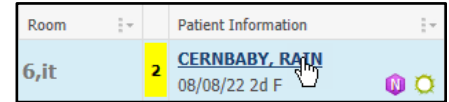


FirstNet Customizations for ED Nurse Assistants and Unit Clerks

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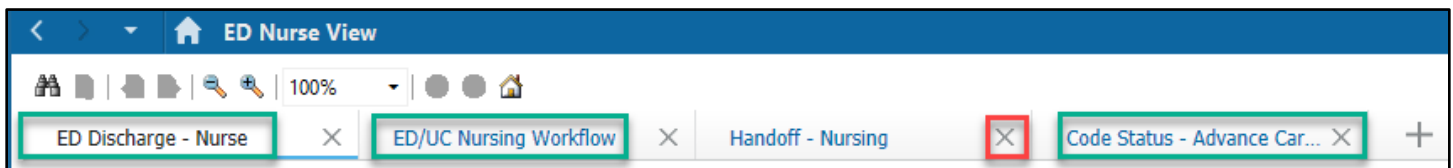
Accessing a Chart

1. Log into FirstNet.
2. Choose a patient that you have already established a relationship with, preferably one that is assigned to you.
3. Click on the patient's name to open the patient's chart to Nurse View.



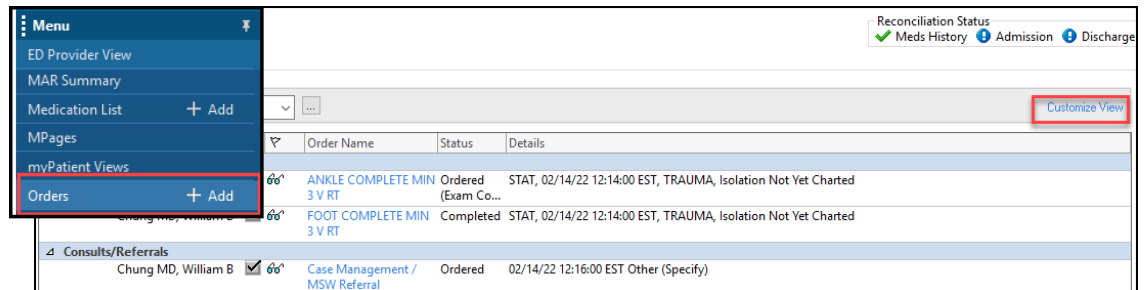
Nurse View Customizations

Click X to remove all tabs found below the blue banner bar except **ED Discharge Workflow**, **ED/UC Nursing Workflow** and **Code Status**.

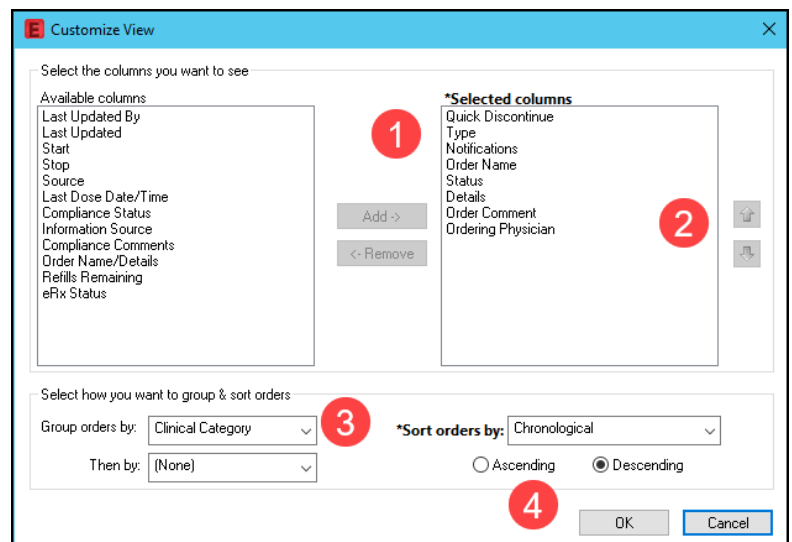


Orders Page Customizations

On the dark blue menu on the left side of the page of the patient's chart, select **Orders** to go to the Orders page. Click **Customize View** to bring up a Customize View window that allows the user to make customizations to the Orders Flowsheet.

