

Kentucky Health Information Exchange (KHIE)

Event Notifications in the ePartnerViewer

User Guide

May 2023

Event Notifications in the ePartnerViewer User Guide



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Document Control Information

Document Information

Document Name	Event Notifications in the ePartnerViewer User Guide
Project Name	KHIE
Client	Kentucky Cabinet for Health and Family Services
Document Author	Deloitte Consulting
Document Version	5.3
Document Status	Final Draft
Date Released	5/22/2023

Document Edit History

Version	Date	Additions/Modifications	Prepared/Revised by
1.0	01/28/2022	Initial Draft	Deloitte Consulting
2.0	02/11/2022	Revised Draft	Deloitte Consulting
3.0	03/17/2022	Revised Draft with updates related to changes from the KHIE TFS ticket	Deloitte Consulting
3.1	04/13/2022	Revised Draft per KHIE review	KHIE
4.0	04/18/2022	Revised Draft per KHIE review	Deloitte Consulting
4.1	05/26/2022	FINAL	KHIE
5.0	04/27/2023	Revised Draft with enhancements for managing and deleting event notifications, bulk uploads, and email notices	Deloitte Consulting
5.1	05/19/2023	Reviewed and Revised Draft	KHIE
5.2	05/19/2023	FINAL Draft per KHIE Review	Deloitte Consulting
5.3	05/22/2023	FINAL	KHIE
5.3	07/31/2024	Updated KHIE Phone Number	Charlese Blair KHIE

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1 Introduction

Overview

This training manual covers how KHIE's ePartnerViewer portal displays Event Notifications to inform healthcare providers of specific healthcare events that have occurred with high priority patients in their care. Authorized users with a *Clinical User* role can view and manage their own event notifications. Authorized users with the *Event Notification Administrator* (hereafter referred to as *'Administrator'*) role can view and manage the event notifications for other users within their organization. The purpose of this guide is to provide an overview of KHIE's Event Notification functionality and step-by-step instructions for viewing and managing event notifications in the ePartnerViewer.

All examples and screenshots used in this guide are simulated with mock data; no Protected Health Information (PHI) is present.

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Please Note: All screenshots shown throughout this document reflect how Users would interact with the ePartnerViewer while using a desktop or tablet device. While core functionality remains the same across multiple devices, interface components may vary in presentation.

Supported Web Browsers

Users must access the ePartnerViewer with a supported web browser. The ePartnerViewer is configured to support the following modern browsers on desktop, tablet, and mobile devices:

Desktop Browser Version	Mobile Browser Version						
Microsoft Internet Explorer							
Not supported	Not supported						
Microsoft Edge							
Version 44+	Version 40+						
Google Chrome							
Version 70+	Version 70+						
Mozilla Firefox							
Version 48+	Version 48+						
Apple Safari							
Version 9+	iOS 11+						

Please Note: The ePartnerViewer does <u>not</u> support Microsoft Internet Explorer. To access the ePartnerViewer, Users must use a modern browser such as Google Chrome, Microsoft Edge, Apple Safari, or Mozilla Firefox.

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Mobile Device Considerations

The ePartnerViewer is based on responsive design. This means it renders in the best format based on the user's device size. Responsive design applies to mobile, tablet, and desktop devices. Tablet devices in landscape display mode are considered desktop.

Accessing the ePartnerViewer

To access the ePartnerViewer, Users must meet the following specifications:

- 1. Users must be part of an organization with a signed Participation Agreement with KHIE.
- 2. Users are required to have a Kentucky Online Gateway (KOG) account.
- 3. Users are required to complete Multi-Factor Authentication (MFA).

Please Note: For specific information about creating a KOG account and how to complete MFA, please review the *ePartnerViewer Login: Kentucky Online Gateway (KOG) and Okta Verify Multi-Factor Authentication (MFA) Quick Reference Guide on the* <u>KHIE website</u>.

2 Event Notifications Overview

The Event Notifications feature enables healthcare providers to track high priority patients and informs providers of specific healthcare events that have occurred with specific patients in their care for the purposes of treatment, quality improvement, and care coordination activities.

Event Notifications are intended to keep healthcare providers "in the know" and improve care coordination as patients transition from various healthcare settings. The use of Event Notifications to inform healthcare providers when a patient is admitted to or discharged from an Emergency Department, for example, supports care coordination activities across disparate providers.

Event Notification Types

The table below defines the 13 Event Notification types that are triggered to inform healthcare providers when specific healthcare events occur with high priority patients in their care:

Event Notification Type	Event Notification Criteria Description				
Hospital Admission	When a patient is admitted to a hospital.				

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Hospital Discharge	When a patient is discharged from a hospital.
Emergency Department Admission	When a patient is admitted to an Emergency Department.
Emergency Department Discharge	When a patient is discharged from an Emergency Department.
Behavioral Health Admission	When a patient is admitted to a behavioral health facility.
Behavioral Health Discharge	When a patient is discharged from a behavioral health facility.
Hospital Readmission (Other Facility)	When a patient is admitted to another hospital/facility within 30 days of the last admission to a hospital/facility.
Specialty Visit	When a patient is registered at or discharged from a specialty healthcare practice.
Results Ready for Review	When the final or corrected result report is available for a patient.
Toxicology Screen	When a patient is admitted to or discharged from an Emergency Department or hospital with a diagnosis code associated with an overdose.
Overutilization	When a patient is admitted to an Emergency Department four times in a rolling 365-day period.
Possible Positive Test Result for COVID-19	When a patient's test result is positive for COVID-19.
Abnormal A1c	When a patient's glucose, or blood sugar, level is outside the normal range. This test measures blood sugar levels over the past 3 months to diagnose type 2 diabetes and prediabetes.





View Event Notifications in the ePartnerViewer

The ePartnerViewer displays Event Notifications in two places:

1. The *Event Notifications* section on the **myDASHBOARD** screen offers a quick view of the most recent event notifications that have occurred with high priority patients.

KHIE ePartnerViev	wer	🛎 Support 📢 Announcements 🛦 Advisories 🚺 🤤					
Patient Search	Bookmarked Patients	Event No	otifications 2	11	ab Data Entry -		Case Report Entry -
A Home							
Advisory:							Read More View All
			•				
		myDAS	HBOARD				
QUICK SEARCH		,					Q ADVANCED SEARCH
First Mana			Data Of Dial				
Pirst Name	Last Name		Date Of Birth	mm/dd/yyy	y		₽ search
BOOKMARKED PATIENTS	8		EVENT NOTIFICAT	IONS (PAST 72 I	HOURS)		0
BRADY BOBBY	EVENT DATE	NOTIFICATION DATE	EVENT	FACILITY	NAME	AGE	ORGANIZATION USER
RADPAT, DEMOONE	© 12/27/2021 5:34:38 at	m 01/10/2022 7:26:27 pm	Results Ready for Review	MERCY	AMONETENV, TJANOVA K	24 years	Jane Doe (Jane.Doe@email.com)
SAVER, SUPER	09/01/2021 12:55:15	om 01/10/2022 7:12:53 pm	KHIE contains suspected dr overdose information	ug MERCY	AMONETENV, TJANOVA K	24 years	Jane Doe (Jane.Doe@email.com)
HALL, JESSICA	01/10/2022 7:00:00 at	m 01/10/2022 8:16:36 am	Emergency Visit Overutilization	UKHC	BRADY,BOBBY	51 years	KHIE1 Prescriber (KHIE1.Prescriber@keups.net)
> VIEW ALL BOOKMARKED PATIENTS	_		CREFRESH >	VIEW ALL NOTIFICA	TIONS		

2. Clicking on the **Event Notifications Tab** enables users to review recent event notifications and deleted event notifications. Users with a *Clinical User* role can manage their event notifications.

This tab allows users with the *Administrator* role to manage the event notifications of users within their organization and to upload a bulk list of patients to receive event notifications.

KHIE ePartnerViewer Support 14 Announcements Advisories 9 9											
Patient Search Bookmarked Patients					Event Not	fications 2	Lab	Lab Data Entry 🕶		Case Report Entry -	
👫 Home 🖒 N	lotifications						-				
NOTIFICATIONS											
	RECENT NOTIFICATIONS		DELET	ED NOTIF	ICATIONS	MANA	AGE NOTIFICATION	S	UPLO	AD PATIENTS	
SHOWING 815 ITEMS											
ACTION	EVENT DATE	٠	NOTIFICATION DATE	EVENT		FACILITY	NAM	E	AGE	ORGANIZATION USER	
👕 Delete	12/27/2021 5:34:38 am		01/10/2022 7:26:27 pm	Results Re	ady for Review	MERCY	AMO K	NETENV,TJANOVA	24 years	Jane Doe (Jane.Doe@email.com)	
👕 Delete	09/01/2021 12:55:15 pm		01/10/2022 7:12:53 pm	KHIE conta overdose	ains suspected drug information	MERCY	AMO K	NETENV,TJANOVA	24 years	Joe Smith (Joe.Smith@email.com)	
👕 Delete	01/10/2022 7:00:00 am		01/10/2022 8:16:36 am	Emergenc	y Visit Overutilization	икнс	BRAD	Y,BOBBY	51 years	Jane Doe (Jane.Doe@email.com)	
盲 Delete	11/08/2021 12:00:01 am		12/20/2021 8:56:16 pm	Results Re	ady for Review	AMOHAMMAD	DECS	EVENTEEN,DECSEV ENMAN	31 years	Joe Smith (Joe.Smith@email.com)	
👕 Delete	09/09/2021 4:30:15 pm		12/16/2021 10:51:27 am	Results Re	ady for Review	AMOHAMMAD	DECS X	IXTEEN, DECONESI	30 years	Jane Doe (Jane.Doe@email.com)	
Please Neter To learn more about bulk upleading nationt papels in the opertment/issuer places											
riedse		a		ייי			panels i			ewer, please	
refer to	the Bulk U		ad Patient Pa	anel	Complete	User Guide	e and th	e <u>Quick</u>	Referenc	<u>e Guide</u> .	



3 Reviewing and Deleting Event Notifications

Overview of User Roles

Authorized users with a *Clinical User* role can manage the recent event notifications received for their associated patients. *Clinical Users* can view and delete their own event notifications, but they cannot view or delete other users' event notifications.

Authorized users with the *Administrator* role can view and manage the event notifications received for all patients associated with <u>all</u> users within the same organization. Only *Administrators* can view and delete event notifications for *other* users within their same organization. Only *Administrators* can upload a bulk list of patients to receive event notifications.



Review Recent Event Notifications

1. To view Event Notifications, click **View All Event Notifications** from the **myDASHBOARD** screen or click on the **Event Notifications Tab** in the blue Navigation Bar at the top of the screen.

KHIE ePartnerView	<i>i</i> er				🐸 Support 📢 Announcements 🌲	Advisories 1 🤮 🔹
Patient Search	Bookmarked Patients	Event No	tifications 2	Lab Data E	ntry -	Case Report Entry -
🖀 Home						
▲ Advisory: !@#\$%^&*0_+~{} □\`						Read More View All
			•			
		myDAS	HBOARD			
QUICK SEARCH						Q ADVANCED SEARCH
First Name	Last Name		Date Of Birth	mm/dd/yyyy		🖨 Search
BOOKMARKED PATIENTS	0		EVENT NOTIFICATI	ONS (PAST 72 HOURS)		0
BRADY, BOBBY	EVENT DATE	NOTIFICATION DATE	EVENT	FACILITY	NAME AGE	ORGANIZATION USER
RADPAT, DEMOONE	0 12/27/2021 5:34:38 am	01/10/2022 7:26:27 pm	Results Ready for Review	MERCY	AMONETENV, TJANOVA K 24 years	Jane Doe (Jane.Doe@email.com)
SAVER, SUPER	09/01/2021 12:55:15 p	m 01/10/2022 7:12:53 pm	KHIE contains suspected dru overdose information	Ig MERCY	AMONETENV, TJANOVA K 24 years	Jane Doe (Jane.Doe@email.com)
HALL, JESSICA	01/10/2022 7:00:00 am	01/10/2022 8:16:36 am	Emergency Visit Overutilization	UKHC	BRADY,BOBBY 51 years	KHIE1 Prescriber (KHIE1.Prescriber@keups.net)
VIEW ALL BOOKMARKED PATIENTS				VIEW ALL NOTIFICATIONS		



2. By default, the **Recent Notifications** screen displays with a list of recent event notifications.

KĤ	ePartner\	/iewer			Si Si	upport 🖪 Announcements	🏮 🌲 Advisories 🔕 😫 SIT Test_1 *					
	Patient Search		Bookmarked Patients	Event Notif	cations	_	Lab Data Entry *					
倄 Hor	ne > Notifications											
≜ N	NOTIFICATIONS											
	RECENT NOTIFICATION	IS	DELETED NOTIFICATIONS MANAGE NOTIFICATIONS			UPLOAD PATIENTS						
4 ITEM	S											
	EVENT DATE 🗘	NOTIFICATION DATE	EVENT 🗘	FACILITY ÷	NAME \$	AGE 🗢	ORGANIZATION USER +					
	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	UKHC	JAY,PERAL	30 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)					
	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	UKHC	JAY,PERAL	30 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)					
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)					
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)					
			First Back 1 Next Las	t			Maximum 5 🔹 entries per page					
							Telete Notification					

All Event Notification screens include a column titled *Organization User*. This column displays the username and the associated email address of the user for whom the original notification was generated (e.g., Jane Doe, Jane.Doe@email.com).

With this information, authorized users with the *Administrator* role can identify which patients each user in the organization is monitoring and **can view the content of those notifications**, enabling efficient management of event notifications.

K	Ĵ	Patient Search	Viewer	Bookmarked Patients	Event Notif	≌ s	upport 📢 Announcements 🌒 🌢 Advisories 🌒 😝 STT Test_1 * Lab Data Entry *				
~	Home > Notifications										
	♦ NOTIFICATIONS										
		RECENT NOTIFICATIO	DN5	DELETED NOTIFICATIONS MANAGE NOTIFICATIONS			UPLOAD PATIENTS				
SH 4	ITEMS										
		EVENT DATE	NOTIFICATION DATE	€VENT ◆	FACILITY ÷	NAME \$	AGE 🗘	ORGANIZATION USER			
		02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	ИКНС	JAY,PERAL	30 years	User 1 (user01@mailinator.com)			
		02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	UKHC	JAY,PERAL	30 years	User 2 (user02@mailinator.com)			
		01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	User 3 (user03@mailinator.com)			
		01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	User 4 (user04@mailinator.com)			
				First Back 1 Next Las	st			Maximum 5 🔹 entries per page			





Recent Notifications Screen Overview

The **Recent Notifications** screen allows *Clinical Users* to view and delete their own event notifications they previously received for their patients. Only *Administrators* can delete event notifications for <u>other</u> users within the same organization. The **Recent Notifications** screen allows users to delete <u>multiple</u> event notifications at once.

The features on the **Recent Notifications** screen include:

 The **Delete Notification** button and **checkboxes** next to each event notification allows users to select **multiple** event notifications for deletion at one time.

	RECENT NOTIFICATIO	NS		DELETED NOTIFICATIONS	MANAGE NO	TIFICATIONS	UPL	OAD PATIENTS
ITEM:	5							
	EVENT DATE	NOTIFICATION	DATE 🗘	EVENT ^	FACILITY \$	NAME \$	AGE 🗢	ORGANIZATION USER
•	01/06/2023 8:08:55 am	02/28/2023 10:	06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
2	02/16/2023 9:08:55 am	03/02/2023 9:4	6:57 am	Behavioral Health Admission	UKHC	JAY,PERAL	30 years	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
•	02/16/2023 9:08:55 am	03/02/2023 9:4	6:57 am	Hospital Admission	ИКНС	JAY,PERAL	30 years	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
2	01/06/2023 8:08:55 am	02/28/2023 10:	06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)

2. The *Event* and *Facility* columns include alphabetical sorting features to enable users to easily find specific event notifications.

♠ N	OTIFICATIONS						CREFRESH TAPPLY FILTER
	RECENT NOTIFICATION	NS	DELETED NOTIFICATIONS	MANAGE NO	TIFICATIONS	UPI	OAD PATIENTS
4 ITEM	is						
0	EVENT DATE	NOTIFICATION DATE	✓ EVENT	FACILITY ÷	NAME \$	AGE 🗘	ORGANIZATION USER +
0	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	UKHC	JAY,PERAL	30 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	UKHC	JAY, PERAL	30 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
			First Back 1 Next La	ast			Maximum 5 - entries per page



Filter Event Notifications

1. To search for a specific Event Notification, click **Apply Filter**.

KĤ	Patient Search	erViewer	Bookmarked Patients	Event Notifi	Support	Announcements 🔒	Advisories SIT Test_1 Lab Data Entry
倄 Hor	me > Notifications						
≜ N	OTIFICATIONS						REFRESH APPLY FILTER
SHOWING	RECENT NOTIFICATION	IS	DELETED NOTIFICATIONS	MANAGE NO	UPLOAD PATIENTS		
	S EVENT DATE +	NOTIFICATION DATE	EVENT \$	FACILITY +	NAME 🗘	AGE 🗘	ORGANIZATION USER
0	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	ИКНС	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	икнс	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
•	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
			First Back 1 Next Las	it			Maximum 5 - entries per page

2. The Filter fields display. Search by entering the *Event Date*, *Notification Date*, *Event*, *Facility*, *Name of the Patient*, and/or the *Organization User* in the corresponding Filter fields.

KĤ	ePartn	erViewer			🖼 Suppor	t 📢 Announcements 🧕	🔺 Advisories 🧿 😩 SIT Test_1 *
Ť	Patient Search		Bookmarked Patients	Event Not	ifications		Lab Data Entry +
😭 Hon	ne > Notifications						
≜ N	OTIFICATIONS						
	RECENT NOTIFICATIO	NS	DELETED NOTIFICATIONS	MANAGE N	OTIFICATIONS	UP	PLOAD PATIENTS
SHOWING 4 ITEMS	5						
	EVENT DATE	All	EVENT Enter event	FACILITY Enter FACILITY	NAME	AGE 🗢	ORGANIZATION USER Enter ORGANIZATION US
	Past 3 days Past 7 days Past 14 days Past 30 days	03/02/2023 9:46:57 am	Behavioral Health Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
			First Back 1 Next Las	t			Maximum 5 - entries per page

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Delete Event Notifications

The **Recent Notifications** screen allows users to delete **multiple** event notifications at once. *Clinical Users* have the option to delete their own event notifications on the **Recent Notifications** screen. **Only** *Administrators* can delete event notifications for <u>other</u> users within the same organization.

1. To delete **multiple** event notifications at one time, select the **checkbox(es)** next to the appropriate event notification(s).

K	(Ĥ	ePartne	erViewer			⊠ Support	📢 Announcements 🔕	🜲 Advisories 🔕 🙁 SIT Test_1 -
		Patient Search		Bookmarked Patients	Event Notifi	ications		Lab Data Entry •
	😭 Hom	Notifications						
4	₽ NO	DTIFICATIONS						CREFRESH APPLY FILTER
I.		RECENT NOTIFICATION	IS	DELETED NOTIFICATIONS	MANAGE NO	TIFICATIONS	UPL	OAD PATIENTS
	4 ITEMS	;						
	-	EVENT DATE 🗘	NOTIFICATION DATE	EVENT \$	FACILITY +	NAME \$	AGE 🗢	ORGANIZATION USER
		02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	ИКНС	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
	2	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	ИКНС	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
		01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
		01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
Ľ				First Back 1 Next Las	st			Maximum 5 • entries per page
								Tolete Notification

Please Note: Upon selecting <u>at least one</u> checkbox, the **Delete Notification** button is enabled.
 Once all the appropriate checkboxes have been selected, click **Delete Notification** to delete the selected event notifications.

•	EVENT DATE	NOTIFICATION DATE		FACILITY +	NAME \$	AGE 🗘	ORGANIZATION USER
	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	икнс	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
2	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)



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2. To delete <u>all</u> the event notifications listed on the current page, click the **Select All checkbox** in the top row.

RECENT NOTIFICAT	ON	S	DELETED NOTIFICATIO	NS	MAN	AGE NO	TIFICATIONS	UPL	OAD PATIENTS
is									
EVENT DATE	¢	NOTIFICATION DATE	- EVENT	¢	FACILITY	¢	NAME 🗘	AGE 🗘	ORGANIZATION USER
02/16/2023 9:08:55 am		03/02/2023 9:46:57 am	Behavioral Health Admiss	sion	UKHC		JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
02/16/2023 9:08:55 am		03/02/2023 9:46:57 am	Hospital Admission		UKHC		JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
01/06/2023 8:08:55 am		02/28/2023 10:06:48 am	Abnormal A1c		AMOHAMMAD		MORĄ,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinate com)
01/06/2023 8:08:55 am		02/28/2023 10:06:48 am	Possible Positive Test Res COVID-19	sult for	AMOHAMMAD		MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinate com)

Please Note: The Select All checkbox only applies to the event notifications listed on the
 current page. If there are multiple pages of event notifications and the user clicks the Select All
 checkbox on a certain page, only the event notifications displayed on the current page will be
 deleted.

