

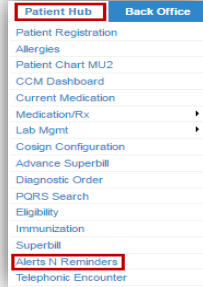


GeeseMed Alerts & Reminders Manual-2017

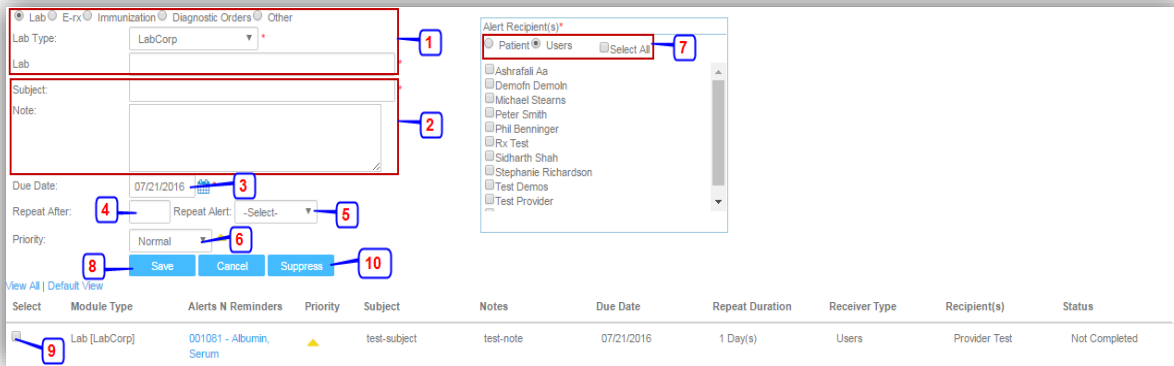


Alerts N Reminders

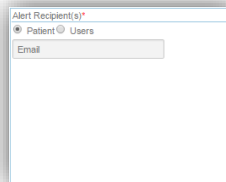
- Path: **“Patient Hub>>Alerts N Reminders”**



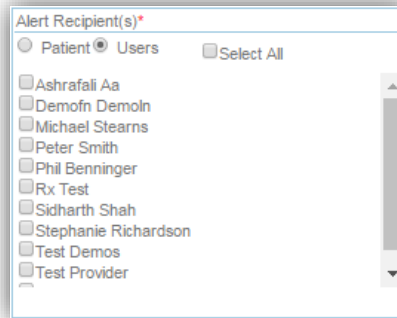
- After Clicking on **‘Alerts N Reminders’**, the screen below will appear



1. Here, select the type of the **‘Alert’** by selecting Radio button e.g. Lab, E-RX, Immunization, Diagnostic Order or Others. On each type selection like Lab, E-RX, Immunization, Diagnostic Order you will be able to search the data or you can also enter Free Text.
2. You can enter **‘Subject’** and **‘Note’** for the reminder.
3. You have to enter **‘Due Date’** of the Alert.
4. Need to enter time interval after what times you need to repeat the alert in **‘Repeat After’** Tab. ‘Repeat Alert’ is used for indicating Day, Week, Month or Year for given value.
5. Select the Priority of the Alert from **‘Priority’** Tab.
 - A. Normal
 - B. Medium
 - C. High
6. Select the Recipients to whom you need to send this Alert to from **‘Alert Recipient(s)’**.
 - A. When selecting **‘Patient’** Radio-Button, the screen below will appear



