

MEDVIEWER – EDIT A COLLECTION

On first entering the patient's Health Record...

The **Bundles View** displays:

ABAYASEKERA, Paul (Mr) (Male)
Born 16/Dec/2013 (10y7m)
NHS No 947 308 5249 (01)
MRN T0447362

1 1 0 0

Gastroenterology OP
22/07/2024 15:00 (a day ago)
IBDCN1
Adam Stone

General Surgery IP
03/02/2023 12:27 (a year ago)
Current stay
CAU
Mr Richard Newton

Saved Filters

Charts & Forms Rev: 1.0
11/06/2024 1 of 2

Charts & Forms Rev: 1.0
11/06/2024 1 of 2

Charts & Forms Rev: 1.0

Clinical History Rev: 1.0

A Ribbon icon appears in the top-right of the Pages View.



Click on the **Ribbon** icon, top-right of the Pages View



The **Saved Collections** block displays:

Saved collections

Safe guarding MDT 02/08/24

Any existing Saved Collections will display here and can be:

- Selected – to View
- Deleted
- Edited

Click to select the tickbox against the required Saved Collection

The **Collection View** displays as a side bar:

1 7

Safe guarding MDT 02/08/24

Clinical History Rev: 1.0
06/06/2024 1 of 8

Unidentified Rev: 1.0

Please Note: If you are also using the main Health Record Filters to reduce your results, and select a page via the Previous and Next Arrows in Page View or the Thumbnails View, which is NOT a direct result of the filter, you will not be able to get to a + icon in the Bundles View until you close the blue Filter bar.

To add Pages to your Collection View, click on the + icon at the top-right of every Page (or Bundle if you want to add the whole Bundle to the collection



Confirm

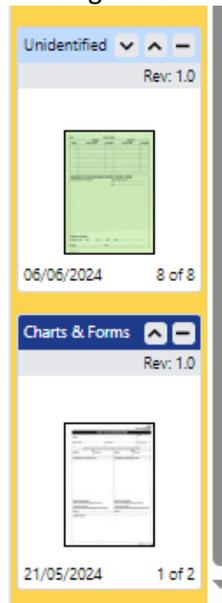
✕

Would you like to add all pages from this bundle?

No, only this page

Yes, all pages

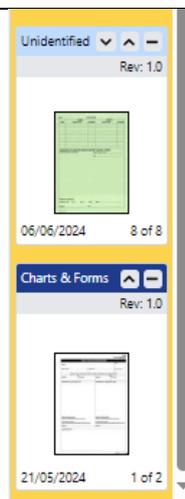
The Page or Bundle is added to the Collection View:

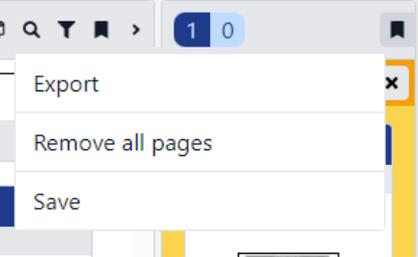
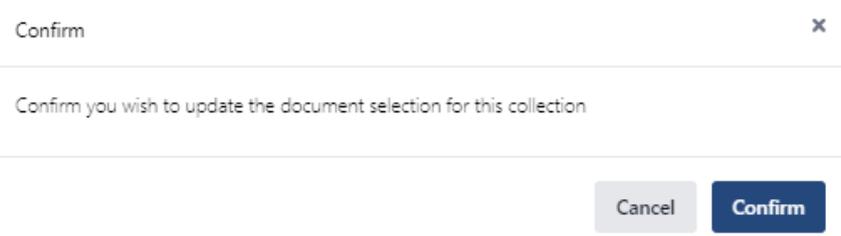


Note how those Pages' or Bundles' + icon has now toggled to a - icon, to enable you to remove a Page or Bundle from this Collection, either from within the Pages View or the Collection View.

Pages removed in this way are only removed from the Collection, not the Patient's Health Record.

To re-order the Pages or Bundles in the collection, click on the **Up** or **Down** arrows on the required item(s)



<p>Once you have finalised your Collection, click the Ribbon in the Collection View (not the Pages View)</p> 	<p>The Collection Menu displays:</p>  <p>Warning: If you don't save a Collection before closing the Collection View, you will lose the Collection's contents.</p>
<p>Click the Save button</p>	<p>The Confirm pop-up displays:</p> 
<p>Click the Confirm button</p>	<p>The Collection 'xx' Saved pop-up displays:</p> 