

Boot Camp Cheat Sheet

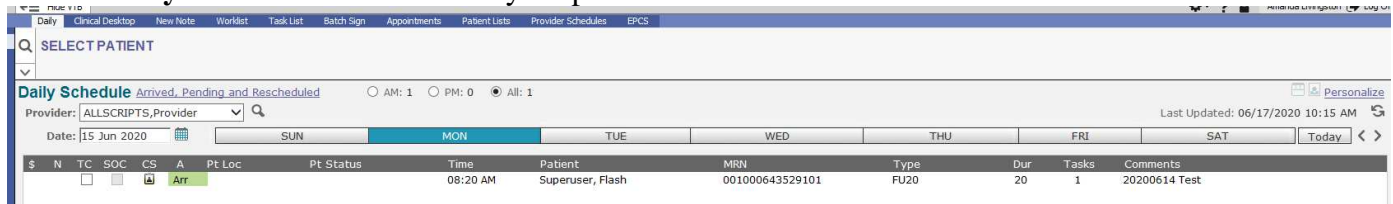
Logging In

- Logging into the EHR is a two-step process, first into the server (Citrix), and then into Allscripts Touchworks EHR.
- Each clinic computer should have a shortcut set up for logging into Citrix. Double click on the icon to access the Citrix login screen.

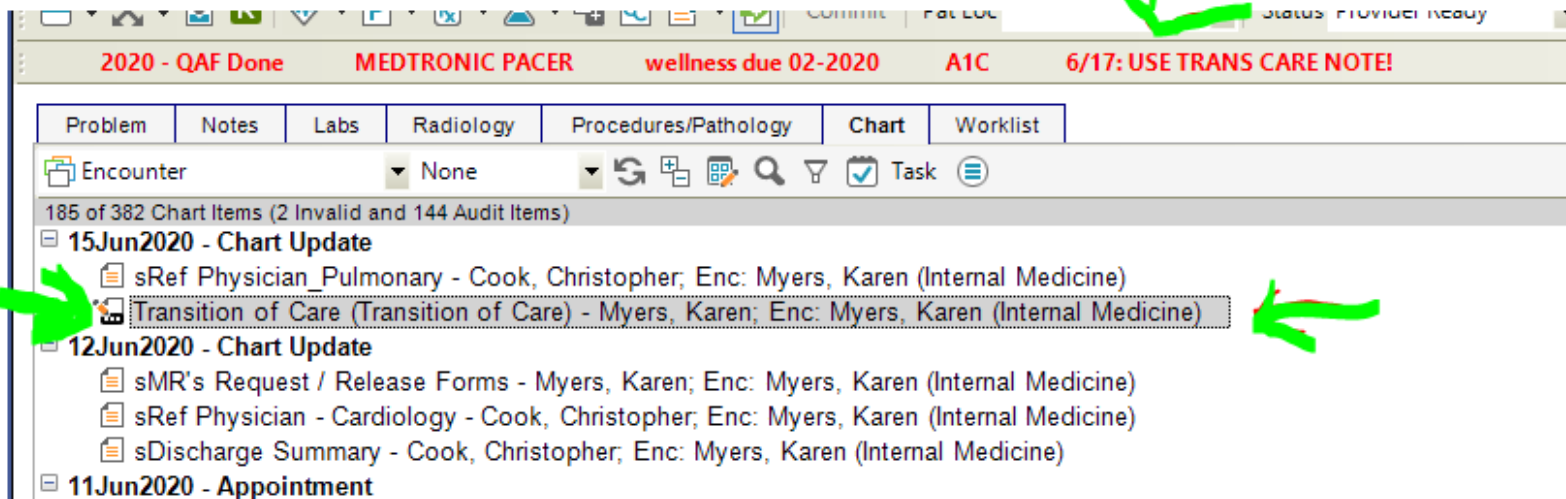


- Enter your Citrix username and password that was provided to you by your resident coordinator or at the time of training. The password *is* case sensitive.
- You will be directed to the screen for choosing your application. Please choose **ETSU Citrix Desktop**. *Please note: This screen will time out after one minute if you have not made a selection.*
- Next, enter your username/password for Allscripts Touchworks EHR. This is the second username and password provided to you.

