

October 9, 2018

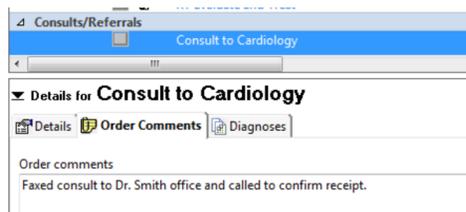
Unit Assistant and Health Unit Coordinator Consult Tasks

There have been many changes since go-live regarding UA and HUC consult task documentation; one of which resulted in the consult orders most recently being placed in a “complete status” once the UA/HUC documented the task as “**Done**”. This resulted in the order no longer displaying in the Active Orders screen.

This issue has been resolved. We encourage all persons notifying consulting providers and documenting on consult tasks to resume the practice of marking the consult tasks as “**Done**” when completed. This will no longer cause the order to complete or drop off the active orders screen.

To review; the Consult Provider Notification workflow is as follows:

1. Provider places consult order.
2. UA/HUC receives notification in CareCompass via new order icon and task list.
3. UA/HUC navigates to orders screen and modifies the consult order to enter provider notification details as appropriate.



4. Once notification is complete, UA/HUC navigates to CareCompass. Locates the task, highlights it and selects “**Done**”.



5. UA/HUC completes Date/Time details and clicks OK. Task is removed from task list.