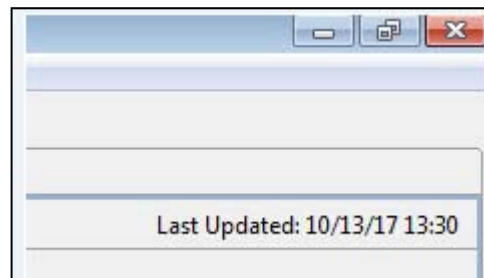


ATTENTION: ALL FACILITIES

724 DOWNTIME COMPUTER ISSUES AND OUT OF PROVINCE TRANSFERS

Due to ongoing stability issues with 724, the CIS team has implemented a report for out of province transfers. The report is available in PowerChart and FirstNet and can be used if the 724 Downtime computer is not current.

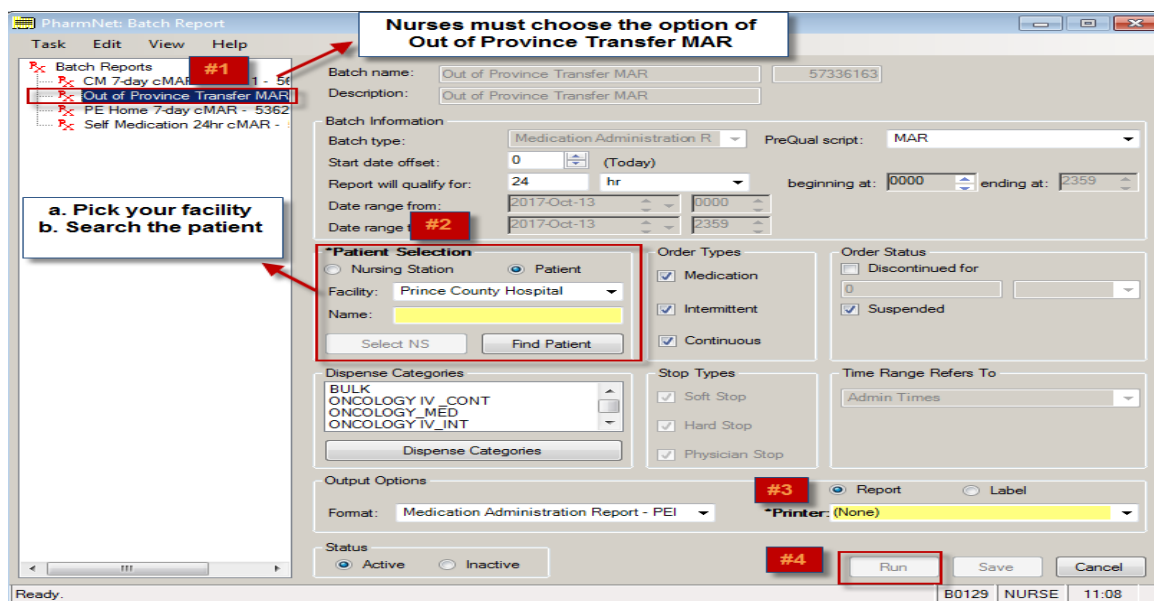
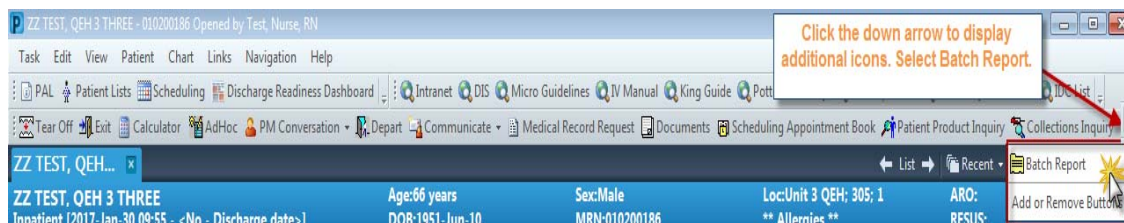
If you have a patient being transferred out of province, use your 724 Downtime computer for the MAR report. After you login to 724, **ensure you check the Last Updated date/time stamp on the top right hand corner of the screen. If the date/time are not current, you'll have to print the transfer report from PowerChart.**



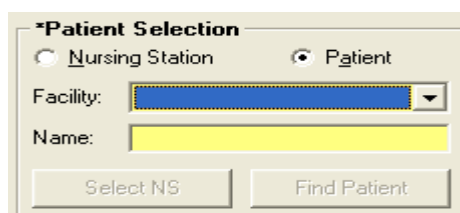
See the instructions on the following pages.

