Information.

The menu bar on the left side contains components of the chart to view/print.


- Notes, Documentation and Results Review contain components of the chart that can be viewed/printed. *Where applicable, the gray bar can right-clicked to allow for refining search criteria as well as choosing radio buttons of table, group or list.*

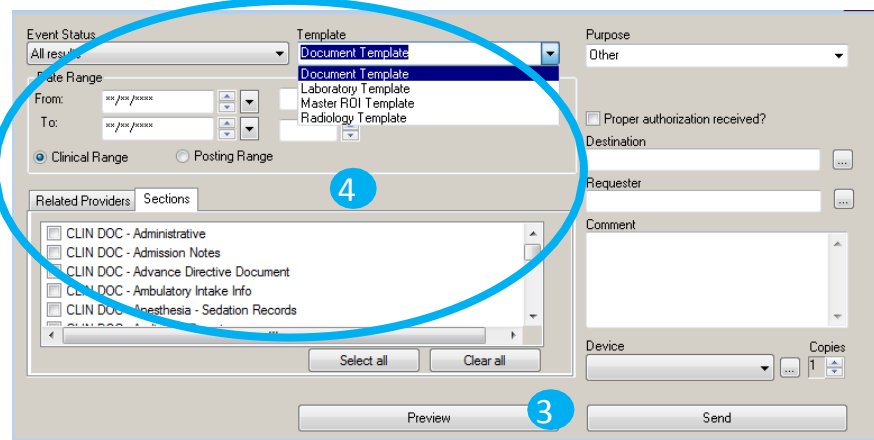
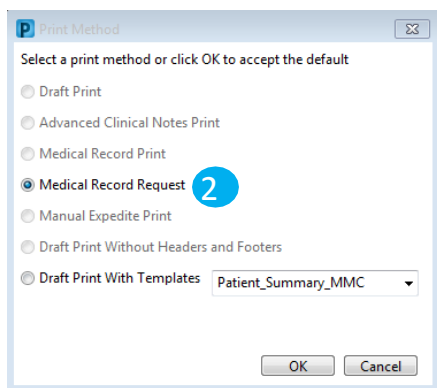
The screenshot shows a 'Recent Results' table. The table has columns for 'Lab - Recent', 'Lab - Extended', 'Pathology', 'Microbiology', 'Imaging', 'Vitals - Recent', 'Vitals - Extended', and 'Assessments View'. A row is highlighted with a red circle, showing a date range: 'June 21, 2018 18:45 EDT - June 24, 2018 18:45 EDT (Clinical Range)'. A context menu is open over this row with options: 'Change Search Criteria...' and 'Set to Today'.

- Links and Feedback contains the link to Sovera as well as the STAR Facesheet link.
- Insurance cards can be located via “Patient” on the toolbar and clicking “View Images”.

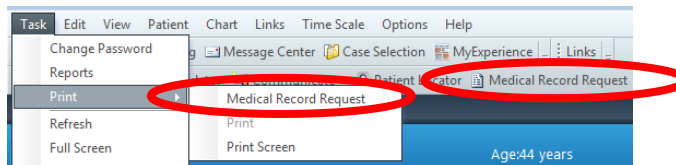
The screenshot shows the 'Patient' menu in the EHR interface. The menu items are: Search, Recent, Previous Patient's Chart, Next Patient's Chart, Add Patient to a Patient List, and View Images (circled in red). The toolbar below the menu includes: Patient List, Tear Off, Exit, Selection, MyExperience, Links, Patient Locator, Medical Record Request, and Discern Reporting Portal.

Printing

1. Some printing, such as with lab results or orders” can be accomplished by selecting your criteria on the screen, and then clicking the “Print” icon on the Patient Blue Banner Bar. 
2. If the “Print” icon is not available, you can print your selection by right clicking the document of choice and choosing Medical Record Request.
3. For the Medical Record Request, click OK, then select your appropriate template (if not preselected) and click Preview. When the preview generates the report you can select to print it.

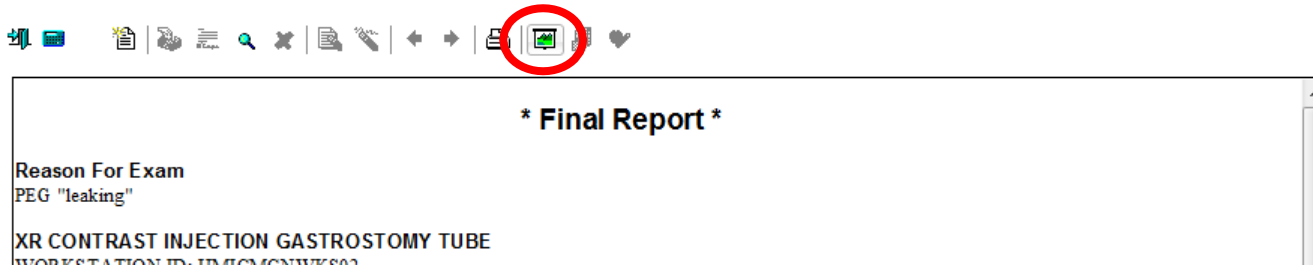


4. Another option for printing is via the “Medical Record Request” on the toolbar and choosing your template, date range, and sections to print. Choose Preview and when the preview generates the report you can select to print it.



Viewing PACS Images

Radiology reports can be opened by double-clicking the report in the Results Review window. To View PACS images, click the “projector screen” icon on the Radiology Report.



Radiology reports can also be opened by clicking Links and Feedback and McKesson PACS “View Studies”.

