

Workflow Coloring

Using workflow coloring allows you to see the status of every patient throughout their visit. This new feature may be enabled by going to **Tools, EMR Setup, Configuration**. Check “**Use Workflow Color Schemes**”. Previously, coloring was driven by appointment type.

Workflow Coloring is visible on the **Appointment Status** page and also carries over to the clinical appointment schedule.

Yellow - Triage. The patient is checked-in and awaiting or with the nurse.

Note: After entering the vitals in the Intake window, you may pass the patient off to the provider by clicking **Save** or have the patient remain in triage by clicking **Hold**.

Green- The nurse has completed the intake and the patient is awaiting or with the provider.

Blue-The provider has finished but the nurse has further action. The patient is now awaiting or with the nurse.

Gray- The visit has been closed by the provider. The patient proceeds to the Front Desk.

Brown-Charges have been posted.

At the end of the day, the appointment status should be all gray or if you post charges, all brown.

Manually changing the status or workflow - Clicking the **Nurse Message** icon will show current workflow status along the bottom. You may manually change the status of a patient [here](#).