

## Anesthesia: Document and Associate a Blank Record

# **Document and Associate a Blank Record**

## Create a Blank Record

- 1. Open the patient's chart in PowerChart.
- 2. From the Select Case Window in SaAnesthesia, click the Create Blank Record button.
- 3. Click the binoculars icon to select the record location. Match the record location to where the case is being performed. Click **OK**.

**Note:** You can also add the patient's last name or MRN to the Record Description for easy identification during the record association process.



- 4. Select the appropriate macro. Reduce the macro window size to allow the PowerChart Banner Bar to be visible for patient weight and allergy data.
- 5. Click Set All Times to Current. Click Execute.

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6. Associate the blank record to the rescheduled case.

#### Informatics Education Reviewed September 2023

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## Associate a Blank Record to a Procedure

When the patient has been scheduled, the blank record can be associated to the case.

1. Click Task -> Associate Case to Record.



2. The **Select Case to Associate** window displays. Only cases that do not have an associated record are displayed in this window. Highlight the case to associate and click **OK**.



3. If this is the correct case, click the green checkmark to associate the record to this case. If this is not the correct case, click the red X and select the correct case.

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