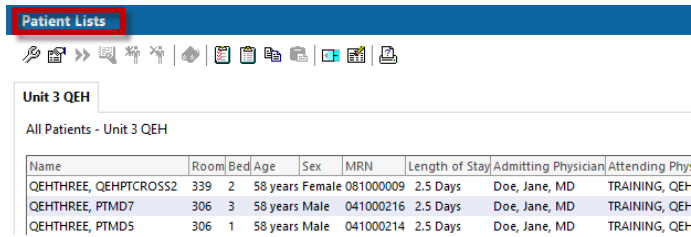


Proxying a Patient List:

Must be done from the "Patient List" Screen



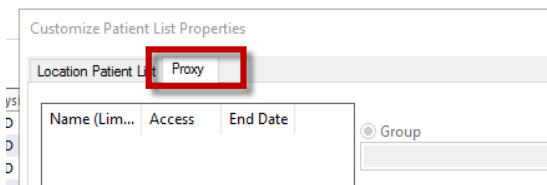
The screenshot shows the "Patient Lists" interface. At the top, there is a blue header with the text "Patient Lists". Below the header is a toolbar with various icons. The main content area is titled "Unit 3 QEH" and "All Patients - Unit 3 QEH". It displays a table with the following data:

Name	Room	Bed	Age	Sex	MRN	Length of Stay	Admitting Physician	Attending Phy:
QEHTHREE, QEHTCROSS2	339	2	58 years	Female	081000009	2.5 Days	Doe, Jane, MD	TRAINING, QEH
QEHTHREE, PTMD7	306	3	58 years	Male	041000216	2.5 Days	Doe, Jane, MD	TRAINING, QEH
QEHTHREE, PTMD5	306	1	58 years	Male	041000214	2.5 Days	Doe, Jane, MD	TRAINING, QEH

Click on the "Properties" Icon



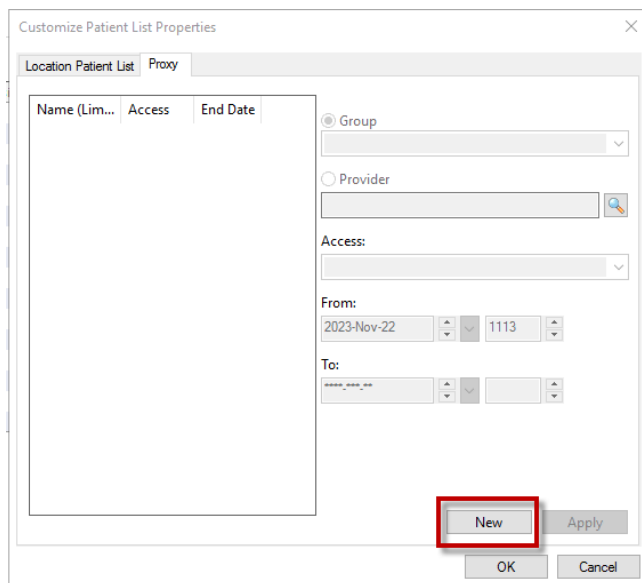
Select the "Proxy" tab



The screenshot shows the "Customize Patient List Properties" dialog box. The "Proxy" tab is selected and highlighted with a red box. The dialog box contains the following fields:

- Location Patient List: Proxy
- Name (Lim...): Access End Date
- Group: Group
- Provider: Provider
- Access: [Dropdown]
- From: 2023-Nov-22 1113
- To: [Dropdown]
- Buttons: New, Apply, OK, Cancel

Select "New"

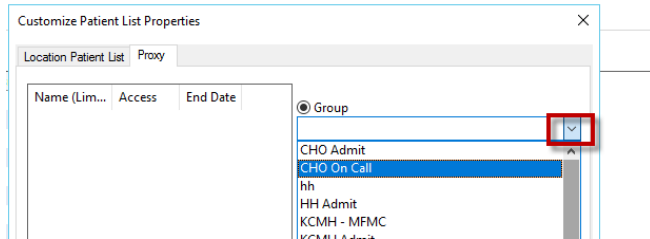


The screenshot shows the "Customize Patient List Properties" dialog box. The "New" button is highlighted with a red box. The dialog box contains the following fields:

