Adding & Removing Patients from the Custom List for the Clinical Leader, Nursing Assistant, and Unit Clerk Organizers

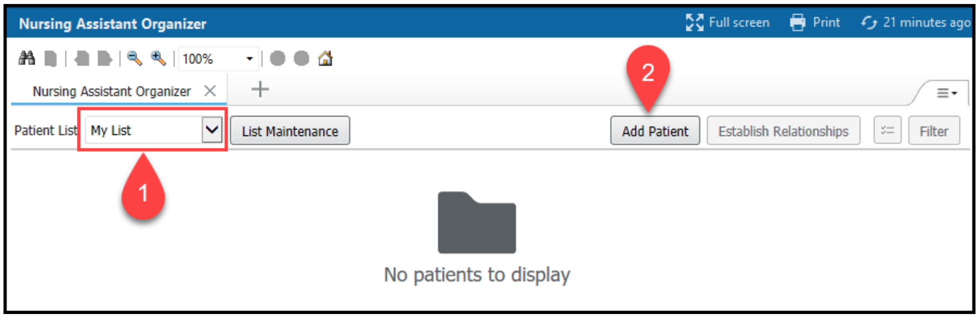
Cerner PowerChart

Overview

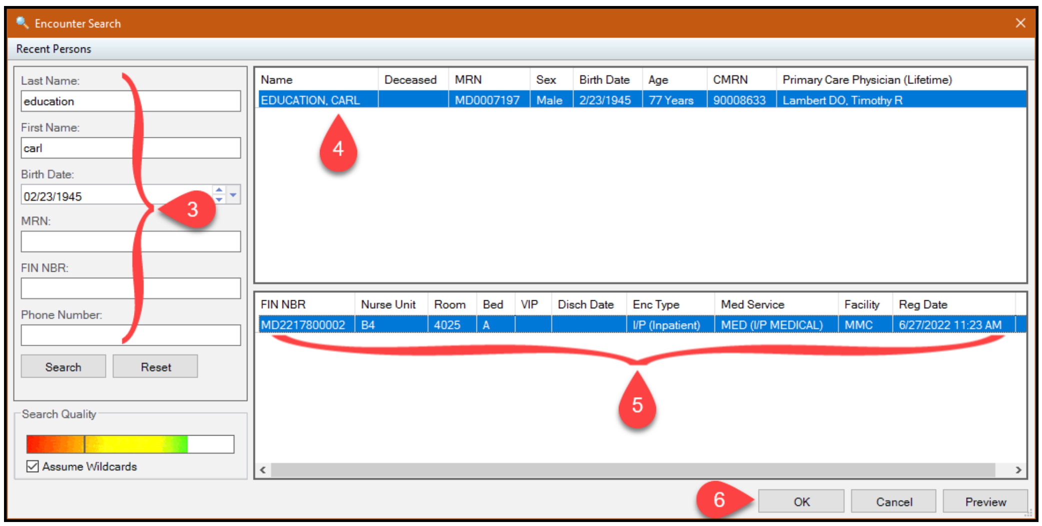
Patients can be added or removed from custom lists on the Clinical Leader, Nursing Assistant, and Unit Clerk Organizers.

Adding Patients

1. Select your custom list from the dropdown.
2. Click 'Add Patient'.

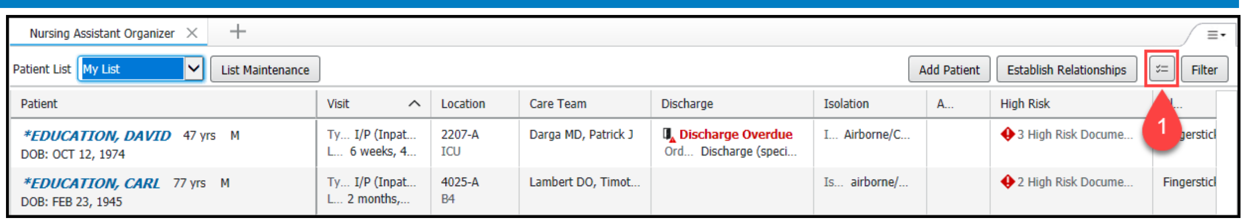


3. Enter the appropriate information in the Encounter Search.
4. Single click on the correct patient to highlight in blue.
5. Single click on the correct encounter.
6. Click 'OK'.

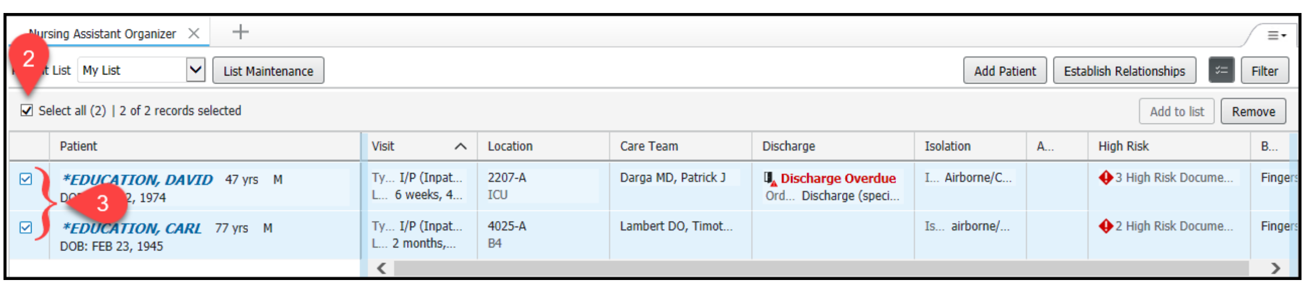


Removing Patients

1. Click on the select rows button.



2. To remove all the patients on the custom list, check the 'Select all' check box.
3. To remove a single patient only, click the check box next to the appropriate patient.



***NOTE: Always remove patients from your custom list when there is no longer a need. For example: the patient is discharged, assigned to a different person, or you are done with your shift.**