MEDIVIEWER – REDACT CONTENT ON A PAGE / REMOVE A REDACTION

There is no indicator against Page and Bundle thumbnails to alert staff that there has been a redaction:
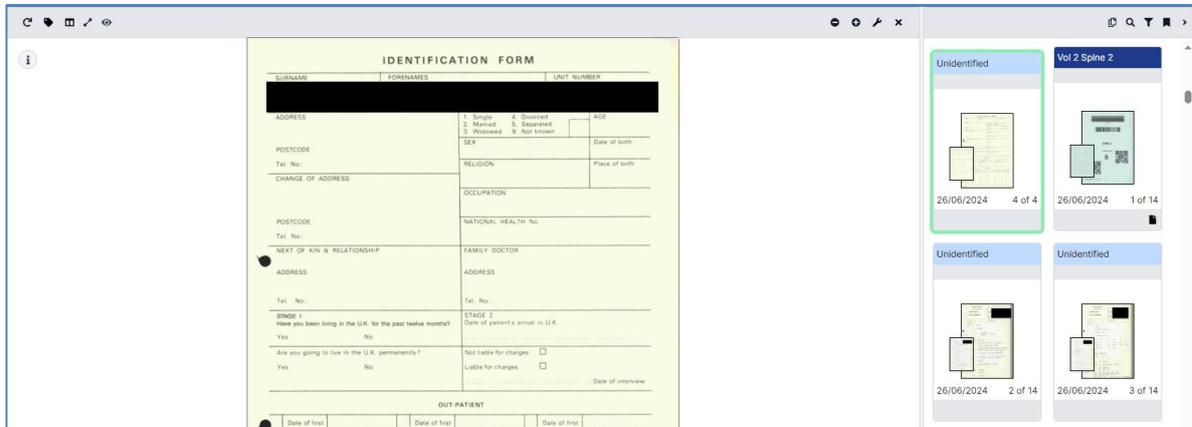
Only authorised staff have access to redact the content on a page, which can only be carried out from the Page View.

REDACT A PAGE
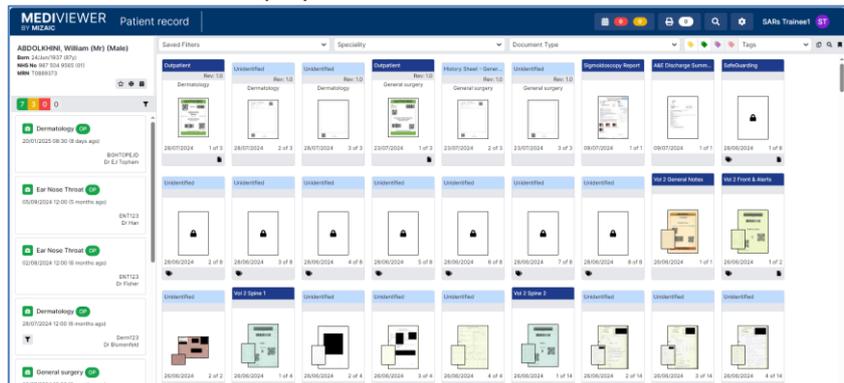
On first entering the patient's Health Record…	The **Bundles View** displays:
Click on the **Page** you need to redact	The **Page View** displays:
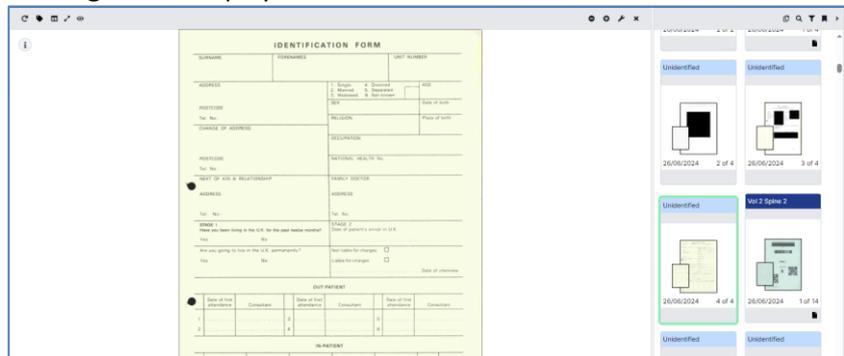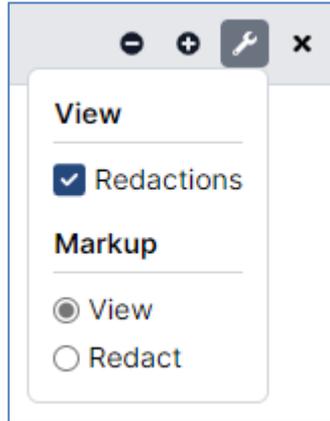
Click on the **Spanner** icon at the top-right of the Page View	The **Page Options** menu displays: The **Markup** setting will be against **View**, by default.
