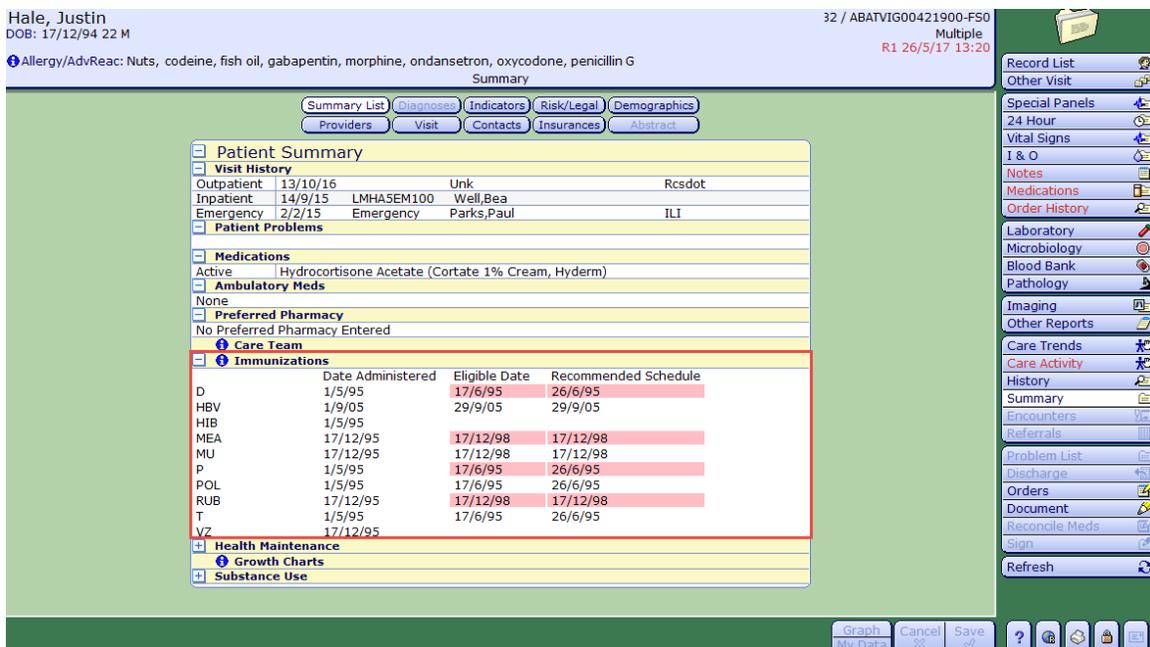The EMR contains different types of client health information and methods of printing vary. This document will explain how to print the following information from the EMR in Meditech:

1. Immunizations
2. Clinical Documentation- Care Activity and Notes
3. Diagnostic Imaging and Other Reports
4. Laboratory & Microbiology Results
5. Printer Icon in the Footer

Printing Immunizations

Immunizations can be printed from other areas within Meditech, such as CMPH module, but this method relates to printing from the EMR for reviewing immunizations.

1. Immunizations are displayed on the *Summary* screen

2. Select 🛈 in front of *Immunizations*
3. A summary of the client's immunizations will display. Select the ➕ in the top left column to display all immunization information.

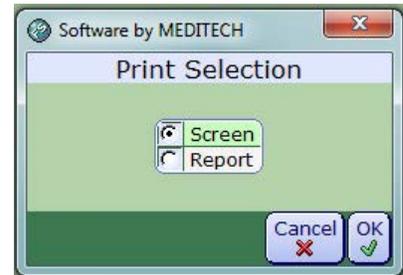4. Select the print icon 🖨 from the bottom right of the screen
5. Two options will appear. Select Screen and then OK
6. The entire screen will print to your local printer.

Printing Clinical Documentation – Care Activity & Notes

Care Activity and Notes can be accessed from the right menu buttons on the *Summary* screen
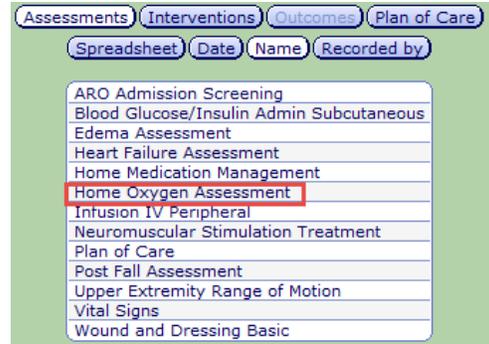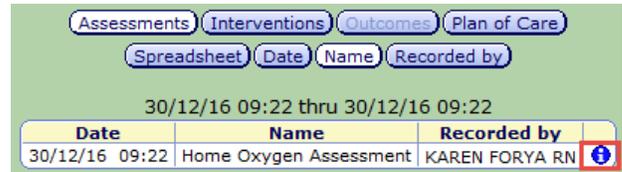

Care Activity

1. Select **Care Activity** from the right side menu buttons
2. The documentation spreadsheet will display. Select **Name** to view the assessments in a list

