

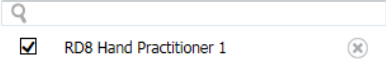
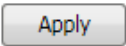
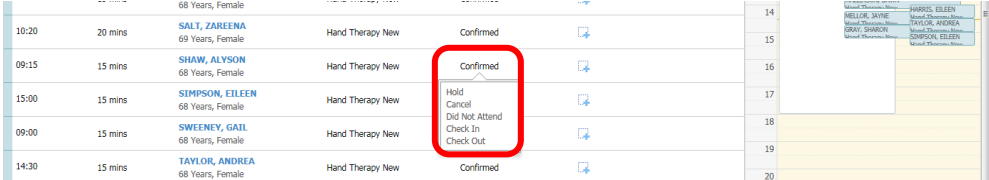
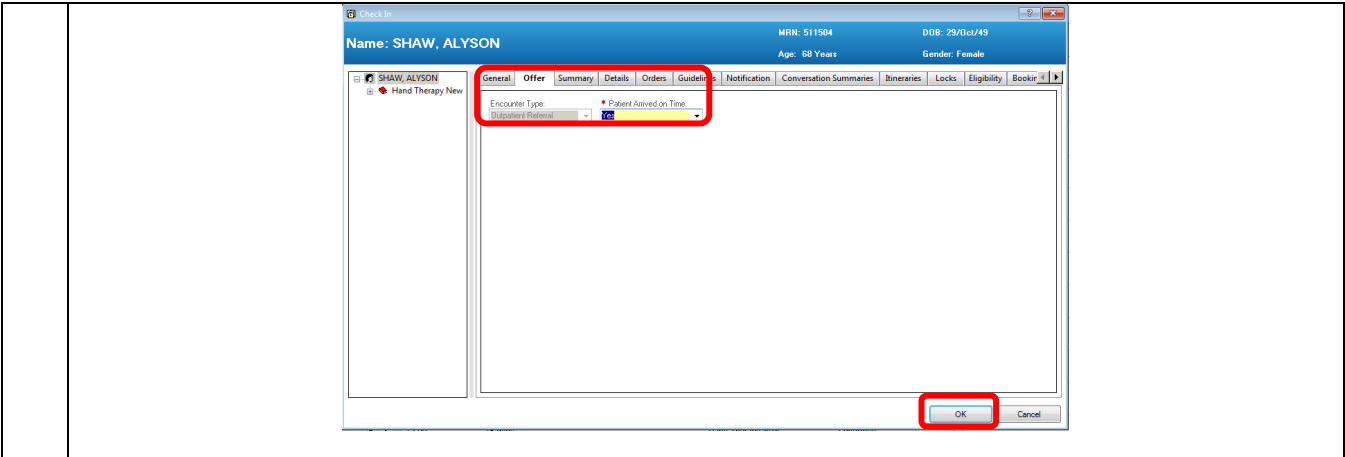
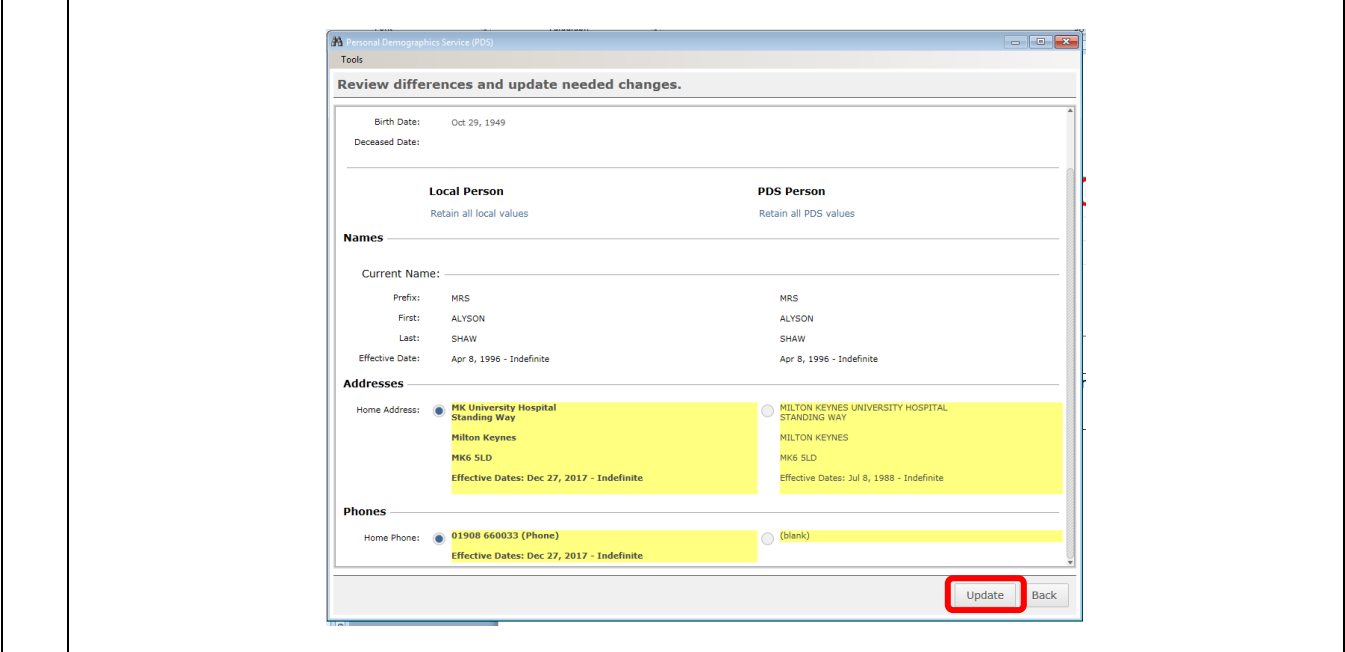