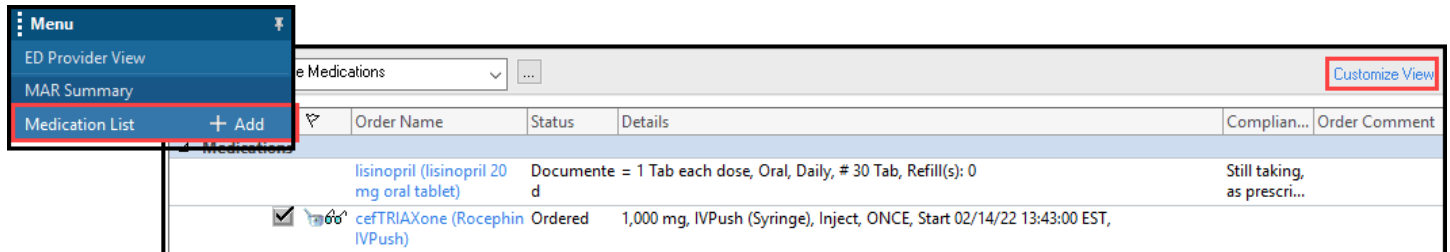


1. Adjust the ***Selected columns** using the **Add** and **Remove** buttons to achieve the ***Selected columns** displayed.
2. Choose the up or down arrow to order the columns.
3. ***Sort orders by: Chronological** and **Descending**.
4. Select **OK**.

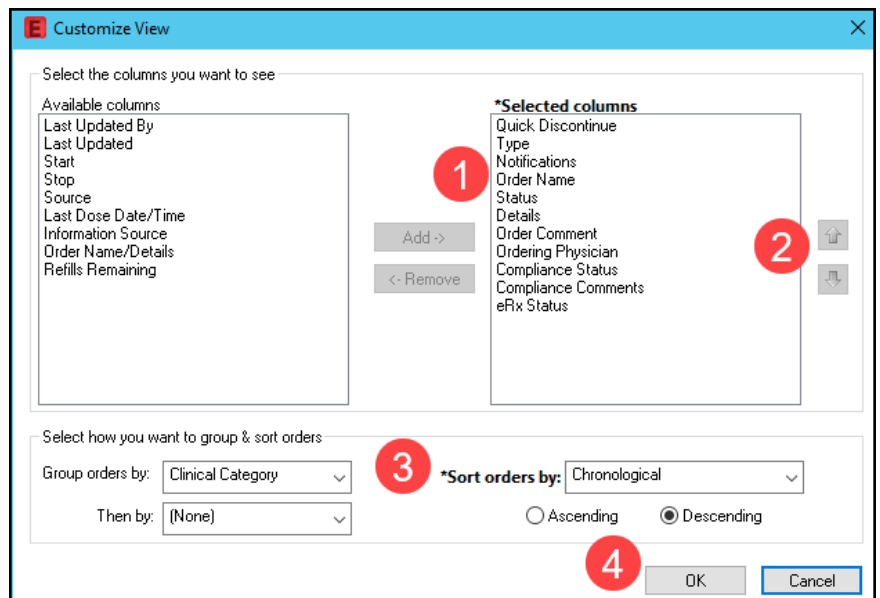


Medication List View

On the dark blue menu on the left side of the page of the patient’s chart, select **Medication List** to go to that page. Click **Customize View** to bring up a Customize View window that allows the user to make customizations to the Medication List.



1. Adjust the ***Selected columns** using the **Add** and **Remove** buttons to achieve the ***Selected columns** displayed.
2. Choose the up or down arrow to order the columns.
3. ***Sort orders by: Chronological and Descending.**
4. Select **OK**.



Printer Setup (Unit Clerks Only)

Medical Record Request (MRR) printing: MRR

1. Navigate to the document and and:
 - a. **Right Click** in the document, **select print** or
 - b. Click the **printer icon** from the toolbar.
2. Once the MRR window is open, **select:**
 - a. **Device selected**
 - b. Template: **Documents Template**
 - c. Purpose: **Further Medical Care**
 - d. **Click the ellipsis**, opening the Output Destination window.
 - e. **Set the Default** to: *Always treat my personal default output destination as the default.* Click **OK**.
 - f. Device: Scroll to find and **select the printer** you most frequently print to. (For additional details on printer names at your facility, visit Clinical EHR Education > Provider Discharge > ED and UC Printer Names.)
 - g. **Right-click on the Device name**, click **Set as Default** (this also adds the printer to your favorite list).

