Adding Patient Alerts in eRAD

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Adding Patient Alerts

Purpose: To document important information or warning in a Patient Folder that must be visible to all users accessing the record.
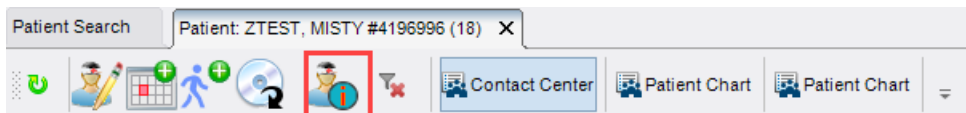
When to Use:

Add a Patient Alert when there is information that should always be visible to staff scheduling or viewing the patient's record (e.g., Do Not Contact, Hearing Impaired, Wheelchair Assistance, etc.)

1. **Open the Patient Folder**

   - Use the search function in eRAD to locate and open the correct Patient Folder.

2. **Click the Patient Alert Icon**

   - Look for the **Patient Alert icon** in the toolbar at the top of the Patient Folder.

3. **Select the Appropriate Alert(s)**

- In the **Patient Alerts** window, check the box(es) next to the applicable alert(s).

- You may select more than one alert if needed.

- Click **[OK]**

Important Notes:

- Alerts appear prominently when the Patient's Folder is opened, helping to prevent missed information.

- Only use alerts that are relevant, appropriate, and necessary.

- If additional context is needed beyond the alert label, document details in Patient Notes.

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