3. For this scenario, we will print the *Home Oxygen Assessment*. Select it from the list.

4. All documented Home Oxygen Assessments will be listed. Select the 🛈 beside the assessment you want to print.
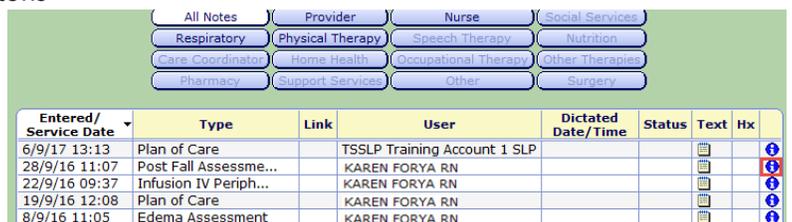

5. The assessment will display in a preview window. To have the information print to your local printer, select the printer icon 🖨 on the top toolbar.

Notes

1. Select **Notes** from the right side menu buttons

2. All documented Notes will be listed. Select the 🛈 beside the assessment you want to print. For this scenario, we will print the *Post Fall Assessment*

3. The assessment will display in a preview window. To have the information print to your local printer, select the printer icon 🖨 on the top toolbar.
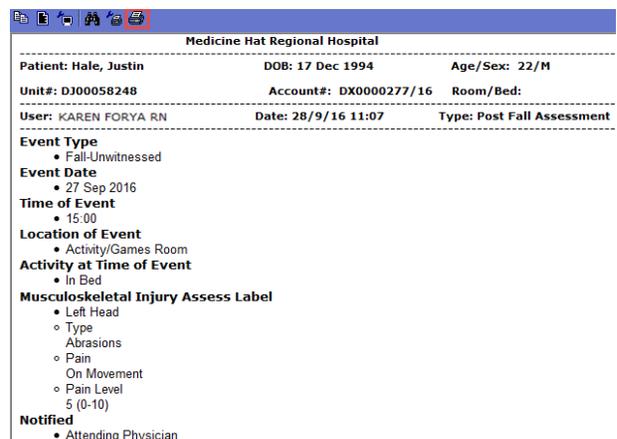
Printing Diagnostic Imaging and Other Reports

1. Select *Imaging or Other Reports* from the right side menu buttons on the *Summary* page

2. *All reports will be listed. Select the ▢
beside the report you want to print. For
this scenario, we will print the *Surgery
Operative Report*

3. The assessment will display in a preview
window. To have the information print
to your local printer, select the printer
icon 🖨 on the top toolbar.

Printing Laboratory & Microbiology Results

Laboratory and Microbiology can be accessed from the right menu buttons on the **Summary** screen

Laboratory

There are several different types of reports generated within **Laboratory**; however, printing method is the same.

1. Select **Laboratory** from the right side menu buttons on the **Summary** page
2. **Hematology** is the default display. For this scenario, to print the Complete Blood Count (CBC) completed on 2/10/14, click on the **date** in the header

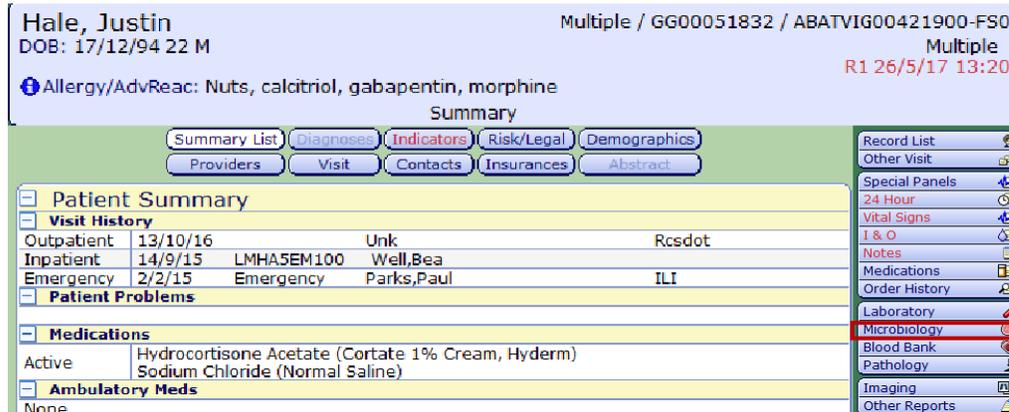3. A snapshot of the selected report displays. Click on **yellow header** of the snapshot to generate the report.

4. The printable report for the date will display. Click on 🖨 in the upper tool bar, to print the report to your default printer.

Microbiology

There are several different types of reports generated within **Microbiology**; however, printing method is the same.

