



Log On and Log Off

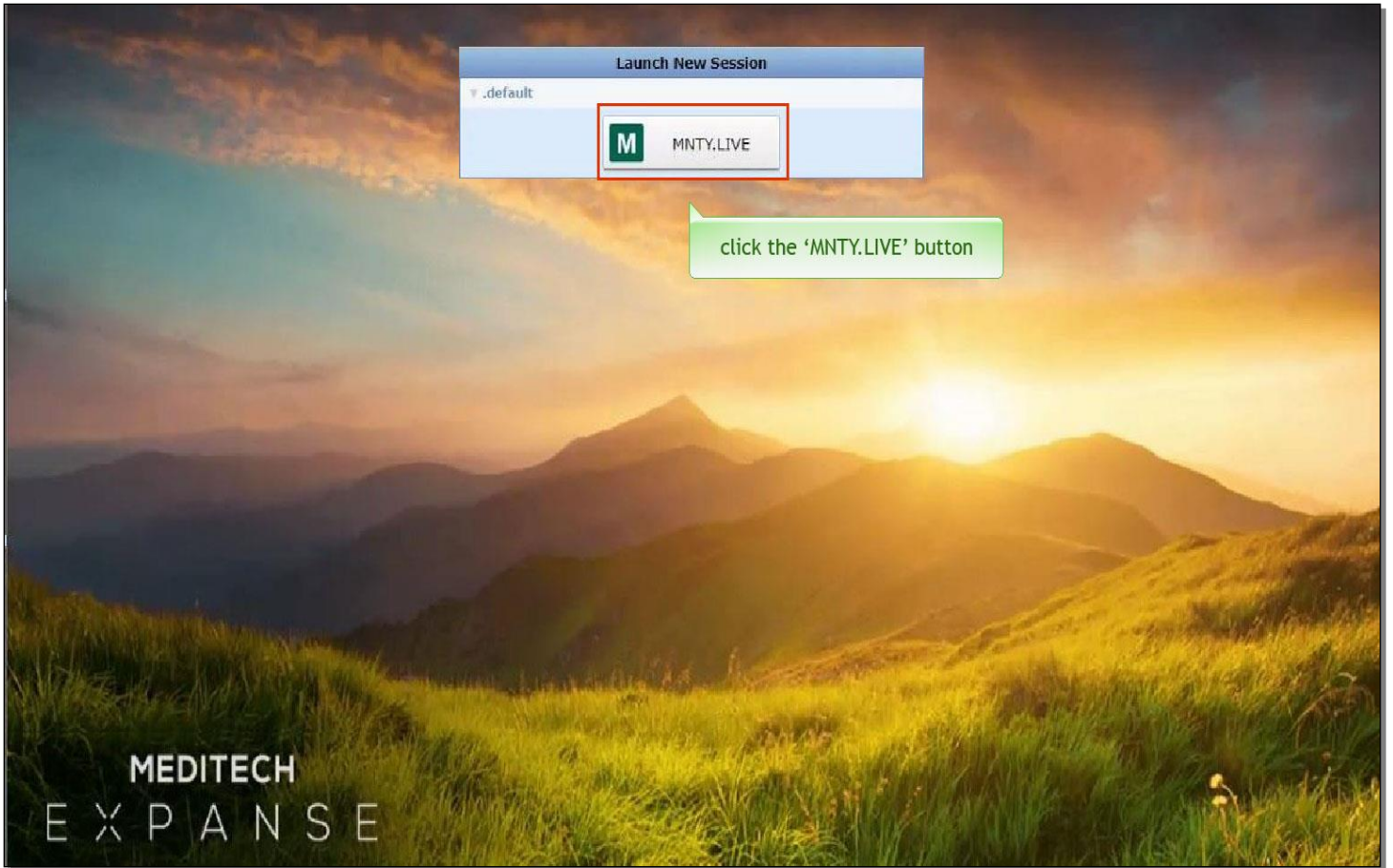
MEDITECH
E X P A N S E

This course will guide you through an introduction to logging onto Expanse Web Acute and logging off of the system.

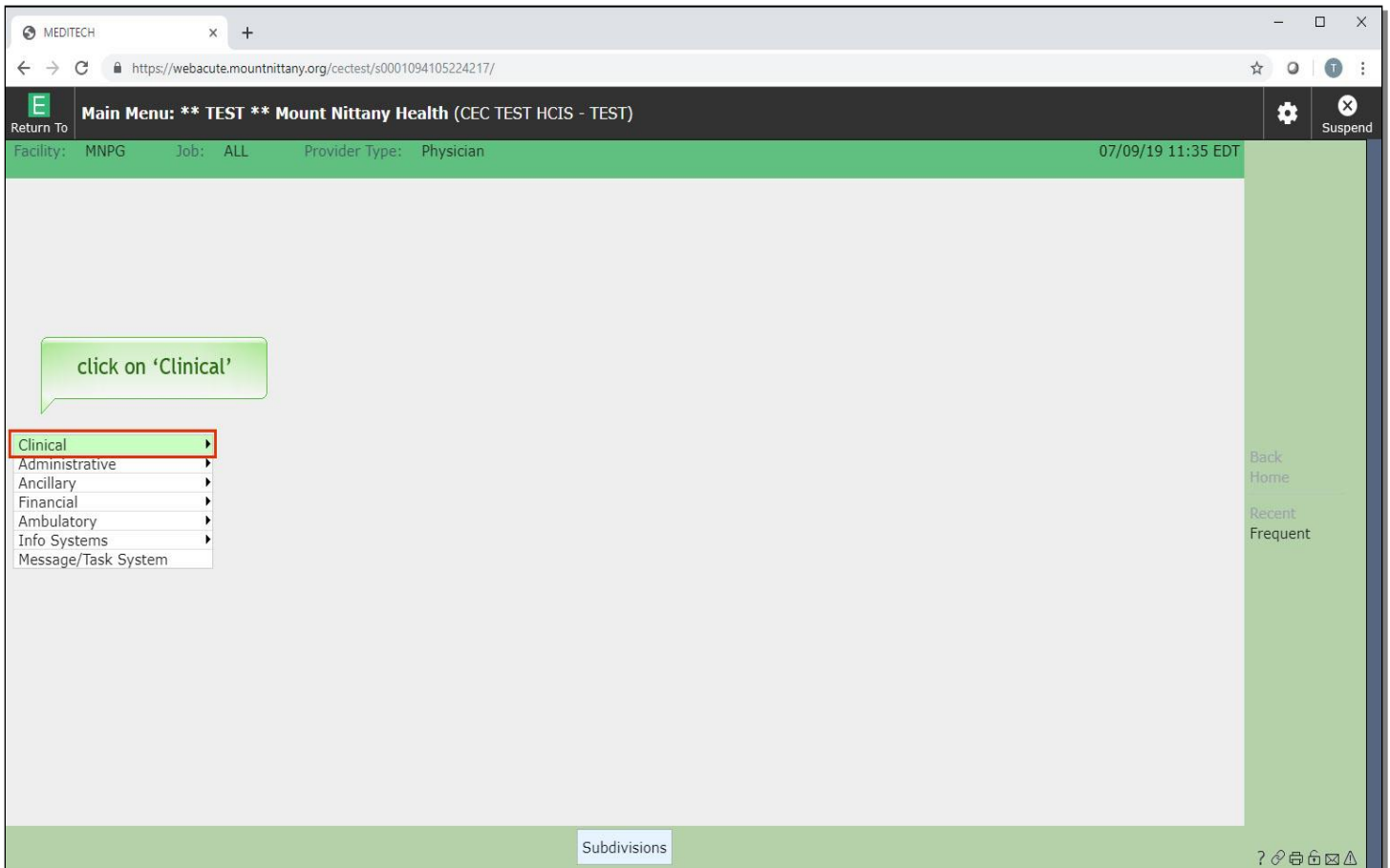
Subtle on screen elements of the LIVE system may vary from what is shown within this course; however, the functionality is as shown.



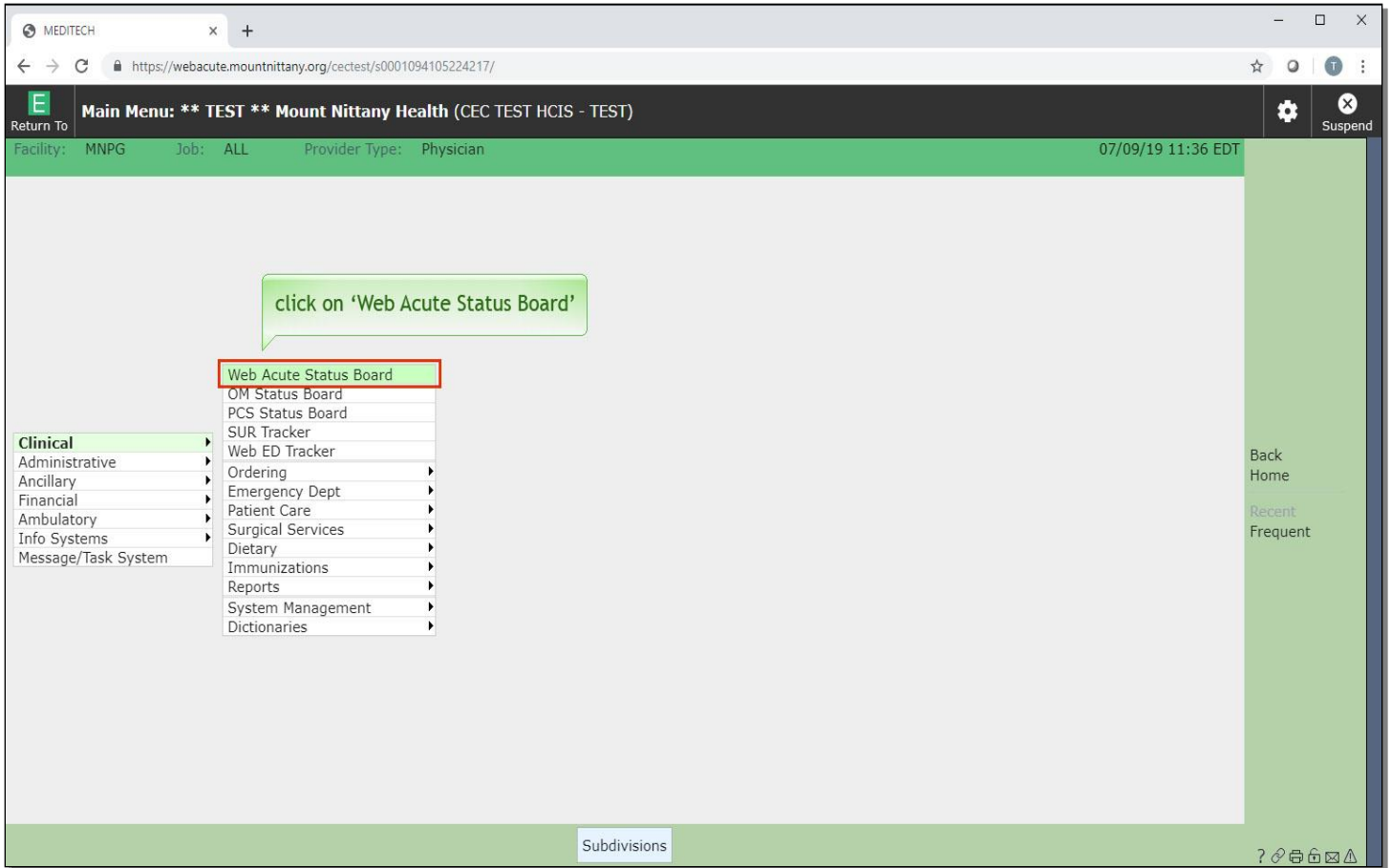
From a Mount Nittany Health Computer, find the icon labeled 'Expanse Web Live' on your desktop. **DOUBLE** click on this icon.