Click on the **Redact** radio button	A **Cross Hair** replaces the standard cursor onscreen:
Click and drag across the area of the Page needing to be redacted	The **Redaction** box displays:
Click the **x** icon in the Redaction toolbar to close the toolbar	Ensure you switch the Markup's **Redact** setting back to **View**, before you make any further clicks on the page, so as not to add more.
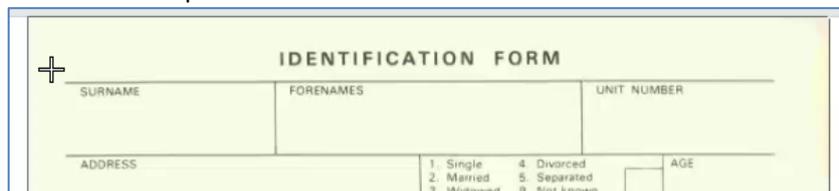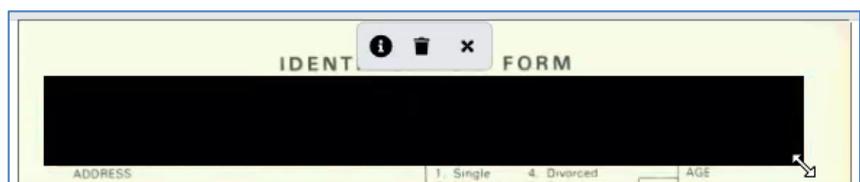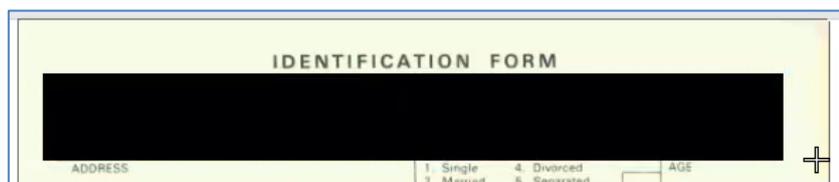
Note: Redaction Users are able to display or hide the Redaction with the **View** tickbox within the Page Options (Spanner icon) menu.
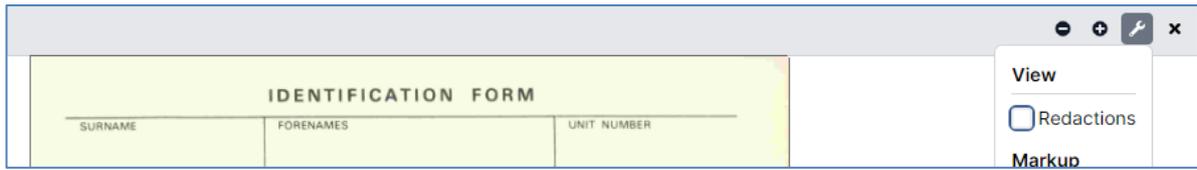
DELETE A REDACTION	
On first entering the patient's Health Record…	The **Bundles View** displays:
Click on the **Page** you need to add a tag to	The **Page View** displays:
Click on the **Spanner** icon at the top-right of the Page View	The **Page Options** menu displays: The **Markup** setting will be against **View**, by default.
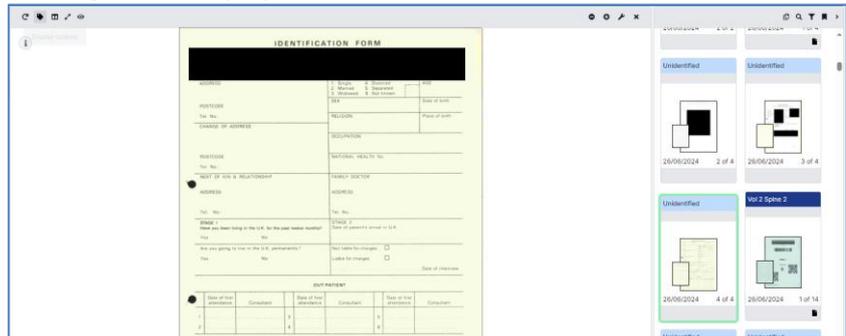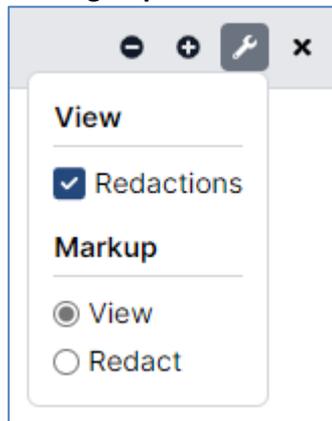
Click on the **Redact** button and then the **Redaction** box that you need to remove	The Redaction toolbar displays: The **i** icon displays the user who created the icon.
Click the **Bin** icon to delete the redaction	The Redaction has now been removed: