Cerner PowerChart

Overview

The Unit Clerk Organizer is an electronic patient list that organizes the user's workflow by providing a variety of information about the patient without having to open their chart.

Patient List Drop-Down

To view the appropriate list of patients, the correct patient list needs to be selected:

- 1. Click the Patient List drop-down.
- 2. Select the correct patient list.

Unit Clerk Organizer					Unit Cler	'k Organizer			
A	00%	4			A 🗎 🖂	🕨 🔍 🔍 100%	• • • 🏠		
Unit Clerk Organizer	\times	+			Unit Clerk	Organizer ×	+		
Patient List B4	~	1 tenance]		Patient List	Select a patient list My List	List Maintenance]	
Patient	^	Visit	Location	Care Team	Patient	A4 P2-ICU	Visit	Location	Care Team
COMPASS, FIR 4 DOB: MAR 15, 1974 FIN: 2217100010 MRN: 1156829	M	LOS: 2 months ADM JUN 20, ADD:	4027-A B4	Smith MD, Mark W	COMPAS DOB: MAR FIN: 2217 MRN: 1150	D4 A3 100010 5829	LOS: 2 months ADM JUN 20, ADD:	4027-A B4	Smith MD, Mark W

Establish Relationship

To view the information in the columns you must establish a relationship with the patients.

1. Click on the Establish Relationship button.

Unit Clerk Organizer								🕻 Full screen	🖶 Print	← 4 minutes age
Init Clerk Organizer	•	• • 🏠						1		(=-
Patient List A2	List N	Maintenance						Establish Rela	ationships	r = Filter
Patient	\sim	Visit	Location	Care Team	High Risk	Allergy	Diet	Isolation	Activi	ties
WPACCT, WAXBEAN 55 yrs DOB: SEP 09, 1966	F	LO 19 month ADM DT: JAN :	2506-A A2	Hospitalists Hospital						
RHOTEST, FOZZIE B 47 DOB: MAR 21, 1975	М	LO 12 month ADM DT: AUG	2507-В А2	Yost DO, Hal R	A re	elationsh for infor	np mus mation	t be est	ablisi ilate.	ned
RADNET, SHERRY P 49 yrs DOB: SEP 08, 1972	F	LO 4 months ADM D MAR	2517-A A2	Hunter DO, Elizabet						

- 2. Check the Select all box.
- 3. Click the Submit button.

* Select Patients		
✓ Select all < 2		
WPACCT, WAXBEAN		
DOB: SEP 09, 1966	Sex: Female MRN: 596344 FIN: 2101400006	
RHOTEST, FOZZIE	3EAR .	
DOB: MAR 21, 1975	Sex: Male MRN: 1144553 FIN: 2122800003	
RADNET, SHERRY F	1	
DOB: SEP 08, 1972	Sex: Female MRN: 15471 FIN: 2209000008	

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Columns

The Nursing Assistant Organizer is divided into 14 columns. The associated box in each column will pull forward additional information once clicked:

1. Patient

a. Single click on the patient's name hyperlink to get into the patient's chart.



LO... 2 months, 2 we

LO... 2 months, 2 we.

LOS: 28 days

ADM DT: JUN 06, 2022

ADM DT: JUL 26, 2022

ADM DT: JUN 06, 2022

*PASMUNSON, NEPT... 77... F

*PASMUNSON, JUPT... 66. F

*PASMUNSON DO, G... 46... F

DOB: OCT 02, 1944

DOB: SEP 18, 1955

DOB: OCT 12, 1975

- c. A black flag icon indicates the patient has opted out of our directory and they do not want to be found.
- d. Click within the patient box for additional information.



Sex: M

DOB: OCT 15, 1952

MRN: 1144337

FIN: 2219600001

+Unit Clerk Organizer Х Patient List B4 ~ List Maintenance Patient ~ Visit LOS: 8 weeks, 1 day EDUCATION, CARL 77 yrs M DOB: FEB 23, 1945 ADM DT: JUN 27, 2022

Unit Clerk Organizer	× +	
Patient List B4	✓ List Maintenance	
Patient	Isolation	
EDUCATIO 7 N DOB: FEB 23, 1945	Isolation: airborne/contact isolation	

3. Visit

2. Location a.

location.