To launch a new session, click the button labeled 'Mount Nittany Live'.



You are on the Main menu. Depending upon your role/access, your menu selections can vary. Click on 'Clinical'.



A second menu list will appear. Click on 'Web Acute Status Board'.

Acute Status Board - MEDITECH x +
 https://webacute.mountnittany.org/cectest/s0001094105224217/

Return To Home Chart Document Orders Discharge Sign Workload Menu Suspend

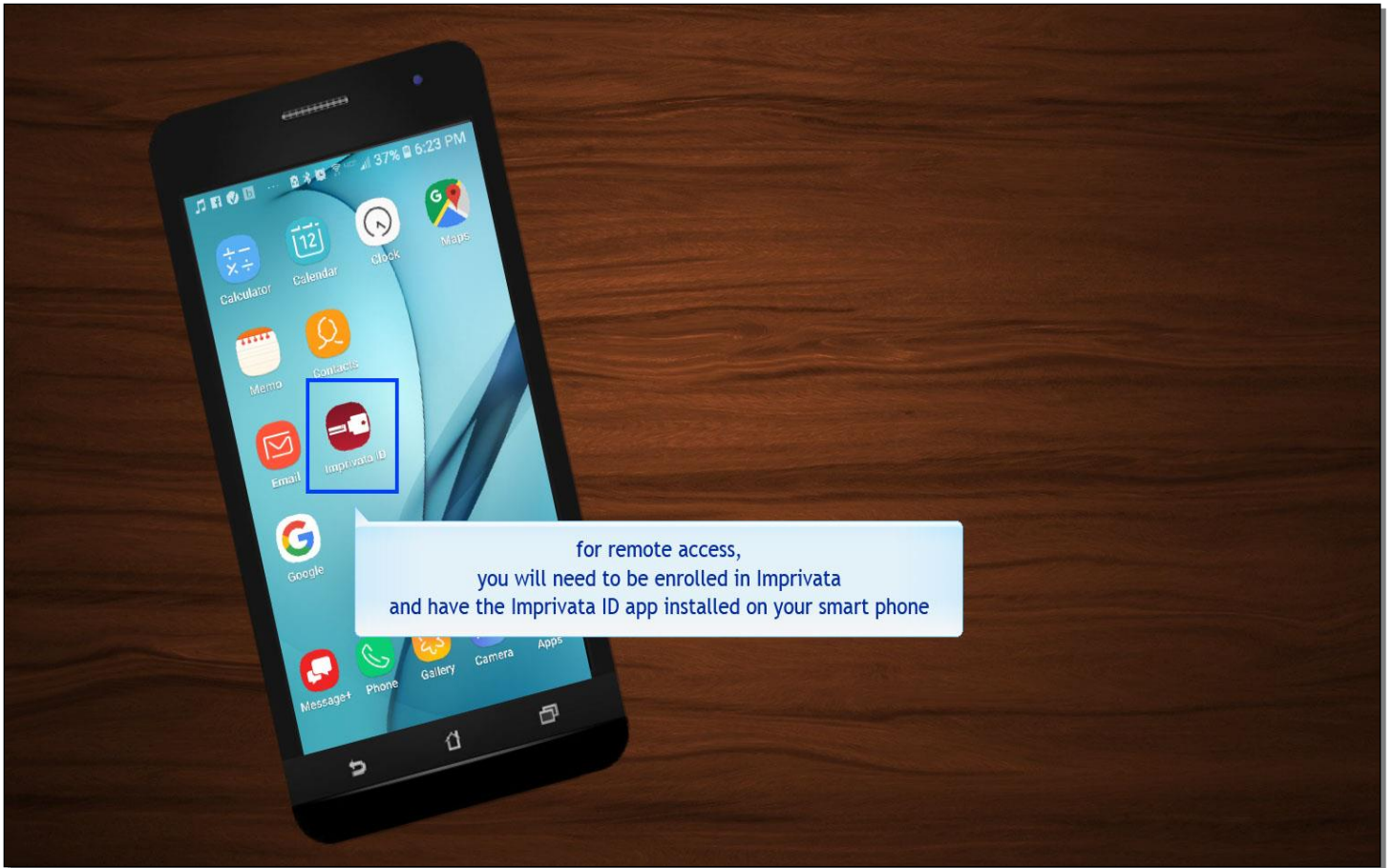
Tracy Sheehan, MD Find Patient

Rounds Patients 115				Rounding	Sign Out
T-TEST,TY 35 M 1E/E101-1 ADM IN	176 days Consult	Wickham,Marissa M Sheehan,Tracy	Conditional Code	Afib CHF (congestive heart ... Diabetes 1.5, managed... ...	LAB IMG DEPT NOTE
T-TEST,CLASSROOM19 49 M 1E/E104-1 ADM IN	333 days Consult	Sheehan,Tracy Covaleski,Thomas E.	Do Not Resuscitate	Cholecystectomy planned Encounter for pre-operative exa... Hypertension Malnourished	LAB IMG DEPT NOTE
T-Test,SusanCHF M 41 F 1E/E107-1 ADM IN	453 days	Tingley,Stephen T Tingley,Stephen T	Full Code	CHF (congestive heart failure) Myocardial infarction	LAB IMG DEPT NOTE
T-Test,Jon R 37 M 1E/E108-1 ADM IN	127 days Consult Sepsis	Berardi,Melisa Berardi,Melisa	Conditional Code	Atrial fibrillation Hyponatremia	LAB IMG DEPT NOTE
T-TEST,CLASSROOM21 58 M 1E/E109-1 ADM IN	335 days	Guillard,Frank Wickham,Marissa M	Resus Status Not Ordered Hx A...	Nasal septal hematoma Posterior epistaxis Limited code status ...	LAB IMG DEPT NOTE
T-TEST,PRACTICE24 85 M 2E/E211-1 ADM IN	316 days	Ratner,Jeffrey A. Tingley,Stephen T	Full Code	Retinal and vitreous disorder Sick sinus syndrome due to SA n...	LAB IMG DEPT NOTE
IT-TEST,ACUTE CF 47 M 2E/E212-1 ADM IN	111 days	Tingley,Stephen T Tingley,Stephen T	Resus Status Not Ordered No H...	DVT prophylaxis Sepsis Hypertension	LAB IMG DEPT NOTE
T-TEST,PRACTICE35	317 days	Pro,Jeffrey W.	Full Code	S/P appendectomy	

