MUNSON HEALTHCARE

Document Made in Error for Providers and Clinical Staff
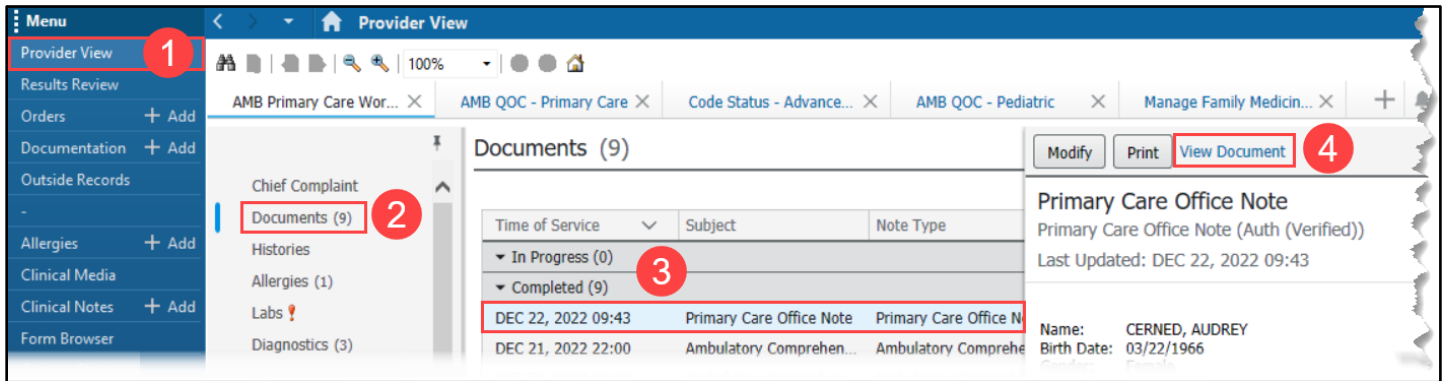
Cerner PowerChart Ambulatory **EDUCATION**

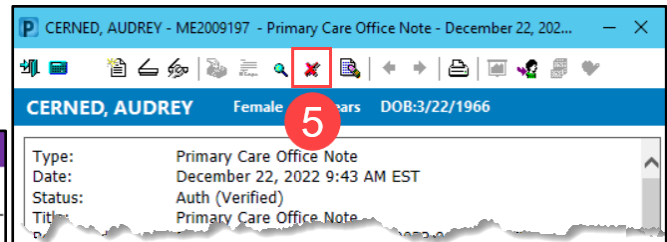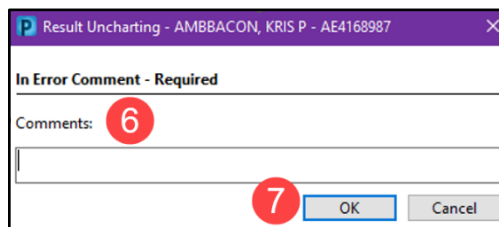## Marking a Document in Error from Provider View or Nurse View

A document can be marked In Error for various reasons, such as the note being entered into the wrong patient's chart.

To mark a document In Error from the Provider View or Nurse View:
1. Navigate to Provider View or Nurse view.
2. Navigate to the Documents component.
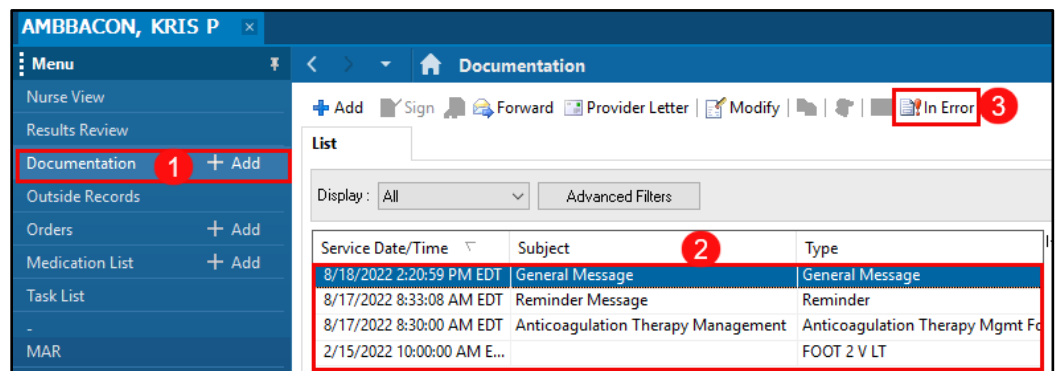3. Click on the appropriate document to mark In Error.
4. Click View Document.

5. Click the red X to mark the document In Error.
6. An In Error Comment is required. Enter a reason for the document being marked In Error (ex. wrong patient).
7. Click OK.

Marking a Document in Error from Documentation

1. Navigate to the Documentation tab from the dark blue Menu.
2. Select the document to mark In Error.
3. Click In Error.
   a. OR right click on the document and select In Error.
4. An In Error Comment is required. Enter a reason for the document being marked In Error (ex. wrong patient).
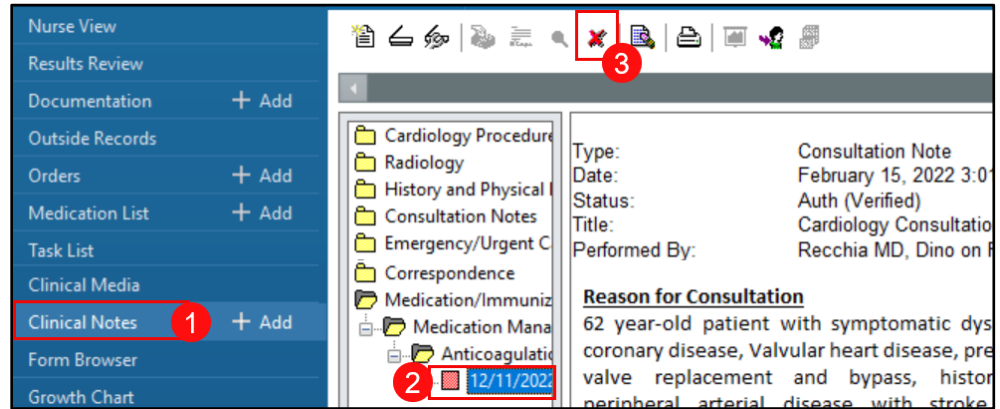
Marking a Document in Error from Clinical Notes

1. Navigate to the Clinical Notes tab from the dark blue Menu.
2. Click on the document to mark In Error.
3. Click the red X to mark the document In Error.
   a. OR right click on the document and select In Error.
4. Enter an appropriate In Error Comment and click OK.

The note will remain in the patient's chart, but it will display the phrase *In Error Report* in bold red at the top.