

HackensackUMC Mountainside Clinical View Guide

Log onto Clinical View website

- <https://cv.mountainsidehosp.com>
- Enter username/password
- Click on “Clinical View” on next page

User Name:

Password:

Log In **Cancel**

*Do **NOT** click on the “HMS Monitor Graphical View” icon

Find a Patient

When you log in, you will see a default list of patients. When you see your patient’s name, double click on the name to go to their chart.

- If the patient is NOT on the list, there are multiple options:
 - Type the patient name (last first) in the search field and click “search”
 - Do NOT use a comma between last & first name.
 - Go to the additional searches icon (flashlight) and select the information you do know from the list and click “search”

Patient Name Search:

Search

Inpatients Outpatients DCpatients Industrial

Group Override All Patient Override

My Patients

“Reports” Icon

- Print/View:
 - Cumulative reports
 - Medication Administration Record
 - Face Sheets
 - Rounds Report

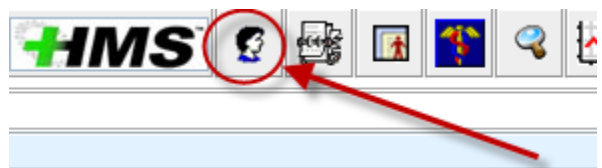


Find Previous Encounter Data

Previous encounters are the same as previous admissions. Double click on the patient’s name.

- Click the encounter list icon (Rolodex). A new window opens with a list of previous admissions.
- Double click the previous admission that you need.
- The older data is now displayed in your four quadrant view.

Return to Patient List



Click on "Patient" icon to return to list

To View a Transcription document

Double click on a document in the transcription pane. A new window will open, using Word Viewer.

View					TRANSCRIPTION				
Name		Date/Time		Status	Revision				
OPERATIVE REPORT		01/12/2009 11:...		LA					BA

If your window tries to open and fails, you probably have a pop up blocker installed on your computer. To bypass, hold down the CTRL key while you click on the report. You will have to do this EVERY TIME you open a document.

Set up and View Graphs

Graphs are set up by the individual user. Some graphs may be set up by the facility for all users to access. Double click on the patient's name.

- Click on the graphing options icon (red line graph).
- Click on "new user graph." Select the components you wish to graph by double clicking them.
- If this is a one-time use, click the graph at the bottom of the page.
- If you want to use this graph again, click graph and save at the bottom of the page.
- Click "previous" to return to the four quadrant view.

Access the Clinical History Profiles

The clinical history profile is the central repository for information. All departments that have access to the clinical history profile may add information. In clinical view, you may only view the information, not enter information. Double click on the patient's name.

- Click the clinical history profile icon (dark blue Caduceus)
- Click the tab with the information you are looking for.
- Add Allergy information under "Allergy" tab

If you have any questions, please contact:

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