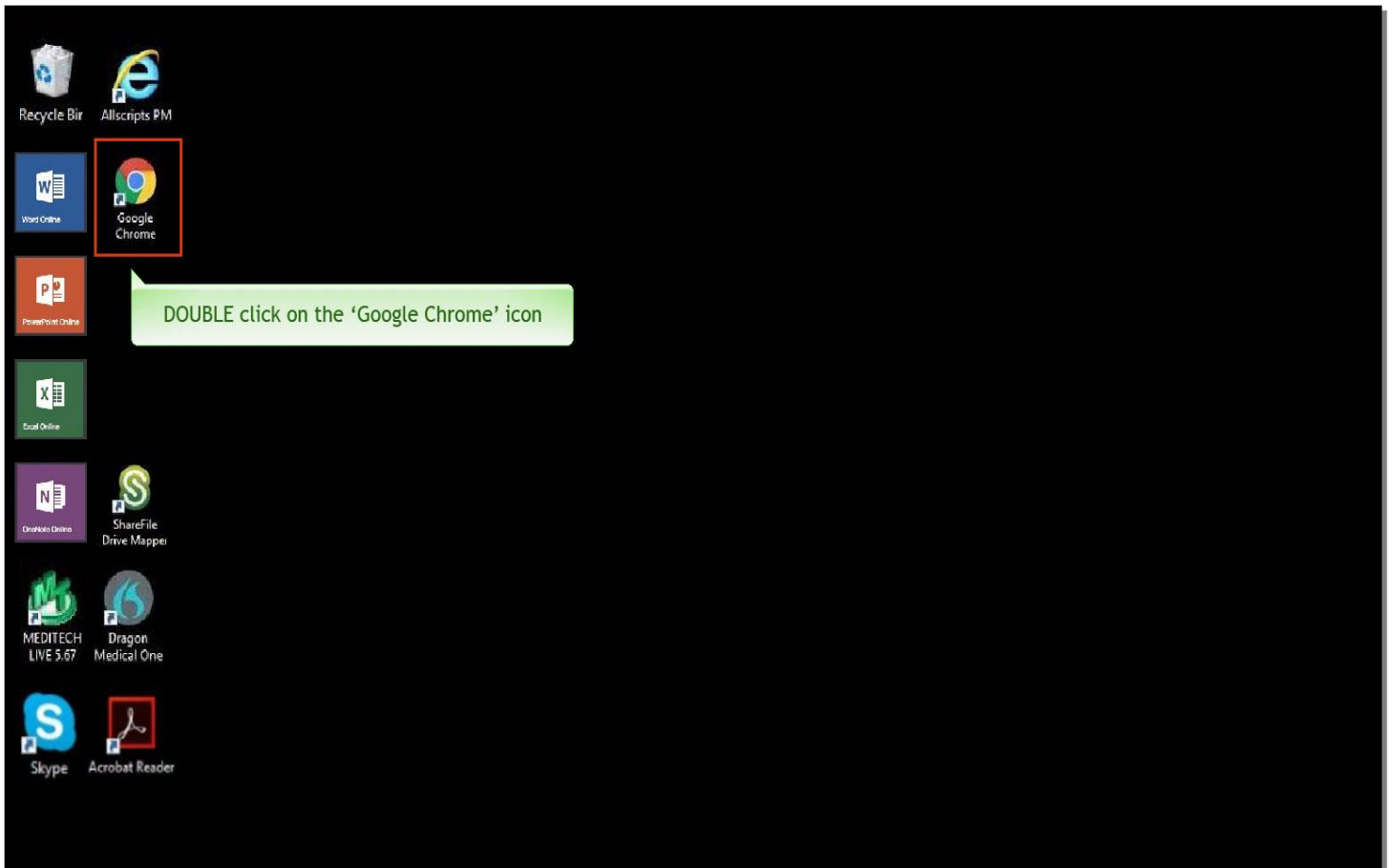
My Workload

- ▶ Incomplete Records 1 of 1
- ▶ Clinical 1
- ▶ Medical Records 1
- ▶ Other Results / Documents 1 of 1

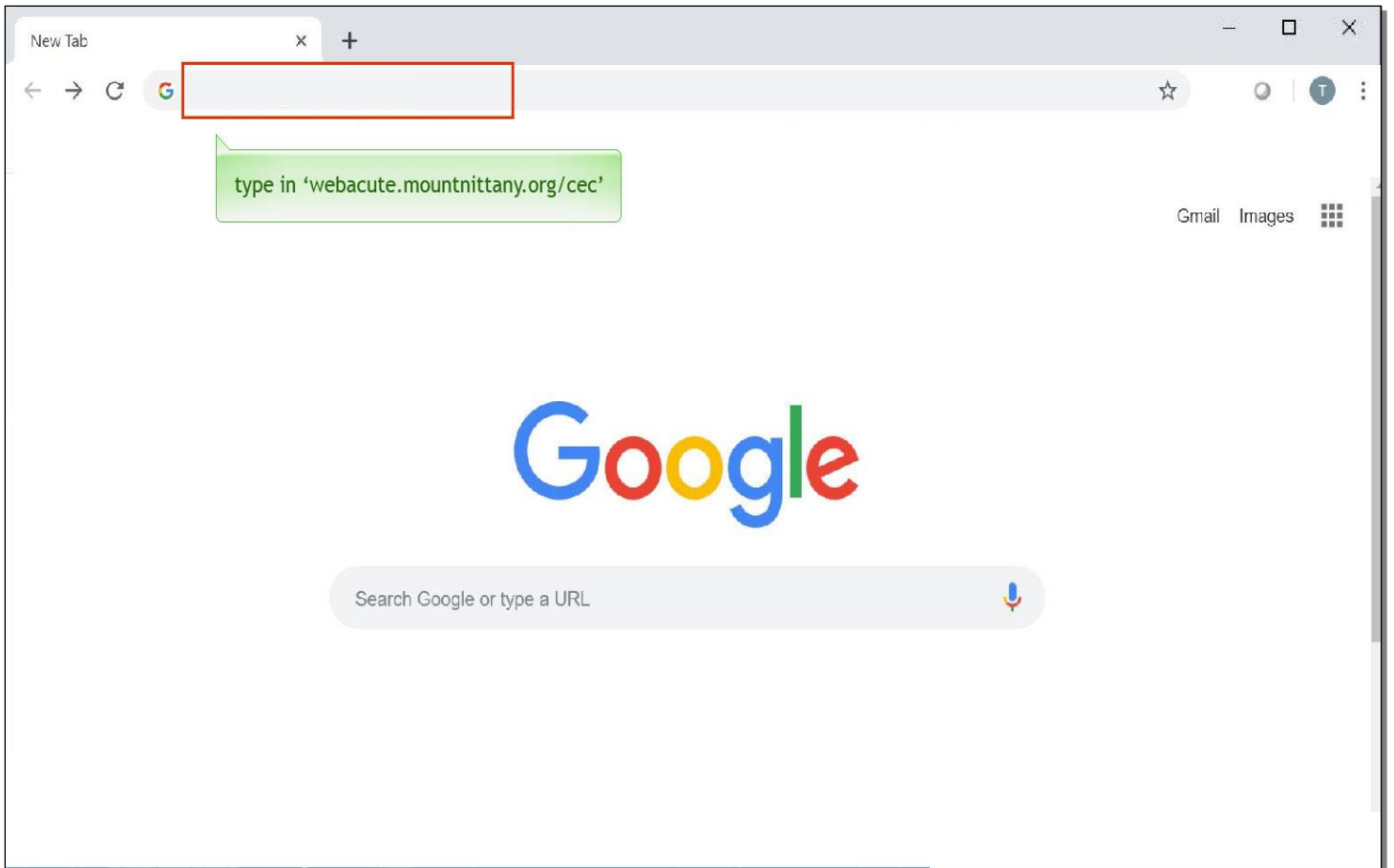
You have now successfully logged on to Mount Nittany MEDITECH EXPANSE. To further learn how to navigate through Web Acute, please review the other acute Navigation courses.



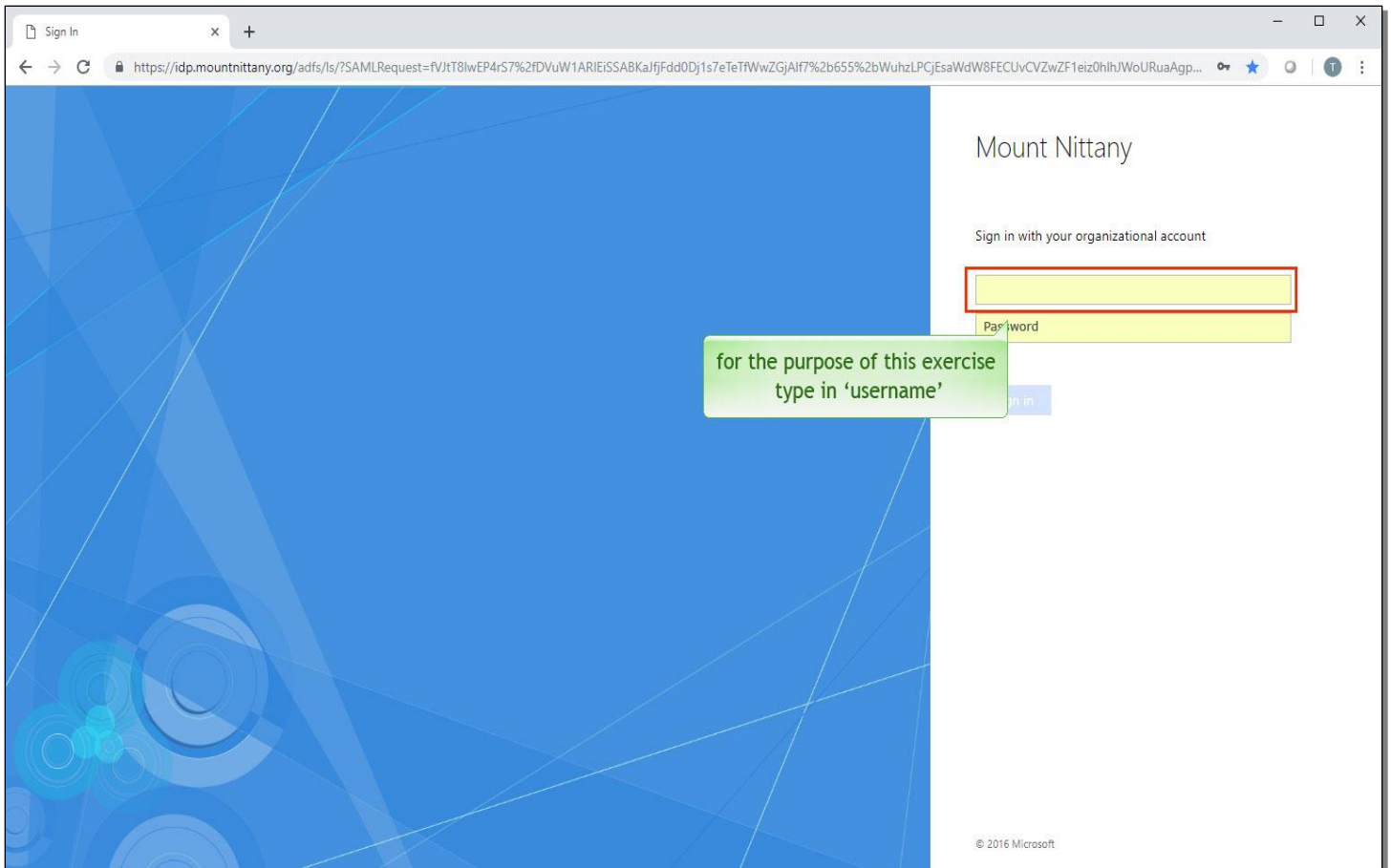
We will now demonstrate how to access MEDITECH remotely. For remote access, you will need to be enrolled in Imprivata and have the Imprivata ID app installed on your smart phone. The Imprivata ID app may be downloaded from the app store or from Google Play.