Example: If there are 8 total event notifications, then page 1 displays 5 event notifications by default, and page 2 displays the remaining 3 event notifications. If the user clicks the Select All checkbox on page 1, then only the 5 event notifications on page 1 are selected for deletion. The remaining 3 event notifications on page 2 have not been selected for deletion.

	RECENT NOTIFICATION	15		DELETED NOTIFICATIONS	MANAGE NO	TIFICATIONS	UPI	LOAD PATIENTS
SHOWING 8 ITEM	s s				_			
	EVENT DATE	NOTIFICATION DATE	÷	EVENT	FACILITY +	NAME 🕈	AGE 🗢	ORGANIZATION USER
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am		Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am		Behavioral Health Admission	UKHC	JAY,PERAL	30 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
•	02/16/2023 9:08:55 am	Example	: Ou	it of the 8 total event	notifications, the Se l	lect All check	box	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
	01/06/2023 8:08:55 am	only sel The remainin	ects ng 3	s the 5 event notificat 8 event notifications on	ions displayed on pa page 2 have not beer	ge 1 for deleti n selected for d	on. eletion.	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
2	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am		\checkmark	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
				First Back 1 Next Last			. [Maximum 5 🔹 entries per page
								Telete Notification

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Please Note: By default, the **Recent Notifications** screen displays 5 event notifications per page. To view all recent event notifications, select **All** from the *Maximum entries per page* dropdown menu at the bottom right of the screen.

Ξ	EVENT DATE	NOTIFICATION DATE	EVENT \$	<pre>FACILITY ●</pre>	NAME \$	AGE 🗢	ORGANIZATION USER
	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	икнс	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
0	02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	икнс	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
0	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
	01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator com)
			First Back 1 Next Las	R			Maximum All + es tries per p 5 10 Notificatio All

3. Once the appropriate checkboxes have been selected, click **Delete Notification** to delete the selected notifications.

02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Hospital Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinato com)
	01/06/2023 8:08:55 am 01/06/2023 8:08:55 am 01/06/2023 8:08:55 am 01/06/2023 8:08:55 am 01/06/2023 8:08:55 am 01/06/2023 8:08:55 am	Image: Name of the state of the st	Image: Control of Con	Image: Control of Con	Image: Control of the contro	Indext (Control (Contro

Event Notifications in the ePartnerViewer User Guide



4. The *Delete Notifications* pop-up displays the number of selected notifications for deletion. To confirm the number of selected notifications for deletion, click **Delete**.

	RECENT NOTIFICATI	ONS	D	ELETED N	NOTIFICATIONS	м	ANAGE NO	TIFICATIONS		UPL	OAD PATIENTS
SHOWING 8 ITEMS	i										
	EVENT DATE	• NOTIFICATION DATE	-	EVENT	\$	FACILITY	¢	NAME	\$ AGE	\$	ORGANIZATION USER
	02/16/2023 9:08:55 am	03/02/2023 9:46:57 ar	n	Behaviora	Delete Notificatio	ons	× selected	JAY,PERAL	31 years		SIT Test_1 (khie_SIT_TEST_01@mailinator .com)
0	02/16/2023 9:08:55 am	03/02/2023 9:46:57 ar	n	Hospital /	notification(s).	Cancel	👕 Delete	JAY,PERAL	31 years		SIT Test_1 (khie_SIT_TEST_01@mailinator .com)
o	01/06/2023 8:08:55 am	02/28/2023 10:06:48 a	am	Abnormal	A1c	AMOHAMMAD		MORA,PAT K	1 year		SIT Test_1 (khie_SIT_TEST_01@mailinator .com)

Please Note: By default, the *Maximum entries per page* dropdown menu pre-selects **5** entries per page. If the user selected **All** from the *Maximum entries per page* dropdown menu and selected multiple event notifications for deletion, then later changed the *Maximum entries per page* dropdown menu selection back to **5** entries per page, then only the selected event notifications on page 1 will display. Once the user clicks **Delete Notification**, the *Delete Notifications* pop-up will display the correct number of selected event notifications that may not be displayed on page 1 of the **Recent Notifications** screen.

Example: If there are 8 total event notifications and the user changed the *Maximum entries per page* dropdown menu selection to *All*, then all 8 event notifications will display on one page. If the user selected 5 event notifications for deletion, and later changed the *Maximum entries per page* dropdown menu selection back to *5* entries, then only the selected notifications on page 1 will display. If only 1 selected notification displays on page 1 and the other 4 selected notifications are not displayed on page 1, the *Delete Notifications* pop-up will request the user to confirm the deletion of the total 5 selected notifications.

	RECENT NOTIFICATI	IONS		DI	DELETED NOTIFICATIONS MANAG		NAGE NO	NOTIFICATIONS			UPLOAD PATIENTS		
	EVENT DATE	÷	NOTIFICATION DATE	•	EVENT	\$	FACILITY	÷	NAME	¢	AGE	ORGANIZATION USER	
•	02/16/2023 9:08:55 am		03/02/2023 9:46:57 am		Behaviora	Delete Notificati	ons	×	JAY, PERAL		31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator	
0	02/16/2023 9:08:55 am		03/02/2023 9:46:57 am		Hospital /	Please confirm that y notification(s).	ou want to delete the 5 s	elected	JAY,PERAL		31 years	.com) SIT Test_1 (khie_SIT_TEST_01@mailinator .com)	
	01/06/2023 8:08:55 am		02/28/2023 10:06:48 am		Abnormal	A1c	AMOHAMMAD		MORA,PAT K		1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator .com)	
	.01/06/2023 8:08:55 am		02/28/2023 10:06:48 am		Possible P COVID-19	ositive Test Result for	AMOHAMMAD		MORA,PAT K		1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator .com)	
	01/06/2023 8:08:55 am		02/28/2023 10:06:48 am		Possible P COVID-19	ositive Test Result for	AMOHAMMAD		MORA,PAT K		1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator .com)	
					First	Back 1 Next La	st					Maximum 5 - entries per pa	
												Telete Notificatio	



5. Click the **Deleted Notifications Tab** to review all deleted event notifications.

KĤIE ePa	artnerViewer			🖾 Su	pport 📢 Announcements 💧	Advisories 4 SIT Test_1 -
Patient Search		Bookmarked Patients		Event Notifications		Lab Data Entry -
Home > Notifications						
	S					REFRESH TAPPLY FILTER
RECENT NOTIFI	ICATIONS	DELETED NOTIFICATIONS		MANAGE NOTIFICATIONS	UPL	OAD PATIENTS
SHOWING 3 ITEMS						
EVENT DATE	NOTIFICATION DATE	▼ EVENT	FACILITY	♦ NAME	AGE 🗘	ORGANIZATION USER 🗘
02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	ИКНС	JAY, PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinat or.com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinat or.com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinat or.com)
		First Back 1 Nex	t Last			Maximum 5 🔹 entries per page

Please Note: *Clinical Users* can view only their own deleted event notifications on the **Deleted Notifications** screen.

Only *Administrators* have the option to view the deleted event notifications for all <u>other</u> users within their same organization, as shown in the example below.

KÎLIE ePa	artnerViewer			🐸 Sup	oport 📢 Announcements 🟮	🜲 Advisories 🍐 🛛 💽 SIT Test_1 ~
Patient Search		Bookmarked Patients		Event Notifications		ab Data Entry -
Home > Notifications						
	15					CREFRESH APPLY FILTER
RECENT NOTIF	FICATIONS	DELETED NOTIFICATIONS	МА	NAGE NOTIFICATIONS	UPLC	DAD PATIENTS
EVENT DATE	NOTIFICATION DATE	₽ EVENT	FACILITY +	NAME \$	AGE 🗘	ORGANIZATION USER +
02/16/2023 9:08:55 am	03/02/2023 9:46:57 am	Behavioral Health Admission	ИКНС	JAY, PERAL	31 years	User 1 (user01@mailinator.com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	User 2 (user02@mailinator.com)
01/06/2023 8:08:55 am	02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	User 3 (user03@mailinator.com)
		First Back 1 Next	t Last		N	laximum 5 🔹 entries per page



4 Managing Event Notifications

Manage Notifications Screen Overview

The **Manage Notifications** screen allows *Clinical Users* to **add** or **delete** patients and edit their user preferences to select the types of event notifications they want to receive for each of their patients. Additionally, *Clinical Users* can apply user preference changes to specific patients.

Only *Administrators* can manage event notifications for **other** users within the same organization. *Administrators* can add or delete patients and edit the types of event notifications for other users within their organization.

┙╬╝╘┓	ePartr	herView	er				🖂 Supp	ort 📢 Announce	ments 8 🌲 Advi	sories 🔕 🙁 S
Patien	t Search		Bookmarke	d Patients		Event No	otifications 1		Lab (Data Entry -
Home 💙 N	lotifications									
	CATIONS									
RECE	NT NOTIFICATIONS	1	DELETE	D NOTIFICATIONS		MANAGI	NOTIFICATIONS		UPLOAD	PATIENTS
SELE	CT A USER FRC	OM THE LIST								
SIT Test_1 (khie_SIT_TES	T_01@mailinator.com)									
Retrieve										
Jser Preferen	ces:									
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCRE
SIT Test_1		8	8	8	8		8		5	8
(khle_SIT_TEST_01@ma llinator.com)										
(khie_SIT_TEST_010ma liinator.com) xisting Patien Second 21 ITEMS	Its:			EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DECHARGE	BEHAVIORAL HEALTH	BEHAVIORAL HEALTH	HOSPITAL READMISSION (OTHER EACH UTO	CDEF141TV VIST	Edit User Prefe
(khe_SIT_TEST_010ma linator.com) xxisting Patien second 21 ITEMS PATIENT NAME CLAIODD PARGOM	USER NAME SIT Test_1 (Dhig_ST_TEST_01@ma limator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL REJONISSON (OTHER FACULTY)	SPECIALTY VISIT	Edit User Prefe RESULTS READY P REVIEW
(chie_SIT_TEST_01@mu linator.com) ixisting Patien secure 21 ITEMS PATIENT NAME claiood PARGOM BRAMADMIN AAYZCA	USER NAME SIT Test_1 (bhe_sTr_TEST_01@ma linator.com) SIT Test_01 (bhe_sTr_TEST_01@ma linator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMBREINY ADMISSION	EMERCENKY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVYORAL HEALTH DISCHARGE	HOOPTTAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	Edit User Prefe RESULTS READY F REVIEW
(che_SIT_TEST_010mm linetor.com) ixisting Patien secure 21 ITEMS PATIENT NAME CLAIODD PARGOM BRAMADDIN AAYZCA Reiver Unvent	USER NAME SIT Test_1 (NHe_ST_TEST_01@ma ilmator.com) SIT Test_1 (NHe_ST_TEST_01@ma ilmator.com) SIT Test_1 (NHe_ST_TEST_01@ma ilmator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERCENCY DEPARTMENT ADMESSION	EMERCENCY DEPARTMINT DISCHARGE	BEHAVIORAL HEALTH ADMESSION	BEHAWORAL HEALTH DISCHARGE	HOSPITAL FACMISSION (OTHER FACILITY)	SPECIALTY VISIT	Edit User Prefer
Initial Content of the second	USER NAME USER NAME SIT Test_1 (NHo_ST,TEST_01@mailinator.com) SIT Test_1 (OHo_ST,TEST_01@mailinator.com) SIT Test_1 (OHo_ST,TEST_01@mailinator.com) SIT Test_1 (OHo_ST,TEST_01@mailinator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERCENCY DEPARTMINIT DISCHARGE	BEHAVIOPAL HEALTH ADMESSION	BD-AWORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACUITY)	SPECIALTY VISIT	RESULTS READY FR





The features on the Manage Notifications screen include:

1. The *User Preferences* section allows users to edit their user preferences to select the types of event notifications they want to receive for each of their patients.

ISER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	DEPARTMENT ADMISSION	DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEN
iT Test_1 khle_SIT_TEST_01@ma inator.com)	8	8		8	10		5		8	8

- 2. Upon editing the user preferences, a new *Manage Notifications* pop-up displays allowing the user to select one of the following radio button options for applying user preference changes:
 - *Option 1*: Apply changes to **ALL** existing patients.
 - *Option 2*: Apply changes to **selected patients**.
 - *Option 3*: Apply changes only to the **User Preferences**.

SIT Test_1 (khie_SIT_TEST_01@ma illinator.com)		2	a	2	2	2	8	
-			Manage Notif	ications	×			
			Please select the des Preferences.	ired option for applying c	hanges to User		Save User Preter	cancer
Existing Patien	its:		 Apply changes to a 	ALL existing patients.				
SHOWING			 Apply changes to 	selected patients.				
21 ITEMS			 Apply changes on 	ly to User Preferences.				
	USER NAME	HOSPITAL ADMISSION	NOTE: To apply changes of the list of existing patient:	inly to specific patients, you mus s,	it select them from	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (FACILITY)
PATIENT NAME								

3. Upon selecting the *Option 2* radio button: **Apply changes to selected patients**, the *Select Patients* pop-up displays allowing the user to select specific patients for applying user preference changes.

		Select Pa	tients	×		
User Preferenc	es:	SHOWING 20 ITEM	5	T APPLY FILTER		HOSPITAL
USER NAME	HOSPITAL ADMISSION	0	PATIENT NAME	\$	BEHAVIORAL HEALTH DISCHARGE	READMISSION (OT FACILITY)
SIT Test_1	8	0	BRAMAXMIN AAYZKA		8	8
(knie_SII_IESI_01@ma ilinator.com)		0	Reiver Urwent			
		0	TRIPS VIVIA			
		0	Cliff Danny		Save User Pre	eferences Cancel
			Rauch Kayle			
Existing Patient	ts:	First Bac	C 1 2 3 4 Next Last Maximum	5 👻 entries per page		
			1	Cancel Confirm	BEHAVIORAL HEALTH	BEHAVIORAL HEAL



4. Under the *Existing Patients* section, the **Delete Patients** button allows users to select and delete existing patient(s) from the patient panel in the ePartnerViewer. The assigned user will stop receiving event notifications for the selected patient(s).

trieve										
er Preference	25:									
ER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEN
Test_1 sle_SIT_TEST_01@ma iator.com)	8		- 81	8			8	а :-	- 8	8
										Edit User Preference
										- Con Color In Creating
isting Patients	s:									
ITEMS										
11.00										
TIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW
AIODD PARGOM	SIT Test_1 (khie_SIT_TEST_01@ma illinator.com)						8		8	8
AMAXMIN AAYZKA	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						8	5	0	8
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						8	8	8	8
iver Unwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						8		8	8
IPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma illinator.com)						8	8	0	8

5. Upon clicking the **Delete Patient** button, a new *Delete Patients* pop-up displays allowing the user to select specific patients for deletion.

PATIENT NAME	USER NAME	HOSPITA	Delete Pat	tients ×	RAL HEALTH	BEHAVIORAL HEALTH DISCHARGE	READMISSION (FACILITY)
	SIT Test_1 (khie SIT TEST 01@ma		SHOWING 20 ITEMS	▼ APPLY FILTER			
	ilinator.com)			PATIENT NAME			
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma			Reiver Urwent			
	ilinator.com)			TRIPS VIVIA			
TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma			Rauch Kayle			
	ilinator.com)			Korbin Miles			
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		O	Matthew Ferguson			
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		First Back	1 2 3 4 Next Last Maximum 5 - entries per page			



View and Manage Event Notifications for User

To view and manage the event notifications selected users receive for their patients, complete the following steps:

1. Click the **Event Notifications Tab** located in the blue Navigation Bar at the top of the screen.

KHIE ePartnerVie	ewer				🔄 Support 📢 Annound	ements 🌲)	Advisories 🕦 😝 🔹
Patient Search	Bookmarked Patients	Event No	otifications 2	Labi	Data Entry -		Case Report Entry ~
A Home							
Advisory: !@#\$%^&*()_+~{} □\`							Read More View All
QUICK SEARCH		myDAS	HBOARD				Q ADVANCED SEARCH
First Name	Last Name		Date Of Birt	h mm/dd/yyyy	â		🖉 Search
BOOKMARKED PATIENTS	6		EVENT NOTIFICAT	IONS (PAST 72 HC	URS)		0
PRACY PORRY	EVENT DATE	NOTIFICATION DATE	EVENT	FACILITY	NAME	AGE	ORGANIZATION USER
RADPAT, DEMOONE	0 12/27/2021 5:34:38 am	01/10/2022 7:26:27 pm	Results Ready for Review	MERCY	AMONETENV, TJANOVA K	24 years	Jane Doe (Jane.Doe@email.com)
SAVER, SUPER	09/01/2021 12:55:15 pm	01/10/2022 7:12:53 pm	KHIE contains suspected de overdose information	ug MERCY	AMONETENV, TJANOVA K	24 years	Jane Doe (Jane.Doe@email.com)
HALL. JESSICA	0 01/10/2022 7:00:00 am	01/10/2022 8:16:36 am	Emergency Visit Overutilization	UKHC	BRADY,BOBBY	51 years	KHIE1 Prescriber (KHIE1.Prescriber@keups.net)
> VIEW ALL BOOKMARKED PATIENTS				VIEW ALL NOTIFICATIO	INS		

2. From the **Event Notifications Tab**, click **Manage Notifications Tab** to add patients or edit the types of event notifications received.

KĤ	E ePart	tne	erViewer				Support 🔤	📢 Announcements	🐥 Advisories 🖪	SIT Test_1 *
	Patient Search			Bookmarked Patients	Event N	otificatio	ons		Lab Data Entry •	
😭 Hom	ne > Notifications				_					
. ≜ №	OTIFICATIONS								C REFRESH	APPLY FILTER
	RECENT NOTIFICAT	TIONS	S	DELETED NOTIFICATIONS	MANAGE	NOTIFIC	CATIONS	UPL	OAD PATIENT	s
SHOWING 3 ITEMS	5									
	EVENT DATE	٠	NOTIFICATION DATE	EVENT \$	FACILITY	≎ NA	AME 🗘	AGE 🗢	ORGANIZATION	VUSER 🗘
	02/16/2023 9:08:55 am		03/02/2023 9:46:57 am	Hospital Admission	UKHC	JAY	Y,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_ com)	_01@mailinator.
	01/06/2023 8:08:55 am		02/28/2023 10:06:48 am	Abnormal A1c	AMOHAMMAD	мс	ORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_ com)	_01@mailinator.
	01/06/2023 8:08:55 am		02/28/2023 10:06:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	мс	ORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_ com)	01@mailinator.
				First Back 1 Next Las	st				Maximum 5 -	entries per page
tps://epartnerviewe	r.test.khie.healthinteractive.net/notificati	ions/#							🖥 De	lete Notification



- 3. The **Manage Notifications** screen displays. Select the **Name of the User** from the *Select a User from the List* dropdown.
- 4. Once the appropriate user has been selected, click **Retrieve** to display the types of event notifications and patients selected for the user.

KHIE ePartnerViewer		Support	📢 Announcements 💿 🌲 Advisories 🍯 🤤 SIT Test_1 -
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry -
Home > Notifications			
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
SELECT A USER FROM THE LIST			

5. The User Preferences and Existing Patients sections display.

T A USER FRO	M THE LIST								
01@mailinator.com)		~							
25:									
HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEN
12	10	5	23	10	8	8	2	8	2
									Edit User Preferen
5:									
			EMERGENCY DEPARTMENT	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH	BEHAVIORAL HEALTH	HOSPITAL READMISSION (OTHER		
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	10111001011	Dischritte	ADMISSION	DISCHARGE	FACILITY)	SPECIALTY VISIT	REVIEW
USER NAME SIT Test_1 (khle_SIT_TEST_01@ma ilinator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE				DISCHARGE	FACILITY)	SPECIALTY VISIT	REVIEW
USER NAME SIT Test_1 (khle_SIT_TEST_01@ma llinator.com) SIT Test_1 (khle_SIT_TEST_01@ma llinator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE				DISCHARGE	FACILITY)		REVIEW
USER NAME SiT Test_1 (khie_SIT_TEST_01@ma liinator.com) SiT Test_1 (khie_SIT_TEST_01@ma liinator.com) SiT Test_1 (khie_SIT_TEST_01@ma	HOSPITAL ADMISSION	HOSPITAL DISCHARGE				DISCHARGE	FACILITY)	SPECIALTY VISIT	REVIEW
USER NAME SIT Test_1 (khie_siT_TEST_01@ma linator.com) SIT Test_1 (khie_siT_TEST_01@ma linator.com) SIT Test_1 (khie_siT_TEST_01@ma linator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE				DISCHARGE		SPECIALTY VISIT	Register for Report fo
	T A USER FRC	TA USER FROM THE LIST	TA USER FROM THE LIST	TAUSER FROM THE LIST	TA USER FROM THE LIST DI@mailinator.com) Image: Colspan="2">Image: Colspan="2" Image: Colspan="2">Image: Colspan="2" Image: Colspan=	TA USER FROM THE LIST D1@mailinator.com) Colspan="2">Colspan="2"Colspa	TA USER FROM THE LIST D1@mailinator.com) Intersection of the service of the servi	TA USER FROM THE LIST D1@mailinator.com) Integration of the series of the ser	TA USER FROM THE LIST Interview of the service of th

Event Notifications in the ePartnerViewer User Guide



Please Note: If the user has not yet added any patients, only the *User Preferences* section displays. Once <u>at least one</u> patient has been added for the user, the *Existing Patients* section displays.