Will show LOS (Length of Stay) and ADM (Admission a. Date) face-up.

Shows the patient's room number, bed, and

4. Isolation

If the patient is in isolation, the type of isolation will a. display in the box.



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5. Activities

- Within the Activities box are tasks. Tasks are charting reminders that have been generated by admission to unit or orders. If there are tasks due, the number and name(s) of the tasks will appear in the box. Click within the box to open the tasking window.
 - i. Unit Clerks only see the tasks that apply to them.
 - ii. Once a Task is completed it will be removed from the list.
 - iii. Overdue tasks show up in red either 31 or 61 minutes after they are due.
- b. The tasking window will show the tasks that you have due. To complete a task, you have two options:
 - i. Not Done used when a task is not completed.
 - ii. **Done** used when task is completed.

Unit Clerk Organizer		× +
Patient List B4		✓ List Maintenance
Patient	^	Activities
COMPASS, 4 DOB: MAR 15, 1974	Ν	
EDUCATIO DOB: FEB 23, 1945	a	3 Call for Teters Ortho Call OR if pt has late

	EDUCATION, CARL 77 yrs Male DOB: FEB 23, 1945	MRN: 7197 FIN: 2217800002
4	Activities (3)	
	 Activities (3) 	
	Call for Teters Orthotics Consult Task 08/29/22 14:22:00 EDT	i ii Done Not Done
ł	Call OR if pt has latex allergy or MRSA Task 08/29/22 14:23:00 EDT	Done Not Done
	Obtain Consent Task 08/29/22 14:24:00 EDT, Please have patient sig	In consent for: Done Not Done

MRN: 7197 FIN: 2217800002

6. Discharge

a. When the patient has an order for discharge the word 'Discharge' will appear in the box. Click within the box to see additional information.

Discharge

77 yrs Male DOB: FEB 23, 1945

b. The details box will show information related to the discharge order.

Unit Clerk Organizer	× +		1	II Discharge Overdue
Patient List B4	► List M	aintenance		Order Discharge (specify)
Patient		Discharge		Andupated Discharge
EDUCATION, CARL	77 yrs M	Discharge Overdue	а	Order Details 07/07/22 18:00:00 EDT, Today
DOB: FEB 23, 1945		order, Discharge (specify		Ordered On JUL 07, 2022 15:46

7. Allergy

 a. Icons and allergies will appear face-up in the box to identify if the patient has No Known Allergies, No Known Medication Allergies, Allergies or No Allergies

Recorded. Click within the box for additional information.

b. Severity and reaction will appear in the details box.

Unit Clerk Organizer $ imes$	+	
Patient List B4	List M	aintenance
Patient	^	Allergy
EDUCATION, CARL 77 yrs 1 DOB: FEB 23, 1945	м	🔅 penicillin, Tree Nuts

EDUCATION, CARL 77 yrs Male DOB: FEB 23, 1945	MRN: 7197 FIN: 2217800002
Allergy	
🎑 Allergies Recorded	
penicillin Severity: Reactions: Anaphylaxis	
Tree Nuts Severity: Reactions: Vomiting	

8. **Diet**

- a. When the patient has a diet ordered the word 'Diet' and the ordering provider will appear face-up in the box. Click within the box for additional information.
- b. The details box will show information related to the diet order.

Unit Cler	k Organizer	×	+		
Patient List	B4	~	List N	faintenance	
Patient			^	Diet	
EDUCAT DOB: FEB	TON, CARL 23, 1945	77 yrs	М	Diet Yost DO, Hal R	а



9. High Risk

- a. The high risk icon and the number of high risk items will appear in the box. Click within the box for additional information.
- b. High risk items appear in the details box.

Unit Clerk Organizer	×	+		
Patient List B4	~	List M	aintenance	
Patient		^	High Risk	
EDUCATION, CARL DOB: FEB 23, 1945	77 yrs	а	\rm \rm 4 2 High I	Risk Documented

EDUCATION, CARL 77 yrs Male DOB: FEB 23, 1945	MRN: 7197 FIN: 2217800002
High Risk (2)	
Special needs Result: hearing impaired Documented on: AUG 02, 2022 11:00	
Precautions Result: fall risk Documented on: AUG 02, 2022 11:00	

10. **I & O**

a. When the patient has intake and output orders the words 'Intake and Output' and the ordering provider will appear face-up in the box. Click within the box to see additional information.

