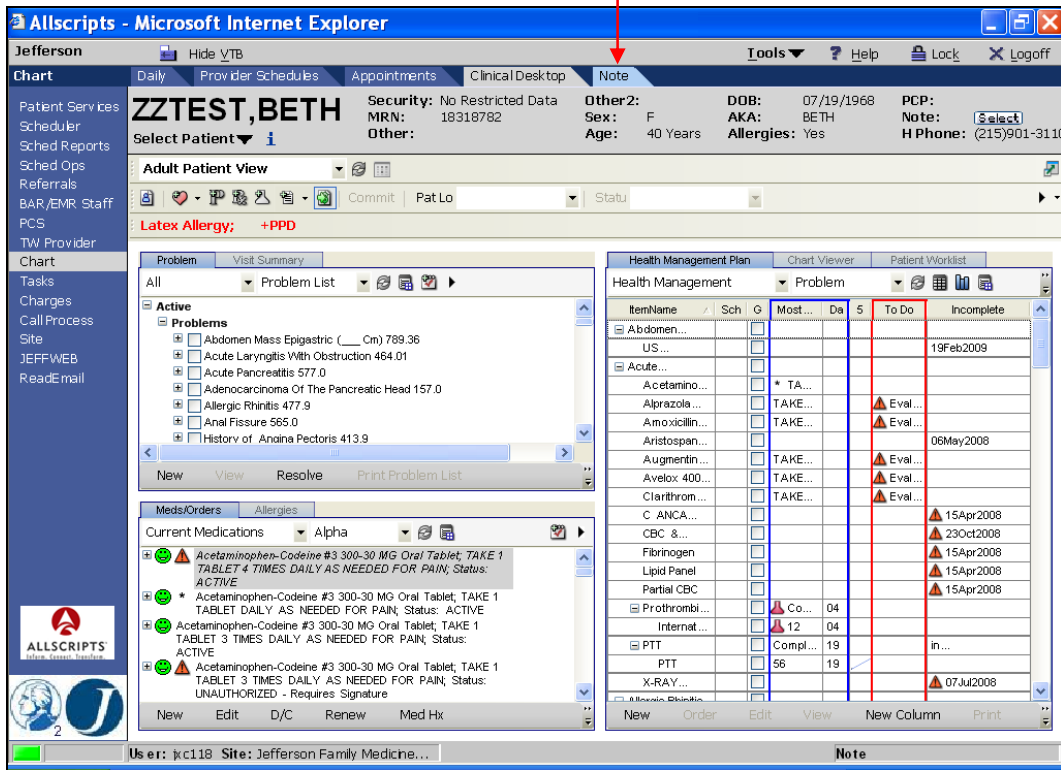
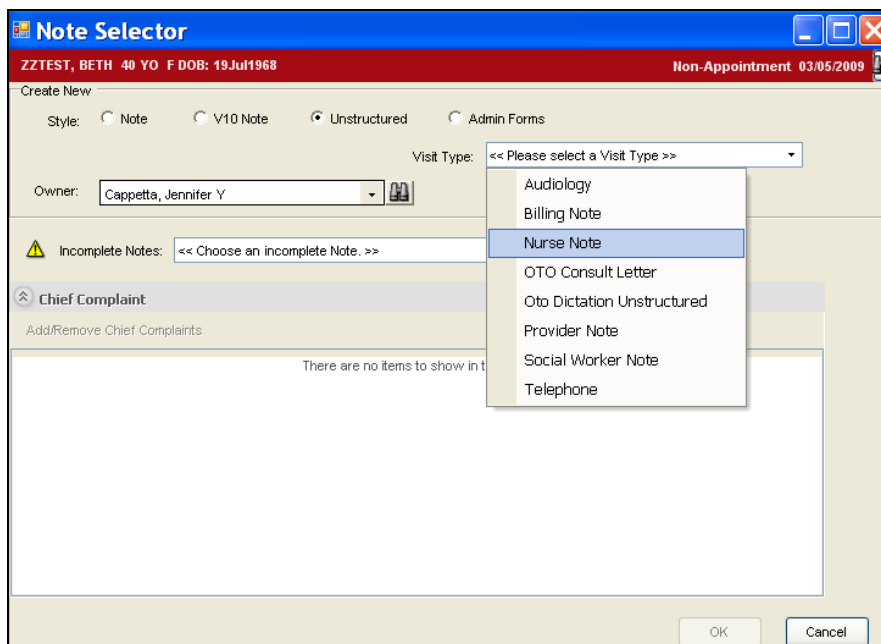


