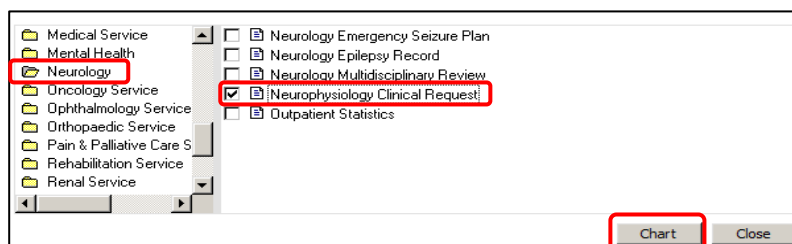


Neurophysiology Clinical Request

Request

- Open patient chart.
- Click **AdHoc**.
- Click the **Neurology** folder. Select **Neurophysiology Clinical Request**. Click **Chart**.



- The Neurophysiology Clinical Request form appears.
- Complete the form.
- To sign the form, click on the **green tick**.

- The request will appear on the patient's task list as Neurophysiology Clinical Triage.

Task retrieval completed				
Task Description	Task Status	Scheduled Date and Time	Completed Date and Time	Charted By
Neurophysiology Clinical Triage	Pending	27/10/2015 09:42		

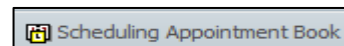
Accepting the Request

- From the patient's task list, double-click on Neurophysiology Clinical Triage.
- The form appears.
- Complete the form.
- To sign the form, click the **green tick**.

- The form will be in the Neurophysiology request list.

Viewing and Completing

- Open the Scheduling Appointment Book.



- Click **Request List Inquiry**.
- Under Inquiry, select **Queue-All Fields-CHW**.
- Under Request List Queues, select **Neurophysiology Request List**.
- Click **Find**.



- The appointment requests appear. Right-click on the patient, select **Complete Request**.

Action	MRN	Person Name	DOB	Sex	Priority Score	Earliest Date	Latest Date	BMT Date	Phone	Mobile Phone	Appointment Type
Book	900002	DUMMY, Three	01/01/2013	F					98450000	0415457845	Neurophysiology Inpatient EEG New
Book	900002	DUMMY, Three	01/01/2013	F					98450000	0415457845	Neurophysiology Inpatient EEG New

- Verify...
- Med Nec Check...
- Lock...
- Unlock...
- Add New Appointment
- Complete Request...**
- Modify Request...
- Move Request...
- Cancel Request...