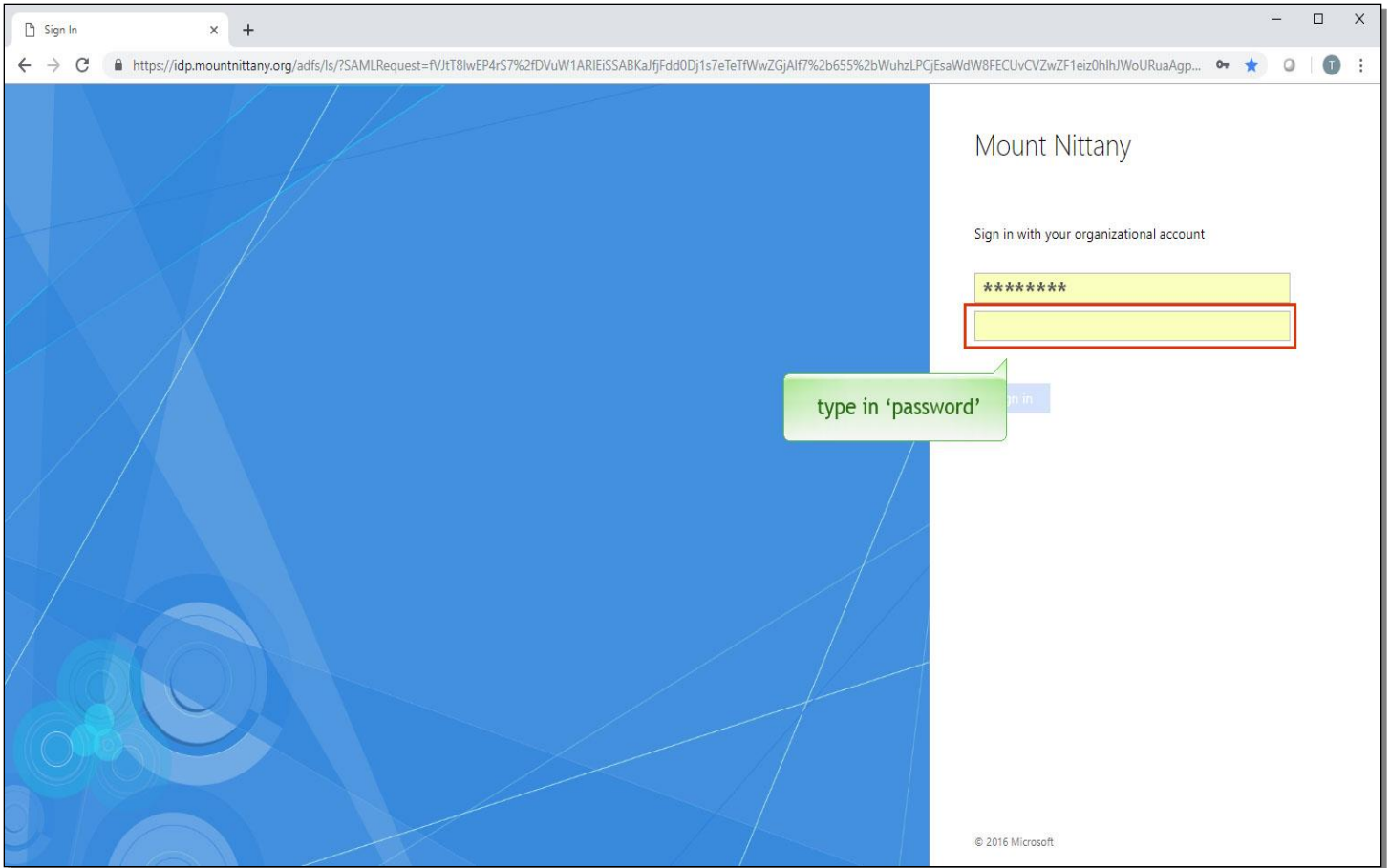
When using a remote computer, begin by opening a browser window. This can be done from any browser, but for this example we'll use Google Chrome. **DOUBLE** click on the 'Google Chrome' icon.



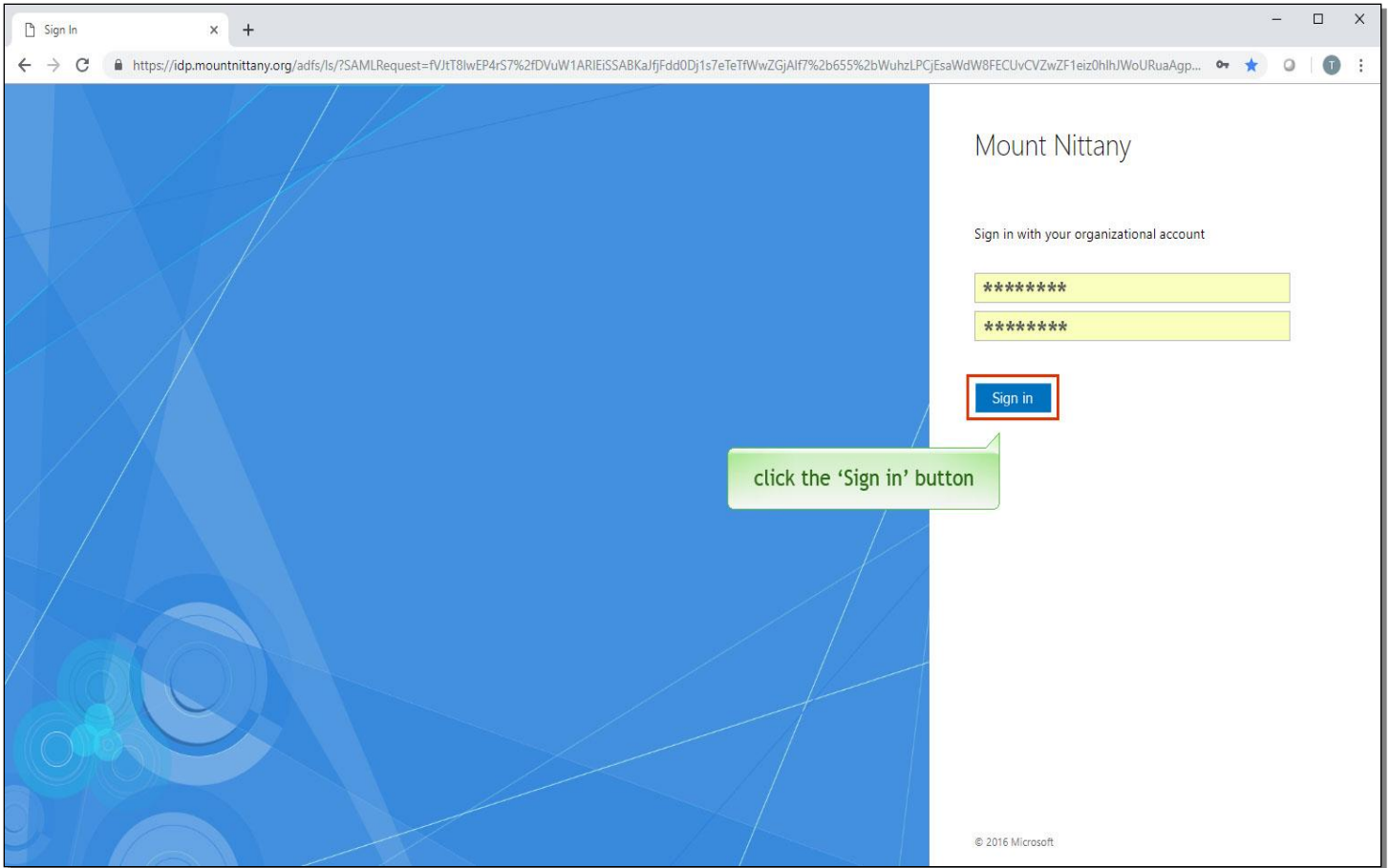
To access your Mount Nittany sign in screen, type in 'webacute.mountnittany.org/cec'.



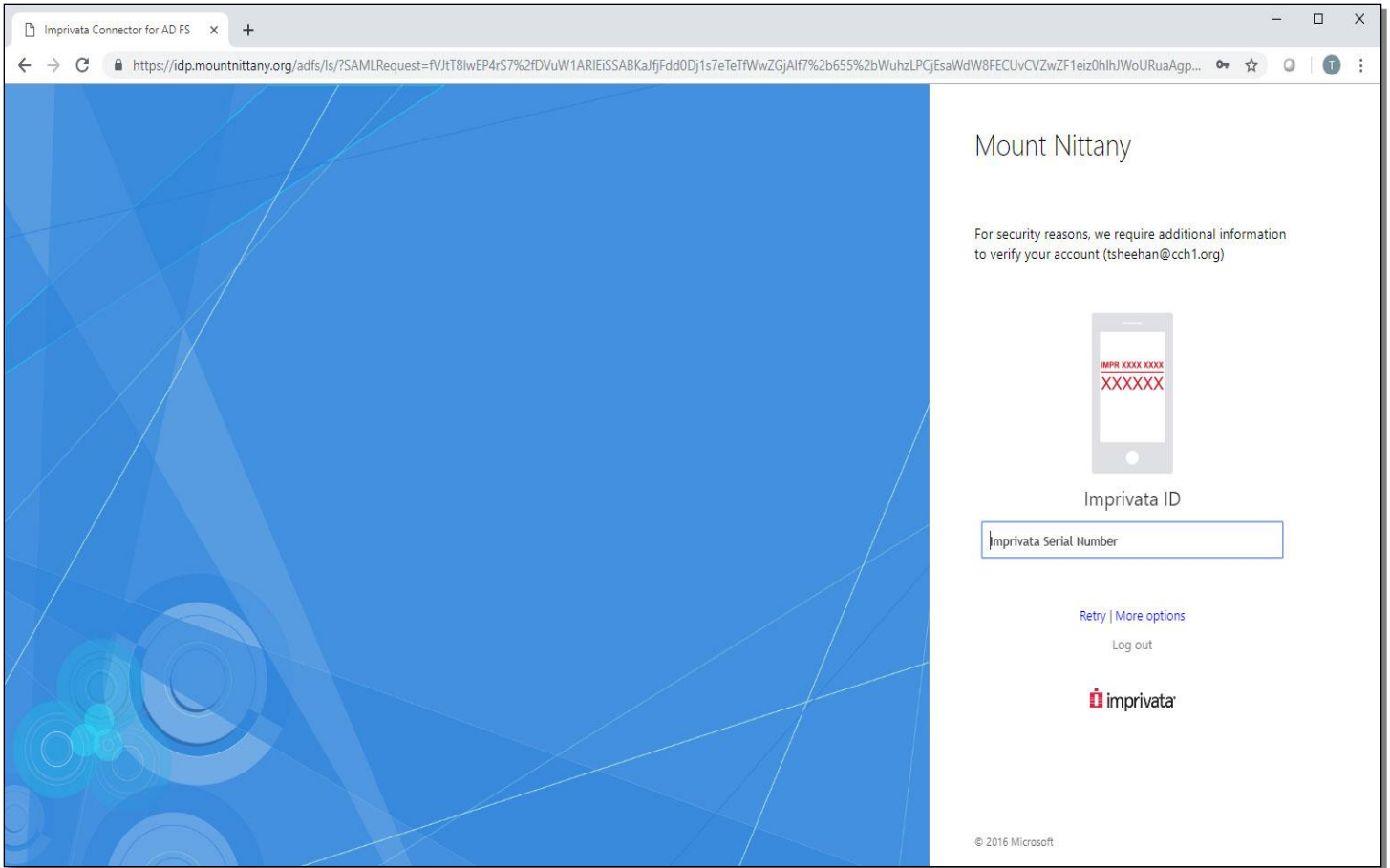
Here you would enter your network credentials that you use when signing in to a Mount Nittany Health computer, beginning with your username. For the purpose of this exercise, type in the word 'username'.



