North of England
Commissioning Support

Partners in improving local health

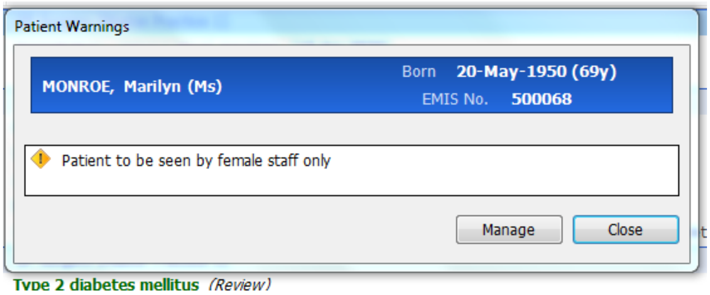
NECS Clinical Systems Specialist Team

EMIS Web – Managing Patient Warnings

Viewing Patient Warnings

Patient Warnings can be added to individual care records to be viewed as part of the precis bar or as pop up messages on various screens. They are all controlled from the patient's precis bar.

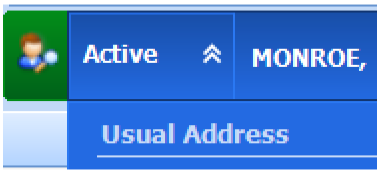
1. Open the relevant patient care record. If a patient already has a pop up warning it will appear when you load the care record.



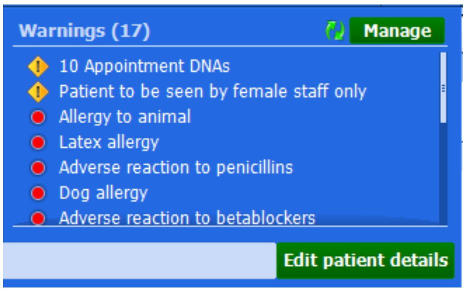
2. Patient warnings can be managed from here, but for now we'll close the warning once viewed.

   Patient warnings can also pop up on the appointment and workflow screen.

3. Once you have closed the warning pop up you can still view warnings in the precis bar. Open the precis bar by double-clicking or clicking on the chevron icon.



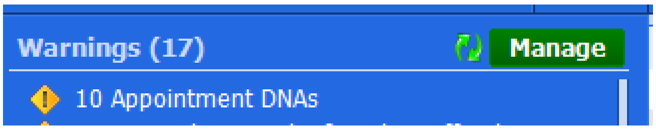
   The warnings are displayed on the right hand side of the precis bar.

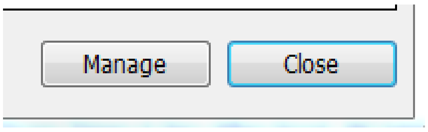


Managing Patient Warnings

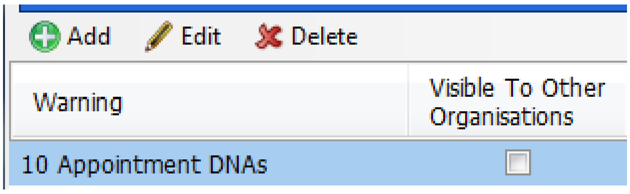
1. You can remove, amend or add new patient warnings by using the **Manage** button.

2. Click the **Manage** button from the patient precis bar, or from the warning pop up message.





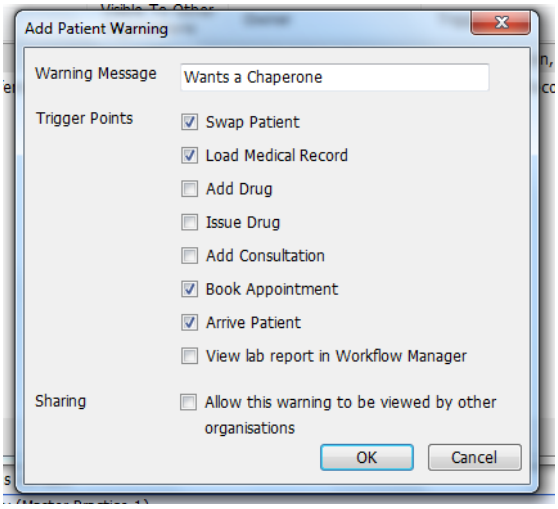
3. Use the **Edit** or **Delete** options to change or remove an existing warning.



4. Use the **Add** to create a new warning.

5. Type in the text for the warning message.

6. Tick the box for when you want the warning message to appear. You can choose multiple options from this list.



7. Use the sharing option if you want this warning to be visible to other organisations.

8. Click **OK.**