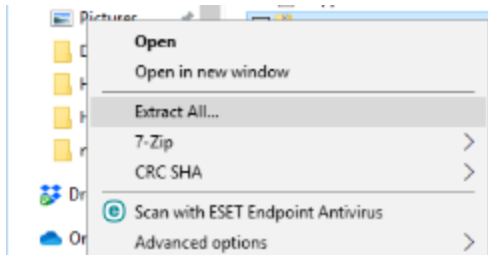




COVID 19 Tracking Sheet Installation Instructions for PSS

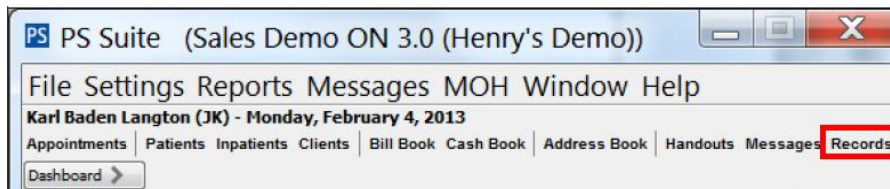
STEP 1 - Download Files

- Download ZIP file from Website
- Unzip Folder (Remember to save it in a Folder on your computer so you remember where it is)

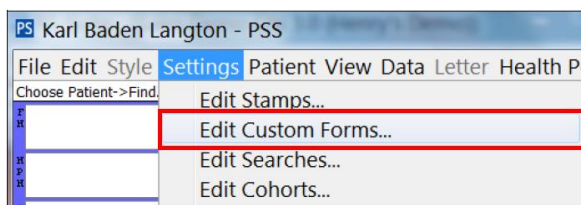


STEP 2 – Install Custom Forms

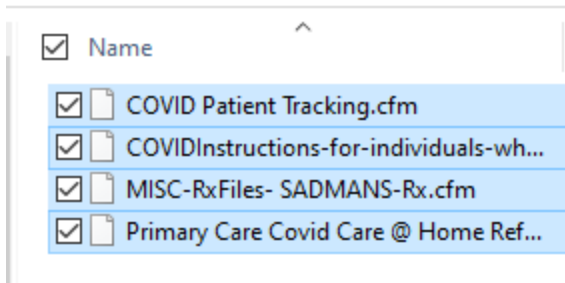
- Click on Records



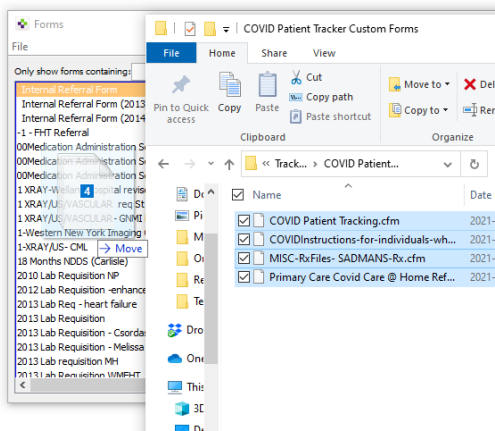
- Go to Settings → Edit Custom Forms



- This will open a window from which you can import Custom Forms
- Go to the File you downloaded and open the Custom Forms folder, Click 'Ctrl A' to select all



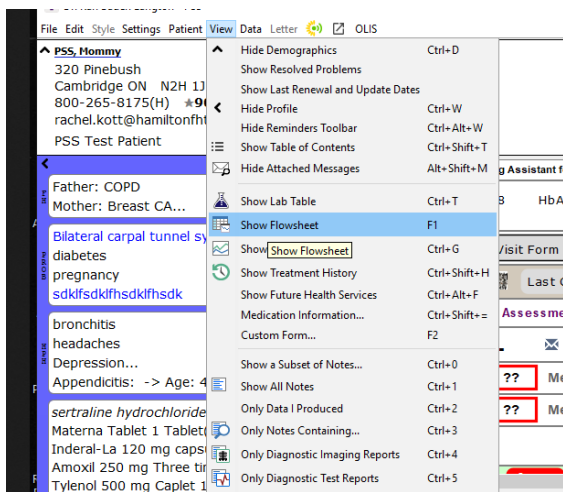
- Drag and drop the 4 files into your open Custom Forms window



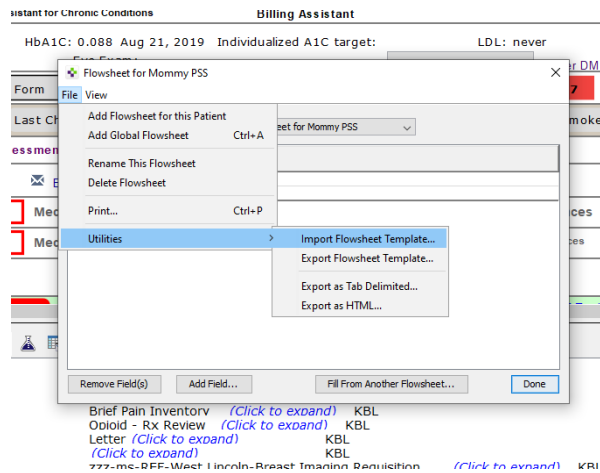
- Click 'Done' to close the Edit Custom Forms window

