



Health Care Team

Health Care Team

Introduction

This feature allows you to set up the **Health Care Team** for each patient.

This training document presents a step-by-step process to edit the Health Care Team details for each patient.

Select the **Patient Info icon** from the menu on the left.



Go to the **Health Care Team** tab.



Review the **Providers** details. If the Fax on Sign column is marked as Yes, make sure there is a Fax Number associated with that provider.

A screenshot of the 'Providers' table in the 'Health Care Team' tab. The table has five columns: 'Provider Type', 'Provider Name', 'Office Phone', 'Fax Number', and 'Fax on Sign'. The table contains five rows of provider information.

Provider Type	Provider Name	Office Phone	Fax Number	Fax on Sign
Examiner	Aberdale, DebraAx, NP	(518) 292-6200	(518) 292-6228	No
PCP	Aberdale, DebraAx, NP	(518) 292-6200	(518) 292-6228	Yes
Gastroenterologist	Maben, Dorota, MD		(518) 697-3015	Yes
Surgeon/Vascular	Naber, Adnan, MD		(508) 771-7870	Yes
Urologist	Gabriels, Forrest, MD			No

To edit existing or add new providers click the **Edit** button.

Provider Type	Provider Name	Office Phone	Fax Number	Fax on Sign
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Select the checkbox to change the status of a provider to be notified on sign, or **click** the **Delete** icon to remove a provider from the list.

Provider Type	Provider Name	Fax on Sign	
Examiner	Aberdale, DebraAx, NP [ID: 106283]	No	
PCP	Aberdale, DebraAx, NP [ID: 106283]	Yes	
Gastroenterologist	Maben, Dorota, MD [ID: 108817]	<input checked="" type="checkbox"/>	
Surgeon/Vascular	Naber, Adnan, MD [ID: 1243932]	<input checked="" type="checkbox"/>	
Urologist	Gabriels, Forrest, MD [ID: 105373]	<input type="checkbox"/>	
+			

You can **add** a provider by clicking the corresponding **+** icon.

Provider Type	Provider Name	Fax on Sign by Default	
Examiner	Aberdale, DebraAx, NP [ID: 106283]	No	
PCP	Abadi, Christopher, MD [ID: 110022]	Yes	
Allergist	Pachucki, Kevin, RPA-C [ID: 6906702]	<input type="checkbox"/>	
Endocrinologist	MacDuffie, Sarah, MD [ID: 1878072]	<input type="checkbox"/>	
Dermatologist	O'Callaghan, William, MD [ID: 5301427]	<input type="checkbox"/>	
+			

Other Care Team Members

+

Select the type of provider and **enter** their names.

Urologist	Gabriels, Forrest, MD [ID: 105373]	<input checked="" type="checkbox"/>	
Select one	Select one	<input type="checkbox"/>	

- Audiologist
- Allergist
- Anesthesiologist
- Cardiologist**
- Dentist
- Dermatologist
- Endocrinologist
- Epidemiologist
- Gastroenterologist
- Geriatrician
- Gynecologist

Urologist	Gabriels, Forrest, MD [ID: 105373]	<input checked="" type="checkbox"/>	
Cardiologist	aba	<input type="checkbox"/>	
Abadi, Christopher, MD [ID: 110022]			

Other Care Team Members

You can add or remove **Other Care Team Members** as well.

General | **Health Care Team** | Other Contacts | Preferred Pharmacies | Amendment Requests

Save | Cancel

Providers

Provider Type	Provider Name	Fax on Sign by Default	
Examiner	Aberdale, DebraAx, NP [ID: 106283]	No	
PCP	Abadi, Christopher, MD [ID: 110022]	Yes	
Allergist	Pachucki, Kevin, RPA-C [ID: 6906702]	<input type="checkbox"/>	
Endocrinologist	MacDuffie, Sarah, MD [ID: 1878072]	<input type="checkbox"/>	
Dermatologist	O'Callaghan, William, MD [ID: 5301427]	<input type="checkbox"/>	
<input style="border: 1px solid blue;" type="button" value="+"/>			

Other Care Team Members

NOTE: Other Care Team Members are not included in Document Faxing.

Other Care Team Members

Bogdan Mglowski (brother)

+

Click the **Save** button.

General Health Care Team Other Contacts Preferred Pharmacies Amendment Requests

Save Cancel

Providers

Provider Type	Provider Name	Fax on Sign by Default

After editing, you can review the **Health Care Team** to make sure changes are applied.

General Health Care Team Other Contacts Preferred Pharmacies Amendment Requests

Edit

Providers

Provider Type	Provider Name	Office Phone	Fax Number	Fax on Sign by Default
Examiner	Aberdale, DebraAx, NP	(518) 292-6200	(518) 292-6228	No
PCP	Abadi, Christopher, MD	(401) 273-2460	(401) 273-2489	Yes
Allergist	Pachucki, Kevin, RPA-C	(518) 439-2460	(518) 439-3025	No
Endocrinologist	MacDuffie, Sarah, MD	(603) 431-2516		No
Dermatologist	O'Callaghan, William, MD			No

Other Care Team Members

Bogdan Mglowski (brother)