For more information on adding patients, please refer to the *Add New Patients for the Selected User* sub-section of this chapter.

RECEN	NT NOTIFICATIONS		DELET	ED NOTIFICATIONS		MANAGE	NOTIFICATIONS		UPLOAD PATIENTS	
SELEC	CT A USER FRO	OM THE LIST								
ie Doe (jane.doe@ei	mail.com)									
trieve										
er Preferenc	ces:									
SER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEM
ane Doe ane.doe@email. om)										
										Edit User Preferer
					There is no data to be displi	ayed				
										Add Patie

Edit User Preferences

The *User Preferences* section displays the event notification types enabled for the selected user. *Clinical Users* can edit their user preferences to add or delete the event notification types they want to receive for their patients. *Administrators* can also add or delete the event notification types that the selected user receives by editing the *User Preferences* section.

To edit the *User Preferences* section to add or delete the event notifications that the selected user receives, complete the following steps:

6. Click Edit User Preferences under the User Preferences section to activate the checkboxes.

				_	MANAG	NOTFICATIONS		UPLOAD	PATIENTS	
A USER FRO	M THE LIST									
IT Test_1 (h/ie_STI_TEST_01@mailinator.com)										
:										
IOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEN	
1		8			8	2	8	12	2	
								E	dit User Preferences	
	Production (Comparing the Comparing the Comp	OSER PROVITE LIST pmallinator.com) COSPITAL ADMISSION HOSPITAL DISCHARGE	Brealinator.com Image: Second Secon	A OSER FROM THE LIST #mailinator.com #mailinator.com IOSPITAL ADMISSION HOSPITAL ADMISSION B	A OSER FROM THE LIST Bmailinator.com) Image: State of the stat	A OSER FROM THE LIST Bmailinator.com) v Smailinator.com) v Instruction v Instretion v <t< td=""><td>A O SER FROM THE LIST Bmailinator.com) Imailinator.com) Imailinator.com)</td><td>A OSER FROM THE LIST Bmailinator.com) Image: Strate Strat</td><td>Ar OSER FROM THE LIST Bmailinator.com) Imailinator.com) Imailinator.com)</td></t<>	A O SER FROM THE LIST Bmailinator.com) Imailinator.com) Imailinator.com)	A OSER FROM THE LIST Bmailinator.com) Image: Strate Strat	Ar OSER FROM THE LIST Bmailinator.com) Imailinator.com) Imailinator.com)	





7. Click the **appropriate checkboxes** to add or delete the types of event notifications the selected user will receive.

USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTH FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	۵	۵			8		

8. To save the notification types designated for the selected user, click **Save User Preferences**.

Jser Preferenc	es:						
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTH FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)					2	2	
ilinator.com)							

- 9. Upon saving the user preference changes, the *Manage Notifications* pop-up displays allowing the user to select one of the following radio button options for applying user preference changes:
 - *Option 1:* Apply changes to **ALL** existing patients.
 - Option 2: Apply changes to selected patients.
 - Option 3: Apply changes only to the **User Preferences**.

User Preferen	ices:						
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARC	EMERGENCY DEPARTMENT E ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTH FACILITY)
SIT Test_1 (khie_SIT_TEST_01@m. ilinator.com)	a	2	8	2	2	8	8
		P	ease select the desired op	otion for applying changes	to User	Save User Pr	eferences Cancel
		P	Apply chapters to ALL ovi	sting nationts			
Existing Patie	nts:	C	Apply changes to selecte	d patients.			
SHOWING	1001	C	Apply changes only to Us	ser Preferences.			
ZTITEMS		N	OTE: To apply changes only to sp e list of existing patients.	pecific patients, you must select th	nem from		
PATIENT NAME	USER NAME	HOSPITAL ADMIS	0	Cancel	ergency Partment Onfirm CHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	0					
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma			6	0	0	2

Event Notifications in the ePartnerViewer User Guide



The table below defines the three options on the *Manage Notifications* pop-up for applying user preference changes:

#	Option Title	Option Description
1	Apply changes to ALL existing patients.	 Option 1 applies the selected event notification type changes to <u>all</u> existing patients in the user's patient panel in the ePartnerViewer. This means the user will receive the selected event notification types for <u>all</u> existing patients.
2	Apply changes to selected patients .	 <i>Option 2</i> applies the event notification type changes to specific existing patients selected by the user. Upon selecting this option, a <i>Select Patients</i> pop-up will display allowing users to select specific patients from the patient panel. This means the user will receive the selected event notification types for the specific selected patients.
3	Apply changes only to the User Preferences .	 Option 3 applies the event notification type changes only to the User Preferences in the ePartnerViewer. This means there will be no changes to the event notification types the user currently receives for existing patients.

Please Note: If the user has not yet added any patients, only the *Option 3* radio button is enabled: **Apply changes only to the User Preferences**. The following radio buttons are disabled:

- Option 1: Apply changes to **ALL** existing patients.
- *Option 2*: Apply changes to **selected patients**.

User Preferenc	es:						
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCH/	EMERGENCY DEPARTMENT ARGE ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTH FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	۵	8	2	۵	Ø	2	۵
			Manage Notificatio	ons	×		
			Please select the desired op Preferences.	tion for applying changes t	o User	Save User Pr	eferences Cancel
			O Apply changes to ALL exi				
Existing Patient	ts:		O Apply changes to selecte	d patients.			
SHOWING			 Apply changes only to Us 	ser Preferences.			
21112003			NOTE: To apply changes only to sp	ecific patients, you must select the	em from		
			the last of state of particular		ERGENCY		
PATIENT NAME	USER NAME	HOSPITAL ADMIS		Cancel Co	CHARGE	ADMISSION	DISCHARGE
	SIT Test 1	0					

Event Notifications in the ePartnerViewer User Guide



• To apply event notification type changes to <u>all</u> existing patients in the user's patient panel in the ePartnerViewer, click the *Option 1* radio button: **Apply changes to ALL existing patients**.

				Manage N	lotifications		×			
Existing SHOWING 21 ITEMS	Patients:			Please select t Preferences. Apply chang Apply chang Apply chang NOTE: To apply ch	he desired option for ges to ALL existing pa ges to selected patier ges only to User Pref nanges only to specific pat	r applying changes t atients. nts. erences.	to User		Save User	Preferences Canc
PATIENT NAM	ие Us	ER NAME	HOSPITAL ADMIS	the list of existing	patients.	Cancel	PARTMEN CHARGE	Y NT	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HE DISCHARGE
USER NAME	HOSPITAL ADMISSIC	N HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEN
(khie_SIT_TEST_01@ma										
ilinator.com)								_		Edit Licer Dreferences
xisting Patient 21 mems	ts: Fo	or the user to er's patient pa	receive the anel, select (selected e Option 1 ra	event notifica adio button:	ation types f Apply chan	for <u>all</u> existi ges to ALL	ng patier existing	nts in the patients .	Edit User Preferences
xisting Patient 21 ITEMS PATIENT NAME	ts: FC USER NAME	or the user to r's patient pa	receive the anel, select (HOSPITAL DISCHARGE	selected e Option 1 ra DEPARTMENT ADMISSION	event notifica adio button:	ation types f Apply chan	for <u>all</u> existi ges to ALL BEHAVIORAL HEALTH DISCHARGE	ng patier existing Hospital READMISSION (O FACILITY)	nts in the patients.	Edit User Preferences
Xisting Patieni powe 20 TEMS Patient NAME 308BY BRADY	ts: FC USER NAME SITTEST_1 (bite_ST_TEST_010 linater.com)	Pr the user to er's patient pa HOSPITAL ADMISSION	receive the anel, select of HOSPITAL DISCHARGE	selected e Option 1 ra DEPARTMENT ADMISSION	event notifica adio button:	ation types f Apply chan BEHAVYORAL HEALTH ADMISSION	for <u>all</u> existi ges to ALL BERAVIORAL HEALTH DEGRAVAGE	ng patier existing Hospital READMISSION (O FACILITY)	nts in the patients.	Edit User Preferences
xisting Patien: Source 21 ITEMS PATIENT NAME BOBBY BRADY BRAMAXMIN ANYZKA	ts: FC USER NAME SITTest_1 (khe_ST_TEST_01e) Illinator.com SITTest_1 (khe_ST_TEST_01e)	HOSPITAL ADMISSION	receive the anel, select (HOSPITAL DISCHARGE	selected e Option 1 ra DERGENCY DERAFINENT ADMISSION	event notifica adio button:	ation types f Apply chan BRHWIORAL HEALTH ADMISSION	for <u>all</u> existi ges to ALL BEHAMOBAL HEALTH DISCHARGE	ng patier existing HOSPITAL READMISSION (OF	HER SPECIALTY VISIT	Edit User Proferences
xisting Patient soomo 21 ITEMS PATIENT NAME BOBBY BRADY BRAMAXMIN AAYZKA CIIIf Danny	ts: Fc USER NAME SIT Test_1 (khie_ST_TEST_01 @ linator.com) SIT Test_1 (khie_ST_TEST_01 @ linator.com)	hospital admission	receive the anel, select (HOSPITAL DISCHARGE	selected e Option 1 ra DEPARTMENT ADMISSION	Event notifica adio button: DEPARA DECOMOS	ation types f Apply chan BEHMMODAL HEALTH ADMISSION	For <u>all</u> existi ges to ALL BRANDORAL HEALTH DISCOMMEE	ng patier existing HOSPITAL RADAMISSION (0 FACUTY)	THER SPECIALTY VISIT	Edit User Preference

• To apply event notification type changes **only** to the User Preferences, click the *Option 3* radio button: **Apply changes only to User Preferences**.

				Manage Notif	fications		×			
				Please select the de Preferences.	sired option for app	ying changes to Use	r		Save User Prefere	ences Cancel
				 Apply changes to 	ALL existing patient	s.				
Existing P	Patients:			 Apply changes to 	selected patients.					
SHOWING				Apply changes or	nly to User Preference	es.				
21 ITEMS				NOTE: To apply changes only to specific patients, you must select them from			m			
				the list of existing patien	ts.		ERGENCY			
PATIENT NAMI	E LISER N	AME			3	Capcel	PARTMENT	BEHAVIOR	AL HEALTH B	EHAVIORAL HEALT
	e obeirin	avie	100/11/12/10/11/2			Cancer	ennite	7.0111.0510		io crinarcia
User Preferenc	res:									
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEN
				5	2	-				
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)				-				2	12	2
SIT Test_1 (khie_SIT_TEST_01@ma Ilinator.com)						2		0	2	
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)							2			Edit User Preferences
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		To apply the	e selected e	event notific	ation type c	hanges only	to the Use	r Preferenc	es,	Edit User Preferences
strTet_1 (khie_str_TEST_01@ma illinator.com)	its:	To apply the select th	e selected e	event notific radio butto	ation type c	hanges only anges only	to the Use	r Preferences.	es,	C Edit User Preferences
SIT Tet_1 (kile_SIT_TEST_01@ma ilinator.com)	its:	To apply the select the	e selected ene Option 3	event notific radio butto	ation type c n: Apply ch	hanges only	to the Use	r Preferences.	es,	Edit User Preferences
SIT TEL_1 (khe_SIT_TEST_01@ma ilinator.com) Existing Patient Source Patient NAME	Its:	To apply the select the Please the use	e selected e ne <i>Option 3</i> Note : The currently	event notific radio butto re will be no receives for	ation type c n: Apply ch changes to their existin	hanges only anges only the event n ng patients i	to the Use to User Pre- notification to n the ePart	r Preference eferences. types that nerViewer.	es,	Edit User Preferences



Apply Changes to Selected Patients

To select specific existing patients to apply user preference changes and receive the selected event notification types, complete the following steps:

10. On the *Manage Notifications* pop-up, click the *Option 2* radio button: **Apply changes to selected patients**.

11. Click **Confirm**.

User Preference	es:							
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHA	EMERGENCY DEPARTMENT RGE ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BE	EHAVIORAL HEALTH DMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTH FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	۵	8	2	8	2	-	2	8
			Manage Notifica	tions	×			
Existing Patien	ts:		Preferences. Apply changes to ALL Apply changes to sele Apply changes only to NOTE: To apply changes only the list of existing patients.	existing patients. cted patients. User Preferences. o specific patients, you must se	lect them from	ERGENCY		
PATIENT NAME	USER NAME	HOSPITAL ADMIS		Cancel	Confirm	PARTMENT CHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)				0			
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		0				0	8

JSER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT	RESULTS READY FOR REVIEW	TOXICOLOGY SCREEN
IT Test_1 chie_SIT_TEST_01@ma inator.com)	8	2	8		2	D	2	2	8	2
										Edit Lines Desfores
	For the	usor to ro	oivo tho co	lacted over	t potificatio	n types for	spacific sal	octod patio	nts from	Edit Oser Preference
isting Patier	the u	iser's patier	nt panel, sel	ect Option 2	2 radio butt	on: Apply c	hanges to s	elected parte	tients.	
21 ITEMS				EMERGENCY	EMERGE			HOSPITAL		
				DEPARTMENT	DEPAR	BEHAVIORAL HEALTH	BEHAVIORAL HEALTH	READMISSION (OTHER		RESULTS READY FOR
PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	ADMISSION	DISCHARGE	ADMISSION	DISCHARGE	FACILITY)	SPECIALITY VISIT	REVIEW
OBBY BRADY	USER NAME SIT Test_1 (khle_SIT_TEST_01@ma ilinator.com)	HOSPITAL ADMISSION	HOSPITAL DISCHARGE					FACILITY)		
IOBBY BRADY	USER NAME SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	HOSPITAL ADMISSION								
OBBY BRADY USK JANE	USER NAME SIT Test_1 (hhe_SIT_TEST_01@ma linator.com) SIT Test_1 (hhe_SIT_TEST_01@ma linator.com) SIT Test_1 (hhe_SIT_TEST_01@ma linator.com)	HOSPITAL ADMISSION								
ATTENT NAME OBBY BRADY USK JANE liff Danny lex Francis	USER NAME SIT Test,1 (khie_ST_TEST_01@ma linator.com) SIT Test,1 (khie_ST_TEST_01@ma linator.com) SIT Test,1 (khie_ST_TEST_01@ma linator.com) SIT Test,1 (khie_ST_TEST_01@ma linator.com)	HOSPITAL ADMISSION								REVIEW



- 12. The *Select Patients* pop-up displays to select specific patients for applying the changes.
- 13. To search for a specific existing patient from the user's patient panel, click **Apply Filter**.

USER NAME	HOSPITAL ADMISSION	Select Pat	ients ×	DISCHARGE	FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	٥	SHOWING 20 ITEMS	T APPLY FILTER	2	۵
			PATIENT NAME		
			Reiver Urwent	Save User Pre	eferences Cancel
			TRIPS VIVIA		
Existing Patient	s:		Rauch Kayle		
SHOWING 21 ITEMS			Korbin Miles		
			Matthew Ferguson		
PATIENT NAME	USER NAME			ADMISSION	DISCHARGE
	SIT Test_1 (khie_SIT_TEST_01@ma	First Back	1 2 3 4 Next Last Maximum 5 • entries per page	0	
Deivert	llinator.com)		Cancel Confirm		

14. The *Patient Name* Filter field displays. Search by entering the *Patient Name*.

(khie_SIT_TEST_01@r ilinator.com)	(khie_SIT_TEST_01@ma ilinator.com)		ients	×		
		SHOWING 1 ITEMS			Save User Pre	eferences Cancel
			PATIENT NAME Bobby	\$		
Existing Patie 21 ITEMS	ents:		BOBBY BRADY			
		First Back	1 Next Last	Maximum 5 - entries per page	BEHAVIORAL HEALTH	BEHAVIORAL HEALT
PATIENT NAME	SIT Test_1			Cancel Confirm		DISCHARGE

15. To view the list of patient names on the current page in alphabetical order, click the **alphabetical sorting button** to the right of the *Patient Name* column.

		Select Pa	tients ×		
User Preferenc	es:	SHOWING 20 ITEMS	T APPLY FILTER		HOSPITAL
USER NAME	HOSPITAL ADMISSION		PATIENT NAME	BEHAVIORAL HEALTH DISCHARGE	READMISSION (OTH FACILITY)
SIT Test_1			BRAMAXMIN AAYZKA		
(knie_SII_IESI_01@ma ilinator.com)			Reiver Urwent		
			TRIPS VIVIA		
			Cliff Danny	Save User Pre	eferences Cancel
			Rauch Kayle		
Existing Patient	IS:	First Back	1 2 3 4 Next Last Maximum 5 • entries per page		
PATIENT NAME	USER NAME		Cancel Confirm	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE

Event Notifications in the ePartnerViewer User Guide



		Select Pat	ients ×		
User Preferenc	es:	SHOWING 20 ITEMS	Y APPLY FILTER		HOSPITAL
USER NAME	HOSPITAL ADMISSION		PATIENT NAME	BEHAVIORAL HEALTH DISCHARGE	READMISSION (OTH FACILITY)
SIT Test_1	•		Alex Francis	8	
ilinator.com)			BOBBY BRADY		
4			BRAMAXMIN AAYZKA		
			Cliff Danny	Save User Pre	eferences Cancel
			EDWARD DOTCH		
Existing Patient	s:	First Back	1 2 3 4 Next Last Maximum 5 • entries per page		
PATIENT NAME	USER NAME		Cancel Confirm	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE

Please Note: The patient names are sorted alphabetically by first name. Additionally, the alphabetical sorting feature alphabetizes all existing patients in the patient panel (i.e., it does not sort patient names alphabetically just by the current page). By default, the Select Patients pop-up displays **5** patient names per page.

- *Example*: In the example above, the patient *Alex Francis* was not listed on page 1 prior to clicking the **alphabetical sorting button**. Upon clicking the **alphabetical sorting button**, the patient *Alex Francis* displayed at the top of page 1.
- 16. To select *multiple* patients for applying user preference changes at one time, select the **checkbox(es)** next to the appropriate patient names(s).

Retreve					
		Select Pat	ients ×		
User Prefer	ences:	SHOWING			
		20 ITEMS	APPET PILLER		HOSPITAL
USER NAME	HOSPITAL ADMISSION		PATIENT NAME	DISCHARGE	FACILITY)
SIT Test_1			Alex Francis	•	
ilinator.com)	ema	0	BOBBY BRADY		
			BRAMAXMIN AAYZKA		
			Cliff Danny	Save User Pre	ferences Cancel
			EDWARD DOTCH		
Existing Pat	ients:				
SHOWING 21 ITEMS		First Back	1 2 3 4 Next Last Maximum 5 •		
PATIENT NAME	USER NAME		Cancel Confirm	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEAL DISCHARGE

Event Notifications in the ePartnerViewer User Guide



17. To select **<u>all</u>** the patients listed on the current page, click the **Select All checkbox** in the top row.

Retrieve		Select Pa	tients ×		
		SHOWING	T APPLY FILTER		
User Preferenc	es:	2	PATIENT NAME		
			Alex Francis	BEHAVIORAL HEALTH	HOSPITAL READMISSION (OTH
USER NAME	HOSPITAL ADMISSION		BOBBY BRADY	DISCHARGE	FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma	0		BRAMAXMIN AAYZKA	0	2
ilinator.com)		2	Cliff Danny		
			EDWARD DOTCH		
Evicting Dation		First Bac	k 1 2 3 4 Next Last Maximum 5 • entries per page	Save User Pre	eferences Cancel
	.5.	SELECTED P	ATIENTS		
ZTHEMS		Alex Francis	5, BOBBY BRADY, BRAMAXMIN AAYZKA, Cliff Danny, EDWARD DOTCH		
PATIENT NAME	USER NAME			BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE
BRAMAXMIN AAYZKA	SIT Test_1 (khie_SIT_TEST_01@ma		Cancel Confirm	a	

Please Note: The **Select All checkbox** only applies to the patients listed on the *current* page. If there are multiple pages of patient names and the user clicks the **Select All checkbox** on a certain page, only the patients displayed on the current page will be selected for applying the user preference changes.

18. Upon selecting specific checkbox(es), the *Selected Patients* section displays the list of selected patients at the bottom of the pop-up.

User Preferenc	es:					
		Select Patie	ents	×		HOSPITAL
USER NAME	HOSPITAL ADMISSION	SHOWING 20 ITEMS	T APPL	LY FILTER	BEHAVIORAL HEALTH DISCHARGE	READMISSION (OT FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma	8	⊡	PATIENT NAME	•	8	
ilinator.com)			Alex Francis			
(•	BOBBY BRADY			_
			BRAMAXMIN AAYZKA		Save User Pre	ferences Cancel
			Cliff Danny			
SHOWING 21 ITEMS	.S:		EDWARD DOTCH			
PATIENT NAME	USER NAME	First Back	1 2 3 4 Next Last Maximum 5 - entrie	es per page	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEAI DISCHARGE
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	SELECTED PAT Alex Francis, B	IENTS OBBY BRADY, Cliff Danny			
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		Cancel	Confirm		
TRIPS VIVIA	SIT Test_1					

Event Notifications in the ePartnerViewer User Guide



19. Once the appropriate patient(s) have been selected, click **Confirm** to proceed with applying the user preferences changes to the selected patients.