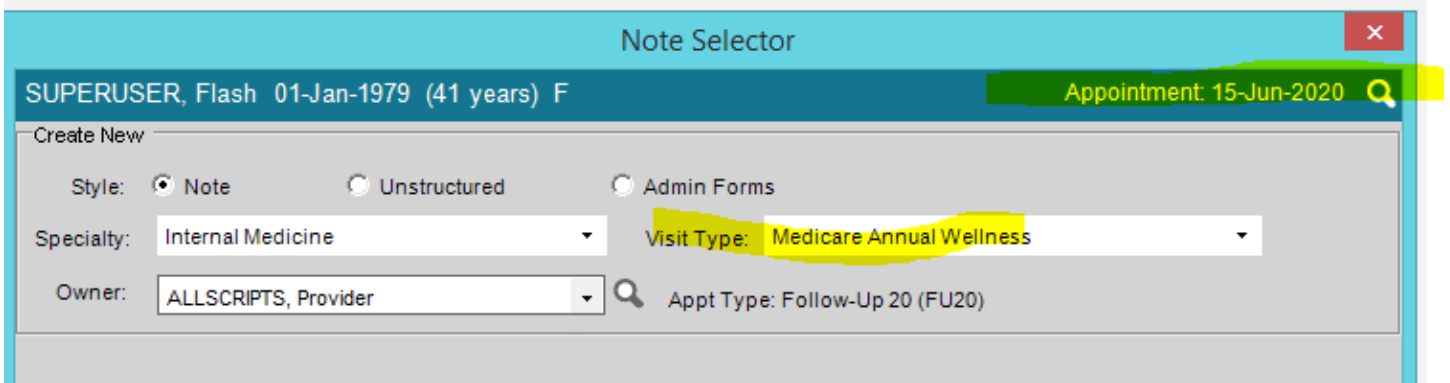
Start at **Daily Schedule**. Double Click your patient.



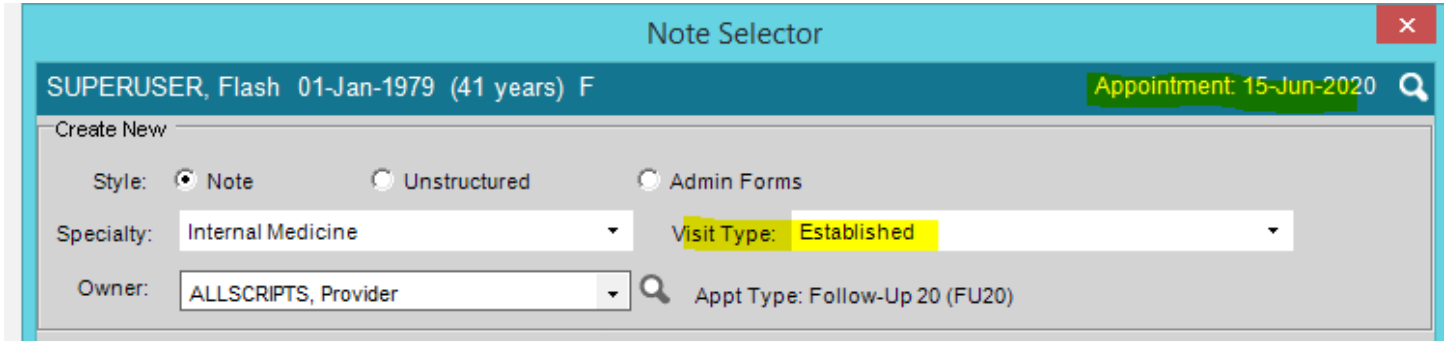
TOC note already started on the patient



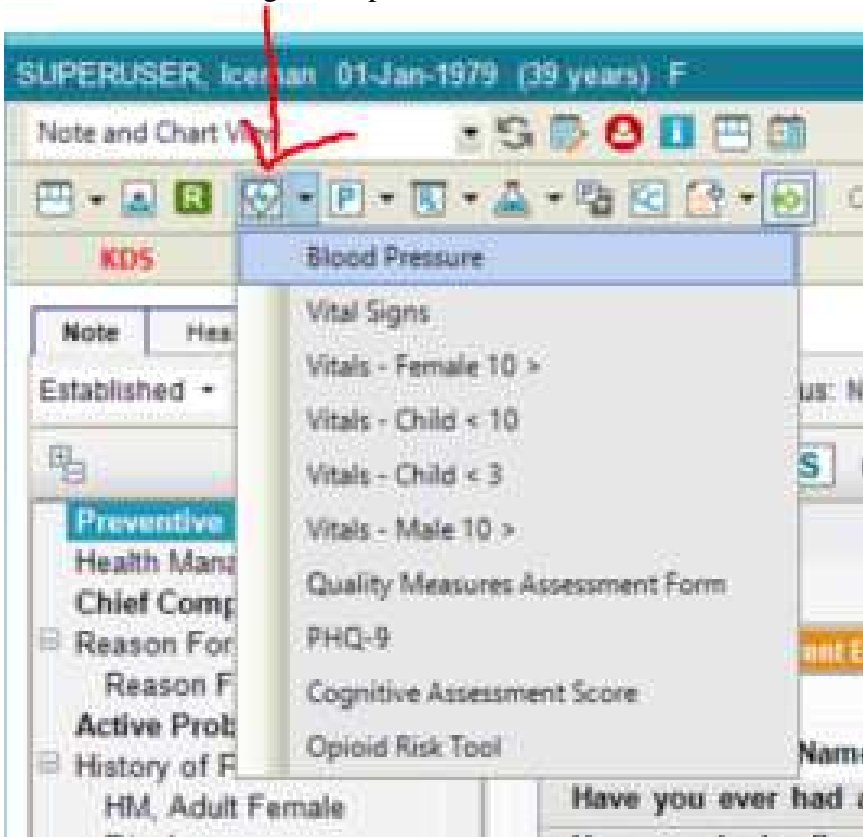
How to start **Medicare Annual Wellness** note

