# Physician Power User ED

# Quick Wins

 EDMD202v

##### Date: November 19, 2021

##### Trainer: Mark Phelan

### Prerequisites

Live use of ASAP or EpicCare or completion of Specialists Training Specialists training.

### Learning Outcomes:

Upon completion of this course, learners will be able to:

* Demonstrate how to use the Track Board activity efficiently
* Explain how to personalize your workspace
* Demonstrate how to personalize and manage User Order Sets
* Demonstrate how to update the ED Manager care areas

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| **Exercise Time:** After each presentation there will be support scheduled for 1 hour for questions. The exercises do not have to be completed during that hour as you will have access to the environment at almost any time of day. To see when the environment will be refreshed, look at the message of the day when you log into the environment. |

**Notes:**

* All Epic training sessions use a current release of the application. If your organization is using an older version of the software, you will likely encounter some discrepancies between the features and functionality you learn at Epic and what is actually available in your system.

## EDMD202v – Power User ED Quick Wins

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| 9:00 | **Welcome and Introduction** |
| 9:05 | **Personalize Workspace*** Hyperspace Toolbar
* Main activity Toolbar Buttons
* Personalize the Track Board
* Optimize Activity Tabs
* Customize Navigators
 |
| 9:30 | **Documentation*** Report Pane in NoteWriter
* Modify Narrative Speed Buttons
* Setting a default note template
* Adding charges as favorites
 |
| 9:40 | **Orders*** Create new versions of Order Sets
* Manage Order Sets
* Add Orders in Dispo Activity
 |
| 9:50 | **Extra Tips*** Update Manager Care Areas
* Add Contact Number
* Add to your User Dictionary
 |
| 10:05 | **Live Q&A^*** Complete exercises
 |
| 11:00 | **Webinar ends** |

^no credit offered for this session