		Select Par	tients ×		HOSPITAL
USER NAME	HOSPITAL ADMISSION	SHOWING 20 ITEMS	T APPLY FILTER	BEHAVIORAL HEALTH DISCHARGE	READMISSION (OTH FACILITY)
SIT Test_1 (khie_SIT_TEST_01@ma	2	-	PATIENT NAME	2	2
ilinator.com)		•	Alex Francis		
<	_		BOBBY BRADY	_	
			BRAMAXMIN AAYZKA	Save User Pre	eferences Cancel
Evicting Dation	te		Cliff Danny		
SHOWING 21 ITEMS	LS.		EDWARD DOTCH		
PATIENT NAME	USER NAME	First Back	1 2 3 4 Next Last Maximum 5 • entries per page	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	SELECTED P	ATIENTS , BOBBY BRADY, Cliff Danny		
Reiver Unwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		Cancel Confirm		

20. The *Manage Notifications* pop-up displays indicating that the user preference changes have been applied to the selected patients. Click **OK** to close out of the pop-up.

User Preferer	nces:						
		Ma	nage Notifications		×		
Existing Patie	nts:	Reco	rds updated successfully!!				
21 ITEMS					OK		
PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	0.		0	.0	Q	8

Please Note: The **Manage Notifications** screen will be locked and a yellow banner will display the following message until the user preference changes have been successfully processed: *Your changes to event notifications are being processed. Additional changes cannot be made until these changes have been completed.*

Event Notifications in the ePartnerViewer User Guide



RECENT NOTIFI	RECENT NOTIFICATIONS		TIFICATIONS	MANA	GE NOTIFICATIONS	UPL	UPLOAD PATIENTS	
SELECT A US	ER FROM THE LIST							
Test_1 (khie_SIT_TEST_01@mailinat	or.com)							
our changes to event not	tifications are being process	sed. Additional changes can	not be made until these ch	anges have been comple	eted.			
Loor Proforance	2051							
User Preference	.es.							
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTH FACILITY)	
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)								
Existing Patien ^{SHOWING} 21 ITEMS	ts:							
PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE	
	017.7 A							

Edit Event Notifications at Patient-Level

The **Edit Notification** button under the *Existing Patients* section is another method for editing the types of event notifications received for specific patients.

To edit the types of event notifications received for specific patients, complete the following steps:

1. To select the event notifications received for a specific patient, click **Edit Notification** under the *Existing Patients* section.

PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (FACILITY)
ROBERT COLEMAN	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	12	8	8		10	8	51
ROBERTO GILLMAN	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	8	52	8	10		8	12
EDWARD DOTCH	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	8	8	12	8	10	53	13
GIANCO XAVIER	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	8	12	5	8	10.	8	8
SIT SIT	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	8	10	2		8	2	8



2. Click the **appropriate checkboxes** to select which types of event notifications the user will receive for each specific patient.

20 ITEMS								
PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION FACILITY)
ROBERT COLEMAN	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)							
ROBERTO GILLMAN	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	2	۷				Ø	
EDWARD DOTCH	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	۵	۵		۵	۵	۵	
GIANCO XAVIER	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	۵				۵	۵	
SIT SIT	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	۵	۵	۵	۵		۵	

3. Once the desired event notification types have been selected for each patient, click **Save**.

HOWING								
PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (FACILITY)
OBERT COLEMAN	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	8	Ø	D	D	0	D	0
OBERTO GILLMAN	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	8	0	0	8	2	2	2
DWARD DOTCH	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	8	2	8	2	8	2	
SIANCO XAVIER	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		0	۵	8	2	0	
IT SIT	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	2	0	2	2	2	8	

Event Notifications in the ePartnerViewer User Guide



4. The *Manage Notifications* pop-up displays indicating that the records have been successfully updated. Click **OK** to close out of the pop-up.

IFICATIONS			
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
	Manage Notifications	×	
	Records updated successfully!!		
		ок	
	100 C	and the second second	

5. Changes can be reviewed on the **Manage Notifications** screen.

SIT Test_1	2	2								
xisting Patients:										
SHOWING		All 13 event n that all 13 ev	otification typ vent notificatio	ies are selecte on types are a	d for the user p vailable for any	preferences. Th of the user's p	nis means patients.	Jser Preferences		
PATIENT NAME U	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION FACILITY)		
ROBERT COLEMAN S () II	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)									
Verl Tuttle Si (i il	SIT Test_1 (khie_SIT_TEST_01@m ilinator.com)	The user will		the event noti	a	Destad for the	•			
Alex Francis S (ł il	SIT Test_1 (khie_SIT_TEST_01@r ilinator.com)	Ine user will only receive the event notification types selected for the patient. If only 2 event notification types are selected for this patient,								
PERAL JAY Si (i ii)	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	the user i	viir only receive							
MIKE PIROT S () II	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	12		2						
BOBBY BRADY SI (i ii)	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	2		2						



Add New Patients to the User's Patient Panel

The *Existing Patients* section displays the list of patients and the event notification types for each patient that the user is monitoring. Users can **add** new patients to the selected user's patient panel in the ePartnerViewer and manage the types of event notifications received for each patient.

To add new patients to the selected user's patient panel, complete the following steps:

1. Click **Add Patient** under the *Existing Patients* section to open the Patient Search.

PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (FACILITY)
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						51	51
TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						5	8
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma illnator.com)							8
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						5	8
Matthew Ferguson	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						12	2

Please Note: If the user has not yet added any patients, only the User Preferences section displays.
Once <u>at least one</u> patient has been added for the user, the *Existing Patients* section displays.

RECENT NOTIFICATIONS			DELETE	DELETED NOTIFICATIONS MANAGE NOTIFICATIONS			UPLOAD PATIENTS			
SELE(Jane Doe (jane.doe@e	CT A USER FRC	OM THE LIST	~							
User Preferend	es:		EMERGENCY DEPARTMENT	EMERGENCY DEPARTMENT	BEHAVIORAL HEALTH	BEHAVIORAL HEALTH	HOSPITAL READMISSION (OTHER		RESULTS READY FOR	
Jane Doe (jane.doe@email. com)										
Complexed and a set of the displayed Add Patients										
Event Notifications in the ePartnerViewer User Guide



- 2. The *Patient Search* table displays. Enter the patient's **First Name** and **Last Name** in the appropriate fields.
- 3. If known, select the patient's **Sex**.
- 4. Enter the patient's **Date of Birth**. If the Date of Birth is unknown, provide the patient's **Age Range**.

SER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (O FACILITY)
F Test_1 hie_SIT_TEST_01@ma nator.com)	2				2		
							Select Another User
DA							
PA	TIENT SEARCH			1	No Searches Completed		
First Name							
Last Name							
Last Name	Unmetiked						
Last Name Sex	Unspecified Male Genale						
Last Name Sex Date Of Birth	 Unspecified Male Female 						
Last Name Sex Date Of Birth mm/dd/yyyy	 Unspecified Male Female 	0.					
Last Name Sex Date Of Birth mm/dd/yyyy Age Range	 Unspecified Male Female 	ŝ					
Last Name Sex Date Of Birth mm/dd/yyyy Age Range 0	Unspecified Male Female 0-115						
Last Name Sex Date Of Birth mm/dd/yyyy Age Range	Unspecified Unspecified Female 0-115 SEARCH	0					

5. Click **Search** to view the Patient Search results.

SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		12	0		2	
4					s	elect Another User
РА	TIENT SEARCH		No Se	arches Completed		
First Name						
Last Name						
Brady						
Sex	 Unspecified Male Female 					
Date Of Birth						
mm/dd/yyyy		111				
Age Range						
0	0 - 115	115				
	SEARCH					
	Clear All					





6. The Patient Search Results display to the right. Click the **Checkbox** next to the appropriate patient to receive event notifications.

JSER NAME	HOSPITAL ADMISSION	HOSPITAL DISC	HARGE	EMERGENCY DEPARTMENT ADMISSION		EMERGENCY DEPARTMENT DISCHARGE	BEHAVIOR	AL HEALTH N	BEHAVIORAL HE DISCHARGE	HOSPITAL ALTH READMISSION (C FACILITY)
IT Test_1 khie_SIT_TEST_01@ma inator.com)	2									
<										Select Another User
P	ATIENT SEARCH					1 PATIE	NT MATC	h foun	D	
First Name			SHOWIN 1 ITEN	G AS						
Bobby					NAME			CENIDE		
Last Name				_	NAME	DA	IE OF BIRTH	GENDE	< compared by the second secon	ADDRESS
Brady					BOBBY	BRADY 07/	12/1970	м		21363 PARIS BVLD LEXINTON KY 40822
Sex	 Unspecified Male Female 					First Back 1 Next	Last		Max	imum 5 🗸 entries per page
Date Of Birth										
mm/dd/yyyy										
Age Range										
0	0 - 115	115								
	CEADCH.									
	SEARCH									

7. Click **Show Selected Patient** to display the patient's details.

USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	ADMISSION	DISCHARGE	ADMISSION	DISCHARGE	FACILITY)	SPECIALTY VISIT
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)								
đ								Þ
							S	elect Another User
P/	ATIENT SEARCH			[1]	PATIENT MA	TCH FOUND		
First Name			SHOWING 1 ITEMS					
Bobby				NAME	DATE OF BIRTH	GENDER	ADDRES	S
Last Name				BOBBY BRADY	07/12/1970	м	21363 P/	ARIS BVLD
Brady							LEXINTO	N KY 40822
Sex	 Unspecified Male Female 			First Back	1 Next Last		Maximum 5	 entries per page
mm/dd/yyyy		**					Show	Selected Patient
Age Range								
0	0 - 115	115						
	SEARCH							
	Clear All							



- 8. The *Selected Patients* section displays with the selected patient's details.
- 9. If you want to only add one patient, click **Add Notification** to select event notifications for the selected patient.

Bobby			1 ITEMS				
ast Name				NAME	DATE OF BIRTH	GENDER	ADDRESS
Brady				BOBBY BRADY	07/12/1970	М	21363 PARIS BVLD
ex Date Of Birth	 Unspecified Male Female 	ŝ	Selected Patie	First Back	l Next Last		Maximum 5 🔹 entries per
ge Range		88	NAME	DATE OF BIRTH	GENDER	2	ADDRESS
<u>00-</u>	0 - 115	0	BOBBY BRADY	07/12/1970	м		21363 PARIS BVLD LEXINTON K 40822
	SEARCH Clear All			First Back	Next Last		Maximum 5 👻 entries per
	- I.I	1.1			باءناء معمور ماء	A dd NI a 4:5:	

Add Multiple Patients to the User's Patient Panel

Users have the option to use the Patient Search functionality to add event notifications for **<u>multiple</u>** new patients at one time.

To use the Patient Search functionality to add multiple new patients, complete the following steps:

10. To clear the search fields and search for a new patient to add, click **Clear All**.

Р	PATIENT SEARCH			1 PA	TIENT MATCH	FOUND	
First Name			SHOWING 1 ITEMS				
Thirtyfour							
Last Name				NAME	DATE OF BIRTH	GENDER	ADDRESS
Wills				THIRTYFOUR WILLS	08/08/1991	М	HILL VLY ZADEN PADEN CITY WV 26159
Sex Date Of Birth	 Unspecified Male Female 		Selected Patients	First Back 1	Next Last		Maximum 5 👻 entries per page
Age Range		620	NAME	DATE OF BIRTH	GENDER		ADDRESS
0	0 - 115	0	THIRTYFOUR WILLS	08/08/1991	м		HILL VLY ZADEN PADEN CITY WV 26159
	SEARCH						
	Clear All			First Back 1	Next Last		Maximum 5 • entries per page
							Add Notification

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- 11. Enter the patient's **First Name**, **Last Name** in the appropriate fields.
- 12. If known, enter the patient's **Sex**, and **Date of Birth** in the appropriate fields.
- 13. Once the appropriate search fields are complete, click **Search**.

F	PATIENT SEARCH	Selected Patients	No Search	nes Completed	
First Name		NAME	DATE OF BIRTH	GENDER	ADDRESS
Last Name		THIRTYFOUR WILLS	08/08/1991	М	HILL VLY ZADEN PADEN CITY WV 26159
Sex Date Of Birth	 Unspecified Male Female 	1	First Back 1 Next Last		Maximum 5 • entries per page Add Notification
mm/dd/yyyy	i				
Age Range					
0	0 - 115	115			
	SEARCH				
	Clear All	-			

14. The Patient Search Results display to the right. Click the **Checkbox** next to the appropriate patient.

PATIENT SEARCH			1 PA	TIENT MATCH	FOUND	
First Name		SHOWING 1 ITEMS				
NINERONE			NAME	DATE OF BIRTH	GENDER	ADDRESS
Last Name NINERETWENTY			NINEREONE NINERETWENTY	12/28/1997	м	72097 TEST HAPPIE LN LEXINGTON KY 42201
Sex Unspecified Male Female			First Back 1	Next Last		Maximum 5 🕶 entries per page
mm/dd/yyyy	#	Selected Patients	:			
Age Range		NAME	DATE OF BIRTH	GENDER		ADDRESS
0 - 115	0	THIRTYFOUR WILLS	08/08/1991	М		HILL VLY ZADEN PADEN CITY WV 26159
SEARCH						

15. The *Selected Patients* section displays the newly added patient(s). Once all the appropriate patients have been added, click **Add Notification** to select the types of event notifications to receive for each patient.

PATIENT SEARCH		1 PA	TIENT M	ATCH FOUI	ND	
First Name	SHOWING 1 ITEMS					
NINERONE		NAME		CEND	ED	ADDRESS
Last Name		INAMIE	DATE OF BIRTH	GEND	CK	ADDRESS
NINERETWENTY		NINEREONE NINERETWENTY	12/28/1997	м		72097 TEST HAPPIE LN LEXINGTON KY 42201
O Male O Female Date Of Birth mm/dd/yyyy	Selected Patients	First Back 1	Next Last	GENDER	٩	Maximum 5 • entries per pa
Age Range 0 0 - 115 115	THIRTYFOUR WILLS	08/08/1991		M	H 2	IILL VLY ZADEN PADEN CITY WV 6159
SEARCH Clear All	NINEREONE NINERETWENT	Y 12/28/1997		М	7 L	2097 TEST HAPPIE LN EXINGTON KY 42201

Please Note: By default, the same notification types selected for the user in the *User Preferences* section are automatically selected for the newly added patient(s).

• For example, if all 13 notification types were selected for the user, all 13 notification types will be automatically selected for each newly added patient.

Users have the option to change the types of event notifications received for each added patient.

USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISI
Jane Doe (Jane.Doe@email. com)	2	2						
					_		Sal	ert Another Liser
							50	eer Another Oser
elect Notifica	tions:							
elect Notifica	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION FACILITY)
Celect Notifica	USER NAME Jane Doe (Jane.Doe@email. com)		HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION FACILITY)

16. Upon clicking **Add Notification**, the checkboxes are enabled. Click the appropriate **checkboxes** to select which event notifications will be received for each of the newly added patient(s).

PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (FACILITY)
THIRTYFOUR WILLS	Jane Doe (Jane.Doe@email. com)							
NINEREONE NINERETWENTY	Jane Doe (Jane.Doe@email. com)	2		8		2	۵	

17. Click **Save Notifications** to save the selected notifications for each patient.

PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (FACILITY)
THIRTYFOUR WILLS	Jane Doe (Jane.Doe@email. com)	8	2	2	2	0	0	
NINEREONE NINERETWENTY	Jane Doe (Jane.Doe@email. com)	2	۵	0		۵	۵	2

KH



18. The *Manage Notifications* pop-up displays indicating that the records have been successfully updated. Click **OK** to close the pop-up.

RECENT NOTIFICATIONS	DELETED	NOTIFICATIONS	MANAGE NO	DTIFICATIONS	UPLOAD PATIENTS
		Manage Notifications	×		
		Records updated successfully!!			
			ОК		

Delete Existing Patients for the Selected User

The *Existing Patients* section displays the list of patients and the event notification types for each patient the user is monitoring. Users have the option to **delete** existing patients from the selected user's patient panel in the ePartnerViewer by clicking the **Delete Patient** button. Once the existing patient(s) have been successfully deleted, the selected user will stop receiving event notifications for each existing patient deleted from the patient panel.

To delete existing patient(s) from the selected user's patient panel in the ePartnerViewer, complete the following steps:

PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEAL DISCHARGE
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						2
TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						2
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						2
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						2
Matthew Ferguson	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
		First Back 1 2	3 4 Next Last			Maximum	5 - entries per page

1. Click **Delete Patient** under the *Existing Patients* section.



- 2. The *Delete Patients* pop-up displays allowing the user to select specific existing patients to delete.
- 3. To search for a specific existing patient, click **Apply Filter**.

PATIENT NAME	USER NAME	Delete Pa	tients ×	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE
	SIT Test_1	SHOWING 20 ITEMS	T APPLY FILTER		
	ilinator.com)		PATIENT NAME \$		
Reiver Urwent	SIT Test_1 (kbie_SIT_TEST_01@ma		Reiver Urwent	•	
	ilinator.com)		TRIPS VIVIA		
TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma		Rauch Kayle	•	
	ilinator.com)		Korbin Miles		
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	0	Matthew Ferguson		
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	First Back	1 2 3 4 Next Last Maximum 5 • entries per page		
			Cancel 🗑 Delete		

4. The *Patient Name* Filter field displays. Search by entering the *Patient Name*.

		Delete Pat	tients ×	BEHAVIORAL HEALTH	BEHAVIORAL HEALT
PATIENT NAME	USER NAME	SHOWING		ADMISSION	DISCHARGE
	SIT Test_1	20 ITEMS	THDE FILLER		
	(khie_SIT_TEST_01@ma ilinator.com)		PATIENT NAME Enter PATIENT NAME		
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma		Reiver Urwent		
	ilinator.com)	0	TRIPS VIVIA		
TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma		Rauch Kayle		
	llinator.com)	0	Korbin Miles		
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		Matthew Ferguson		
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	First Back	1 2 3 4 Next Last Maximum 5 • entries per page		

5. To view the list of patient names on the current page in alphabetical order, click the **alphabetical sorting button** to the right of the *Patient Name* column.

PATIENT NAME	USER NAME	Delete Pa	tients ×	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEAL DISCHARGE
	SIT Test_1	SHOWING 20 ITEMS	T APPLY FILTER	0	
	(khie_SIT_TEST_01@ma ilinator.com)		PATIENT NAME		
Reiver Urwent	SIT Test_1 (khie SIT TEST 01@ma		Alex Francis	0	
	ilinator.com)		BOBBY BRADY		
TRIPS VIVIA	SIT Test_1 (khie SIT TEST 01@ma		BRAMAXMIN AAYZKA	-	
	ilinator.com)		Cliff Danny		
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	0	EDWARD DOTCH	•	
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	First Back	1 2 3 4 Next Last Maximum 5 • entries per page	0	
			Cancel 👕 Delete		

Event Notifications in the ePartnerViewer

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6. To select multiple patients for deletion at one time, click the **checkbox(es)** next to the appropriate patient names(s).

interently	ON DISCHAR	×	tients	Delete Pa	HOSPITA	USER NAME	PATIENT NAME
	8	T APPLY FILTER		SHOWING 20 ITEMS	0	SIT Test_1 (khie_SIT_TEST_01@ma	
		\$	PATIENT NAME			ilinator.com)	
	2		Reiver Urwent		0	SIT Test_1 (khie_SIT_TEST_01@ma	Reiver Urwent
			TRIPS VIVIA	•		llinator.com)	
			Rauch Kayle			SIT Test_1 (khie_SIT_TEST_01@ma	TRIPS VIVIA
			Korbin Miles	•		limatoricomy	
			Matthew Ferguson			SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	Rauch Kayle
	8	Maximum 5 • entries per page	1 2 3 4 Next Last	First Back	0	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	Korbin Miles
		Cancel Telete					
		Maximum 5 - entries per page	Addition Miles Matthew Ferguson	First Back	0	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	Rauch Kayle Korbin Miles

7. To select <u>all</u> the patients listed on the current page, click the **Select All checkbox** in the top row.

Delete Patients X PATIENT NAME USER NAME Delete Patients X PATIENT NAME USER NAME Discource Campus (Mine Str) Test, 1 BehAVIORAL HEALTH BehAVIORAL HEALTH Reiver Unvent SIT Test, 1 Q Patient NAME Q Patient NAME Q Patient NAME Q Reiver Unvent SIT Test, 1 Q Reiver Unvent Q <	Existing Patie	ents:				
PATIENT NAME USER NAME SHOWNG ST (EST, 0) (PM) and (EAT, 0) (PM) and	SHOWING 21 ITEMS		Delete Patients	×		
Intervent SIT Test, 1 Intervent SIT Test, 1 Intervent SIT Test, 1 Intervent SIT Test, 1 Intervent Intervent Intervent SIT Test, 1 Intervent SIT Test, 1 Intervent Intervent Intervent SIT Test, 1 Intervent SIT	PATIENT NAME	USER NAME	SHOWING 20 ITEMS	Y FILTER	BEHAVIORAL HEALTH	BEHAVIORAL HEALT DISCHARGE
Shi rest_1 (khie_ST_TEST_0)@ma iinator.com) Reiver Urwent (khie_ST_TEST_0)@ma (khie_ST_TEST_0)@		CIT Test 4	PATIENT NAME	\$		
Reiver Urwent SIT Test_1 (khie_SIT_TEST_01@mailinator.com)		(khie_SIT_TEST_01@ma	Reiver Urwent			
Reiver Unwent SIT rest_1 (khie_SIT_TEST_01@ma ilinator.com)			Z TRIPS VIVIA			
TRIPS VIVIA SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) Image: Constraint of the sector of th	Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	Rauch Kayle			
In S THAC		SIT Test 1	Korbin Miles			
Rauch Kayle SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) First_Back_1_2_3_4_Next_Last Maximum 5 • entries per page Korbin Miles SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) SELECTED PATIENTS Reiver Unvent, TRIPS VIVIA, Rauch Kayle, Korbin Miles, Matthew Ferguson Image: Cancel image: Ca		(khie_SIT_TEST_01@ma ilinator.com)	Matthew Ferguson			
Korbin Miles SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) SELECTED PATIENTS Reiver Unwent, TRIPS VIVIA, Rauch Kayle, Korbin Miles, Matthew Ferguson Maximum 5 + entries per page Cancel Delete Unwent, TRIPS VIVIA, Rauch Kayle, Korbin Miles, Matthew Ferguson Maximum 5 + entries per page	Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	First Back 1 2 3 4 Next Last Maximum 5 - entrie	s per page		
(khie_SIT_TEST_01@ma ilinator.com) Reiver Urwent, TRIPS VIVIA, Rauch Kayle, Korbin Miles, Matthew Ferguson . . . <td>Korbin Miles</td> <td>SIT Test_1</td> <td>SELECTED PATIENTS</td> <td></td> <td></td> <td></td>	Korbin Miles	SIT Test_1	SELECTED PATIENTS			
Cancel Delete Maximum 5 - entries per page		(khie_SIT_TEST_01@ma ilinator.com)	Reiver Urwent, TRIPS VIVIA, Rauch Kayle, Korbin Miles, Matthew Ferguson			
Cancel Delete Maximum 5 - entries per page						
Lefete Patient Add Patient Edit Notification			Cancel	Delete	Maximum	5 • entries per page
				De	ete Patient Add Patient	Edit Notification

Please Note: The Select All checkbox only applies to the patients listed on the *current* page.
If there are multiple pages of patient names and the user clicks the Select All checkbox on a certain page, only the patients displayed on the current page will be deleted.

