## **Requesting and Completing Events**

To request or complete an events

- 1. Select a patient by a single click on the patient within the tracking list.
- 2. Click on the Set Events icon ➡ from the toolbar **OR** right-click in the Event column of that patient's row.
- 3. The events in the 'Current Events' fields are entered manually
- 4. Click an action in the Set Events window.

Events < ZZTEST, ANN	1 >					X
Current Modily BPMH BPMH Completed DLExem C DLRecheck ENG Inpotent Registration Triage Workers Comp					C ALL 14 D Dep Doc Even Inpa Lab	EVENT TYPES PowerNote E ay Return Registration tites Tech at Action Xray umerAtion hts tient ing
Workers Comp   P Bequest   Time   10/18/2012 3:29:23 Ph	Event Dr Recheck	Type Events	Status Request	User Test, EDPHYS, MD	Physical Condext Conde	irtu irčlane ur Status

5. Statuses can be changed in the field.



6. After making the necessary changes, click OK.