

Cerner PowerChart Ambulatory EDUCATION

Adding a Single Slot to a Provider Schedule in RevCycle



- 1. Click on the Resource View icon.
- 2. Search for the desired provider.
- 3. Select the needed date.
- 4. Right click on the desired time.
- 5. Select Add Slot.
- 6. Select the correct Slot Type from the dropdown list.
- 7. Enter the following information in the Slot Label field.
 - Patient Name
 - Date of Birth
 - Procedure
- Enter the correct time needed for the procedure in the Appointment Start Time Interval field.
- 9. Click OK.

😂 Add Slot	×
Resource	
Sachtleben DO, Ashley	
Slot Type	
Surgery Schedule	~
Slot Label	
Patient Name, DOB, Procedure	
Start Time	End Time
5:00 AM	6:00 AM
Display Scheme	
Teal	~
Appointment Start Time Interval	
60	
Applied Default Schedules	
	Clear Selection
Template Range Applied By App	lied Date/Time
	9 OK Cancel



Surgical Scheduling for Clinical Staff

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통 Reven	ue Cycle - Practice Management Experience	- Resource Vi	EW	_			×
File Viev	v Task Help						
Search	by Date of Birth 💷 💽 🔍 👘 App	ointments 🧕	Registration 🔞 Encounters				
_	🗞 Resource View 🛛 🛛 👩 Multi Day Viev	v 👩 Availabi	lity View 👩 Resource Schedule		S.	000	
	Search Recent Favorites	~	Tuesday, July 11, 2023 - Sachtleben DO, Ashley			>>	>
			Sachtleben DO, As [0/100%]				
é		5:00 AM	Patient Name, DOB, Procedure 10			П	^
		6:00 AM	-				
		7:00 AM					

10. The slot will now appear in the Resource View calender.

Viewing Surgical Slots in PowerChart

 The slot will also appear in the Ambulatory Organizer calendar view. This can be seen by nursing staff and providers.

Tuesday	
5 am Patient Name, DOB, Procedure	
6 am	
7 am	
8 am	
9 am	
10 am	
11 am	
AD Datiant Name DOR Drosadure	