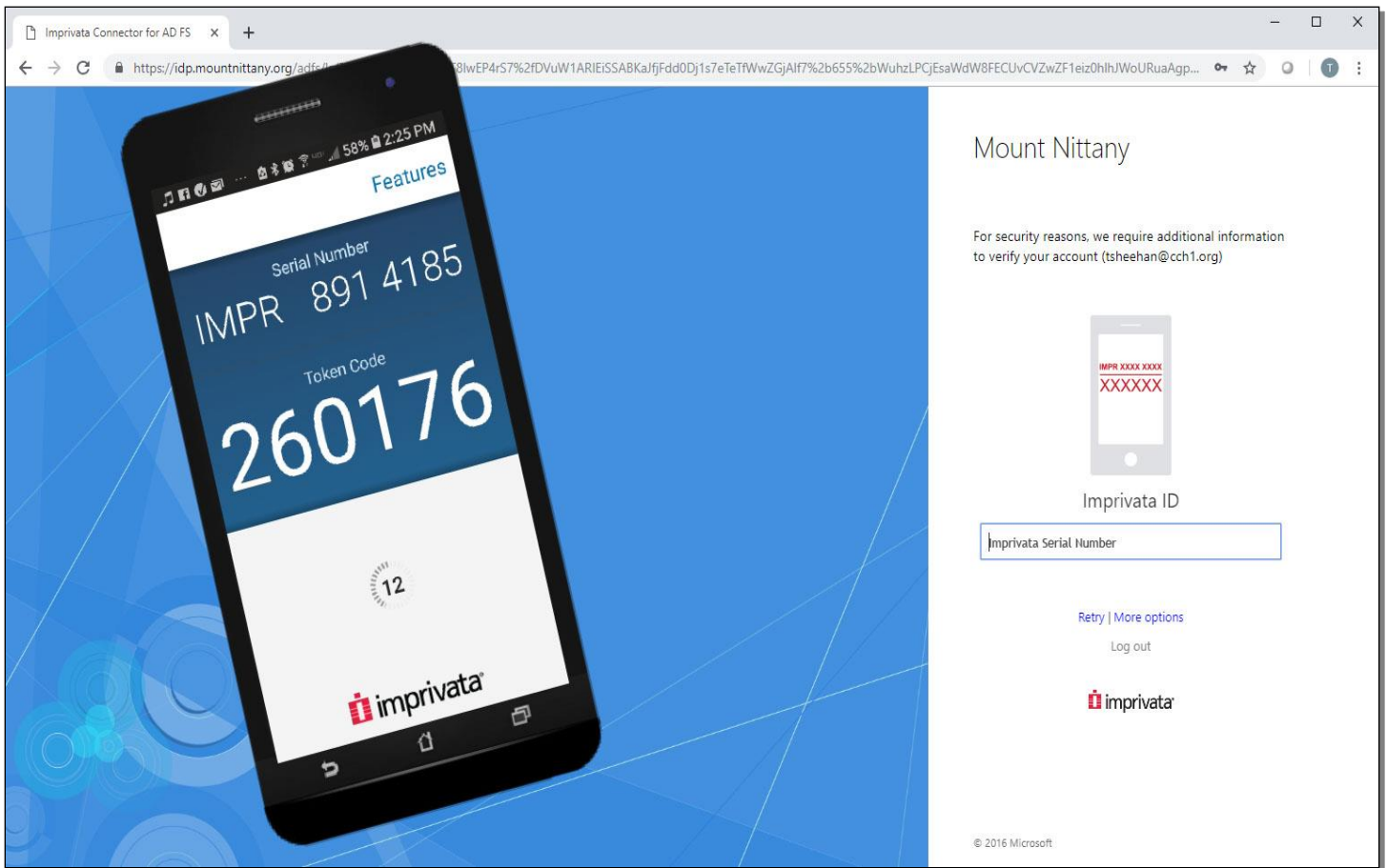
Next. type in the word 'password'.



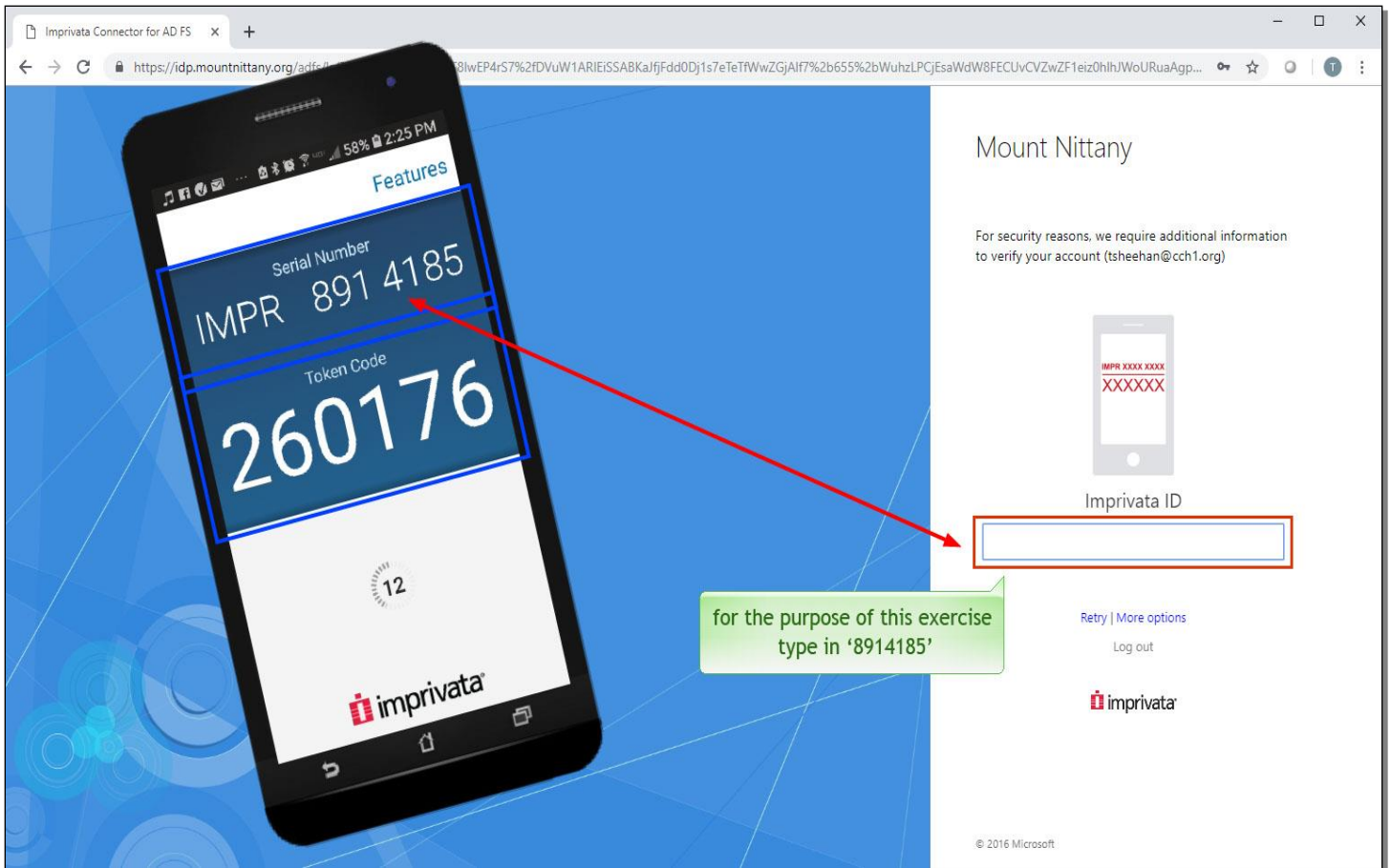
Click the 'Sign in' button.



You will be prompted for additional information to verify the account.



Now let's take a look at your phone to see how the session on your computer and the Imprivata ID app on your phone work together to provide you with secure two-factor authentication.



If this is your first time logging on remotely, you will need to open your Imprivata ID app on your smart phone and type in the Serial Number and the Token Code. For the purpose of this exercise, type in the Serial Number as shown here.

Imprivata Connector for AD FS

https://idp.mountnittany.org/adfs/...