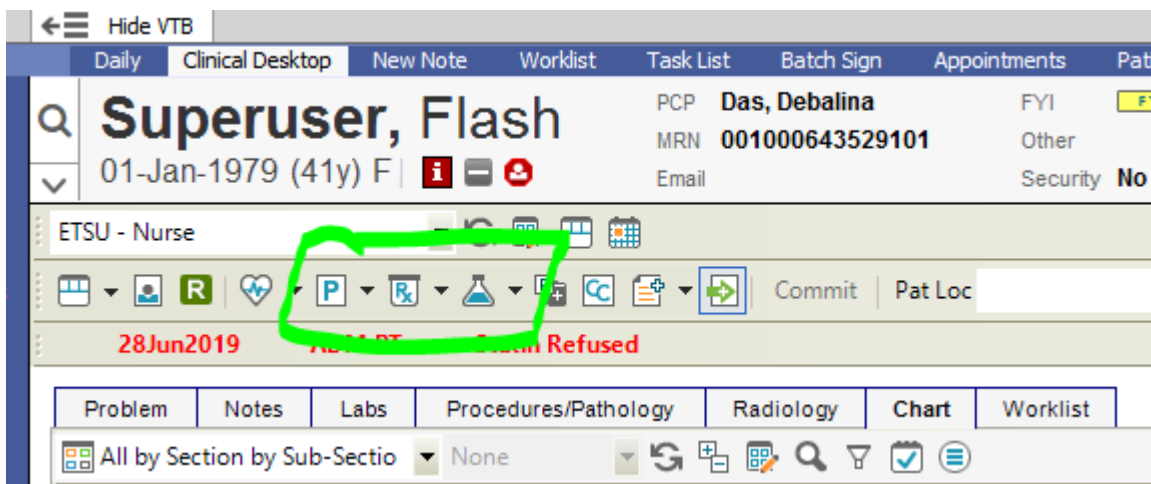


How to start **Established** note

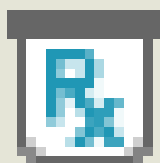


Enter vitals including blood pressure





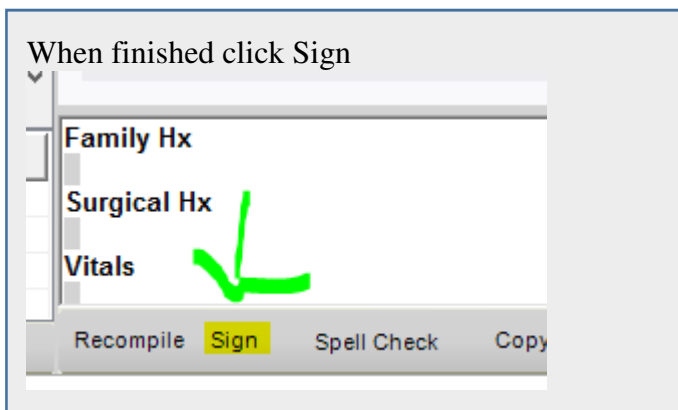
Enter Problems



Enter Meds



Enter Labs, Radiology, Follow up Orders



Ordered By:

Send to Performing Location
ALLSCRIPTS,Provider

Supervised By:

ALLSCRIPTS,Provider

Managed By:

ALLSCRIPTS,Provider

Always order under precepting name!!!!

CC Results