Male DOB: FFB 23

104

b. The details box will show the ordered frequency.

D. The details box will show the ordered frequence		
Unit Clerk Organizer × + Patient List B4 ✓ List Maintenance		I & O Selected Visit
		I & O Details (1)
Patient I & O		Intake and Output
EDUCATION, CARL 77 yrs M Intake and Output Yost DO, Hal DOB: FEB 23, 1945	a	08/01/22 11:39:00 EDT, q6hr b Ordered AUG 01, 2022 11:39 Yost DO, Hal R

11. ADLs

- a. When the patient has activity orders the word 'Activity' and the ordering provider will appear in the box. Click within the box for more information.
- b. The details box will show the ordered activity.

Unit Clerk Orgar	nizer X	+		
Patient List B4	\checkmark	List Maintena	nce	
Patient		ADLs]	
EDUCATION, DOB: FEB 23, 194	CARL 77 yrs 45	M Activi	ty Yost DO, Hak	а

EDUCATION, CARL 77 yrs Male DOB: FEB 23, 1945	MRN: 7197	FIN: 2217800002
ADLs Selected Visit		
Details (1)		
Activity Up With Assistance, 08/01/22 11:39:00 EDT b Ordered AUG 01, 2022 11:39 Yost DO, Hal R		

MRN: 7197



MRN: 7197 FIN: 221780000

12. Vital Signs

- a. When the patient has vital signs ordered the words 'Vital Signs' and the ordering provider will appear face-up in the box. Click within the box for additional information.
- b. The details box will show the ordered frequency.

Unit Cler	k Organizer	×	+	
Patient List	B4	~	List M	laintenance
Patient			^	Vital Signs
EDUCAT DOB: FEB	TON, CARL 23, 1945	77 yrs	м	Vital Signs Yost DO, Hal R

EDUCATION, CARL 77 yrs Male DOB: FEB 23, 1945	MRN: 7197	FIN: 2217800002
Vital Signs Selected Visit		
Vital Signs Frequency (1)		
Vital Signs 08/01/22 11:39:00 EDT, q8hr Ordered AUG 01, 2022 11:39 Yost DO, Hal R		

13. Blood Sugars

a. When the patient has blood sugars ordered 'Fingerstick Blood Sugar by Nursing' will appear in the box. Click within the box for additional information.

EDUCATION, CARL

77 vrs Male DOB: FEB 23, 1945

b. The details box will show the ordered timeframes.

timetrameor			
Unit Clerk Organizer	× +		Blood Sugars Selected Visit
Patient List B4	List Maintenance		Details (1)
Patient	Blood Sugars	sing	Fingerstick Blood Sugar by Nursing
EDUCATION 7 N DOB: FEB 23, 1945	Fingerstick Blood Sugar by Nursing		08/02/22 14:08:00 EDT, AC & HS b Ordered AUG 02, 2022 14:08 Test MD, Physician

14. Care Team

- a. Initially appears blank, click within the box to set the column to display the information.
- b. Select Display Physician. This will display the admitting physician face up on the Unit Clerk Organizer.
- c. The Display Nurse and Assigned Nurses area are not functioning at this time.

Unit Clerk Organizer × +	Display Physician b
Patient List B4	EDUCATION, CARL 77 yrs Male D08: FEB 23, 1945 MRN: 7197 FIN: 2217800002
Patient Care Team	Care Team
EDUCATION, CARL 77 yrs M DOB: FEB 23, 1945	Assigned Nurses
	 Physicians
	Consulting Provider Yost DO, Hal R (231) 935-5000
77 yrs Male DOB: FEB 23, 1945 MRN: 7197 FIN: 2217800002 Care Team Image: Care Team	Admitting Provider, Attending Provider Lambert DO, Timothy R (231) 947-0351
Assigned-Norses C	