1. Select **Microbiology** from the right side menu buttons on the **Summary** page

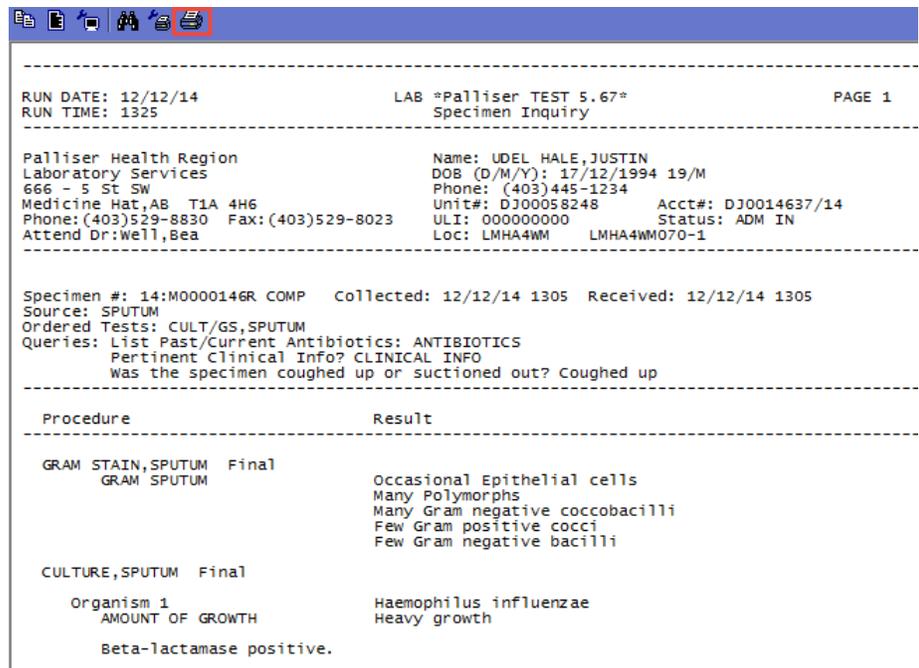2. *All reports will be listed. Select the* ✎ *beside the report you want to print. For this scenario, we will print the Sputum Culture Result*

3. The assessment will display in a preview window. To have the information print to your local printer, select the printer icon 🖨 on the top toolbar.

Printer Icon in the Footer

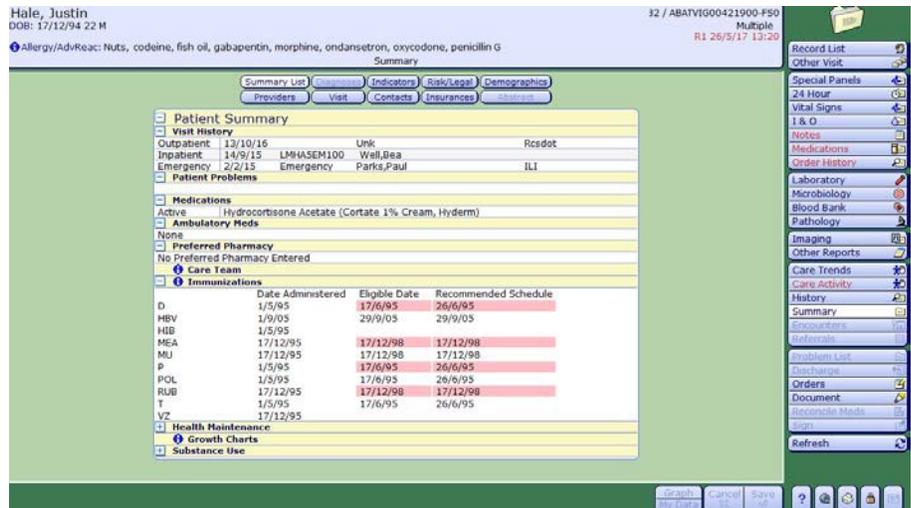At the bottom of the Summary page, there is a Printer Icon which allows for two different types of printing; **Screen** and **Report**.
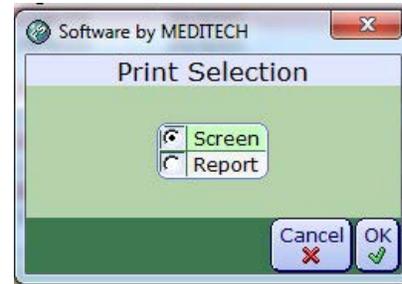

Screen

By selecting **Screen** and [OK] your local printer will print the exact view the user is seeing (ie. entire EMR **Summary** page).

Report

Report will generate an EMR Report containing relevant client information based on information entered.

1. Select **Report** and [OK]
2. The *Report Format* field has a drop down arrow which contains various reports. Access to reports is dependent on your location & care area. For this example, we will select the *MEDS* report

3. Indicate the time frame required, in the *From/Thru Date & Time* fields.
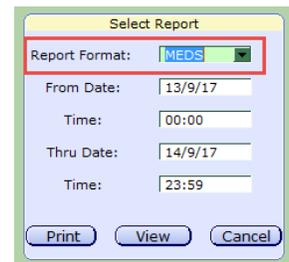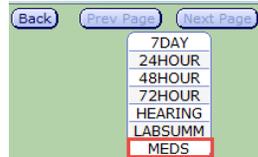
4. Select **View** to view the report
5. To print the report, select the print icon in the header at the top of the page