Mount Nittany

For security reasons, we require additional information to verify your account (tsheehan@cch1.org)

Imprivata ID

Confirm your identity

Retry | More options

Log out

imprivata

© 2016 Microsoft

Serial Number
IMPR 891 4185

Token Code
260176

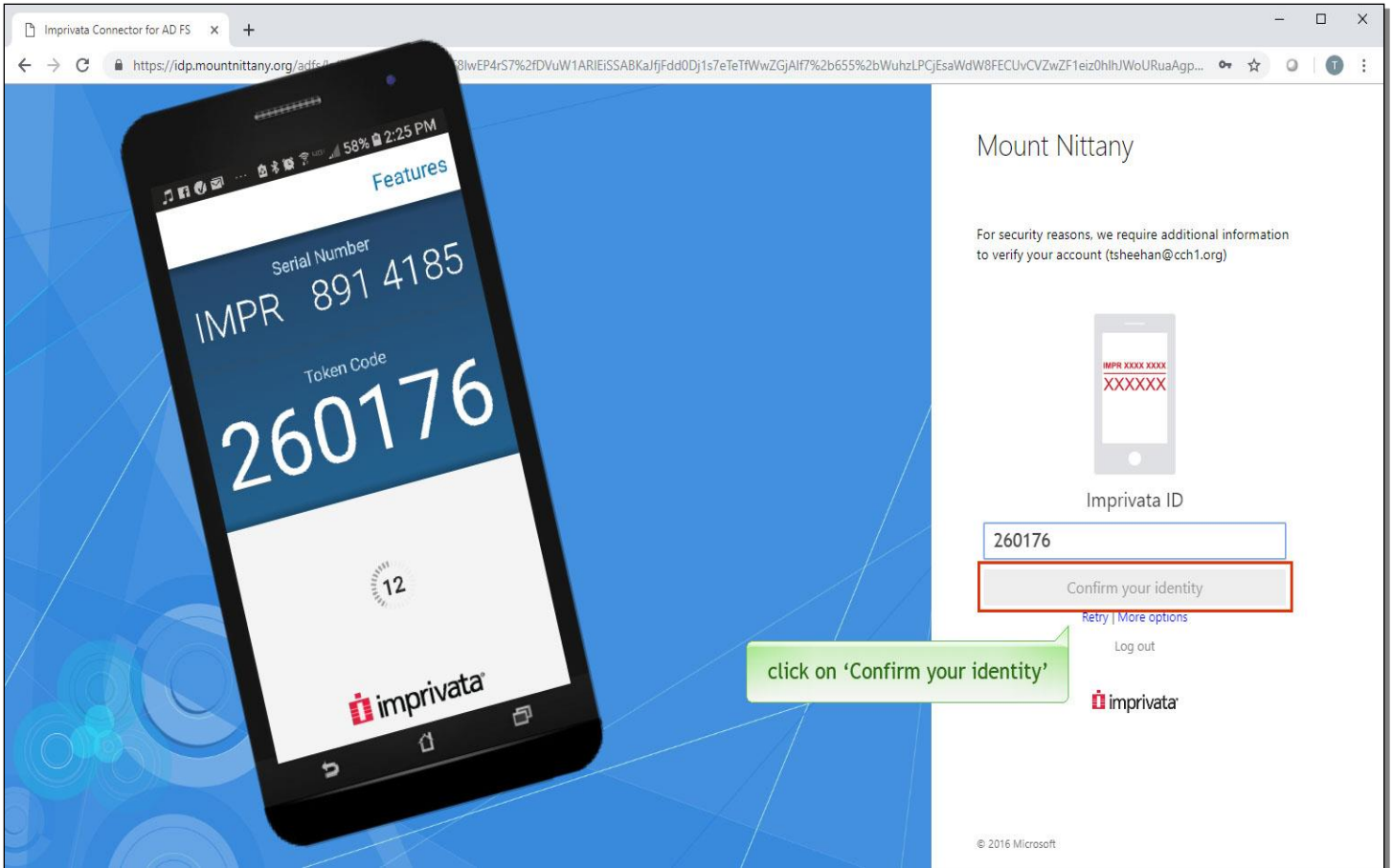
12

privata

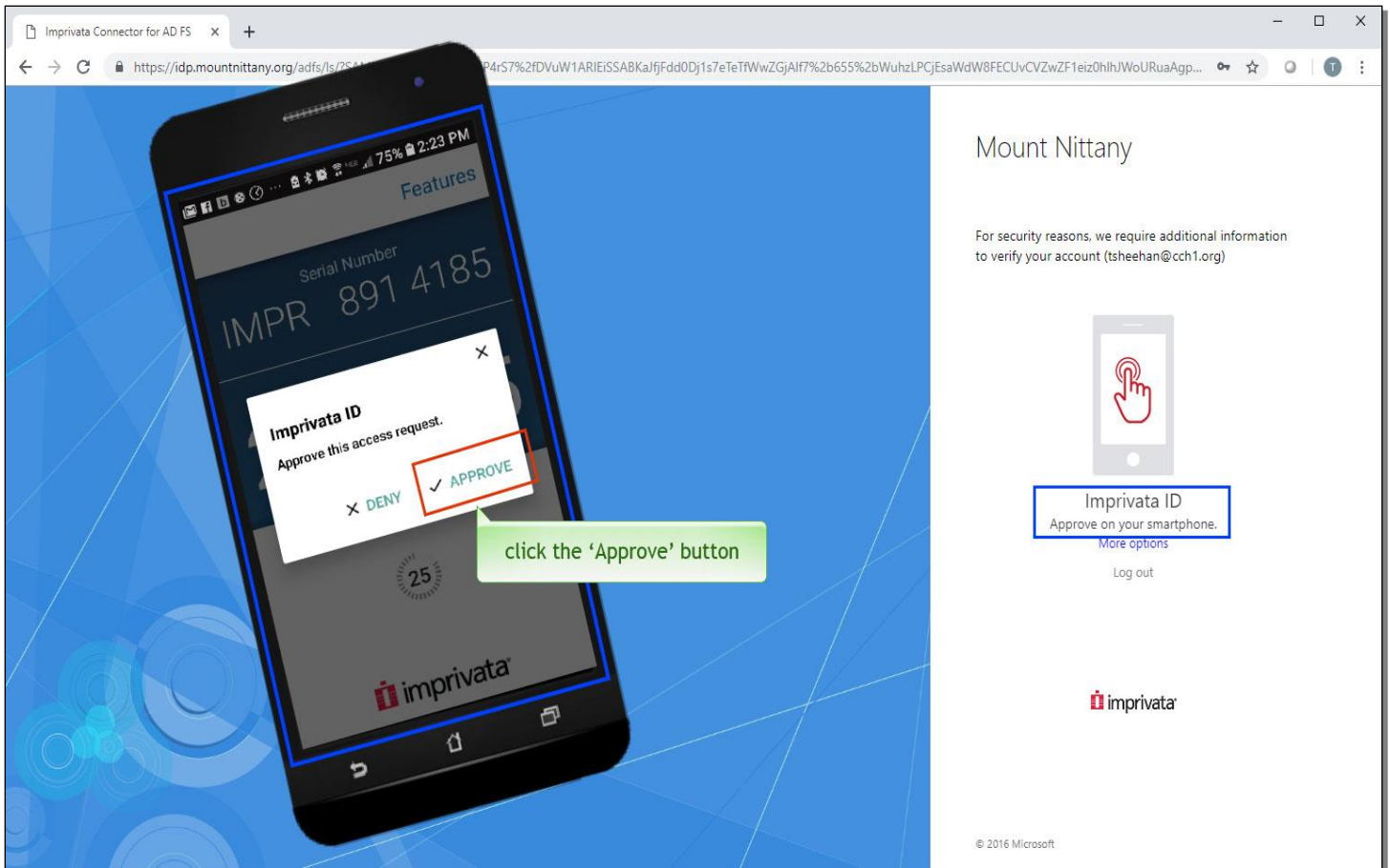
please note that the token code changes every 30 seconds so you must act quickly once you open your app to enter this information into the browser

for the purpose of this exercise type in '260176'

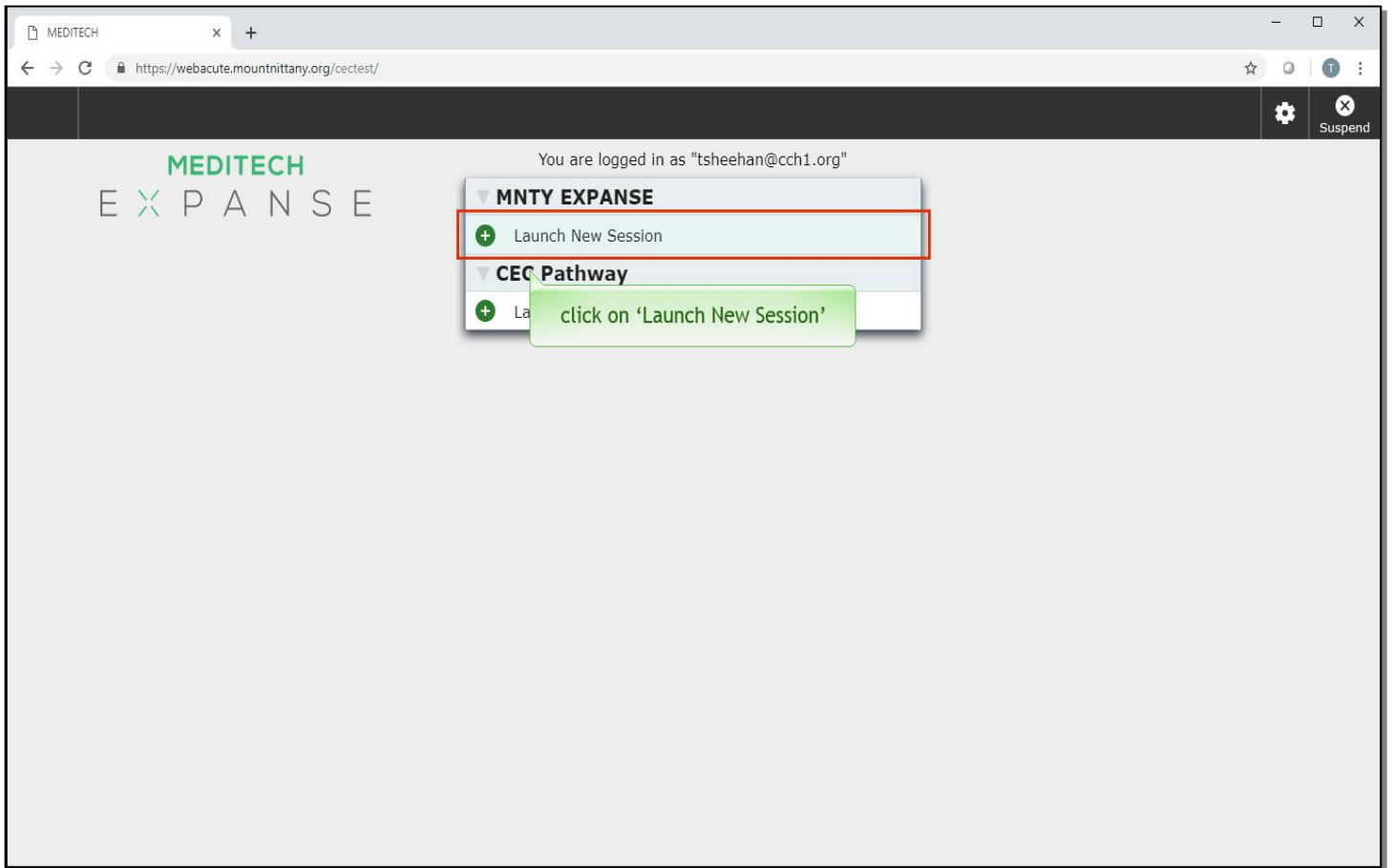
Please note that the Token Code changes every 30 seconds, so you must act quickly once you open your app to enter this information into the browser. For the purpose of this exercise, type in the Token Code as shown here.



