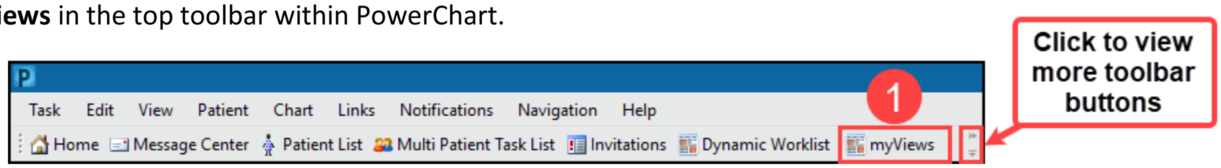
Overdue INR Report for Providers, Clinical Staff and Management

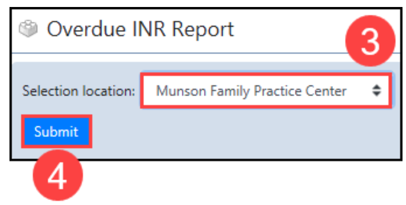
Overdue INR Report

To access overdue INR reports in myViews:

1. Click **myViews** in the top toolbar within PowerChart.



2. Click **Overdue INR Report V2**.
3. Select a location.
4. Click **Submit**.



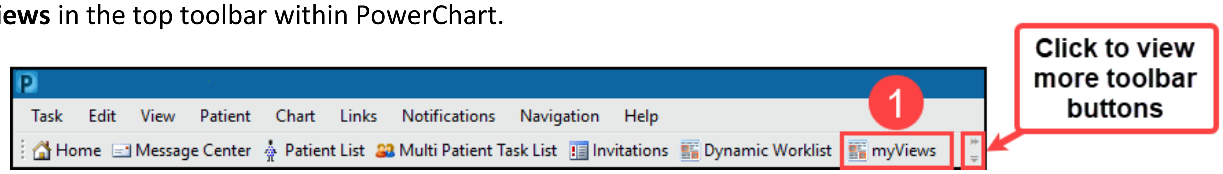
5. The Overdue INR report displays patients who are overdue for an INR.
   a. The patient list is dependent on information entered into the Anticoagulation Therapy Management PowerForm.

6. To open a patient's chart from the list, click on the patient's name.

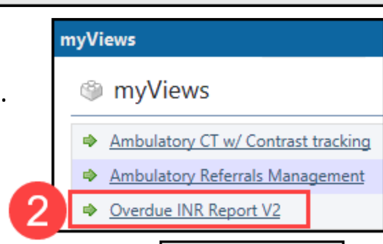
Admin View

Admin View is only visible for select care team members and may be used to add, remove, or inactivate patients.

1. Click **myViews** in the top toolbar within PowerChart.



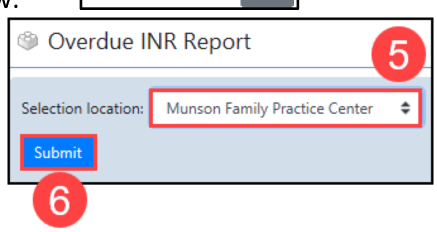
2. Click **Overdue INR Report V2**.



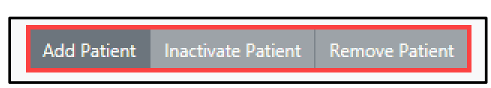
3. Click on the tool icon next to Main View.

4. The view will change to Admin View.

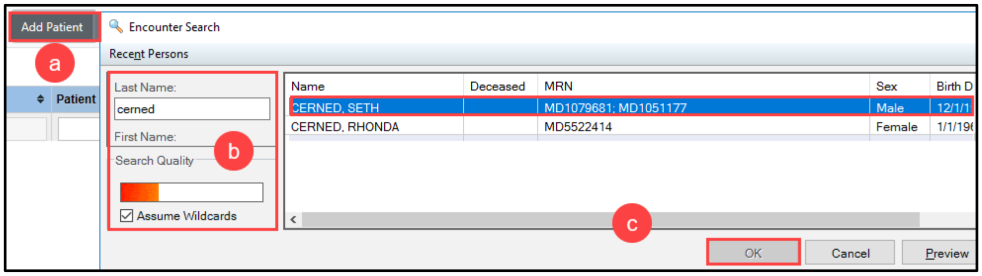
5. Select a location.
6. Click **Submit**.



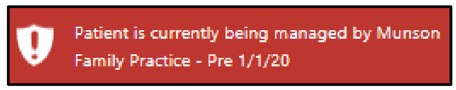
7. Admin options display: Add Patient, Inactivate Patient, or Remove Patient.



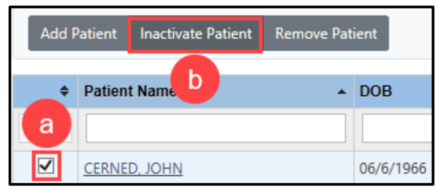
- To Add a patient:
    a. Click **Add Patient**.
    b. Search for the patient.
    c. Select the correct patient, select an Encounter and Click **OK**.



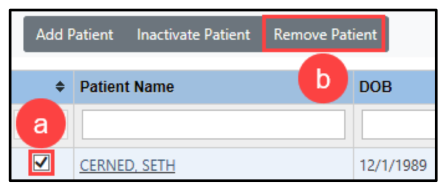
    d. The patient is added to the Overdue INR list.
    e. **Note**: If a patient is on an Overdue INR list for another location, a notification will appear.



- To Inactive a patient:
    a. Place a check in the box next to the patient's name.
    b. Click **Inactivate Patient**.



- To Remove a patient:
    a. Place a check in the box next to the patient's name.
    b. Click **Remove Patient**.



- Note: Click Admin View at any time to return to Main View.