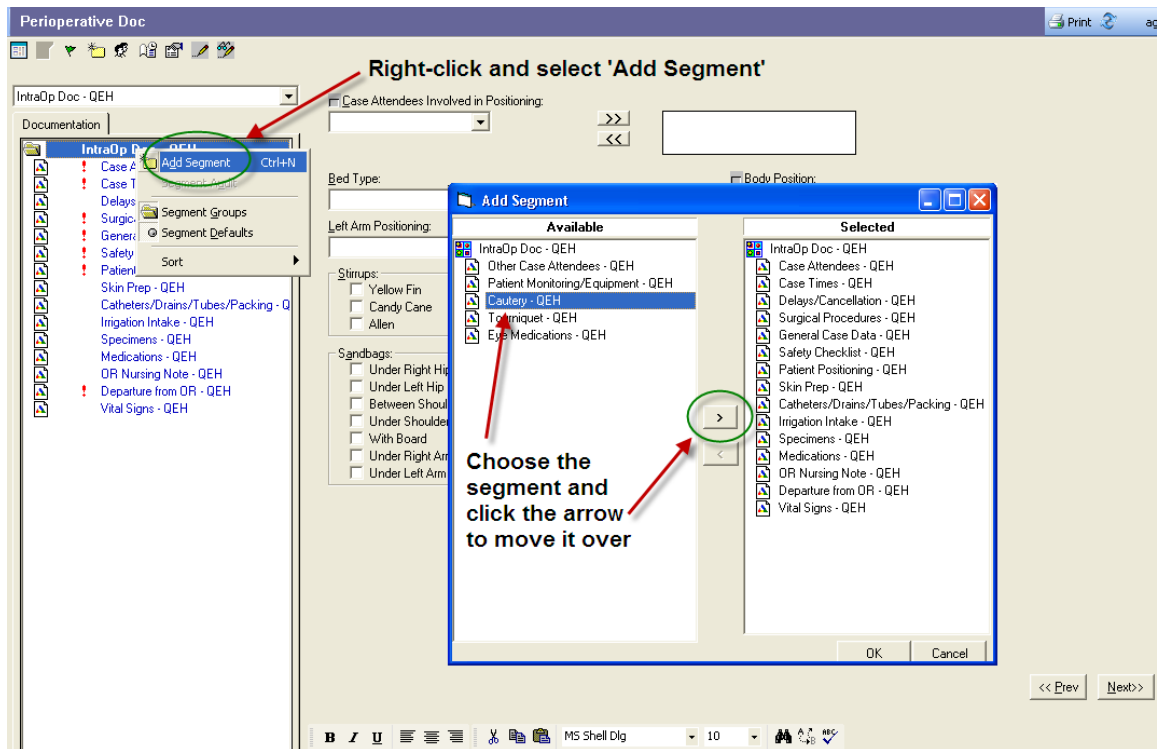


## Adding an Additional Segment



1. Click the Document menu, or right-click on IntraOp Doc in the navigator, and select Add Segment.
2. An Add Segment window will appear (see above).
3. The list on the left contains segments that have not been used for this patient. The list on the right contains segments that have already been assigned for this patient's record.
4. On the Available list, highlight the appropriate segment.
5. Click the > button and the segment will move to the Selected list. Click OK.
6. Back on the Perioperative Doc screen, the Documentation tab list on the far-left side of the screen will now show the new segment in bold print. It will not have a check mark in front of it.
7. Click and highlight/choose the new segment then complete the documentation