Unstructured Notes

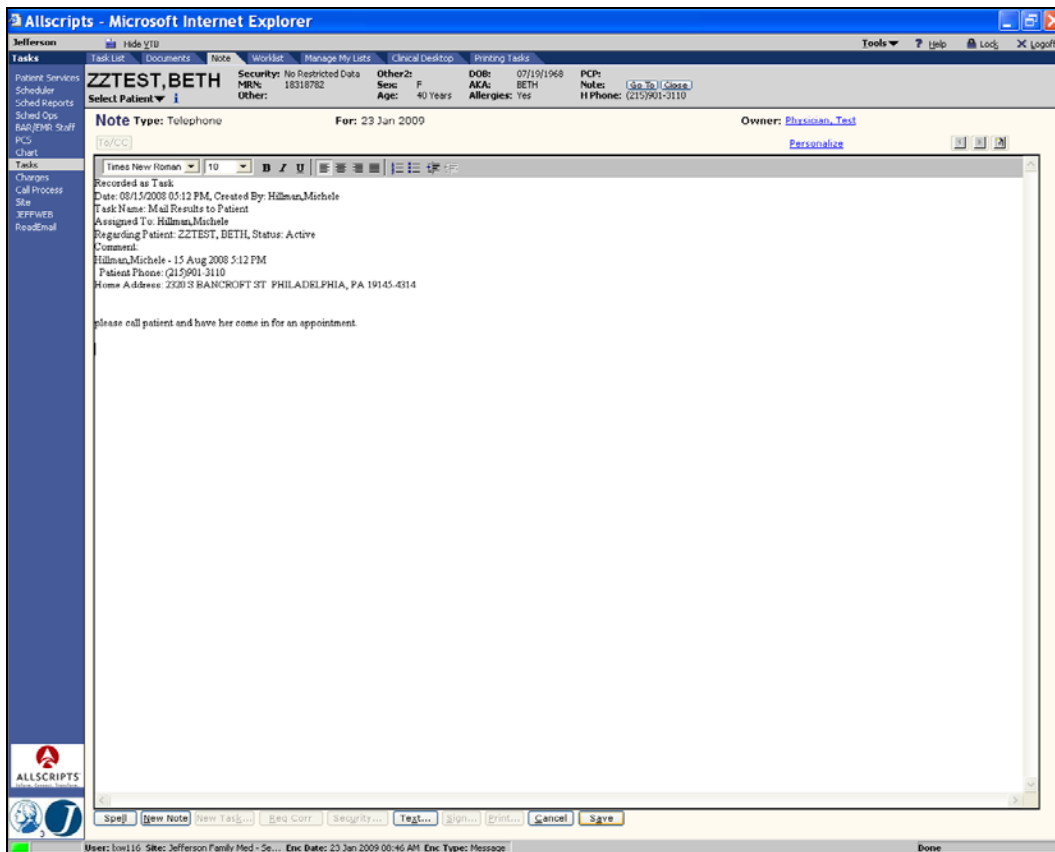
Unstructured notes can be created during the patient's visit by clicking **Note** on the horizontal toolbar.



A note selector box appears. The Style is **Unstructured**, the **Visit Type** is **Nurse Note** or **Provider Note** and the **Owner** is **your name**. Once this information is completed, click on **OK**.



The note workspace opens so that you can type in free text. Information can also be copied and pasted from an external source such as a Word document. The note needs to be saved and then signed by support staff. Providers can sign the note without using the save button.



After clicking **Sign**, the signature box appears. Enter your password and click **OK**. Your signature will be electronically attached to the note.



After the note is signed click on **Close** in the **Patient Banner**.



The note selector box will appear again. Click **Cancel** to close the box and then click the **Clinical Desktop** horizontal toolbar option to return to the patient's chart.