Event Notifications in the ePartnerViewer User Guide



8. Upon selecting specific patients, a list of the selected patients displays at the bottom of the *Delete Patients* pop-up.

PATIENTS Delete Patients X PATIENT NAME USER NAME ST Test, 1 (Mhic, ST, TEST, 01@mail innator.com) PATIENT NAME Image: Comparison of the state of the	Existing Patie	ents:				
PATIENT NAME USER NAME Reiver Unvent SIT Test_1 (khie_SIT_TEST_0)@maininator.com) Rauch Kayle SIT Test_1 (khie_SIT_TEST_0)@maininator.com) Rauch Kayle SIT Test_1 (khie_SIT_TEST_0)@maininator.com) First Back 1 2 3 4 Next Last Maximum 5 • entries per page SELECTED PATIENTS Reiver Unvent SIT Test_1 (khie_SIT_TEST_0)@maininator.com) First Back 1 2 3 4 Next Last Maximum 5 • entries per page Maximum 5 • entries per page	SHOWING 21 ITEMS		Delete Pa	tients ×		
SIT Test, 1 (khie_SIT_TEST_01@ma iiinator.com) Reiver Unwent SIT Test, 1 (khie_SIT_TEST_01@ma iiinator.com) Chrie_SIT_TEST_01@ma iiinator.com) Rauch Kayle SIT Test, 1 (khie_SIT_TEST_01@ma iiinator.com) Rauch Kayle SIT Test, 1 (khie_SIT_TEST_01@ma iiinator.com) Rauch Kayle SIT Test, 1 (khie_SIT_TEST_01@ma iiinator.com) SELECTED PATIENTS Reiver Urwent	PATIENT NAME	USER NAME	SHOWING 20 ITEMS	▼ APPLY FILTER	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL DISCHARGE
(khie SIT_TEST_01@ma ilinator.com)		SIT Test_1		PATIENT NAME	0	
Reiver Unwent SIT Test_1 (khie_SIT_TEST_01@mailinator.com) TRIPS VIVIA SIT Test_1 (khie_SIT_TEST_01@mailinator.com) Rauch Kayle SIT Test_1 (khie_SIT_TEST_01@mailinator.com) Rauch Kayle SIT Test_1 (khie_SIT_TEST_01@mailinator.com) Korbin Miles SIT Test_1 (khie_SIT_TEST_01@mailinator.com) SELECTED PATIENTS Reiver Unwent		(khie_SIT_TEST_01@ma ilinator.com)		Reiver Urwent		
In Trest_1 (khie_ST_TEST_01@ma ilinator.com) Rauch Kayle SIT Test_1 (khie_ST_TEST_01@ma ilinator.com) Rauch Kayle SIT Test_1 (khie_ST_TEST_01@ma ilinator.com) First Back 1 2 3 4 Next Last Maximum 5 • entries per page SELECTED PATIENTS Reiver Urwent Cancel Patient Add Patient	DeiverUnvent	CIT Toot 1		TRIPS VIVIA		
TRIPS VIVA SIT Test_1 (khie_SIT_TEST_01@mailinator.com) Rauch Kayle SIT Test_1 (khie_SIT_TEST_01@mailinator.com) Korbin Miles SIT Test_1 (khie_SIT_TEST_01@mailinator.com) Korbin Miles SIT Test_1 (khie_SIT_TEST_01@mailinator.com) SELECTED PATIENTS Reiver Urwent Cancel Delete Maximum 5 + entries	Reiver Orwent	(khie_SIT_TEST_01@ma ilinator.com)		Rauch Kayle		
Initiation Componentiation Matthew Ferguson Rauch Kayle SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) First Back 1 2 3 4 Next Last Maximum 5 • entries per page Korbin Miles SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) SELECTED PATIENTS Image: Cancel Image: Ca		SIT Test 1		Korbin Miles		
Rauch Kayle SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) First Back 1 2 3 4 Next Last Maximum 5 • entries per page Korbin Miles SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) SELECTED PATIENTS Image: Concel Conc		(khie_SIT_TEST_01@ma ilinator.com)	0	Matthew Ferguson		
Korbin Miles SIT Test_1 (khie_SIT_TEST_01@ma linator.com) SELECTED PATIENTS Reiver Urwent Image: Concel Conc	Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	First Back	1 2 3 4 Next Last Maximum 5 • entries per page	•	
Cancel Delete Delete Patient Add Patient Edit Noti	Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	SELECTED PA	ATIENTS nt	0	
Cancel Delete Maximum 5 - entries						
Delete Patient Add Patient Edit Noti				Cancel The Delete	Maximum	5 🔹 entries pe
					elete Patient Add Patient	Edit Notifica

9. Once the appropriate patient(s) have been selected, click **Delete**.

ting Patie	ents:	_			
ING TEMS		Delete Pa	atients	×	
		SHOWING 20 ITEMS	T APPLY FILTER	BEHAVIORAL HEALTH	BEHAVIORAL
ENTINAME	USER NAME	•	PATIENT NAME \$	ADMISSION	DISCHARGE
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		Reiver Urwent	- 0	
			TRIPS VIVIA		
er Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)		Rauch Kayle		
C 1/11/1 A	CIT Toot 1		Korbin Miles		
S VIVIA	(khie_SIT_TEST_01@ma ilinator.com)		Matthew Ferguson		
:h Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	First Back	1 2 3 4 Next Last Maximum 5 • entries per page	e	
in Miles	SIT Test_1	SELECTED P	ATIENTS		
	(khie_SIT_TEST_01@ma ilinator.com)	Reiver Urwe	int		
			Cancel The Delete	Maximum	5 🝷 entries pe
				Delete Patient Add Patie	nt Edit Notifica

Event Notifications in the ePartnerViewer User Guide



10. The *Delete Patients* pop-up displays to confirm deleting the selected patient(s). To confirm , click **Delete**.

21 ITEMS							
PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIOR
	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	Del	ete Patients	0	×		
TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	O Pleas	e confirm that you want to	delete the selected patien	t(s).		
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	•					
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
		First Back 1 2	3 4 Next Last			Maximum	5 - entries
						Delete Patient Add Patient	Edit Notifi

11. The *Delete Patients* pop-up displays indicating the selected patients have been successfully deleted. Click **OK** to close out of the pop-up.

NT NOTIFI	CATIONS	DELETE	D NOTIFICATIONS		MANAGE NOTI	FICATIONS	UPLO	AD PAT
T A USE	ER FROM THE	LIST						
hie_SIT_TEST	_01@mailinator.com)							
			Delete Patients		×			
eference	es:		Records deleted success	fully!				
	HOSPITAL ADMISSION	HOSPITAL DISCH			ОК	IAVIORAL HEALTH MISSION	BEHAVIORAL HEALTH DISCHARGE	HOS READ FACI
ST_01@ma)								
								Edit Use

Event Notifications in the ePartnerViewer User Guide



12. To confirm the patients have been deleted from the patient panel, users can review the *Existing Patients* section.

Relver UrwentSIT Test_1 (khie_SIT_TEST_01@ma linator.com)Image: Sit Test_1 (khie_SIT_TEST_01@ma linator.com)Image: Sit Test_1 (khie_SIT_TEST_01@ma linator.com)Image: Sit Test_1 Sit Test_	PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEAL DISCHARGE
TRIPS VIVIA SIT Test_1 (khie_SIT_TEST_01@ma linator.com) Image: Sit Test_1 (khie_SIT_TEST_01@ma linator.com) Image: Sit Test_1 (khie_SIT_TEST_01@ma linator.com) Image: Sit Test_1 sit Test_1 linator.com) Image: Sit Test_1 	Reiver Urwent	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						5
Rauch Kayle SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) Image: Comparison of the state of the stat	TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						2
Korbin Miles SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) Image: Comparison of the state of the sta	Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						2
Matthew Ferguson SIT Test_1 Interview Company	Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
inition	Matthew Ferguson	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
						Dele	ete Patient Add Patient	Edit Notification
Delete Patient Add Patient Edit Notification								

PATIENT NAME	USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALT DISCHARGE
TRIPS VIVIA	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
Rauch Kayle	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
Korbin Miles	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						2
Matthew Ferguson	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
Alex Francis	SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)						
		First Back 1 2	3 4 Next Last			Maximum	, 5 ▼ entries per page
		mist back 1 2			Dele	ete Patient Add Patient	Edit Notification



5 Event Notification Patient Panel Bulk Upload

Patient Panel Bulk Upload Overview

The Event Notification Patient Panel Bulk Upload functionality is designed to reduce the burden on healthcare professionals with a *Clinical User* role in the ePartnerViewer who have large patient volume. *Clinical Users* do **not** have the ability to upload a bulk list of patients to receive event notifications.

Only users with the Administrator role can work on behalf of healthcare professionals within their organization to upload a bulk list of patients to receive event notifications. Only Administrators can use the Patient Panel Bulk Upload feature to upload Patient Panels for different users within the same organization. Administrators can assign patients to Clinical Users and select which event notifications will be received for each patient. Additionally, the **Delete Patient** button on the **Upload Patients** screen allows Administrators to delete existing patient(s) from a Clinical User's patient panel in the ePartnerViewer when the Clinical User no longer wants to receive event notifications for the listed patient(s).

The Event Notification Patient Panel Upload file is a downloadable template on the Upload Patients screen which is intended to assist Administrators with uploading a bulk list of patients for Clinical Users in their organization.

A36	6 • I : × ✓ fr								
0	Confidential \ No Additional Protection 🥒		Public	Confidential • High Risk Confidential •	Personal Information	•			
	A	В	С	D	E	F	G	н	I.
1	Email address used to access ePartnerViewer	Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient State	Patient Zipcode
2	khie_SIT_TEST_01@mailinator.com	Dectein	Julidec	8/10/1959	F	1201 Man O'War Drive	LEXINGTON	КҮ	40325
3	khie_SIT_TEST_01@mailinator.com	Jason	Zaiden	8/2/2008	F	1364 MAN OWAR BVLD	Seneca	KY	40812
4	khie_SIT_TEST_01@mailinator.com	Jane	Danyal	6/21/1985	M	PO Box 131	Danville	КҮ	40484
5	khie_SIT_TEST_01@mailinator.com	Jackson	Milley	8/17/2016	F	254 WALLER BRANCH RD	LOUISA	КҮ	41230
6	khie_SIT_TEST_01@mailinator.com	Kraus	Oblix	9/17/2012	M	254 WALLER BRANCH RD	LOUISA	KY	41230
7	khie_SIT_TEST_01@mailinator.com	Kirby	Janis	2/14/1920	F	1364 MAN OWAR BVLD	Lexington	KY	40812
8									

Required Fields on the Event Notification Patient Panel Upload File

The downloadable **Event Notification Patient Panel Upload** file template includes **only** the fields required for the ePartnerViewer to execute the bulk upload. Administrators must complete the following **required** fields on the Notification Patient Panel Upload file:

- ٠ Email address used to access ePartnerViewer
- Patient Last Name
- **Patient First Name** ٠
- Patient DOB (MM/DD/YYYY) •
- Patient Sex ٠

- **Patient Street Address**
- **Patient City**
- **Patient State**
- **Patient Zipcode** Email address used to access ePartnerViewe Patient Last Name Patient First Name Patient DOB(MM/DD/YYYY) Patient Sex Patient Street Address Patient City, Patient State Patient Zipcode





Bulk Upload Functionality Features

The **Upload Patients** screen enables *Administrators* to easily manage event notifications for the *Clinical Users* in their organization.

The features of the Event Notification Patient Panel Bulk Upload include:

1. On the **Upload Patients** screen, the *Upload File* section includes a **Help Icon** which provides guidance for downloading and uploading the Event Notification Patient Panel Upload file.

KHIE ePartnerViewer		Support	Announcements 💧 🔺 Advisories 4 🕘 SIT Test
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry -
Home > Notifications			
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload File		Select No	otifications
Browso Maximum upload file size should not exceed SMB Acceptable File Format is .csv Add Patients Download Template Event Notification Patient Panel Upload.csv	O Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERUTILIZATION OVERUTILIZATION ABNORMAL A1C Lupload Cancel
UPLOADED FILES LIST			

2. On the **Upload Patients** screen, the *Upload File* section includes a hyperlink for downloading the Event Notification Patient Panel Upload file: *Event Notification Patient Panel Upload.csv*.

KHIE ePartnerView	er	🖼 Supț	oort 📢 Announcements 🔕 🌲 Advisories 🕘 😝 SIT Test_
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry -
Home > Notifications		_	
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Uploa	ad File	Select	Notifications
Browse Maximum upload file size should not exceed SMB Acceptable File Format is .cv	 Delete Patients 	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW OVERUTILIZATION OVERUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C LUpload Cancel
UPLOADED FILES LIST			



- 3. On the **Upload Patients** screen, the *Upload File* section includes the **Add Patients** radio button and the **Delete Patients** radio button.
 - The **Add Patients** radio button allows *Administrators* to easily add new patients to the assigned user's patient panel in the ePartnerViewer. The assigned user will start receiving event notifications for the patients listed on the uploaded Patient Panel file.
 - The **Delete Patients** radio button allows *Administrators* to delete existing patient(s) from the assigned user's patient panel in the ePartnerViewer. The assigned user will stop receiving event notifications for the patient(s) listed on the uploaded Patient Panel file.

Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry •
Home > Notifications		-	
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload File		Select	Notifications
Browse Maximum upload file size should not exceed 5MB Acceptable File Format is .cv	C Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALT HADMISSION BEHAVIORAL HEALT DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT CRESULTS READY FOR REVIEW COXICOLOGY SCREEN OVERUTILIZATION OSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C Cancel
UPLOADED FILES LIST			

4. The **Upload Patients** screen includes the *Select Notifications* section which allows *Administrators* to easily select event notifications when adding new patients to a *Clinical User's* patient panel in the ePartnerViewer.

HIE ePartnerViewer		🗷 Suppo	ort 📢 Announcements 👔 🌲 Advisories 🙆 😌 SIT Test, 1 *
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry -
Home > Notifications			
NOTIFICATIONS			
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload File		Select M	Notifications
Browse Maximum upload file size should not exceed SMB Acceptable file Format is .cv Add Patients Download Template Event Notification Patient Panel Upload.csv	 Delete Patients 	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT CRESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERUTUIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C Cancel

Event Notifications in the ePartnerViewer User Guide



Please Note: To delete existing patient(s) from the assigned user's patient panel in the ePartnerViewer, *Administrators* must click **Delete Patients**, then click **Upload** in the *Select Notifications* section to upload the Event Notification Patient Panel Upload file.

Upon clicking **Delete Patients**, the *Select Notifications* section will be grayed out and the notification checkboxes will be disabled. The *Administrator* will <u>not</u> select any event notifications in this case because the assigned user no longer wants to receive any event notifications for the patient(s) listed on the Event Notification Patient Panel Upload file.

RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload	File	Sele	ct Notifications
Browse Maximum upload file size should not exceed 5MB Acceptable File Format is .csv O Add Patients	Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL REALTHRISION (OTHER EACULTY)	SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C
Download Template Event Notification Patient Panel Upload.csv			1 Upload Cancel
UPLOADED FILES LIST		•	

Download the Event Notification Patient Panel Upload File

To download the Patient Panel file template, *Administrators* must complete the following steps:

1. Click the **Event Notifications Tab** located in the blue Navigation Bar at the top of the screen.

KHIE ePartnerViewe	r					Support 📢 Announcer	nents 🌲 A	Advisories 1 😩 🔹
Patient Search	Bookmarked Patients		Event Not	ifications (2)	Lab Data	Entry -		Case Report Entry -
A Home								
▲ Advisory: !@#\$%^&*0_+~{} ∐\`								Read More View All
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QUICK SEARCH								Q ADVANCED SEARCH
First Name	Last Name			Date Of Birth	mm/dd/yyyy	ŧ		😴 Search
BOOKMARKED PATIENTS				EVENT NOTIFICATION	ONS (PAST 72 HOURS	5)		6
BRADY, BOBBY	EVENT DATE		NOTIFICATION DATE	EVENT	FACILITY	NAME	AGE	ORGANIZATION USER
RADPAT, DEMOONE	0 12/27/2021	5:34:38 am	01/10/2022 7:26:27 pm	Results Ready for Review	MERCY	AMONETENV, TJANOVA K	24 years	Jane Doe (Jane.Doe@email.com)
SAVER, SUPER	© 09/01/2021	2:55:15 pm	01/10/2022 7:12:53 pm	KHIE contains suspected dru overdose information	g MERCY	AMONETENV, TJANOVA K	24 years	Jane Doe (Jane.Doe@email.com)
HALL, JESSICA	01/10/2022	7:00:00 am	01/10/2022 8:16:36 am	Emergency Visit Overutilization	UKHC	BRADY,BOBBY	51 years	KHIE1 Prescriber (KHIE1.Prescriber@keups.net)

Event Notifications in the ePartnerViewer

Kentucky Health Information Exchange





2. Click the **Upload Patients Tab**.

Patient Search			I	Bookmarked Patients	Event Notifi	cations		Lab Data Entry -
😭 Hor	me > Notifications							
≜ N	OTIFICATIONS							CREFRESH TAPPLY FILTER
	RECENT NOTIFICATI	ONS	I	DELETED NOTIFICATIONS	MANAGE NO	TIFICATIONS	UPL	OAD PATIENTS
SHOWING 4 ITEM	i S							
	EVENT DATE		ATE -	EVENT \$	FACILITY ÷	NAME \$	AGE 🗢	ORGANIZATION USER
0	02/16/2023 9:08:55 am	03/02/2023 9:46	:57 am	Behavioral Health Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	02/16/2023 9:08:55 am	03/02/2023 9:46	:57 am	Hospital Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	01/06/2023 8:08:55 am	02/28/2023 10:0	6:48 am	Abnormal A1c	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
0	01/06/2023 8:08:55 am	02/28/2023 10:0	6:48 am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA, PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailinator. com)
				First Back 1 Next Las	t			Maximum 5 • entries per page

- 3. The **Upload Patients** screen displays. The *Upload File* section on the left allows *Administrators* to download the Event Notification Patient Panel Upload file template.
- *4.* To download the Patient Panel file template, click the hyperlink: *Event Notification Patient Panel Upload.csv*

RECENT NOTIFICATIONS		DELETE	DNOTIFICATIONS	MANAGE	OTIFICATIONS	UPLOAD PATIENTS		
	ι	Jpload File			Select N	otifications		
Browse Aavimum upload file Acceptable File Forma Download Temple Event Notificatio	size should not exceed 5M8 It is .csv Add Patients ate on Patient Panel Upload.csv	O Di	Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)		SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C LUPload Car		
SHOWING 8 ITEMS						DOWNLOAD	CREFRESH TAPPLY FILTER	
SHOWING 8 ITEMS	FILE NAME	DATE UPLOADED	DATE PROCESSED \$	EVENT NOTIFICATIONS	STATUS	DOWNLOAD RESPONSE	CREFRESH TAPPLY FILTER	
ACTION + Add Patients	FILE NAME Clinical Notification Patient List Upload Defect 473960.csv	DATE UPLOADED 03/14/2022 08:12	DATE PROCESSED •	EVENT NOTIFICATIONS • Hospital Admission, Hospital Discharge, Emergency Department Admission, Speciatry Visit	STATUS Partially Successful	DOWNLOAD RESPONSE L	USER SIT Test_1 (khie_SIT_TEST_01@mailinat r.com)	
SHOWING 8 ITEMS ACTION ¢ Add Patients Delete Patients	FILE NAME Clinical Notification Patient List Upload Defect 473960.csv Clinical Notification Patient List Upload Defect 473960.csv	DATE UPLOADED * 03/14/2022 08:12 * 03/14/2022 08:06 *	DATE PROCESSED * 03/14/2022 08:17 03/14/2022 08:07	EVENT NOTIFICATIONS Hospital Admission, Hospital Discharge, Ernergency Department Admission, Speciaty Visit	STATUS Partially Successful Partially Successful	 DOWNLOAD RESPONSE ± 	CREFRESH CAPPLY FILTER	
SHOWING 8 ITEMS ACTION • Add Patients Delete Patients Add Patients	FILE NAME • Clinical Notification Patient List Upload Defect 473960.csv • Clinical Notification Patient List Upload Defect 473960.csv • Clinical Notification Patient List Upload Template (4).csv •	DATE UPLOADED • 03/14/2022 08:02 03/14/2022 08:06 03/14/2022 08:03	DATE PROCESSED • 03/14/2022 08:17 03/14/2022 08:07 03/14/2022 08:07	EVENT NOTIFICATIONS Hospital Admission, Hospital Discharge, Emergency Department Admission, Specialty Visit Emergency Department Admission, Emergency Department Discharge, Results Ready for Review	STATUS Partially Successful Partially Successful Partially Successful		CREFRESH APPLY FILTER USER SIT Test_1 (khie_SIT_TEST_01@mailinat r.com) SIT Test_1 (khie_SIT_TEST_01@mailinat r.com) SIT Test_1 (khie_SIT_TEST_01@mailinat r.com)	



5. To open the downloaded template, click the **Download Icon** at the bottom left of the screen.

Settion - M	2340		Real control and
Upload	File	Selei	ct Notifications
Browse Maximum upload file size should not exceed SMB Acceptable File Format is .csv	 Delete Patients 	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN VVERUTILIZATION SOURCE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C
Event Notification Patient Panel Upload.csv			
	There is no	data to be displayed	

Completing the Event Notification Patient Panel Upload File

Once downloaded, complete the Patient Panel file template to include the required demographics for each patient on the list. Once completed, the Patient Panel file can be saved to your computer, renamed if desired, and then uploaded to the ePartnerViewer.

