

Printing Patient Discharge Instructions for Nurses

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These instructions use the Preview option which does not allow users to select a specific printer and will NOT print the nurse's last name on the instructions.

Steps to Printing Patient Discharge Instructions

Discharge Instructions will be printed using Medical Record Request (MRR) printing.

 Select Patient Discharge Instructions under Create Note in Discharge – Nurse Workflow



2. Click Sign/Submit.

Inpatient Discharge Instructions						
Your Care Team Admitting Provider	Discharge Vitals					
Primary Care Physician (Lifetime) -						

3. Click Sign & Print

P Sign/Submit Note			—		×
*Type: Discharge Instructions	Note Type List Filter:				
•Author: Forward Options Create provider letter Favorites Recent Relationships Q Provid	Title: Inpatient Discharge Instructions	*Date: 8/2/2023 III 1450	EDT		
Contacts	Recipients	nent 3 Sign & Print	Sign Sign	Review/G	cc el



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Steps to Printing Patient Discharge Instructions (continued)

- 4. Use the drop-down menu to make selections for:
 - a. Template, select Print Discharge Instructions
 - b. Purpose, select Further Medical Care
 - c. Click **Preview** on Medical Record Request

Nedical Record Request -	-	npatient Discharge li	nstructions	×
Medical Record Request Subr	mitted Requests (1)			
	a Template Print Discharg	e Instructions	~	Purpose Further Medical Care b
				Request for patient Proper authorization received?
Related Providers Section	8			Destination
Name	Relationship	Destination	^	Comment
	. Hospital Clinical Staff			
	Primary Care Relationship			
-	Attending Provider			
-	Admitting Provider			×
-	Primary Care Physician (Lifetime)			Device Copies
Device selected		iated Destination		I ÷
	С	Preview		Send

- d. The Submitted Requests tab will open
- e. Click the refresh button to update the request from dithered to available
- f. Right click on the Pending request and select Display Report

Medical Record Request -			est -	Inpatient Discharge Instructions				Refresh must be done			
	Medical Record Request Submitted Requests (1)						before preview is available			e	
	La	ast Refresh: 8/1	7/2023 12:26 /	merica/New_York				Dis	play:	Last 24 hours	; 🗸 🌊
	Γ	Request Sta	tus Fax Statu	s Requested Date/Time		Person Name	FIN		Repo	rt Request ID	Output Device
	4	Pending	N/A	8/17/2023 12:26 America/New	York	PASMUNSON, MAC	MM23202	200007	2023	61762	N/A
	f Right Click			Display Report	ſ						
	L										



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Steps to Printing Patient Discharge Instructions (continued)

- g. Inpatient Discharge Instructions will load
- h. Select Print

