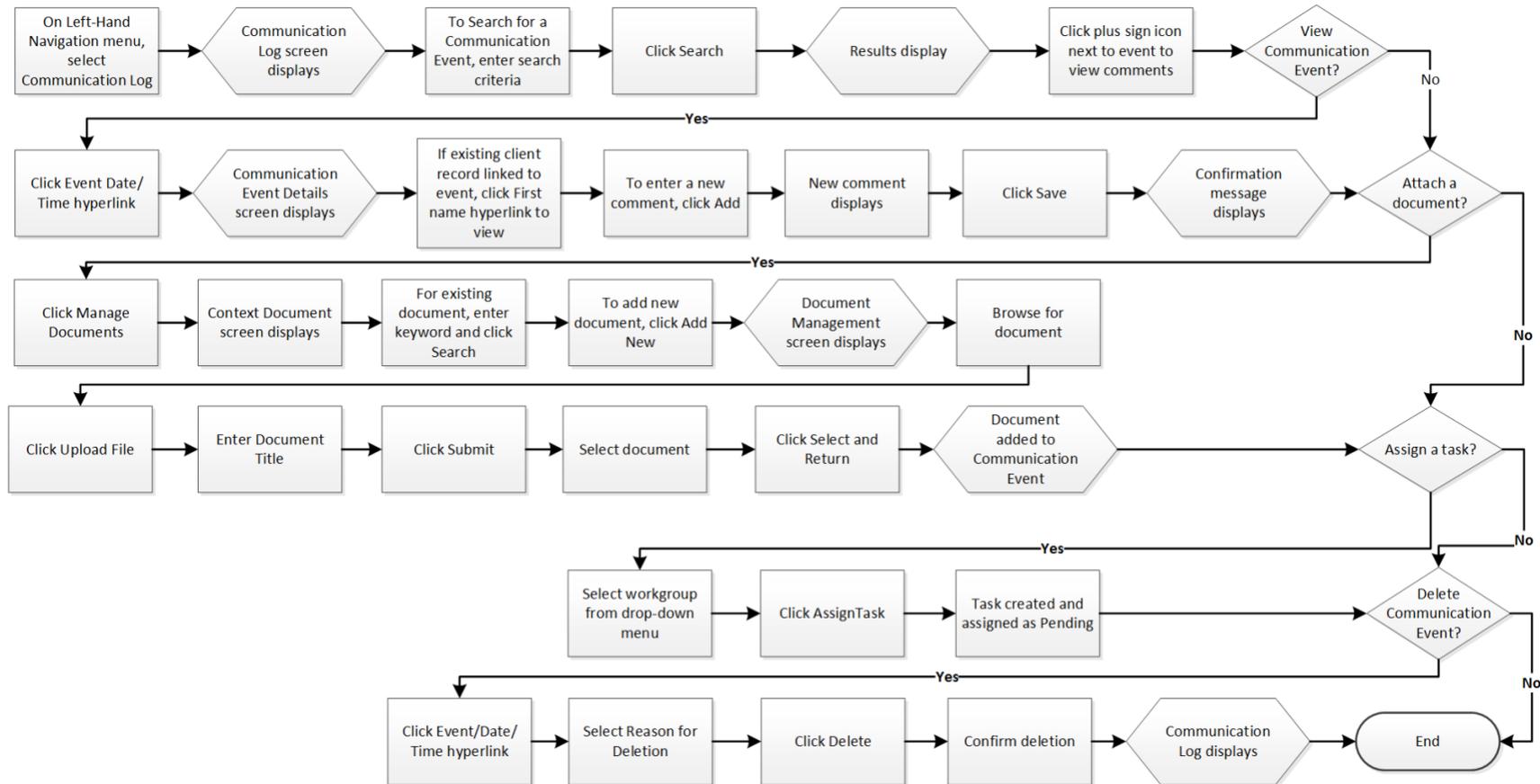


Search, View, Update, Delete Communication Event – QRC IOM 105-1.1



Points to Remember

- The Communication Log is a permanent record of communications received and information provided at a point in time.



Panorama Quick Reference Card



- Communication Events can be associated with a client in context, or may be created without any context at all.
- Personal Health Information **is not to be recorded** through a Communication Event. Clinical notes should be used to document client specific information.
- Use the EFC (Find) to select a Jurisdictional Organization, if desired. Organization defaults to the user's organization.
- When searching, a message will display if too many or no matching events are found. Modify the search criteria and complete the search again.
- Click the **Retrieve** button to populate the search with the criteria selected the last time a search was performed during the current Panorama session.
- Click the **Clear** button to clear the search criteria and return any default values.
- Click the plus icon next to an event to view the comments associated with the event. To see all comments, click the **Expand All** button. To hide all comments, click the **Collapse All** button.
- Unsaved changes can be cancelled and the user returned to the previous screen by clicking the **Cancel** button.