AutoSave 💿 🛱 🏷 - 🏷 - 🎖 - = Event Notification Patient Panel Upload (2).csv	• 🔎 Sea	rch (Alt+Q)						o x
File Home Insert Draw Page Layout Formulas Data Review View Help	Acrobat						P Comments	남 Share
Patter Colterio 11 A' A' A' A' B' B'	Sensitivity Sensitivity Number	Conditional Format as Formatting × Table ×	Bad Calculation Styles	Good	Format v Clear v	n * AV Sort & Find & Filter * Select * Editing	Analyze Data Analysis	^
A36 • i × ✓ fr								~
Confidential \ No Additional Protection 🖌	Public	Confidential • High Risk Confidential •	Personal Information					×
AB	С	D	E	F	G	н	1	<u></u>
1 Email address used to access ePartnerViewer Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient State	Patient Zi	pcode
2 khie_SIT_TEST_01@mailinator.com Dectein	Julidec	8/10/1959	F	1201 Man O'War Drive	LEXINGTON	KY	40325	
3 khie_SIT_TEST_01@mailinator.com Jason	Zaiden	8/2/2008	F	1364 MAN OWAR BVLD	Seneca	KY	40812	
4 khie_SIT_TEST_01@mailinator.com Jane	Danyal	6/21/1985	M	PO Box 131	Danville	KY	40484	
5 khie_SIT_TEST_01@mailinator.com Jackson	Milley	8/17/2016	F	254 WALLER BRANCH RD	LOUISA	KY	41230	
6 khie_SIT_TEST_01@mailinator.com Kraus	Oblix	9/17/2012	M	254 WALLER BRANCH RD	LOUISA	KY	41230	
7 khie_SIT_TEST_01@mailinator.com Kirby	lanis	2/14/1920	F	1364 MAN OWAR BVI D	Lexington	кү	40812	
8								

Please Note: There is no limit to the number of patients that can be uploaded at once.

Administrators have the option to upload the entire list of patients for the organization on onePatient Panel file.

If you choose to upload a large volume of patients, you may ask your organization's IT Point of Contact to assist you. The sample template includes the patient demographics needed to trigger event notifications for your patient(s). Your IT Point of Contact should use these criteria to pull the information from your organization's EMR/EHR system. Once the list of patients has been retrieved and is in the required format, it can be uploaded to the KHIE system.

Event Notifications in the ePartnerViewer





Enter Demographic Details for Each Patient

Administrators must enter demographic details for **each** patient added to the Patient Panel file by completing the following steps:

sSave 💽 🗑 🍟 ヴィ 🤍 🤹 👻 Event Notifi	cation Patient Panel Upload (2).csv •	. ,⊅ Sea	rch (Alt+Q)		5			⊡ -	0 /×
More insert Draw Page Layout Formulas Data Review View Help Acrobat Prof. Construction Called • 11 • A* A* = = = • • bWasp Text Sendarity Sen							Comments	Share ∧	
Α	B	C	D	-	-	-			
· · ·		L C	U	1 E	F F	G	— н		
Email address used to access ePartnerViewer	Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	E Patient Sex	Patient Street Address	G Patient City	H Patient State	I Patient Zi	pcode
Email address used to access ePartnerViewer	Patient Last Name	Patient First Name	D Patient DOB(MM/DD/YYYY)	E Patient Sex	F Patient Street Address	G Patient City	H Patient State	I Patient Zi	pcode
Email address used to access ePartnerViewer	Patient Last Name	Patient First Name	D Patient DOB(MM/DD/YYYY)	E Patient Sex	F Patient Street Address	G Patient City	H Patient State	Patient Zi	pcode
Email address used to access ePartnerViewer	Patient Last Name	Patient First Name	D Patient DOB(MM/DD/YYYY)	E Patient Sex	F Patient Street Address	G Patient City	H Patient State	Patient Zi	pcode

6. Enter the **Patient's Last Name** and **First Name**.

	A	В	С	D	E	F	G	н
1 Em	ail address used to access ePartnerViewer	Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient
2		Jackson	Milley					
3								
5								

Please Note: The required fields on the Event Notification Patient Panel file are included in the *Required Fields on the Event Notification Patient Panel Upload* sub-section.

7. Enter the **Patient's Date of Birth** in MM/DD/YYYY format.

В	С	D	E	F
Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address
Jackson	Milley	08/17/2016		

8. Enter the **Patient Sex**.

В	С	D	E	F	G	Н
Patient Last Name F	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient
Jackson Milley		8/17/2016	F			

9. Enter the Patient's Street Address, City, State, and Zip Code.

C	D	E	F	G	Н	1	
Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient State	Patient Zipcode	
Milley	8/17/2016	F	254 WALLER BRANCH RD	LOUISA	КҮ	41230	
		-					-

Event Notifications in the ePartnerViewer



10. Repeat the process of entering the **demographic details** for <u>each</u> patient until all patients have been added to the Event Notification Patient Panel Upload file.

	A	В	C	D	E	F	G	Н	
1	Email address used to access ePartnerViewer	Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient State	Patient Zipcode
2		Jackson	Milley	8/17/2016	F	254 WALLER BRANCH RD	LOUISA	кү	41230
3		Jane	Danyal	6/21/1985	м	PO Box 131	Danville	кү	40484
4									

Assign Users to Each Patient

Whether adding or deleting patients, *Administrators* are <u>required</u> to **assign a specific user to <u>EACH</u> patient** entered on the Patient Panel file.

To assign an associated user to **<u>each</u>** specific patient on the Patient Panel file, *Administrators* must complete the following steps:

11. Enter the **email address that the** *Clinical User* **uses to access the ePartnerViewer**. This enables the assigned user to start receiving event notifications for new patients or to stop receiving event notifications for existing patients.



12. Repeat the process of entering the appropriate **email address of the** *Clinical User* assigned to **each** patient on the Event Notification Patient Panel Upload file.

	A	В	C	D	E	F	G	Н	I. I.	-
1	Email address used to access ePartnerViewer	Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient State	Patient Zipcode	
	User_01@mailinator.com	Doe	Jane	User 1 is assigned	d to start	: <u>OR</u> stop receiving e	event noti	fications fo	or Jane Doe .	
2										
	User_02@mailinator.com	Smith	John	User 2 is assigned	to start	<u>OR</u> stop receiving ev	vent notifi	cations for	John Smith	
3 4										
6										

Event Notifications in the ePartnerViewer User Guide



Upload the Event Notification Patient Panel File

To save the completed Patient Panel file to upload to the ePartnerViewer, *Administrators* must complete the following steps:

13. When the appropriate fields have been completed and all patients have an assigned user, click **File**, located at the top left of the Event Notification Patient Panel Upload file.

AutoSave 💽 🗄 🏷 < 🖓 、 🗧	Event Notification Patient Panel Upload (3).csv • Saved 👻	✓ Search (Alt+Q)						
File Home Insert Draw Page Layout	Formulas Data Review View Help Acroba	at						
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Clipboard Fa Font	Fa Alignment Fa Sens	sitivity Number 154 Sty	/les Cells Editing					
Confidential \ No Additional Protection I		Public Confidential - High Risk Confidential - Pers	ional Information 👻					
A B C D E	F G H I J K	L M N O P O R	S T U V W X Y Z AA					

14. Click Save As.

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Info	5 6 7		÷	Ŕ		1		
Save	Blank workbook	Team roster, schedule, and c	Welcome to Excel	Formula tutorial	PivotTable tutorial	Gantt project planner	Simple Gantt Chart	Weekly schedule planner
Save As								
Save as Adobe PDF	₽ Search							
Print	Recent Pinned Sh	ared with Me						

15. The *Save As* pop-up displays. To save the Event Notification Patient Panel Upload file, **Select CSV UTF-8 (Comma delimited)(*.csv)** from the dropdown.

🔁 Save As	×
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File name: Event Notification Patient Panel Uplo	oad 🗸 🗸
Save as type: CSV UTF-8 (Comma delimited)	d) (*.csv) 🗸 🗸
Authors:	Tags: Add a tag
∧ Hide Folders	Tools Save Cancel



- There is an option to change the file name of the Event Notification Patient Panel Upload file in the *File Name* field. For example, the file could be named: *User Dr. Smith Patient Panel_Add_04-*01-2023
- 17. To save the **Event Notification Patient Panel Upload.csv** on your computer, click **Save**.

3D Objects	^	Name	^		Dat	e modified	
Desktop							
Documents							
Downloads							
J Music							
Fictures							
Videos							
USDisk (C:)							
- -	~ <						>
File name:	Event N	otification Patie	ent Panel Upload	d_Add Patients 1			~
Save as type:	CSV UTF	-8 (Comma de	limited) (*.csv)				~
Authors:	575	100 B		Tags: Add a	tag		
∧ Hide Folders				Tools 💌	Save	Ca	ancel

18. On the **Upload Patients** screen, click **Browse** within the *Upload File* section to find and upload the completed Patient Panel.

KĤIE ePartnerViewer		Suppo	ort 📢 Announcements 🔋 🌲 Advisories 👍 😫 SIT Test_1			
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry -			
Home > Notifications		-				
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS			
Upload File		Select Notifications				
Browse Maximum upload file size should not exceed 5MB Acceptable File Format is .cw Add Patients	O Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW VISITOLOGY SCREEN VIENUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C			
Download Template Event Notification Patient Panel Upload.csv			t Upload Cancel			



- 19. From your saved files, select the completed **Event Notification Patient Panel Upload file**.
- 20. Click **Open** to enter your completed **Event Notification Patient Panel Upload file** into the *Upload File* section.

· • ·										
Patient	Search		Bookmarked Patients	5		Event Notifications			Lab Data Entry -	
Home > Notifie	ations									
NOTIFICA										1
· · · · · · · · · · · · · · · · · · ·	♥ Open ← → → ↑ 🕇 > This	PC > Downloads					U	,○ Search Do	wnloads	
RECEN	Organize • New folder								. · · · ·	
	📜 Team Lead Updates ^	Name		Date modified	Туре	Size				
Browse Iaximum upload file si. cceptable File Format i	 This PC 3D Objects Desktop Description 	 Event Notification A long time ago (2) 	n Patient Panel Upload.csv	/	Microsoft Excel	Com 1 KB				
	Downloads Music Pictures									OVID-19
ownload Templat vent Notification f	Videos									Canc
JPLOADE	File name	e: Event Notification Par	ient Panel Upload.csv				~	Microsoft Excel (Open	Comma Separat ~ Cancel	

21. The completed **Event Notification Patient Panel Upload file** displays in the *Upload File* section.

CHIE ePartnerViewer		Support	📢 Announcements 🏮 🌲 Advisories 🧃 🔒 SIT Test, 1
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry -
Home > Notifications			
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload File		Select Not	ifications
Browse Event Notification Patient Panel Upload.csv Maximum upload file size should not exceed SMB Acceptable File Format is .cv Add Patients Download Template	○ Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW OTXICOLOGY SCREEN OVERUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C



Add Patients to a Clinical User's Patient Panel

When uploading the completed Event Notification Patient Panel Upload file to the ePartnerViewer, *Administrators* have the option to either add new patients <u>or</u> delete existing patients from a *Clinical User*'s patient panel in the ePartnerViewer.

To **add** a bulk list of new patients to a *Clinical User's* patient panel in the ePartnerViewer, *Administrators* must complete the following steps when uploading the Event Notification Patient Panel file:

- 22. Under the *Upload File* section, click **Add Patients**.
- 23. Under the *Select Notifications* section, select the **appropriate checkboxes** next to the event notification types that the *Clinical User* wishes to receive for each patient listed on the completed Patient Panel file.



24. Once the appropriate notification checkboxes have been selected under the *Select Notifications* section, click **Upload** to upload the completed Event Notification Patient Panel file.

RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload F	ile	Selec	t Notifications
Browse Event Notification Patient Panel Upload.csv Maximum upload file size should not exceed SMB Acceptable file Format is .csv	O Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C
Download Template Event Notification Patient Panel Upload.csv			1 Upload Cancel
UPLOADED FILES LIST			



25. The *Upload Patients* pop-up displays showing the Patient Panel file was uploaded successfully. Click **OK** to proceed.

KHIE ePartnerViewer		🕿 Supp	oort 📢 Announcements 🚺 🌲 Advisories 🍋 😝 SIT Test_1
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry +
A Home > Notifications			
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload File	Upload Patients	× Select	Notifications
Browse Event Notification Patient Panel Upload, Add Patient Maximum upload file site should not exceed SMR Acceptable File Formatis: cav	File uploaded successfully		SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERITILIZATION
Add Patients	O Delete Patients	BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C
Download Template Event Notification Patient Panel Upload.csv			LUpload Cancel
UPLOADED FILES LIST			

26. The *Uploaded Files List* section displays the recently uploaded Event Notification Patient Panel files. Once the Patient Panel file has been successfully processed, the *Clinical User*(s) will start receiving the selected event notification types for each patient on the bulk list.

showing 10 ITEMS								
ACTION \$	FILE NAME	DATE UPLOADED \$	DATE PROCESSED \$	EVENT NOTIFICATIONS	STATUS +	DOWNLOAD RESPONSE	USER	
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.cov	03/27/2023 18:14		Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility, Specially Visit, Pesulis Ready for Review, Toxicology Screen, Overutilization, Possible Positive Test Readi for COVID-19	Pending	*	SIT Test_1 (kile_SIT_TEST_01@mailinator.cc m)	
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 16:04	03/27/2023 16:06	Hospital Admission	Partially Successful	¥	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)	
	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12	03/14/2022 08:17		Partially Successful	±	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)	
	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:06	03/14/2022 08:07		Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)	
	Clinical Notification Patient List Upload Template (4).csv	03/14/2022 08:03	03/14/2022 08:07		Partially Successful	±	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)	

Please Note: After uploading the Event Notification Patient Panel file, *Administrators* can confirm that the assigned *Clinical User(s)* start receiving event notifications for the newly added patients.



Delete Existing Patients from a Clinical User's Patient Panel

Using the bulk upload template to delete existing patient(s) from a *Clinical User*'s patient panel in the ePartnerViewer, *Administrators* must complete the following steps when uploading the Event Notification Patient Panel file:

27. Under the *Upload File* section, click **Delete Patients**.

Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry •
Home > Notifications			
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload F	ile	Selec	t Notifications
Browse Event Notification Patient Panel Upload.csv Maximum upload file size should not exceed SMB Acceptable File Format is .cv O Add Patients Download Template Event Notification Patient Panel Upload.csv	Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN VVERUTULIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL A1C
Please Note : Upon click and the event notificatior notifications in this case notifications for the patie	ing Delete Patients , in checkboxes will be di because the assign ent(s) listed on the Eve	the <i>Select Notifications</i> se sabled. The <i>Administrator</i> ed user no longer wan nt Notification Patient Pa	ection will be grayed out r will <u>not</u> select any event ts to receive any event mel Upload file.

28. Under the *Select Notifications* section, click **Upload** to upload the completed Event Notification Patient Panel file.

RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS
Upload	l File	Selec	t Notifications
rowse Event Notification Patient Panel Upload.csv wmmun upload file size should not exceed 5MB eptable File Format is .csv Add Patients wmload Template ent Notification Patient Panel Upload.csv	Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-1 ABINORMAL ATC Ca

Event Notifications in the ePartnerViewer User Guide



29. The *Upload Patients* pop-up displays indicating the file was uploaded successfully. Click **OK** to proceed.

RECENT NOTIFICATI	ONS	DELETED NOTIFICATIONS	MANAGE N	OTIFICATIONS	UPLOAD PATIENTS
	Upload File			Select Notific	ations
Browse Event Notification Pati Assimum upload file size should not exceed Acceptable File Format is .cov Add Patients	ant Panel Upload_Add Patients 1.cs	V Upload Patients File uploaded successfully	C HOSPITAL ADMISSION X	ADMISSION 0 DISCHARGE 0 SSION 0 HARGE 0	SPECIALTY VISIT RESULTS READY FOR REVIEW TOXICOLOGY SCREEN OVERUTILIZATION POSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL ATC
Download Template Event Notification Patient Panel Uplo	ad.csv			(THER PACIELTY)	1 Upload Cancel
UPLOADED FILES L	IST				
SHOWING 10 ITEMS					₿ REFRESH TAPPLY FILTER
ACTION + FILE NAME	DATE UPLOADED	DATE PROCESSED	• EVENT NOTIFICATIONS •	STATUS +	DOWNLOAD RESPONSE USER \$

30. The *Uploaded Files List* section displays the recently uploaded Patient Panel file. Once the Patient Panel file has been successfully processed, the *Clinical User*(s) will stop receiving event notifications for each patient deleted from their patient panel.

JPLOADE							
SHOWING 11 ITEMS						,	APPLT HEICH
ACTION \$	FILE NAME	DATE UPLOADED	DATE PROCESSED \$	EVENT NOTIFICATIONS \$	STATUS +	DOWNLOAD RESPONSE	USER
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28			Pending	*	SIT Test_1 (khie_SIT_TEST_01@mailinate r.com)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility). Specialty Visit, Results Ready for Review, Toxicology Screen, Overutilization, Possible Positive Test Result for COVID-19	Partially Successful	٤	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 16:04	03/27/2023 16:06	Hospital Admission	Partially Successful	±	SIT Test_1 (khie_SIT_TEST_01@mailinate r.com)
	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12	03/14/2022 08:17		Partially Successful	±	SIT Test_1 (khie_SIT_TEST_01@mailinat r.com)

Please Note: After uploading the Event Notification Patient Panel file, *Administrators* can confirm
 that the assigned *Clinical User(s)* stop receiving event notifications for the patient(s) who were
 deleted.



