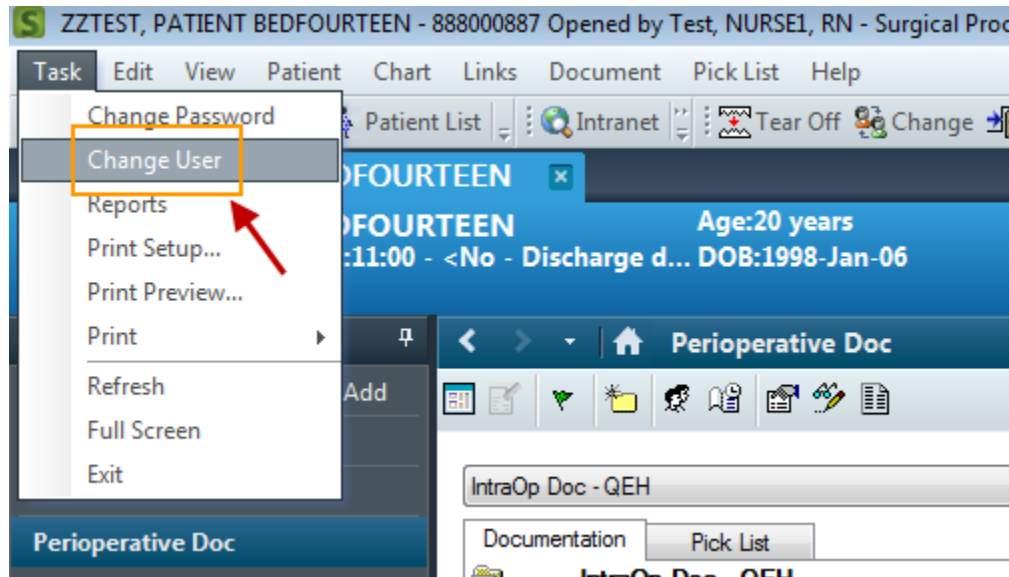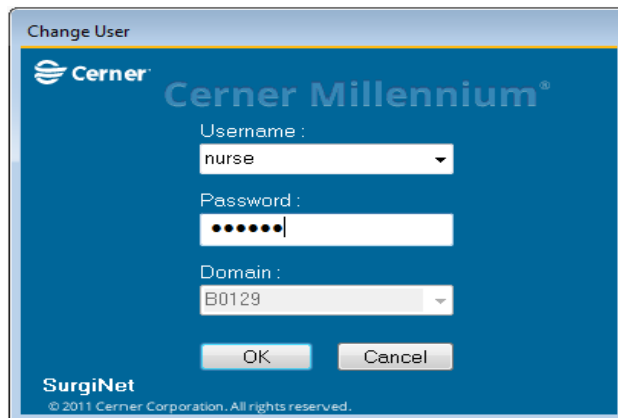## Change User Functionality

Change User is found on the Task menu, within a patient's chart or at the Case Selection tab (organizer) level.
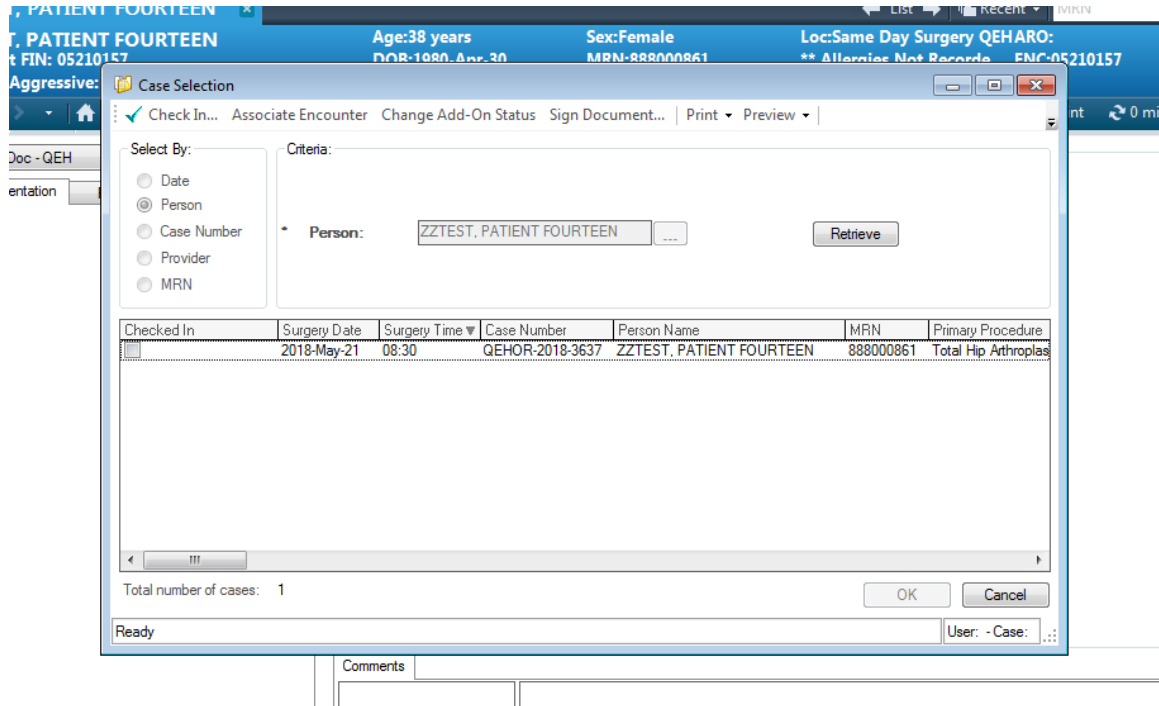

Note – Change User is available in the SurgiNet application only.

Once selected, Change User will automatically close the SurgiNet application and log the current user out. A log in screen will appear, and this is where the new user will enter their user name and Millennium password.

Once the new user logs in, the patient's chart will re-open and the user should now see their credentials (in this case, Test, RN, RN) along the top of the screen which indicates they are now logged in to SurgiNet.

Note – if the Perioperative Doc tab is open when Change User function is initiated, they will be prompted with the Case Selection tab and they will have to click Retrieve and select the correct surgical case in order to open the chart. This feature ensures the second nurse logging in is certain they have the correct chat open for the current surgical patient.