B. When selecting **'Users'** Radio-Button, you will view the screen below

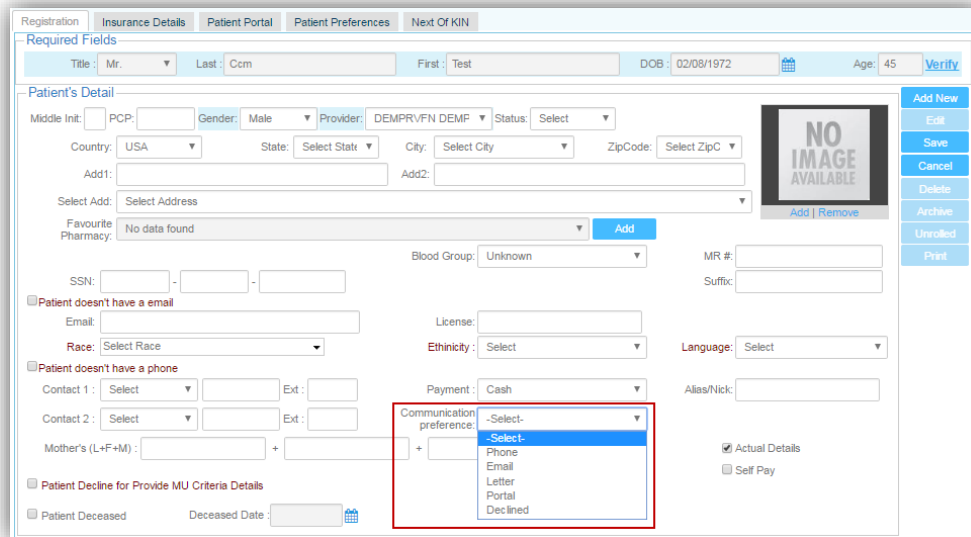


Alert Recipient(s)*

Patient Users Select All

- Ashrafali Aa
- Demofn Demoln
- Michael Stearns
- Peter Smith
- Phil Benninger
- Rx Test
- Sidharth Shah
- Stephanie Richardson
- Test Demos
- Test Provider

Note: When you select **'Patient'** and if it says **'Communication preference missing'**, you need to select **'Communication Preference'** as shown below from the path below **'Patient Hub>>Patient Registration'**.



Registration Insurance Details Patient Portal Patient Preferences Next Of KIN

Required Fields

Title: Mr. Last: Ccm First: Test DOB: 02/08/1972 Age: 45 Verify

Patient's Detail

Middle Init: PCP: Gender: Male Provider: DEMPRVFN DEMP Status: Select

Country: USA State: Select State City: Select City ZipCode: Select ZipC

Add: Add2:

Select Add: Select Address

Favourite Pharmacy: No data found Add

SSN: Blood Group: Unknown MR #: Suffix:

Patient doesn't have a email License: Ethnicity: Select Language: Select

Patient doesn't have a phone Contact 1: Select Ext: Contact 2: Select Ext: Payment: Cash Alias/Nick:

Mother's (L+F+M): + + Communication preference: -Select- -Select- Phone Email Letter Portal Declined

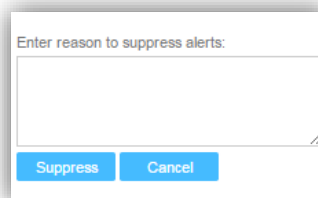
Actual Details Self Pay

Patient Decline for Provide MU Criteria Details

Patient Deceased Deceased Date:

Buttons: Add New, Edit, Save, Cancel, Delete, Archive, Unrolled, Print

1. Select **'Save'** to save your Alerts N Reminders.
2. Here you can also view future Alerts N Reminders including today.
Note: To view all alerts click on **'View All'** tab.
3. To complete the alert, click on the **'Suppress'** button and include the reason to complete Alert.



Enter reason to suppress alerts:

Buttons: Suppress, Cancel

OR



Select	Module	Patient Name	Alerts N Reminders	Priority	Subject	Notes	Due date	Repeat	Status	Due Count	Recipient(s)	Generated By
<input checked="" type="checkbox"/>	Lab	Hailey Davis	402362 - Enzyme Biotinidase Def, Serum	▲	immediate test		03/21/2015	1 Day(s)	Not Completed	441/441	Richardson Stephanie, Demos Test	demo
<input type="checkbox"/>	Other	Hailey Davis	testing by Razia	▲	Send notification		03/21/2015	1 Day(s)	Not Completed	441/441	Shah Dimple, Richardson Stephanie	demo
<input type="checkbox"/>	Immunization	Yo Yi	Pneumococcal Polysaccharide	▲	Testing		03/21/2015	1 Day(s)	Not Completed	441/441	Test Demo2, Demos Test	demo

1. Select the Alert by clicking on the checkbox.
2. The Alert can be printed from 'Print' Tab.
3. Click on 'Mark Completed' to complete the Alert.

Version Change Log

Version	Date	Updated By	Approved By	Change Details
V6.0.11	08/14/2017	Gary	Phil – 11/20/2017	-