Please Note: The Event Notification Patient Panel Upload file must meet the following criteria. If the Event Notification Patient Panel Upload file does <u>**not**</u> meet the criteria, the following errors will display when uploading the file:

- 1. The Event Notification Patient Panel Upload file must be a .csv file type.
- If the file is not a .csv file type, the following error message displays: "Invalid file type uploaded, please upload a .csv file."
- 2. The Event Notification Patient Panel Upload file must be under five (5) megabytes (MB) in size.
- If the file exceeds five (5) MBs, the following error displays: *"Uploaded file exceeds the size limit of 5MB, please upload another file."*
- 3. The file name of the Event Notification Patient Panel Upload file must be under 100 characters.
- If the file name is over 100 characters, the following error displays: *"The file name cannot exceed 100 characters, please name it appropriately."*
- 4. The Event Notification Patient Panel Upload file must retain the defined headers (i.e., *Email Address used to access ePartnerViewer, Patient Last Name*, etc.) in the correct order.
- If the headers are not in the correct order, the following error displays: *"Invalid file uploaded, please upload a valid file."*

	ATIONS						
RE	ECENT NOTIFICATIONS	DELETED	NOTIFICATIONS	MANAGE N	OTIFICATIONS		UPLOAD PATIENTS
	l	Jpload File			Select Notifica	ations	
Error Messager Invalid file uplo Browsc Ever Maximum upload file 3 Acceptable File Format Download Templa Event Notification	s aded, please upload a valid file nt Notification Patient Panel Upload.csv its csv	• Dek	ete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE EMERGENCY DEPARTMENT AD EMERGENCY DEPARTMENT DI EMERGENCY DEPARTMENT DI EMANORAL HEALTH ADMISSI BEHAVIORAL HEALTH DISCHAF HOSPITAL READMISSION (OTH	MISSION 01 SCHARGE 0 ON 01 RGE 0 ER FACILITY)	SPECIALTY VISIT RESULTS READY FOI FOXICOLOGY SCREE OVERUTILIZATION POSSIBLE POSITIVE ABINORMAL A1C	I REVIEW N TEST RESULT FOR COVID-19 Lupload Cancel
SHOWING 10 ITEMS							CREFRESH T APPLY FILTER
ACTION	FILE NAME	DATE UPLOADED +	DATE PROCESSED \$	EVENT NOTIFICATIONS	STATUS +	DOWNLOAD RESPONSE	USER \$
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14		Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility). Specialty Visit, Results Readv for Review.	Pending	*	SIT Test_1 (khle_SIT_TEST_01@mailinator.co m)



6 Review Uploaded Event Notification Patient Panel Files

Administrators can review a previously uploaded file from the *Uploaded Files List* section on the **Upload** File screen. The *Uploaded Files List* displays the Event Notification Patient Panel files that have been previously uploaded.

	ePartnerVie	ewer					
Pat	ient Search	Bookm	arked Patients	Event No	tifications		Lab Data Entry •
Home > N	lotifications			_			
NOTIFIC	CATIONS						
REC	ENT NOTIFICATIONS	DELET	FED NOTIFICATIONS	MANAGE	OTIFICATIONS		UPLOAD PATIENTS
		Upload File			Select M	Notifications	
mum upload file site shoul orable file format is on miload Template nt Notification Pacient	What exceed \$469 Add Patients Panel Upload.csv		Delete Patients	HOSPITAL ADMISSION HOSPITAL DISCHARGE MARGENCY DEPARTMENT ADMISSIO MARGENCY DEPARTMENT ADMISSION ENVIRONAL HEALTH ORIGONAGE HOSPITAL READMISSION (OTHER FAC	SN GE SLITY)	SPECIALTY VISIT RESULTS READY FOR RE TOXICOLOGY SCREEN OVERUITIZATION OVERUITIZATION OSSIBLE POSITIVE TEST ABNORMAL A1C	VIEW If RESULT FOR COVID-19
PLOADED F	ILES LIST						CREFRESH TAPPLY FIL
	ILES LIST	DATE UPLOADED	DATE PROCESSED	EVENT NOTIFICATIONS *	STATUS	DOWNLOAD PECPONISE	CREFRESH TAPPLY FIL
PLOADED F	ILES LIST	DATE UPLOADED 03/27/2023 18-28	DATE PROCESSED	EVENT NOTIFICATIONS	STATUS Pending	DOWNLOAD RESPONSE	USER SIT Test_1 (khic_ST_TEST_01@mailinator m)
PLOADED F	FILE NAME • Event Notification Patient Panel Upload_Add Patients 1.csv • Event Notification Patient Panel Upload_Add Patients 1.csv •	DATE UPLOADED 03/27/2023 18:28 03/27/2023 18:14	DATE PROCESSED	EVENT NOTIFICATIONS EVENT NOTIFICATIONS Mospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Dehavioral Health Admission, Behavioral Health Discharge, Mospital Readmission (other facility, Speciality Visit, Results Ready for Review, Toxicology Screen, OverruitBation, Possible Positive Test Result for COVID-19	STATUS Pending Partially Successful	DOWNLOAD RESPONSE	USER SIT Test, 1 (khie_SIT_TEST_01@mailinato m) SIT Test, 1 (khie_SIT_TEST_01@mailinato m)
Add Patients	FILE NAME • Event Notification Patient Panel Upload, Add Patients 1.csv •	DATE UPLOADED 03/27/2023 18:28 03/27/2023 18:14 03/27/2023 18:14	• DATE PROCESSED • • 03/27/2023 18:16 •	EVENT NOTIFICATIONS EVENT NOTIFICATIONS Image:	STATUS Pending Partially Successful Partially Successful	DOWNLOAD EESPONSE d	CREFRESH TAPPLY FLU USER SIT Test_1 (chie_SIT_TEST_01@mailinato m) SIT Test_1 (chie_SIT_TEST_01@mailinato m) SIT Test_1 (chie_SIT_TEST_01@mailinato m)
PLOADED F POWWG NCTION • Pelete Patients Add Patients Delete Patients	ILES LIST FILE NAME Vent Notification Patient Panel Upload_Add Patients 1.csv Event Notification Patient Panel Upload_Add Patients 1.csv	DATE UPLOADED 03/27/2023 18:28 03/27/2023 18:14 03/27/2023 18:14 03/27/2023 16:04 03/14/2022 08:12	• DATE PROCESSED • • 04727/2023 18:16 • • 09/27/2023 18:16 • • 09/27/2023 16:06 • • 09/14/2022 08:17 •	VENT NOTIFICATIONS P Interpretation Interpretation Interpretation	STATUS Pending Partially Successful Partially Successful Partially Successful		CREFRESH TAPPLY FIL USER SIT Test_1 (khie_ST_TEST_01@mailinato m) SIT Test_1 (khie_ST_TEST_01@mailinato m) SIT Test_1 (khie_ST_TEST_01@mailinato m) SIT Test_1 (khie_ST_TEST_01@mailinato m) SIT Test_1 (khie_ST_TEST_01@mailinato m)



Uploaded Files List Enhancements

The *Uploaded Files List* section on the **Upload Patients** screen allows *Administrators* to easily review the details of previously uploaded Event Notification Patient Panel files.

- 1. The *Uploaded Files List* section includes the *Action* column, the *Event Notifications* column, and the *Download Response* column.
- The *Action* column indicates whether the *Administrator* clicked the **Add Patients** or the **Delete Patients** radio button when uploading the Patient Panel file.
- The *Event Notifications* column displays the selected event notifications that the assigned user(s) will receive for the patient(s) listed on the Patient Panel file.
- The *Download Response* column provides the option to download a previously uploaded Patient Panel file that has been fully processed. This file contains the processing status to indicate whether the uploaded Patient Panel file was successfully processed or not.

showing 11 ITEMS							
ACTION \$	FILE NAME +	DATE UPLOADED \$	DATE PROCESSED	EVENT NOTIFICATIONS \$	STATUS -	DOWNLOAD RESPONSE	USER
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28			Pending	*	SIT Test_1 (khie_SIT_TEST_01@mailinator.c m)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other Galitys, Specially Visit, Results Ready for Review, Coverullization, Possible Positive Test Result for COVID-19	Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinator.c m)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 16:04	03/27/2023 16:06	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful	٤	SIT Test_1 (khie_SIT_TEST_01@mailinator.o m)
Delete Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12	03/14/2022 08:17		Partially Successful	±	SIT Test_1 (khie_SIT_TEST_01@mailinator.c m)
Add Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:06	03/14/2022 08:07	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful	±	SIT Test_1 (khie_SIT_TEST_01@mailinator.c m)

2. The *Uploaded Files List* section includes the *Status* hyperlink. Upon clicking the hyperlink, a popup displays the descriptions of each processing status.

UPLOADE	UPLOADED FILES LIST										
SHOWING 8 ITEMS	SHOWING 8 ITEMS										
ACTION ÷	FILE NAME	DATE UPLOADED \$	DATE PROCESSED	EVENT NOTIFICATIONS +	<u>STATUS</u> +	DOWNLOAD RESPONSE	USER \$				
Add Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12		Hospital Admission, Hospital Discharge, Emergency Department Admission, Specialty Visit	Pending	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)				

Event Notifications in the ePartnerViewer

Event Notifications in the ePartnerViewer User Guide



SHOWING		Upload Patients	×	APPLY FILTER
11 ITEMS	_	PROCESSING STATUS	PROCESS STATUS DESCRIPTION	-
ACTION 🗘	FILE	Successful	The Patient Panel List was successfully processed. Event notifications will be generated for patient(s) included on this Patient Panel List.	
Delete Patients	Even Patie Uplo 1.csv	Partially Successful	Not all patients on this Patient Panel List were processed successfully. Some of the patient records were not processed successfully. Event notifications will be generated only for the patient records that were processed successfully. • Event notifications will not be generated for the patient record(s) that were not processed completely.	st_1 SIT_TEST_01@m or.com)
		Pending	 The Patient Panel List has <u>not</u> yet been fully processed. Event notifications will <u>not</u> be generated for the patients on this Patient Panel List until the file has been processed successfully. 	
Add Patients	Even Patie Uplo 1.csv	Unsuccessful	The Patient Panel List does <u>not</u> meet the defined file structure or contains errors and could <u>not</u> be processed successfully. This means that <i>none</i> of the patient records on the Patient Panel List were processed successfully. • Event notifications will <u>not</u> be generated for <i>any</i> patients on this Patient Panel List.	st_1 SIT_TEST_01@m or.com)
	1.csv		Event notifications will <u>not</u> be generated for <i>any</i> patients on this Patient Panel List.	_*

Processing Status of Uploaded Event Notification Patient Panel Files

3. The *Status* column in the *Uploaded Files List* section displays the processing status of previously uploaded Patient Panel files.

SHOWING							CREFRESH TAPPLY FILTER		
11 IEMS									
ACTION \$	FILE NAME +	DATE UPLOADED 🗘	DATE PROCESSED ÷	EVENT NOTIFICATIONS	STATUS	RESPONSE	USER +		
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28			Pending	*	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)		
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission. Hospital Discharge. Emergency Department Admission. Emergency Department Discharge. Behavioral Health Discharge. Hospital Readmission (other facility. Specialty Visit, Results Ready for Review. Toxicology Screen. Overutilization. Possible Positive Test Result for COVID-19	Successful	ź	SiT Test_1 (khie_SiT_TEST_01@mailinator.co m)		
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 16:04	03/27/2023 16:06	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful	٨	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)		
Delete Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12	03/14/2022 08:17		Unsuccessful	٤	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)		
Add Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:06	03/14/2022 08:07	Hospital Admission, Hospital Discharge, Emergency Department Admission	Successful	±	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)		

Event Notifications in the ePartnerViewer User Guide



The table below defines the four (4) processing statuses relating to previously uploaded Event Notification Patient Panel files:

Processing Status	Process Status Description
Successful	 The Patient Panel List was successfully processed. Event notifications will be generated for patient(s) included on this Patient Panel List.
Partially Successful	 Not all patients on this Patient Panel List were processed successfully. Some of the patient records were not processed successfully. Event notifications will be generated only for the patient records that were processed successfully. Event notifications will not be generated for the patient record(s) that were not processed completely.
Pending	 The Patient Panel List has <u>not</u> yet been fully processed. Event notifications will <u>not</u> be generated for the patients on this Patient Panel List until the file has been processed successfully.
Unsuccessful	 The Patient Panel List does <u>not</u> meet the defined file structure or contains errors and could <u>not</u> be processed successfully. This means that <i>none</i> of the patient records on the Patient Panel List were processed successfully. Event notifications will <u>not</u> be generated for <i>any</i> patients on this Patient Panel List.

• When uploading the Patient Panel file, the *Uploaded Files List* section displays the **Pending** Status until the file uploaded has been fully processed.

UPLOAD	UPLOADED FILES LIST										
SHOWING 12 ITEMS											
ACTION ÷	FILE NAME	DATE UPLOADED 🗢	DATE PROCESSED \$	EVENT NOTIFICATIONS +	STATUS +	DOWNLOAD RESPONSE	USER 🗢				
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58		Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Pending	*	SIT Test_1 (khle_SIT_TEST_01@mailinato r.com)				
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28	03/27/2023 18:31		Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)				
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility), Specialty Visit, Results Ready	Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)				

Event Notifications in the ePartnerViewer



• Once the Patient Panel file has been processed successfully, the *Uploaded Files List* section displays the *Successful* Status.

UPLOADE	D FILES LIST								
SHOWING 12 ITEMS									
ACTION \$	FILE NAME	DATE UPLOADED	DATE PROCESSED	EVENT NOTIFICATIONS	STATUS \$	DOWNLOAD RESPONSE	USER \$		
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58	04/04/2023 15:00	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Successful	소	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)		
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28	03/27/2023 18:31		Partially Successful	¥	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)		

Please Note: On the **Manage Notifications** screen, when the uploaded Event Notification Patient Panel file has been successfully processed, each patient name from the Patient Panel file will automatically display under the assigned user's *Existing Patients*.

RECENTINOT	IFICATIONS	DELET	DELETED NOTIFICATIONS		MANAGE NOTIFICA	TIONS	UPLOAD PATIENTS	
SELECT A U	JSER FROM TH	IE LIST						
lser Preferenc	es:							
USER NAME	HOSPITAL ADMISSION	HOSPITAL DISCHARGE	EMERGENCY DEPARTMENT ADMISSION	EMERGENCY DEPARTMENT DISCHARGE	BEHAVIORAL HEALTH ADMISSION	BEHAVIORAL HEALTH DISCHARGE	HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VIS
SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)								
	<u> </u>				_		Edit	Jser Preference
xisting Patient	ts: pi un	When the Ever rocessed, each der the assign	nt Notification patient nam ed user's <i>Exis</i>	n Patient Pane le from the up sting Patients o	l Upload file has loaded Patient P n the Manage N	been success anel file will d lotifications s	fully isplay screen.	Jser Preferences
xisting Patient However 21 ITEMS	ts: USER NAME	When the Ever rocessed, each der the assign	nt Notification patient nam ed user's <i>Exis</i>	n Patient Pane le from the up sting Patients of ADMISSION	l Upload file has loaded Patient P n the Manage N DISCHARGE	been success anel file will d Iotifications s	fully isplay screen.	Jser Preferences HOSPITAL READMISSION FACILITY)
Xisting Patient SHOULD SHOULD	ts: USER NAME SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	When the Ever rocessed, each der the assign HOSPITAL ADMISSION	nt Notification patient nam ed user's Exis	n Patient Pane te from the up sting Patients of ADMISSION	I Upload file has loaded Patient P n the Manage N DISCHARGE	been success Panel file will d Iotifications s Detry: Uovel note in ADMISSION	fully isplay screen. Discharge	HOSPITAL READMISSION FACILITY
xisting Patient serving 21 ITEMS PATIENT NAME MILEY JACKSON DANYAL JANE	ts: USER NAME SIT Test_1 (khe_SIT_TEST_01@ma linator.com) SIT Test_1 (khie_SIT_TEST_01@ma linator.com)	When the Ever rocessed, each der the assign HOSPITAL ADMISSION	nt Notification patient nam ed user's Exis	n Patient Pane le from the up sting Patients of Derivitient ADMISSION	I Upload file has loaded Patient P n the Manage N DISCHARGE	been success Panel file will d Iotifications s BUDIFICATIONS ADMISSION	fully isplay screen. Discharge	HOSPITAL READMISSION FACILITY)
xisting Patient SHOWING 21 ITEMS PATIENT NAME MILEY JACKSON DANYAL JANE JANE DOE	ts: USER NAME SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com) SIT Test_1 (khie_SIT_TEST_01@ma ilinator.com)	When the Ever rocessed, each der the assign	nt Notification patient nam ed user's Exis	n Patient Pane e from the up sting Patients of ADMISSION	I Upload file has loaded Patient P n the Manage N DISCHARGE	been success Panel file will d Iotifications s Denvironal nearin ADMISSION	fully isplay screen. Discharge	HOSPITAL READMISSION FACILITY)



• If only some of the patients on the Patient Panel file have been processed successfully, the *Uploaded Files List* section displays the *Partially Successful* Status. Event notifications will be generated only for the patients processed successfully.

JPLOADE	D FILES LIST									
SHOWING 12 ITEMS										
ACTION \$	FILE NAME \$	DATE UPLOADED	DATE PROCESSED	÷	EVENT NOTIFICATIONS \$	STATUS +	DOWNLOAD RESPONSE	USER		
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58	04/04/2023 15:00		Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Partially Successful	£	SIT Test_1 (khie_SIT_TEST_01@mailinat r.com)		
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28	03/27/2023 18:31			Partially Successful	Ŧ	SIT Test_1 (khie_SIT_TEST_01@mailinat r.com)		

If the Patient Panel file does <u>not</u> meet the defined file structure or contains errors and could <u>not</u> be processed successfully, the *Uploaded Files List* section displays the *Unsuccessful* Status. Event notifications will <u>not</u> be generated for *any* patients on this Patient Panel List.

ι	UPLOADE	D FILES LIST						
	SHOWING 12 ITEMS						£	REFRESH T APPLY FILTER
	ACTION \$	FILE NAME \$	DATE UPLOADED \$	DATE PROCESSED \$	EVENT NOTIFICATIONS \$	STATUS +	DOWNLOAD RESPONSE	USER \$
	Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58	04/04/2023 15:00	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Unsuccessful	¥	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
	Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28	03/27/2023 18:31		Partially Successful	¥	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
	Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Discharge, Hospital Readmission (other facility), Specialty Visit, Results Ready for Review, Toxicology Screen, Overullization, Possible Positive Test Result for COVID-19	Partially Successful	4	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)



Filter Previously Uploaded Event Notification Patient Panel Files

1. To search for a specific previously uploaded Event Notification Patient Panel Upload file, click **Apply Filter**.

JPLOADED	D FILES LIST							
provinc 11 ITEMS								
ACTION \$	FILE NAME +	DATE UPLOADED \$	DATE PROCESSED \$	EVENT NOTIFICATIONS +	STATUS -	DOWNLOAD RESPONSE	USER	
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28			Pending	*	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)	
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other Facility, Specially Wist, Results Ready for Review, Toxicology Screen, Overuillization, Possible Positive Test Result for COVID-19	Partially Successful	٤	SiT Test_1 (khie_SiT_TEST_01@mailinator.co m)	
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 16:04	03/27/2023 16:06	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful	¥	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)	
Delete Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12	03/14/2022 08:17		Partially Successful	*	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)	

2. The Filter fields display. Search by entering the *Action*, *File Name, Date Uploaded*, *Date Processed*, *Event Notifications, Status*, and/or the *User* in the corresponding Filter fields.

Enter Action	FILE NAME	All v	All v	EVENT NOTIFICATIONS	Enter Status	DOWNLOAD RESPONSE	USER Enter User,
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28			Pending	<u></u>	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1:csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission: Hospital Discharge. Emergency Department Admission. Emergency Department Discharge. Behavioral Health Admission. Behavioral Health Discharge. Hospital Readmission (other facility). Specially Visit. Results Ready for Review. Toxicology Scrabil Readmission Overnillization. Possible Positive Test. Result for CVID-19	Partially Successful	ź	SfT Test_1 (khle_SfT_TEST_01@mailinator.cc m)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 16:04	03/27/2023 16:06	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful		SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)
Delete Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12	03/14/2022 08:17		Partially Successful		SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)
Add Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:06	03/14/2022 08:07	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful	4	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)
		First	Back 1 2 3 Next Last				Maximum 5 • entries per p



Download Previously Uploaded Event Notification Patient Panel Files

Administrators can view the status of a previously uploaded Event Notification Patient Panel file on the **Upload Patients** screen. The *Uploaded Files List* section provides the option to download a previously uploaded Patient Panel file that has been fully processed. This file contains the **Success** or **Error** status to indicate whether the uploaded Patient Panel file was successfully processed or not. If the processing status is listed as **Unsuccessful**, Administrators can download the file to view the reason(s) the individual patient(s) had errors.

• The file with the *Unsuccessful* status includes the details of the error on the previously uploaded Event Notification Patient Panel file.

UPLOAD	ED FILES LIST						
						£	REFRESH TAPPLY FILTER
SHOWING 12 ITEMS							
ACTION \$	FILE NAME \$	DATE UPLOADED \$	DATE PROCESSED \$	EVENT NOTIFICATIONS +	STATUS \$	DOWNLOAD RESPONSE	USER 🗢
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58		Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Pending	-	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28	03/27/2023 18:31		Unsuccessful	±	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58	04/04/2023 15:00	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28	03/27/2023 18:31		Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Discharge, Hospital Readmission (other facility), Specialty Visit, Results Ready for Review, Toxicology Screen, Overullization, Possible Positive Test Result for COVID-19	Partially Successful	4	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)

To download a previously uploaded Patient Panel file, complete the following steps:

- 1. Navigate to the *Uploaded Files List* section on the **Upload Patients** screen.
- 2. Click the **Download Icon** under the *Download Response* column next to the appropriate file.

