

Sign In

The Sign In Activity is designed to make it easier for you to sign up for your patients, outline your shift length, and contact information. If the information is the same as it was when working a previous shift, then you do not need to make changes.

Try It Out

1. When you login to Epic, you will be greeted with the Sign In window. Select the duration of your shift, enter your contact number, and search for your department. Once you have found your department, use the check boxes to sign up for your patient assignments. If you are working on a different unit than the one showing, use the search box at the bottom of the window to find the new unit. Then, click Sign In.

The screenshot shows the Epic Sign In interface. At the top, the title is "Sign In". Below this, there are fields for "Shift:" with a start time of 1400 and an end time of 2200 on 8/16/2016. There are buttons for shift durations: 6 hours, 8 hours (selected), 10 hours, and 12 hours. The "Contact #:" field contains 555-555-5555, with "Phone" and "Pager" buttons. A "Comment:" field is empty. The "Role:" dropdown is set to "Registered Nurse". The "Service:" field is empty.

Below the form is a "Departments" section. The "MED SURG B" department is selected, showing "5 of 11 patients selected". A table lists patients with columns for Patient Name, Room-Bed, MRN, DOB, Sex, and Assigned Registered Nurse. The "MED SURG A" department is also visible below, showing "0 of 3 patients selected". At the bottom, there is a search box for a new department and an "Add" button.

Patient Name	Room-Bed	MRN	DOB	Sex	Assigned Registered Nurse
<input type="checkbox"/> Belmonte, Al	45-1	104165	04/18/1979	Male	Tomasz Dynda
<input checked="" type="checkbox"/> Chan, Tom	45-2	104167	04/18/1987	Male	Matthew Fabrizio
<input checked="" type="checkbox"/> Bell, Charlie	45-2	104168	04/18/1989	Male	Matthew Fabrizio
<input type="checkbox"/> Monte, Delta	32-1	104169	04/18/1977	Female	Tomasz Dynda
<input checked="" type="checkbox"/> Dell, Gale	32-2	104170	04/18/1959	Female	Matthew Fabrizio
<input type="checkbox"/> Medlat, Rod	35-1	108601	07/29/1966	Male	Tomasz Dynda
<input checked="" type="checkbox"/> Hote, Matthew	45-1	126402	12/08/1986	Male	Matthew Fabrizio
<input type="checkbox"/> Pread, Roda	45-2	156108	09/15/1950	Female	Tomasz Dynda
<input type="checkbox"/> Fox, Bella	45-2	160351	01/01/1990	Female	Tomasz Dynda
<input checked="" type="checkbox"/> Lyon, Dyna	45-1	160655	10/05/1985	Female	Matthew Fabrizio
<input type="checkbox"/> Pool, Phoebe	45-2	198449	05/04/1991	Female	Tomasz Dynda

2. Once you sign in, your patients will populate the Brain and you Patient List.