# Setting a Resource and Loading a Clinic List in Powerchart

1.	<p>From within the Home screen in Powerchart, firstly check the Date is correct</p> 																																											
2.	<p>Click on the drop down arrow by No Resource Selected</p> <p>Patients for: No Resource Selected ▾</p>																																											
3.	<p>In the search field type in the name of the resource</p> 																																											
4.	<p>You will then see a list of possible resources click in the square box by the relevant resource</p> 																																											
5.	<p>Click on Apply</p> 																																											
6.	<p>Your clinic list will be displayed.</p> <table border="1" data-bbox="400 1189 1369 1440"> <thead> <tr> <th>Time</th> <th>Duration</th> <th>Patient</th> <th>Resource</th> <th>Status</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>09:15</td> <td>15 mins</td> <td>68 Years, Female</td> <td>Hand Therapy New</td> <td>Confirmed</td> <td></td> </tr> <tr> <td>09:30</td> <td>30 mins</td> <td colspan="4">No appointments</td> <td></td> </tr> <tr> <td>10:00</td> <td>20 mins</td> <td><b>MATTHEWS, JEAN</b> 69 Years, Female</td> <td>Hand Therapy New</td> <td>Confirmed</td> <td></td> </tr> <tr> <td>10:20</td> <td>20 mins</td> <td><b>SALT, ZAREENA</b> 69 Years, Female</td> <td>Hand Therapy New</td> <td>Confirmed</td> <td></td> </tr> <tr> <td>10:40</td> <td>20 mins</td> <td><b>ANDERSON, SIMONE</b> 69 Years, Female</td> <td>Hand Therapy New</td> <td>Confirmed</td> <td></td> </tr> <tr> <td>11:00</td> <td>20 mins</td> <td><b>HARRISON, SUSAN</b></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Time	Duration	Patient	Resource	Status	Notes	09:15	15 mins	68 Years, Female	Hand Therapy New	Confirmed		09:30	30 mins	No appointments					10:00	20 mins	<b>MATTHEWS, JEAN</b> 69 Years, Female	Hand Therapy New	Confirmed		10:20	20 mins	<b>SALT, ZAREENA</b> 69 Years, Female	Hand Therapy New	Confirmed		10:40	20 mins	<b>ANDERSON, SIMONE</b> 69 Years, Female	Hand Therapy New	Confirmed		11:00	20 mins	<b>HARRISON, SUSAN</b>			
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7.	<p>To mark someone as attended, click in the status column of your patient, then on confirmed and choose – Check in.</p> <p>You can also mark this in several other statuses. For example 'Did Not Attend' or 'Seen By Physician' when they are checked in and in the room with you.</p> 																																											
8.	<p>Click the Offer tab and in the yellow box, select Yes/No. Now click OK.</p>																																											



9. Check current listed details with patient and update if necessary:



10. Status will update as will the colour in the left hand column.