

## Sending Dx Prenatal for Cosign using Go To Note task

1. Complete Prenatal documentation. Save and Close.
2. Select Dx Prenatal document from Chart tab, click Task at the bottom.

The screenshot shows the EHR interface with the 'Chart' tab selected. The top navigation bar includes 'Problem', 'Notes', 'Labs', 'Radiology', 'Procedures/Pathology', 'Chart', and 'Worklist'. Below the navigation bar, there are filters for 'All by Section by S...' (set to 'None') and a 'Filtering: All' button. A status bar indicates '705 of 2066 Chart Items (170 Invalid and 1093 Audit Items)'. The main content area displays a list of notes under the 'Office Notes' folder. The first note, 'Dx Prenatal - Cronin, Alison; Enc: 06-Dec-2021 - Appointment - ALLSCRIPTS, Provider (Cardiology)', is highlighted in blue. At the bottom of the interface, a toolbar contains buttons for 'View', 'Note', 'Edit', 'Print', 'Fax', 'PainCAS', and 'Task', with the 'Task' button highlighted in yellow.

3. Send Go To Note task requesting Co-sign.

The screenshot shows the 'Task Details' window. At the top, there are tabs for 'Task' and 'Filters'. Below the tabs, there are radio buttons for '1 - Not about a patient' and '2 - Concerning patient: Test, Monaco', with '2' selected. The 'Assign To' field is set to 'User' and 'ALLSCRIPTS, Provider'. The 'Task' dropdown menu is set to 'Go to Note'. The 'Priority' dropdown menu is set to 'Routine' and the 'Status' dropdown menu is set to 'Active'. There is a 'Comment:' field with a 'TT' button next to it. The comment text reads: 'Please cosign the Prenatal note for Dec 6 2021 11:30AM Thank you. Amanda N. Livingston EHR Trainer'.

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