

List Actions Create Worklist

Remove Disgualified Patient

Modify

Rename

Delete

Share

Export Worklist

Customize Columns

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Broadcast Messaging for Ambulatory Practice Managers and Patient Care Techs

Cerner PowerChart Ambulatory JOB AID

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Details

Summary: Ambulatory practices participating in the Patient-Center Medical Home program can send broadcast messages to patients using the Dynamic Worklist.

👫 Dynamic Worklist

When: Effective immediately.

Support: Ambulatory Informatics at 231-392-0229.

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- 1. Navigate to Dynamic Worklist
 - a. Use an existing Dynamic Worklist or
 - b. Create, or Modify a Dynamic Worklist

2. Click Generate Communication



Generate Communication

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- b. Save To Chart checkbox (defaulted).
- c. Note Type, select appropriate option.
- d. **Send on Behalf of** defaults to the user who is logged in. This can be changed to the provider name.

Dynamic Worklist

Education Test

Sex

Race

Language

Care Manager

Financial Class

Health Plan Type

Admission Rano

Viewing 44 Total Patients

Associated Providers

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- e. Name defaults to the user logged in.
- f. Use Sender Address Type for printed letters only.
- g. Compose message, auto text functionality available here.
- h. Click Generate.

Generate Communication - Education Test (44)			23
Appointment Reminder a	^	Appointment Reminder - Reminder	
Send on Behalf of		Body of message goes here, or use auto text.	
*Name Q Ambclerk, 1 e		g	
Sender Address Type (actinted letters only) Alternate f Address (printed letters only)			
No address found Edit	~	h Generate Cano	cel



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- 3. A print dialog box will appear. For patients without a patient portal, you may print the composed message to be mailed. To continue:
 - a. Select printer.
 - b. Click OK.

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Printer		-	
Name:	MMSTFP5 on mvps02 (from Al	WTVC9446 V a perties	
Status:	Ready	-	
Type:	Citrix Universal Printer		
Where:	Client:69:\\mvps02\MMSTFP5		
Comment:	Auto Created Client Printer ALW	TVC94466 :::	
Print range		Copies	
● <u>A</u> I		Number of <u>c</u> opies: 1	-
O Pages	from: to:		
◯ <u>S</u> electi	on	123 123 20	late
		b OK Cano	cel

NOTE: The composed message will be sent to patients with a patient portal in addition to printing those without a patient portal to the selected printer. To review, select **View Summary**.

🥝 Generate Comm	View Summary			
	Generated Communications Summary Appointment Reminder, Education Tes			
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	Pending Phone Calls	Messages Sent	Letters Printed	
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