STEP 3 – Install Flowsheet

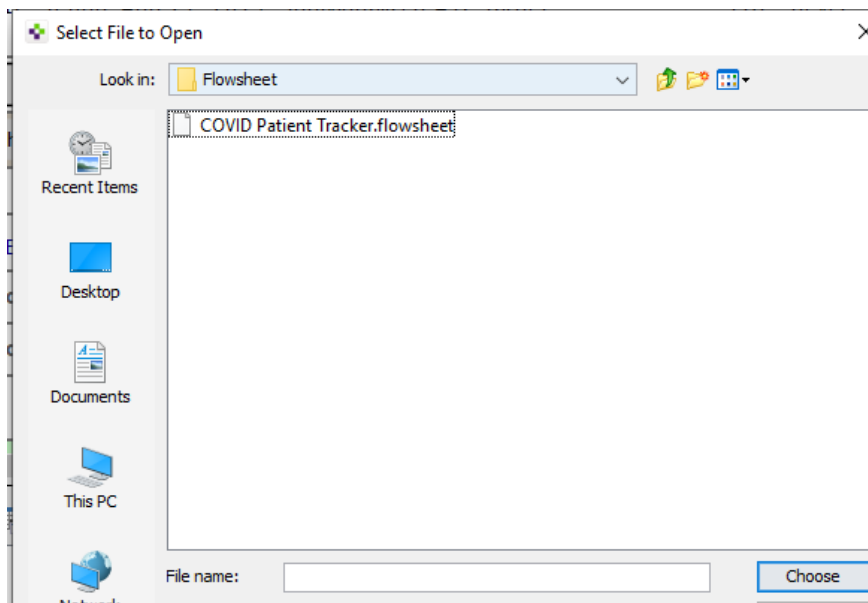
- Go to a Test Patient Record
- Go to →View →Show Flowsheet



- This will open a window from which you can import a Flowsheet
- Go to →File →Utilities →Import Flowsheet Template



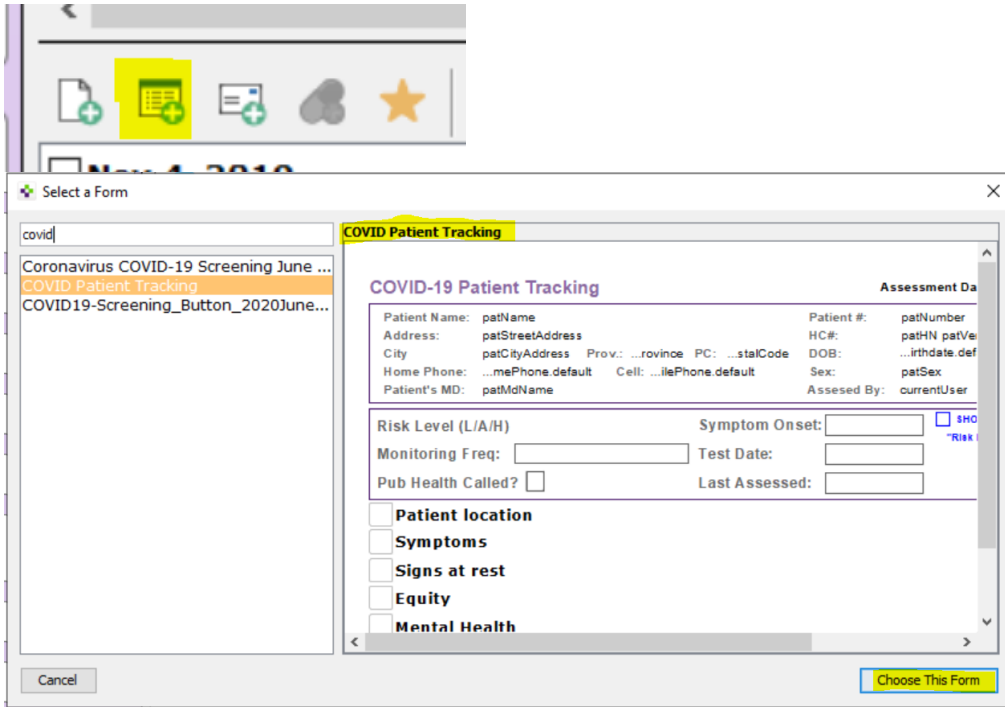
- Go to the File you downloaded and open the Flowsheet folder



- Click 'Choose' to import the Flowsheet window

STEP 4 – View Covid Patient Tracker

- To view the Covid Patient Tracker in a patient record
- Go to → New Custom Form... → Choose 'Covid Patient Tracking'



STEP 5 – View Covid Patient Tracker Flowsheet

- To view the Covid Patient Tracker Flowsheet in a patient record
- Go to →Show Flowsheet→Choose 'Covid Patient Tracking Flowsheet'→Select 'Done'