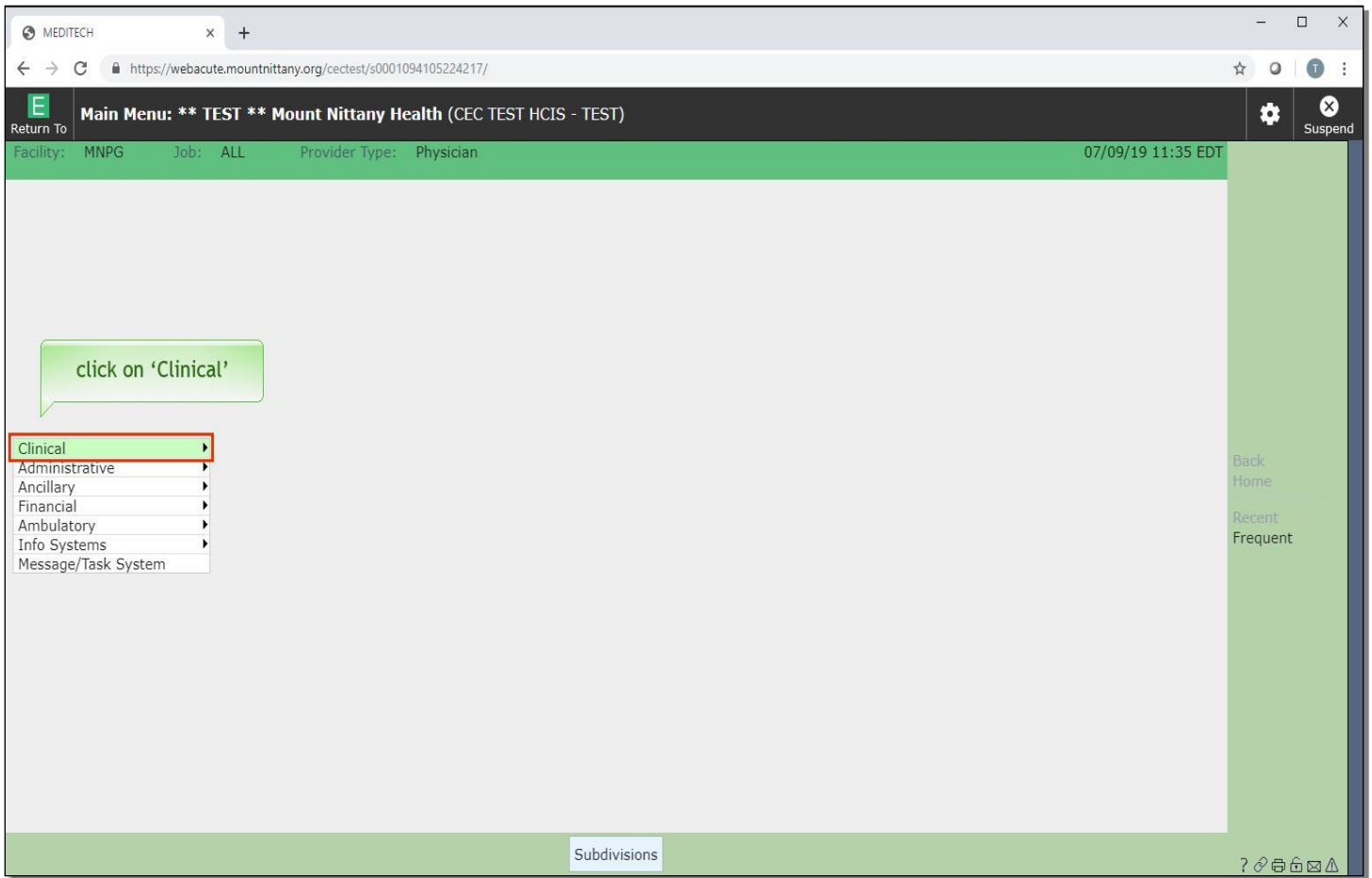
Once you enter those numbers, you will select 'Confirm your identity'.



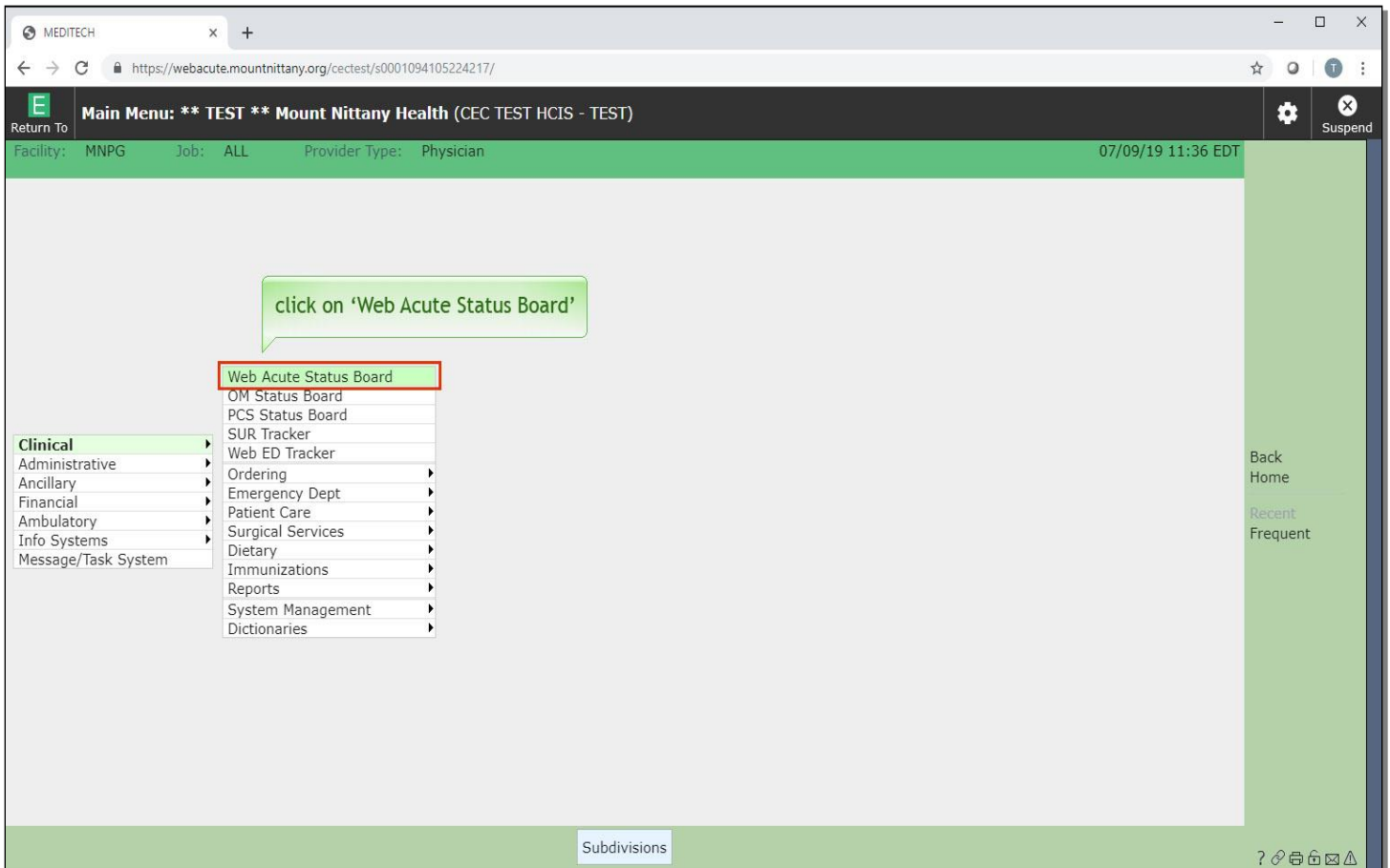
Note that upon subsequent remote access sessions, your screen will look like the one presented. You will need to select 'Approve' from the Imprivata ID app on your smart phone in order to advance to the log on screen. On the smart phone, click the 'Approve' button.



This takes us to the Expanse log on page. Click on, 'Launch New Session'.



You are now on the Main menu. From here, click on 'Clinical'.



Click on 'Web Acute Status Board' from the second menu.