- Location Patient List: Proxy
- Name (Lim...): Access End Date
- Group: Group
- Provider: Provider
- Access: [Dropdown]
- From: 2023-Nov-22 1113
- To: [Dropdown]
- Buttons: New, Apply, OK, Cancel

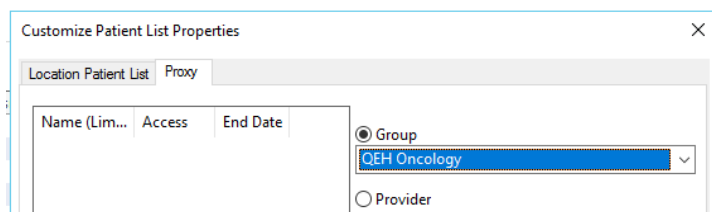
There is an option to select "Group" or "Individual Provider"

If "Group" is selected, click on the drop down arrow to display the list of options



Select applicable option

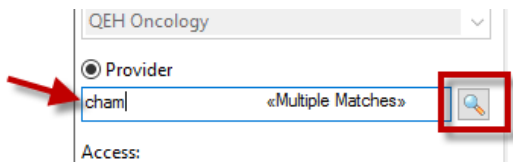
"Group" or "Provider"



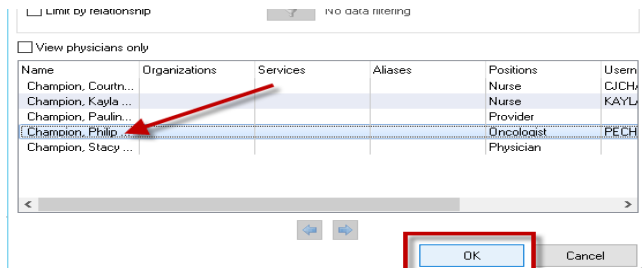
To Proxy to a Specific Clinician: Select "Provider"

To Search, begin typing the first few letters of their last name

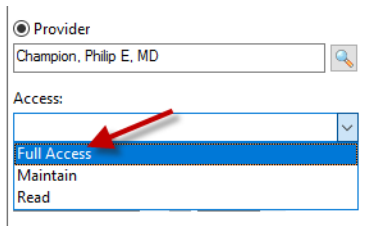
If multiple matches click on the Magnifying glass icon



Select appropriate name from the list displayed and click "OK"



Choose level of access for your proxy

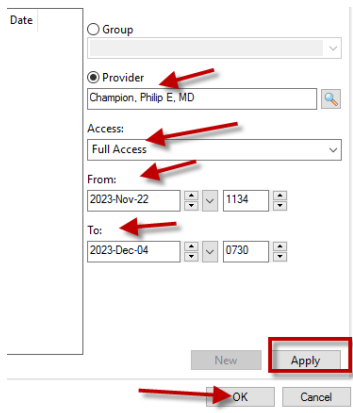


Then choose the proxy time period

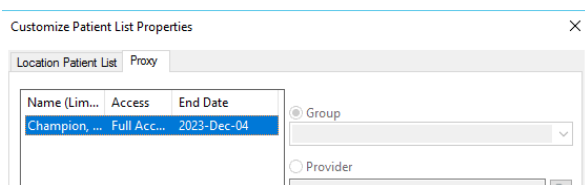
The “From” will display the current date and time but can be changed

Select the “To” date and time

Click “Apply” then click “OK”