ACTION \$	FILE NAME	DATE UPLOADED	DATE PROCESSED	EVENT NOTIFICATIONS +	STATUS ÷	DOWNLOAD RESPONSE	USER \$
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58	04/04/2023 15:00	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Unsuccessful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)

Event Notifications in the ePartnerViewer

Event Notifications in the ePartnerViewer User Guide



Please Note: *Administrators* cannot download the files for uploaded Patient Panel files that have <u>not</u> been fully processed. The **Download Icon** is grayed out and disabled for Patient Panel files marked as *Pending*.

UPLOADED FILES LIST							
SHOWING 11 ITEMS							
ACTION \$	FILE NAME	DATE UPLOADED	DATE PROCESSED \$	EVENT NOTIFICATIONS \$	<u>STATUS</u> +		USER \$
Enter Action	Enter File Name	All 🗸	All 🗸	Enter Event Notifications	Enter Status	RESPONSE	Enter User
Delete Patients	Event Notification Patient Panel-Delete Patients.csv	03/20/2023 18:28			Pending	*	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/18/2023 18:14	03/18/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility, Specialty Visit, Results Ready for Review, Toxicology Screen, Overutilization, Possible Positive Test Result for COVID-19	Unsuccessful	Ł	SIT Test_1 (khle_SIT_TEST_01@mailinator.co m)
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/17/2023 12:15	03/17/2023 12:20	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)
Delete Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:12	03/14/2022 08:17		Unsuccessful	*	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)
Add Patients	Clinical Notification Patient List Upload Defect 473960.csv	03/14/2022 08:06	03/14/2022 08:07	Hospital Admission, Hospital Discharge, Emergency Department Admission	Partially Successful	*	SIT Test_1 (khie_SIT_TEST_01@mailinator.co m)

3. Click the **Download Icon** at the bottom left.

KHIE ePartnerViewer		🖾 Support 📢 Announcements 🌒 🌲 Advisories 🌒 🔂 SIT Test, 1 *			
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry +		
Home > Notifications					
RECENT NOTIFICATIONS	DELETED NOTIFICATIONS	MANAGE NOTIFICATIONS	UPLOAD PATIENTS		
Uplo	ad File	Select Notifications			
Browse Maximum upload file tite should not exceed 5MB Acceptable File Format is .csv	 Delete Patients 	HOSPITAL ADMISSION HOSPITAL DISCHARGE MERGENCY DEPARTMENT ADMISSION EMERGENCY DEPARTMENT DISCHARGE BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH ADMISSION BEHAVIORAL HEALTH DISCHARGE HOSPITAL READMISSION (OTHER FACILITY)	SPECIALTY VISIT SPECIALTY VISIT TOXICOLOGY SCREEN OVERUTILIZATION OSSIBLE POSITIVE TEST RESULT FOR COVID-19 ABNORMAL ATC ADVIDING		
UPLOADED FILES LIST					
SHOWING 11 ITEMS	TE LIPI CADED DATE PROCESSED	FVENT NOTIFICATIONS STATUS	DOWNLOAD INFR O		
10000000##20230csv			Show all		


- 4. In the downloaded file, users can view the processing status for each individual patient name on the Patient Panel file.
- If the Event Notification Patient Panel file was **not** processed successfully (i.e., **Unsuccessful**), the file displays the following values:
 - The *Error* status displays for all the patient(s) that were not processed successfully.
 - The **error description** displays to clarify the reason why the patient(s) were not processed successfully.

ACTION \$	FILE NAME	DATE UPLOADED \$	DATE PROCESSED \$	EVENT NOTIFICATIONS \$	STATUS +	DOWNLOAD RESPONSE	USER 🗢
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58	04/04/2023 15:00	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Unsuccessful	±	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)

	В	C	D	E	F	G	Н		J	К
1	Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient State	Patient Zipcode	Status	Error_Description
2	Jackson	Milley	8/17/2016	F	254 WALLER BRANCH RD	LOUISA	КҮ	41230	Error	Invalid KOG email or association not found with Organization
3	Jane	Danyal	6/21/1985	м	PO Box 131	Danville	KY	40484	Error	Invalid KOG email or association not found with Organization
4										

- If all the patient(s) listed on the Patient Panel file were processed successfully (i.e., *Successful*), the file displays the following values:
 - The *Successful* status displays for all the patient(s).

	ACTION \$	FILE N	AME 🗢	DATE UPLOADED \$	DATE PROCESSED	÷	EVENT NOTIFICATION	is 🗢	STATUS	DOWNLOAD RESPONSE	USER 🗢
	Add Patients	Event Panel 1.csv	Notification Patient Upload_Add Patients	04/04/2023 14:58	04/04/2023 15:00		Hospital Admission, F Discharge, Emergency Department Admissic Emergency Departme Discharge, Behaviora Admission, Behaviora Discharge, Hospital Readmission (other fa	Hospital y nn, ent I Health il Health acility)	Successful		SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)
_	В		С	D	E		F	G	н	1	J
1	Patient Last	Name	Patient First Name	Patient DOB(MM/DD/YY	YY) Patient Se	x Patient	Street Address	Patient	City Patient State	Patient Zipcode	Status
2	Jackson		Milley	8/17/2016	F	254 WA	LLER BRANCH RD	LOUISA	КҮ	41230	Success
3	Jane		Danyal	6/21/1985	М	PO Box	131	Danville	КY	40484	Success
ר ו ו	Please was pr	No oce	t e : The res ssed succe	sponse file doe essfully.	es <u>not</u> d	isplay	an error	descr	iption whe	en the Pat	ient Panel file



- If some of the patient(s) listed on the Patient Panel file were not successfully processed (i.e. *Partially Successful*), the file displays the following values:
 - The *Success* status displays for patients who were processed successfully. The *Error* status displays for patients who were <u>not</u> processed.
 - The **error description** displays to clarify the reason why the patient(s) were <u>not</u> processed successfully.

UPLOADE	UPLOADED FILES LIST							
SHOWING 12 ITEMS						13	CREFRESH APPLY FILTER	
ACTION \$	FILE NAME	DATE UPLOADED \$	DATE PROCESSED \$	EVENT NOTIFICATIONS +	STATUS \$	DOWNLOAD RESPONSE	USER \$	
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	04/04/2023 14:58	04/04/2023 15:00	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Discharge, Hospital Readmission (other facility)	Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)	
Delete Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:28	03/27/2023 18:31		Partially Successful	£	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)	
Add Patients	Event Notification Patient Panel Upload_Add Patients 1.csv	03/27/2023 18:14	03/27/2023 18:16	Hospital Admission, Hospital Discharge, Emergency Department Admission, Emergency Department Discharge, Behavioral Health Admission, Behavioral Health Admission (other facility), Specialty Visit, Results Ready for Review, Toxicology Screen, Overutilization, Possible Postilve Test Result for COVID-19	Partially Successful	Ł	SIT Test_1 (khie_SIT_TEST_01@mailinato r.com)	

1	В	С	D	E	F	G	Н	1	J	К	1
1	Patient Last Name	Patient First Name	Patient DOB(MM/DD/YYYY)	Patient Sex	Patient Street Address	Patient City	Patient State	Patient Zipcode	Status	Error_Description	
2	Jackson	Milley	8/17/2016	F	254 WALLER BRANCH RD	LOUISA	КY	41230	Success		
3	Jane	Danyal	6/21/1985	м	PO Box 131	Danville	KY	40484	Error	Invalid KOG email or association not found with Organization	
4 5 6 7 8											



7 Email Notices for Event Notifications

Event Notification Email Notices Overview

The Event Notifications feature provides an email to notify *Clinical Users* when a new event notification is generated for any patient on their patient panel in the ePartnerViewer.

The email notice functionality enables *Clinical Users* to track their patients easily and efficiently by sending an email directly to users when a new event notification is generated for any of their patients. The users will receive email notices when they have set up their user preferences and opt to receive email notices.

!		
	You have event notifications from KHIE Inbox ×	
К	noreply@khie.healthinteractive.net 12:00 PM (0 minutes ago) to me 👻	☆
	Hello ePartnerViewer User,	
	Event notifications are ready for review in the ePartnerViewer. Please click here to log in and view them.	
	Please do not reply to this email. This box is not monitored. For assistance, please contact KHIESupport@ky.gov.	
	Regards,	
	KHIE	
	← Reply → Forward	
Ple	ase Note : By default, the ePartnerViewer will not send email notices until users complete s	et I

_ _

up their user preferences and opt to receive email notices.

J



Set up Event Notification Email Notices

To set up your user preferences and opt to receive email notices when new event notifications are generated in the ePartnerViewer, complete the following steps:

- 1. From the **myDASHBOARD** screen, click the **User Profile Icon** on the right side of the blue Navigation Bar at the top of the screen.
- 2. From the dropdown menu, select **Preferences** to navigate to the user preferences.

KHIE ePartnerView	ver	Support 📢	Announcements 7 🏾 4	Advisories 3 🕒 Si	Test_1 ▼
Patient Search	Bookmarked Patients	Event Notifications		Secure Messaging	Ľ
A Home				Preferences	
Advisory: Updated Active advisory on 10/7/2022 7:58:5	53 AM			Logout	6
		•••			
	myDAS	SHBOARD			
QUICK SEARCH				Q ADVANCED	SEARCH
First Name	Last Name	Date Of Birth mm/dd/yyyy	ii	🔁 Search	
		EVENT NOTIFICATIONS (PAST 72 HOURS)			0

3. From the **My Preferences** screen, click the **Event Notification Email Notice Tab**.

KĤIE ePartne		Support 📢 Announcem	nents 7 🐥 Advisories 3 😩 SIT Test_1 🔻	
Patient Search	Bookmarked Patients	Event	Notifications	Lab Data Entry -
Home > Preferences				
	MY	PREFERENCES		
PREFERENCES	Patient Dashboard I	Display		
Patient Dashboard Display	Don't need access to all the portlets ava	ilable in ePartnerViewer? Drag and re-	arrange the portlets you would like	e to display on the Patient Summary dashboard.
Date, Time & Number Format				
Clinical Document Date Search	Show	Hide		
Event Notification Email Alert	Clinical Documents			
· · · · · · · · · · · · · · · · · · ·	Patient Alerts			
	Laboratory			
	Social Determinants of Health			
	Electronic Case Reports			
	Encounters			
	Radiology			

Event Notifications in the ePartnerViewer User Guide



4. The **Event Notification Email Notice** screen displays. Only the *Receive Emails*? checkbox is enabled. To set up event notification email preferences, click the *Receive Emails*? checkbox.

KĤIE ePartn	erViewer	🛎 Support 📢 Announcements 7 🗍 Advisories 3 🛛 😝 SIT Test_1
Patient Search	Bookmarked Patients	Event Notifications Lab Data Entry -
Home > Preferences		
	MY PREFERE	NCES
PREFERENCES	Event Notification Email Ale	rt
Patient Dashboard Display Date, Time & Number Format Clinical Document Date Search Event Notification Email Alert	Receive Emails? Email ID name@domain.com Email Delivery Frequency @ Select	Time Selected 🚱
Please Note: By defa	Save Reset	box is not selected because users will <u>not</u>

5. Upon clicking the *Receive Emails*? checkbox, the *Email ID* and *Email Delivery Frequency* fields are enabled.

MY PREFERENCES	
Event Notification Email Alert	
Receive Emails?	_
Email ID*	
	Time Selected
Select	Select V
Save Reset	

Event Notifications in the ePartnerViewer User Guide



6. The *Email ID* field automatically populates your Kentucky Online Gateway (KOG) email address used to access the ePartnerViewer. The *Email ID* field is editable and allows users to enter a different email address, if desired. If you wish to use a different email address to receive email notices, enter the **preferred email address** in the *Email ID* field.

Event Notification Email Alert	
Receive Emails?	
Email ID* khie_SIT_TEST_01@mailinator.com	
Email Delivery Frequency* 🚱	Time Selected 🚱
Select 🗸 🗸	Select 🗸
Save Reset	

- 7. From the *Email Delivery Frequency* dropdown menu, select the **preferred frequency option** for receiving email notices:
- Select **Immediately** to receive an email notice <u>each time</u> you receive an event notification (i.e., you may receive *multiple* email notices in one day).
- Select **Once a Day** to receive an email notice <u>once a day</u> at your preferred time (i.e., you will receive a *single* email notice regarding all event notifications received that day).

Immediately: You will FERENCES receive an email notice each time you	
Event Noti Conce a Day: You will mail Alert	
✓ Receive Emails? all event notifications you have received. Email ID* Select a time to receive the once a khie_SIT_TES khie_SIT_TES 010000 day notification.	
Email Delivery Frequency* 😧	Time Selected 😧
Select 🗸 🗸 🗸	Select 🗸
Immediately	
Once a day	

Event Notifications in the ePartnerViewer User Guide

Please Note: If **Immediately** is selected from the *Email Delivery Frequency* dropdown menu, the *Time Selected* field remains disabled. To complete setting up immediate email notices, click **Save**.

Immediately X V Select	mail Delivery Frequency* 🕜	Time Selected 🕜
	Immediately × ~	Select 🗸

8. Upon selecting **Once a Day** from the *Email Delivery Frequency* dropdown menu, the *Time Selected* dropdown menu is enabled.

Email Delivery Frequency* 🚱	Time Selected* 🚱
Once a day X V	Select V

9. If applicable, select your **preferred time for receiving** <u>one</u> **email notice each day** from the *Time Selected* dropdown menu.

Email ID* khie_SIT_TEST_01@mailinator.com Email Delivery Frequency* @	All notifications received after the time selected will be sent to you the following day. Time Selected* 2		
Once a day X V	Select 🗸 🗸		
	01:00		
Save Reset	01:30		
	02:00		
	02:30		
HealthInterac <u>tive</u>	03:00		
HIE	02:20		

Please Note: All event notifications received *after* the time selected will be sent to the user thefollowing day.

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _

10. Once the appropriate preferences have been entered, click **Save**.

Event Notification Email Alert		
Receive Emails?		
Email ID*		
khie_SIT_TEST_01@mailinator.com		
Email Delivery Frequency* 😧	Time Selected* 😧	
Once a day X	· √ 12:00	× ~

· _ _ _ _ _



Review Email Notices for New Event Notifications

After setting up user preferences, users will receive an email notice when a new event notification is generated for their patient(s). From the email notice, users can navigate directly to the ePartnerViewer to view the new event notification(s).

To view email notices for new event notifications in the ePartnerViewer, complete the following steps:

- 1. When a new event notification is generated for one of your patients, you will receive an email notice titled *"You have event notifications from KHIE"*.
- 2. From your email inbox, review the email notice stating event notifications are ready for review in the ePartnerViewer.

Inbox		You have event notifications from KHI	E Inbox ×		₽	Ø
☆ Starred		noreply@khie.healthinteractive.net	1:35 PM (O minutes ago)	☆	←	:
🕓 Snoozed		to me 👻				
▷ Sent		Hello ePartnerviewer User,				
Drafts	1	Event notifications are ready for review in the ePartnerviewer.	Please click <u>here</u> to log in and view	w them.		
∽ More		Regards,	r assistance, please contact KHIE	suppor		<u>jov</u> .
Labels	+	KHIE				

Please Note: When the user selects **Immediately** from the *Email Delivery Frequency* dropdown menu, the user will receive *multiple* email notices in one day for each new event notification.

When the user selects **Once a Day** from the *Email Delivery Frequency* dropdown menu, the user
will receive **one** email notice, at the preferred time each day, that represents all event
notifications generated that day.

3. To view the new event notification(s) in the ePartnerViewer, click the *here* hyperlink located in the email.

	You have event notifications from KHIE Inbox ×				¢				
K	noreply@khie.healthinteractive.net to me 👻	12:00 PM (0 minutes ago)	☆	←	:				
	Hello ePartnerViewer User,								
	Event notifications are ready for review in the ePartnerViewer. Please click here to log in and view them.								
	Please do not reply to this email. This box is not monitored. For assistance, please contact KHIESupport@ky.gov.								
	Regards,								
	KHIE								
	← Reply ← Forward								

Event Notifications in the ePartnerViewer User Guide



4. Upon clicking the hyperlink in the email, the **Kentucky Online Gateway (KOG) Sign-In** screen opens in another browser tab. Enter your **Email Address**. Click **Next**.



Please Note: You must enter the email address used to create your KOG account.

5. The **Verify with your password** screen displays. Enter your **Password**. Click **Verify** to proceed.



Event Notifications in the ePartnerViewer User Guide



- 6. After logging into KOG and verifying your password, you are automatically navigated to the Verify it's you with a security method screen. You will be asked to complete Multi-Factor Authentication (MFA) using Okta Verify. Users have two (2) options for completing Okta Verify:
- Use a security code from the Okta Verify app.
- Use the push notification from the Okta Verify app.

and the second second		
and the second	Verify it's you with a security method @ khie.worker@gmail.com Need Assistance?	
	Select from the following options Image: Select from the following options Image: Select from the following options Image: Select from the following options	
	Get a push notification Okta Verify	

- 7. To use a security code from the Okta Verify app, click the **Select** button next to **Enter a code**. Follow the appropriate steps to complete MFA using a security code from the Okta Verify app.
- 8. To receive a push notification from the Okta Verify app, click the **Select** button next to **Get a push notification**. Follow the appropriate steps to complete MFA using the Okta Verify push notification.



Please Note: For step-by-step guidance on how to complete MFA using the Okta Verify app, please review the *ePartnerViewer Login: KOG Okta Verify Multi-Factor Authentication (MFA) User Guide* on the <u>KHIE website</u>.

Event Notifications in the ePartnerViewer User Guide



- 9. Once you enter the code from the Okta Verify app or successfully respond to the Okta Verify push notification to complete Multi-Factor Authentication, you are automatically navigated to the **Terms and Conditions of Use** screen of the ePartnerViewer.
- 10. You must click **I Accept** upon each login to the ePartnerViewer.

KHIE ePartnerViewer	SIT Test_1 *
TERMS AND CONDITIONS OF	USE
 Definition of the second sec	Access restricted beyond this point. You must accept terms and conditions before proceeding.

- 11. Once you click the **I Accept** button, the grayed-out section becomes visible. A message appears that indicates you are associated with an Organization. (This is the name of your organization.)
- 12. Click **Proceed to Portal** to continue to the ePartnerViewer.

KHIE ePartnerViewer	😫 Jane Doe 🔹
TERMS AND CONDITIONS OF U	ISE
 Definition of the second se	You are part of the below mentioned organization. Please click on proceed to continue. KHIE Smoke Test Organization Proceed to Portal Cancel
Copyright 2019 HealthInteractive HEALTHÉMATERACTIVE	Version: 1.0.0



13. On the **myDASHBOARD** screen, click the **Event Notifications Tab** from the blue navigation bar at the top of the screen.

KĤIE ePartn	erViewer	Support 📢 Announcen	nents 7 🗍 Advisories 3 😩 SIT Test_1 🔻				
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry -				
A Home							
Announcement: announcement 6			Read More View All				
• • • • •							
myDASHBOARD							

14. The **Recent Notifications** screen displays. Review the new event notification(s) generated for your patient(s).

¢ N	NOTIFICATIONS & REFRESH TAPPLY FILTER							
	RECENT NOTIFICATIONS DELETED NOTIFICATIONS MANAGE NOTIFICATIONS UPLOAD PATIENTS						OAD PATIENTS	
SHOWIN 3 ITE	IG MS							
	EVENT DATE	NOTIFICATION DATE	•	EVENT \$	FACILITY \$	NAME 🗘	AGE 🗘	ORGANIZATION USER 🗘
	03/31/2023 5:15:55 pm	04/01/2023 12:00:0	0 pm	Hospital Admission	UKHC	JAY,PERAL	31 years	SIT Test_1 (khie_SIT_TEST_01@mailina tor.com)
	03/31/2023 9:08:30 am	04/01/2023 12:00:0	0 pm	Abnormal A1c	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailina tor.com)
	01/06/2023 8:08:55 am	02/28/2023 10:06:48	am	Possible Positive Test Result for COVID-19	AMOHAMMAD	MORA,PAT K	1 year	SIT Test_1 (khie_SIT_TEST_01@mailina tor.com)

8 Technical Support

ePartnerViewer Support Tab

To seek assistance or log issues, use the **Support Tab** located in the blue navigation bar at the top of the screen in the ePartnerViewer.

KĤIE	ePartnerViewer		Support 📢 Announcements 2	🗼 Advisories 🚹 🍳 Jane Doe 👻
Patient Search	Bookmarked Patients	Event Notifications	Lab Data Entry 🕶	Case Report Entry *

Toll-Free Telephone Support

For questions and assistance regarding the ePartnerViewer, please call 1 (800) 633-6283.

Email Support

To submit questions or request support regarding the ePartnerViewer, please email <u>KHIESupport@ky.gov</u>.

Event Notifications in the ePartnerViewer