

# How to add a user to a shared patient list in Epic

Info for SICU Providers

- Several shared patient lists in Epic are available for use in 4400 SICU
  - 44 SICU Red
  - 44 SICU Blue
  - 44 SICU Triage
  - (Similar list is available in 78 SICU)
- When a new user joins the team, any current user (faculty, fellow, APP, resident, nurse leadership) can give the new user access to the shared list.

### Patient Lists

Edit List Write Handoff Create Progress Note Orders Sign In Sign Out

#### My Lists

- \*Community Core
- .Community Other
- .This Week
- Shared Patient Lists**
  - 44 SICU Blue**
  - 44 SICU Red
  - 44 SICU Triage

Right click on the shared list.

Current Info 0 Patients

Refreshed 3 minutes ago Search Current Info

Room	Patient Name	ABG - pH	B/P	CrCl	Creatinine	Isolation	FiO2 (%)	O2 Flow Rate	Pulse Ox	Problem
------	--------------	----------	-----	------	------------	-----------	----------	--------------	----------	---------

This list has no patients.

#### Available Lists

- Recent Searches
- System Lists
- Alton Memorial Hospital
- Barnes Jewish Hospital
- Barnes Jewish Saint Peters...
- Barnes Jewish West Count...
- BJC Hospital Outpatients
- Boone Hospital Center
- Christian Hospital
- Evelyn's House
- Hospital Outpatients
- Memorial Care Center
- Memorial Hospital Belleville
- Memorial Hospital East
- Missouri Baptist Hospital S...

### Patient Lists

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  - 44 SICU Blue
  - 44 S **Properties**
  - 44 S Default List

Current Info 0 Patients

Refreshed 3 minutes ago Search Current Info

Room	Patient Name	ABG - pH	B/P	CrCl	Creatinine	Isolation	FiO2 (%)	O2 Flow Rate	Pulse Ox	Problem
------	--------------	----------	-----	------	------------	-----------	----------	--------------	----------	---------

This list has no patients.

Select Properties.

- #### Available Lists
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## Patient Lists

Edit List Write Handoff

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## Shared Patient Lists

- 44 SICU Blue
- 44 SICU Red
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## Available Lists

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- Barnes Jewish Hospi
- Barnes Jewish Saint
- Barnes Jewish West
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- Boone Hospital Cent
- Christian Hospital
- Evelyn's House
- Hospital Outpatients
- Memorial Care Cent
- Memorial Hospital B
- Memorial Hospital E
- Missouri Baptist Hos

General **Advanced** Epic Monitor

Name:

44 SICU Blue

Owner:

FRITZ, BRADLEY A.

In the pop-up window, go to the Advanced tab.

## Available Columns

Search...

Caption	Description
	This column displays a note icon to launch Specialty Comments from schedule and patient list.
	Indicates the presence of specialty comments for the department in which the selected appointment was made. The comment is visible from the tooltip.
Name / Age / Sex / Bed Status	This column displays the patient's name, age, and sex if the bed is occupied or the bed status if it is not occupied.
% Weight Change Since Previous Day	This custom display column has been configured to display the last flowsheet value captured in

+ Add Column

Copy

## Selected Columns

Caption	Description
Room	This column displays the name of the patient's room.
Patient Name	This column shows the patient's name. The information displays in Last Name, First Name form...
Code Status	This column displays the patient's code status on file. If no code status is on file, it displays, "Not..."
Age/Gender	This column displays the patient's age and gender. This information appears in the format Age /...

Column to sort by:

Remove

Accept

Cancel

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General **Advanced** Epic Monitor

Default Report:

Refresh Interval (in minutes):

- Show number of patients in the list
- Suppress rich features and allow flexible row height

## Allow access to any of the following:

User	Access Level
ABLORDEPPEY, ENYO A.	Change Accessibility
ABUBAKAR, HAWA H.	Change Accessibility
ADAMS, DANIEL Z.	Change Accessibility
ADEBAYO-ADONIS, OLUWAFUNMILAYO B.	Change Accessibility

Scroll to the  
bottom of the  
user list.

✓ Accept

✗ Cancel

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- ▶ Shared Patient Lists
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General **Advanced** Epic Monitor

Default Report: Refresh Interval (in minutes): 

- Show number of patients in the list
- Suppress rich features and allow flexible row height

## Allow access to any of the following:

User	Access Level
GALVIN, CHRISTOPHER D.	Change Accessibility
DITTMAN, KATHERINE A.	Change Accessibility
FERRARA, EMILY A.	Change Accessibility
<input type="text"/>	<input type="text"/>

In the first column, enter the user's name.  
(You may need to select the user from a list of users  
with similar names.)

In the second column, enter "Change Accessibility."

✓ Accept

✗ Cancel

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<input type="text"/>	<input type="text"/>

Click Accept.

Accept Cancel

Search Current Info

Problem