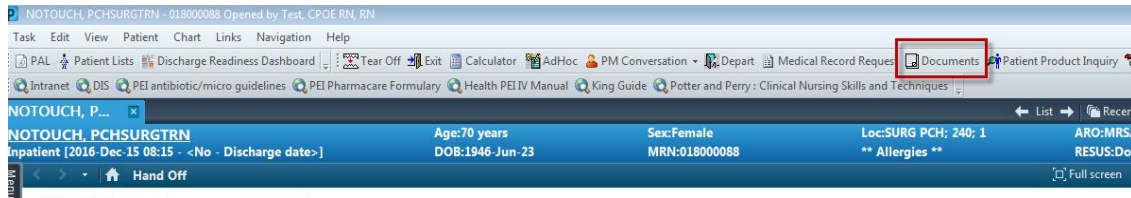


## Printing

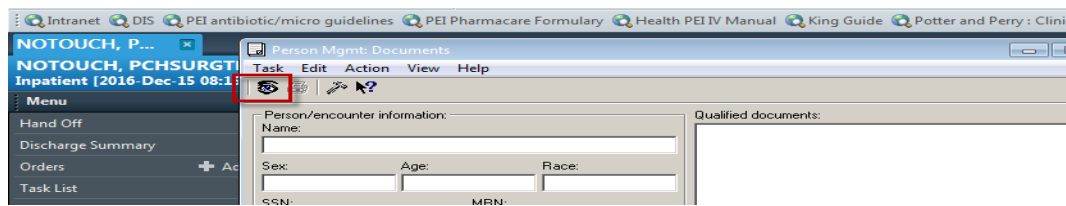
### Label Printing

#### Printing Registration Labels from the PowerChart

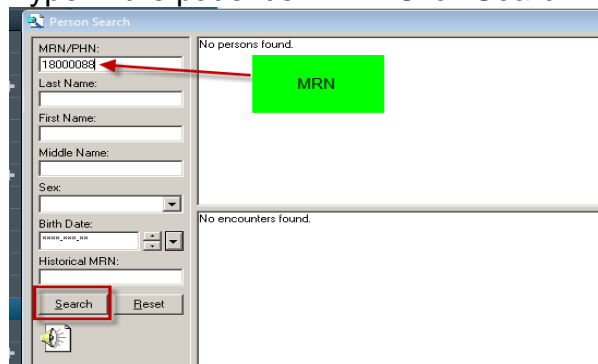
1. Click on the **Document ICON**  **Documents** on the Tool Bar



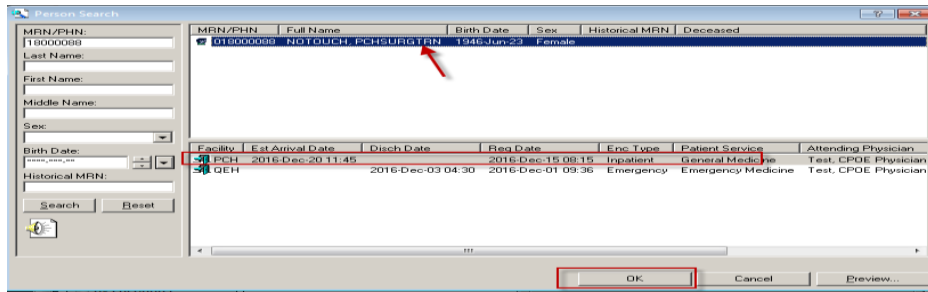
1. Person Management Document box opens. Click on the EYE icon



- 3 The Person Search screen opens.
- 4 Type in the patient's MRN. Click Search.

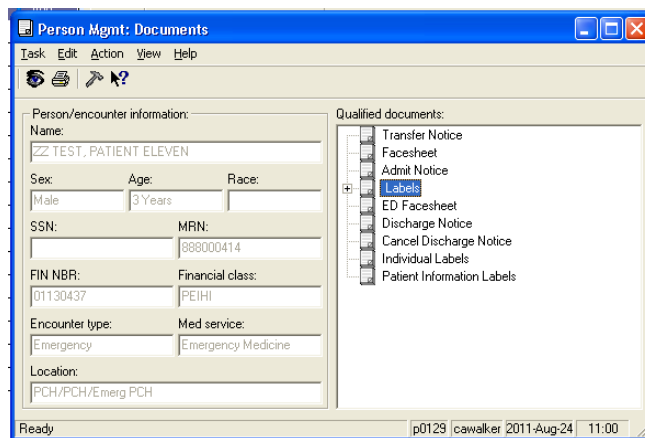


- 5 Select the correct patient and encounter and click OK

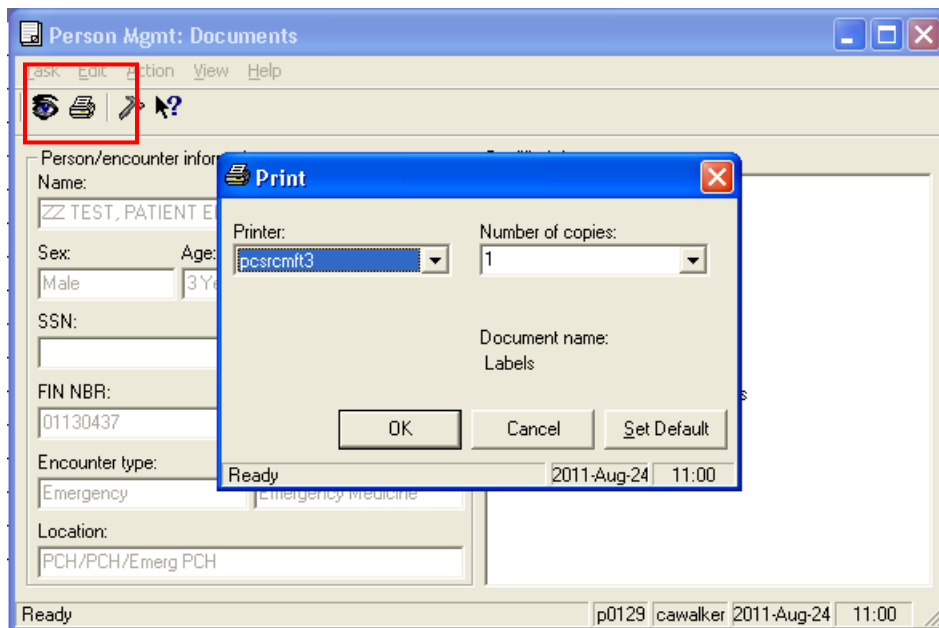


6 The qualified documents appear in the box.

7 Highlight “Labels”.



8 Click on the Printer ICON.



9 Select number of copies to be printed. **One copy will produce 1 page (30 labels).**

10 Labels will automatically print to the default printer.

If you choose to print to another printer, then hit the down arrow key and select another printer.

11 Click OK and close out of the Person Mgmt: Documents window.