

From the Office of Clinical Informatics Electronic Notes Viewing Document History May 1, 2024

Note Type

Modify Print View Document

Last Updated: DEC 15, 2023 10:54

Admission H & P

Cardiology Consultat

Progress Note Generic

Admission History and Physical Note (Auth (Verified))

Consult Note (Unauth)

H&P (Ingrogress)

Documents (23)

+ In Progress (2)

DEC 12, 2023 13:40

NOV 15, 2023 11:42

+ Completed (21)

MAR 21, 2024 14:26

DEC 15, 2023 11:41

This flyer demonstrates how to view the history of documents within Documentation and Notes.

Viewing Previous Versions from MPages

- **<u>STEP 1</u>**: From the MPage view, navigate to the **Documentation/Clinical Notes** section.
- **<u>STEP 2</u>**: Click the note to review.
- **<u>STEP 3</u>**: Click View Document.

<u>STEP 4</u>: Click the **History** icon.

A window with previous versions of the note will appear.

A newer version of this document is now available. This version is valid from November 15, 2023 11:48 EST to November 15, 2023 11:51 EST				
Document Type:	Progress Note Generic	Status		Valid From
Service Date:	November 15, 2023 11:42 EST	In Progress	11/15/2023 11:52 EST	
	In Progress	11/15/2023 11:51 EST	11/15/2023 11:51 EST	
Result status:	in Progress	In Progress	11/15/2023 11:48 EST	
Tomplate Title:	HOD	In Progress	11/15/2023 11:45 EST	

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Anesthesia Records

Home Medications (2)

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Implant History

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Labs Flowsh

Histories

- **<u>STEP 5</u>**: From the list, select the previous version of the note to review.
 - All past versions of a note will display with a note stating, A newer version of this document is now available.

Viewing Previous Versions from Notes

- **<u>STEP 1</u>**: Click **Notes**.
- **<u>STEP 2</u>**: Click the note to review.
- **<u>STEP 3</u>**: Click the **History** icon.
- **<u>STEP 4</u>**: From the list select the previous version of the note to review.
- **<u>NOTE</u>**: If needed, these can be printed and compared.



For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.