Acute Status Board - MEDITECH

https://webacute.mountrnity.org/cectest/s0001094105224217/

Return To Home Chart Document Orders Discharge Sign Workload Menu Suspend

Tracy Sheehan, MD Find Patient

click on the 'Return To' icon

Ro					Rounding	Sign Out
T-TEST, CLASSROOM19	333 days	Sheehan, Tracy	Do Not Resuscitate	Cholecystectomy planned		LAB IMG DEPT NOTE
T-Test, Susan CHF M	453 days	Tingley, Stephen T	Full Code	CHF (congestive heart failure)		LAB IMG DEPT NOTE
T-Test, Jon R	127 days	Berardi, Melissa	Conditional Code	Atrial fibrillation		LAB IMG DEPT NOTE
T-TEST, CLASSROOM21	335 days	Guillard, Frank	Resus Status Not Ordered Hx A...	Nasal septal hematoma		LAB IMG DEPT NOTE
T-TEST, PRACTICE24	316 days	Ratner, Jeffrey A.	Full Code	Retinal and vitreous disorder		LAB IMG DEPT NOTE
IT-TEST, ACUTE CF	111 days	Tingley, Stephen T	Resus Status Not Ordered No H...	DVT prophylaxis		LAB IMG DEPT NOTE
T-TEST, PRACTICE35	317 days	Pro, Jeffrey W.	Full Code	S/P appendectomy		

My Workload

- Incomplete Records 1 of 1
- Clinical 1
- Medical Records 1
- Other Results / Documents 1 of 1

When you are ready to log off, it may seem natural to click the 'x' in the top right of the web browser; however, doing so will not properly close your charts or the session. There are two ways to properly log off, one using the 'Return To' icon on the left, and the other using the gear icon on the right. In using these two methods, you will effectively close out all open charts and close your session.

Click on the 'Return To' icon on the left side of the navigation bar.

Acute Status Board - MEDITECH

https://webacute.mountrnity.org/cectest/s0001094105224217/

Return To Home Chart Document Orders Discharge Sign Workload Menu Suspend

WebEhr Acute Status Board

Main Menu: ** TEST **
Mount Nittany Health (CEC TEST HCIS - TEST)
Job: ALL
ProviderType: Physician

Close All

Find Patient

				Rounding	Sign Out
Wickham, Marissa M Sheehan, Tracy		Conditional Code	Afib CHF (congestive heart ... Diabetes 1.5, managed...		LAB IMG DEPT NOTE
T-TEST, CLASSROOM19 333 days 49 M 1E/E104-1 ADM IN		Do Not Resuscitate	Cholecystectomy planned Encounter for pre-operative exa... Hypertension Malnourished		LAB IMG DEPT NOTE
T-Test, Susan CHF M 453 days 41 F 1E/E107-1 ADM IN		Full Code	CHF (congestive heart failure) Myocardial infarction		LAB IMG DEPT NOTE
T-Test, Jon R 127 days 37 M 1E/E108-1 ADM IN		Conditional Code	Atrial fibrillation Hyponatremia		LAB IMG DEPT NOTE
T-TEST, CLASSROOM21 335 days 58 M 1E/E109-1 ADM IN		Resus Status Not Ordered Hx A...	Nasal septal hematoma Posterior epistaxis Limited code status ...		LAB IMG DEPT NOTE
T-TEST, PRACTICE24 316 days 85 M 2E/E211-1 ADM IN		Full Code	Retinal and vitreous disorder Sick sinus syndrome due to SA n...		LAB IMG DEPT NOTE
IT-TEST, ACUTE CF 111 days 47 M 2E/E212-1 ADM IN		Resus Status Not Ordered No H...	DVT prophylaxis Sepsis Hypertension		LAB IMG DEPT NOTE
T-TEST, PRACTICE35 317 days		Full Code	S/P appendectomy		

click on the gear icon

Incomplete Records 1 of 1

Clinical 1

Medical Records 1

Other Results / Documents 1 of 1

A drop down appears. From this list selecting 'Close All' will close your session. Alternatively, click on the gear icon.

Acute Status Board - MEDITECH x +
 https://webacute.mountrnity.org/cectest/s0001094105224217/

Return To Home Chart Document Orders Discharge Sign Workload Menu Suspend

Tracy Sheehan, MD Find Patient

Rounds Patients 115 Rounding Sign Out My Workl

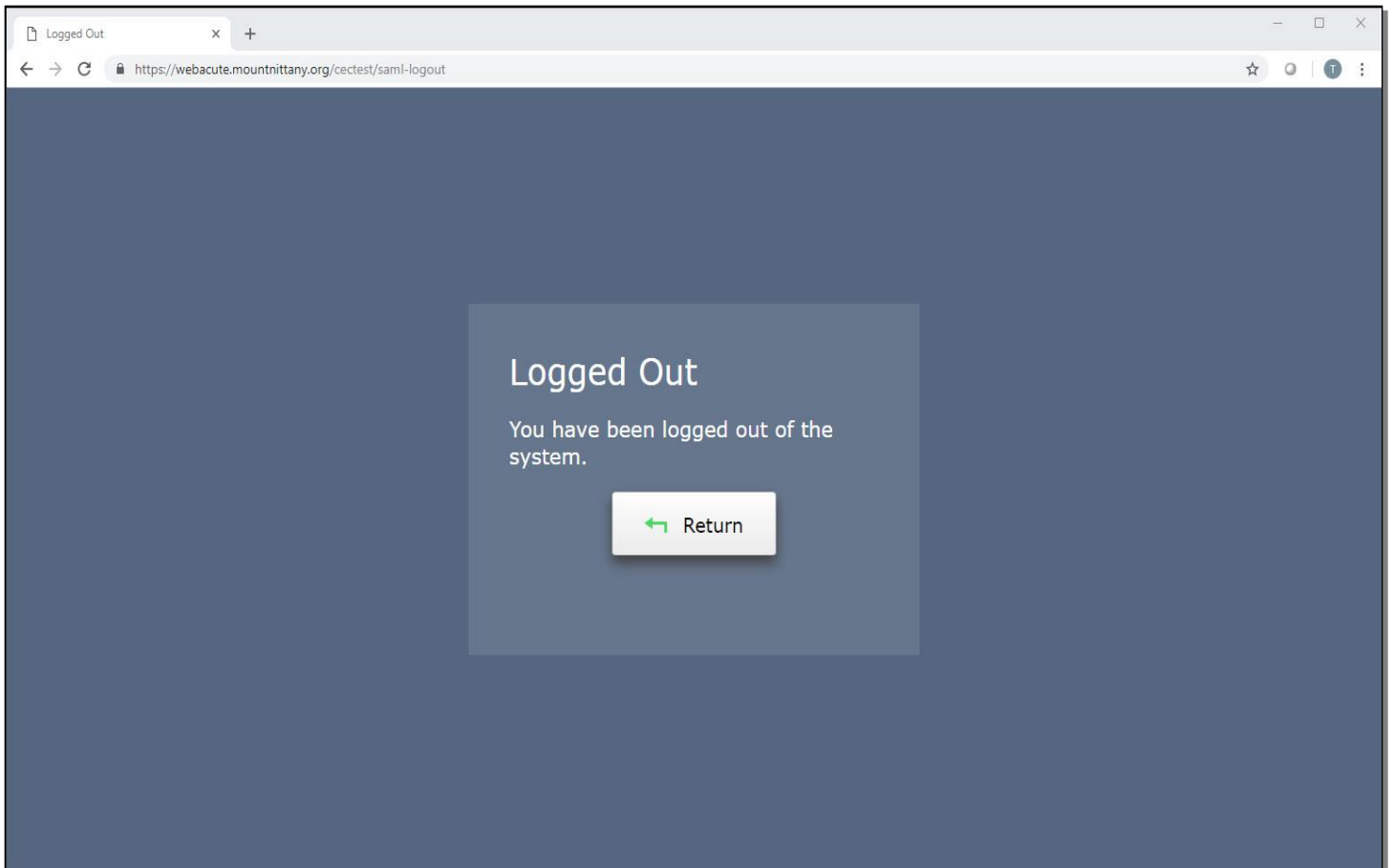
Patient ID	Age	Days	Consult	Physician	Code	Diagnosis	Actions
T-TEST,TY 35 M 1E/E101-1 ADM IN	176 days	Consult	Wickham, Marissa M Sheehan, Tracy	Conditional Code	Afib CHF (congestive heart ... Diabetes 1.5, managed...	LAB IMG DEPT NOTE	
T-TEST,CLASSROOM19 49 M 1E/E104-1 ADM IN	333 days	Consult	Sheehan, Tracy Covaleski, Thomas E.	Do Not Resuscitate	Cholecystectomy planned Encounter for pre-operative exa... Hypertension Malnourished	LAB IMG DEPT NOTE	
T-Test,SusanCHF M 41 F 1E/E107-1 ADM IN	453 days		Tingley, Stephen T Tingley, Stephen T	Full Code	CHF (congestive heart failure) Myocardial infarction	LAB IMG DEPT NOTE	
T-Test,Jon R 37 M 1E/E108-1 ADM IN	127 days	Consult Sepsis	Berardi, Melissa Berardi, Melissa	Conditional Code	Atrial fibrillation Hyponatremia	LAB IMG DEPT NOTE	
T-TEST,CLASSROOM21 58 M 1E/E109-1 ADM IN	335 days		Guillard, Frank Wickham, Marissa M	Resus Status Not Ordered Hx A...	Nasal septal hematoma Posterior epistaxis Limited code status	LAB IMG DEPT NOTE	
T-TEST,PRACTICE24 85 M 2E/E211-1 ADM IN	316 days		Ratner, Jeffrey A. Tingley, Stephen T	Full Code	Retinal and vitreous disorder Sick sinus syndrome due to SA n...	LAB IMG DEPT NOTE	
IT-TEST,ACUTE CF 47 M 2E/E212-1 ADM IN	111 days		Tingley, Stephen T Tingley, Stephen T	Resus Status Not Ordered No H...	DVT prophylaxis Sepsis Hypertension	LAB IMG DEPT NOTE	
T-TEST,PRACTICE35 317 days			Pro, Jeffrey W.	Full Code	S/P appendectomy		

Report an Issue
 Help
 Utilities
 Log Off

click on 'Log Off'

Other Results / Documents 1 of 1

Then, click on 'Log Off'.



All of your charts have been properly closed and you have been logged out of the system. This concludes our lesson on logging on and logging off.

In this lesson, we demonstrated how to:

- Log on to Expanse from a Mount Nittany Health computer, as well as remotely (and)
- Log off of a session in Expanse.

MEDITECH best practice guidelines have been integrated into this lesson.

Please refer to your facility-specific workflows for process questions not covered in this course