Printing the Out of Province Transfer MAR from the Batch Report Tool (PowerChart & FirstNet)

1. Click the Batch Report Icon on the main toolbar in the chart (see below)



2. In the Patient Section:



- Next, choose your **Facility** from the Drop Down Menu.
- Enter the **first few letters of the patient's name** (you will be able to enter the MRN on the next screen for a more specific search in the next step)
- Click "**Find Patient**" and an Encounter Search Window will appear, as shown on

Encounter Search

MRN/PHN:

Last Name:

First Name:

Middle Name:

Sex:

Birth Date:

Historical MRN:

Search Reset

MRN/PHN	Full Name	Birth Date	Sex	Hi
002895134	ZZ TEST, patient eight	1962-Apr-01	Female	
002895175	ZZ TEST, GRASP ONE	1934-Oct-17	Male	
002895258	ZZ TEST, LAB WCB	1999-May-12	Male	
002895266	ZZ TEST, LAB PEIHI	1977-Jun-12	Male	
010199859	ZZ TEST, PATIENT ONE	1957-Sep-02	Male	
010199867	ZZ TEST, PATIENT ONE	1966-May-01	Female	
010199875	ZZ TEST, PATIENT THREE	1957-Sep-02	Male	
010199883	ZZ TEST, PATIENT FOUR	1980-Dec-20	Female	
010199891	ZZ TEST, PATIENT FIVE	1943-Dec-21	Female	
010199909: (002895142)	ZZ TEST, PATIENT SIX	1956-Oct-13	Male	
010199917	ZZ TEST, PATIENT SEVEN	1988-Jul-02	Female	
010199925	ZZ TEST, PATIENT EIGHT	1977-Jul-08	Male	
1933	ZZ TEST, PATIENT NINE	1928-Mar-13	Female	

Facility	Est Arrival Date	Disch Date	Reg Date	Enc Type	Patient Service	Alt
QEH			2017-Sep-25 09:52	Inpatient	Rehabilitation	U
QEH		2017-Sep-15 09:15	2017-Sep-15 09:09	AMB/OP	Pacemaker	U
KCMH	2017-Aug-15 08:00		2017-Jul-27 09:33	Emergency	Emergency Medicine	U
HH			2017-Jul-14 13:43	Inpatient	Psychiatry	T
PCH			2017-Jun-27 08:44	Inpatient	Pediatrics	T
QEH		2017-Jun-15 11:42	2017-Jun-12 14:37	Inpatient	General Medicine	U
QEH		2017-Jun-09 07:42	2017-Jun-05 09:45	Inpatient	General Medicine	T
QEH	2017-Aug-16 08:00		2017-May-19 10:59	Specimen	Lab	T
QEH		2017-May-04 08:35	2017-May-04 08:34	Emergency	Emergency Medicine	U
QEH			2017-Mar-09 12:01	Recurring Initial	Radiotherapy	U
QEH		2017-Feb-24 19:59	2017-Feb-24 11:01	Specimen	Lab	T
PCH			2017-Jan-24 10:47	Inpatient	Obstetrics	W
PCH			2017-Jan-23 15:47	Inpatient	Obstetrics	W

#3 OK Cancel

3. Enter the patient's Name or MRN number, and click Search.
4. Choose your patient in the upper window, and then choose the active Inpatient encounter in the lower window, and click the "OK" button.
5. Choose your printer from the drop down menu.
6. Click the "Run" Button to print your report.
7. Once the last report prints as per the instructions, ensure you document the "Last Dose Given", manually.