



ieMR Advanced

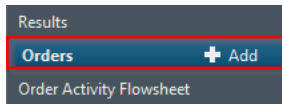
## Allied Health – Customising the orders screen

### Quick reference guide

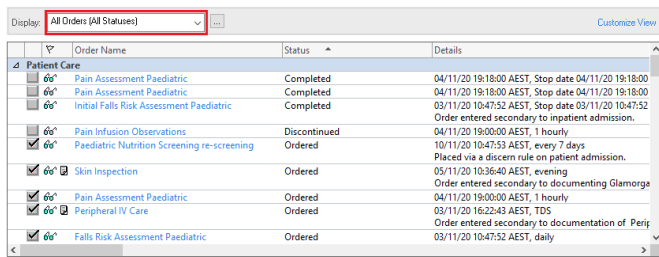
In the Orders section, the view can be customised and filtered to show how orders are grouped and displayed. This can help condense the information displayed, filter what orders are displayed and assist in finding previously placed orders.

### Apply filters to the Orders screen

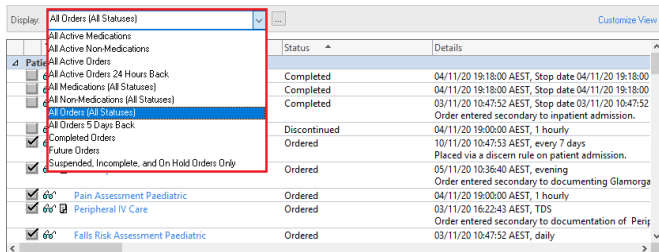
1. Click on the **Orders** tab in the **Main Menu**



The default display setting in Orders is **All Orders (All Statuses)**

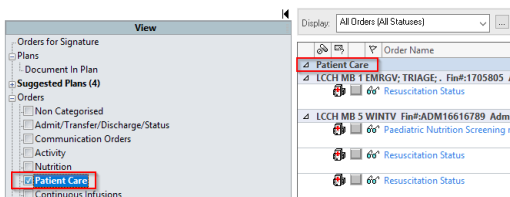



2. Click the **Display** dropdown to filter the **Orders** window

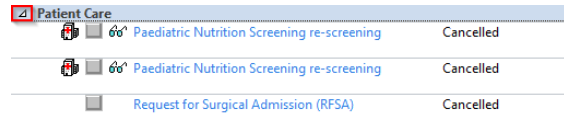


### Quick Select

1. To quick select the order types displayed in the **Orders** window navigate to the **View** window on the left.



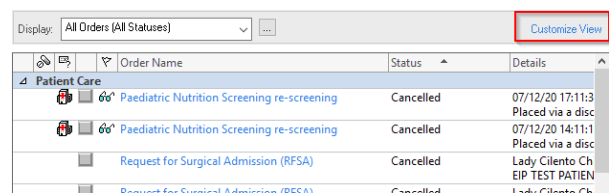
**Order Type** sections in the **Orders** window can be condensed / expanded by clicking on the  icon next to the heading.



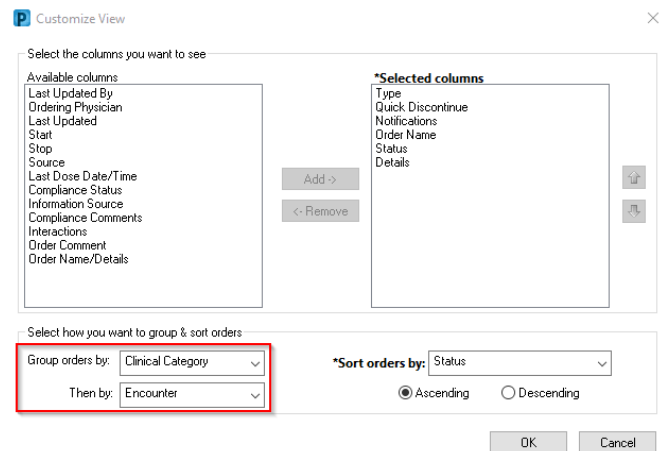
### Customise View on the Orders Screen

To display orders by Encounter in the **Orders** window

1. Select **Customise View**




The **Customise View** window will display. Here you can select how you want your Orders to be displayed Eg. clinical category, encounter



2. To display by encounter, select to **Group Orders** by “Encounter” and change **Then** by to “Clinical Category”

This will display orders as per the Encounter they were placed in.

**Note:** These changes are customised to your login. Your default display will be saved if you exit via the door  Exit