Proxy screen will display information



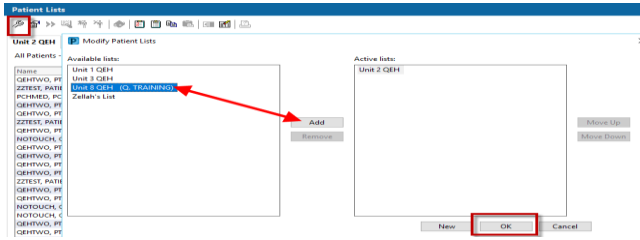
To view a proxied list :

From the Patient List Screen:

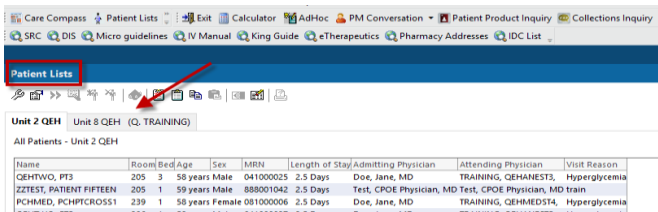
1. Select the “wrench” icon
2. “Modified Patient List” opens , the list proxied will display under “Available Lists”and will have the name of the proxying clinician in brackets

3. Click on the name of the proxied list, click on “Add”, list name will move to the “Active list”

4. Click “OK”



Proxied list will appear on the “Patient List” screen



From Care Compass:

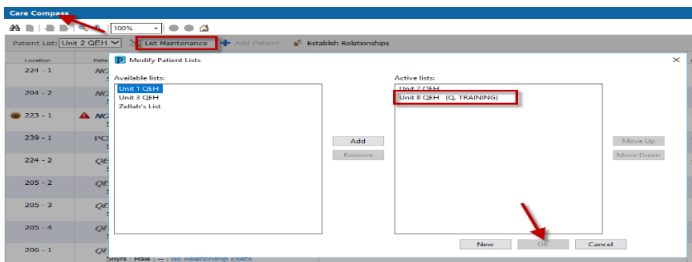
1. Click on “List Maintenance”

2. “Modified Patient List” opens , proxied list will display under “Available Lists”

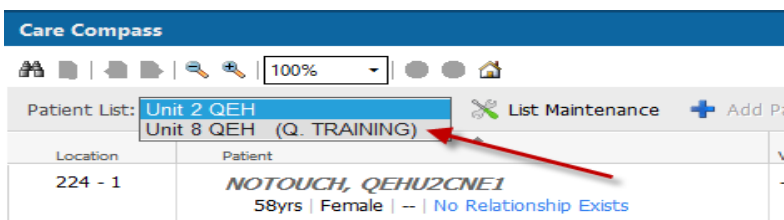
3. List will have the name of the proxying clinician in brackets

4. Click on the name of the proxied list, click on “Add”, list name will move to the “Active list”

5. Click “OK”

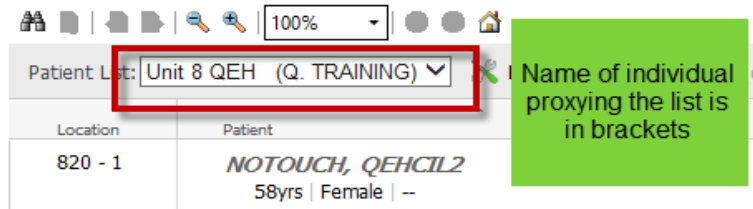


Proxied list is an available option on “Patient List”



To open proxied list click on list name

Proxied list appears on "Care Compass"



The screenshot shows a software interface with a toolbar at the top containing icons for home, back, forward, search, and zoom (set to 100%). Below the toolbar is a header area with a dropdown menu labeled "Patient List:" containing the text "Unit 8 QEH (Q. TRAINING)". A red rectangular box highlights this dropdown menu. To the right of the dropdown is a green callout box with the text "Name of individual proxying the list is in brackets". Below the header is a table with two columns: "Location" and "Patient".

Location	Patient
820 - 1	<i>NOTOUCH, QEHCIL2</i> 58yrs Female --