

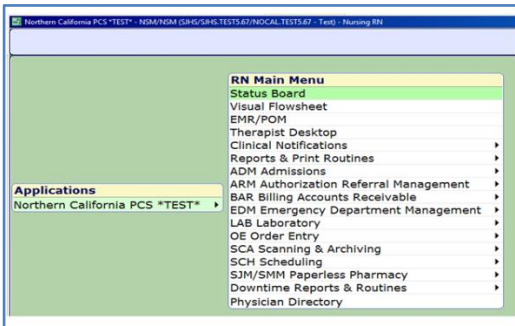
Accessing MEDITECH

Main Menu Navigation (Page 1 of 2)

RN Main Menu Navigation

Process:

1. Review the blue title bar at the top of the screen to confirm that your name and facility name appear correctly. If not, log out and log in again to ensure accurate documentation and charging.
2. From the **RN Main Menu**, click for direct access to various modules: **Status Board**, **EMR/POM**, etc. (Hint: Status Board will be frequently used.)



Note: An arrow on a button = Click for more options.

Access Patient Reports

Process:

1. From the RN Main Menu, click **Reports & Print Routines**.
2. Choose the report you need for your patient.
3. Refer to the table below for assistance.
4. Print reports as needed.

Accessing MEDITECH

Main Menu Navigation - continued (Page 2 of 2)

Reprinting Facesheets & Armbands	Print & Print Routines>Admission Reports>Reprint Facesheets/Armbands
Medication Reconciliation Reports (if MD not using computer)	Pharmacy Reports>Med Reconciliation Reports
Nurse Handoff Tool	Reports & Print Routines,>Handoff Communication Reports>Nursing Handoff Tool
Discharge Med Recs	Reports & Print Routines>Discharge Reports>Discharge Medication List or Discharge Summary
Extra LAB labels	LAB Laboratory>Print Lab Labels
Transfer Reports	Reports & Print Routines>Transfer Reports (Note: Contact the Unit Secretary or Case Manager to find out which ones to print.)