

Order Favorites and Home Folder for Providers and Nurses

Cerner PowerChart EDUCATION

Order Favorites

The Favorites folder in Orders allows users to save frequently entered orders and order sentences. User's Favorites folder is not shared with others. Users may have duplicates of the same order, with or without the same order sentence, in different folders.

Adding an Order to Favorites

Search: Type: 🔂 Acute Care X		Adding a desired order to favorites:a) Right-click on the order before signing it.b) Select Add To Favorites.		
\$ ⑦ P ♡ Order Name Status Start Details Complete Blood Count Order 12/6/2022 3:53 PM Routine, Daily L CBC EST	ALab, 12/6/2022 3:53 PM EST	c)	Click OK .	
Details for Complete Blood Count (CBC) Details I Order Comments	Add/Modify Compliance Reference Information Add To Favorites	P Name:	DowerChart will add the currently selected orders to your Favo CBC	New Folder

Adding a PowerPlan to Favorites



Viewing or Removing from Favorites

To view or remove items in Favorites:

- a) Click **Add** from Orders tab to locate a Favorites folder.
- b) Click 🔀 Favorites.
- c) To remove a PowerPlan from My Favorite Plans, right-click and select
 Remove Plan.
- d) To remove an order from Favorites, right-click and select Remove from Favorites.





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Setting a Home Folder

To set a Home folder to open automatically when adding an order:

- a) Right-click on a folder from the Orders window.
- b) Select Set as Home Folder.
- c) Click the Home icon to return to the Home folder.

NOTE: Only one folder may be designated as a Home folder. Repeat above steps to select a new Home folder.

Orders Medication List Document In Plan		
View Orders for Signature	Search:	Туре: 👘 🗛
Plans Document In Plan Medical RN IV Fluid Boluses (Initiated)	CAD POE SECTION FOLDERS	Diagnostic Food and I Patient Ca
Heparin Protocol - Acute VTE - Arter	KMHC POE SECTION FOLDERS	Patient Ca
Acute VTE -Arterial Clot - NO BOLL	ADLs	Support Sv
🗄 Suggested Plans (1)	Cardiology	Therapies
- Orders	Care Sets - Lab Fluid Set as	Home Folder
Non Categorized	Consults	