

Print Multiple Clinical Documents

To print multiple clinical documents:

1. From either **Consultation Manager - Apps** or **Apps Controller**, select



Clinical Document Viewer.

2. Select the patient required in the usual way.
3. The **Clinical Document Viewer** screen is displayed.

A screenshot of the Clinical Document Viewer application window. The window title is "Clinical Document Viewer". At the top, there is a toolbar with icons for back, print, and close. Below the toolbar is a table with columns for "File", "Type", "Clinician", and "Date". The table contains various entries, including "Treatment Summary Report", "Referral", and "Picture". A yellow box labeled "All attachments for the selected patient" points to the "File" column. On the right side, there is a preview area showing an X-ray of a hand, with a yellow box labeled "Preview of selected item if available" pointing to it. Another yellow box labeled "Column headers" points to the "Date" column header.

File	Type	Clinician	Date
<input type="checkbox"/> Treatment Summary Report this is the comment	Treatment Summary Report	Dr Trainee Gp	14/10/2013
<input type="checkbox"/> Refer for Bladder neck obstruction Action: 19/08/2014	Referral	Dr Fiona Venus	29/07/2014
<input type="checkbox"/> Picture This is the bunion	Picture	Dr Trainee Gp	16/10/2013
<input type="checkbox"/> Picture kkk	Picture	Dr Michael Neptune	28/10/2013
<input type="checkbox"/> Picture fff	Picture	Dr Michael Neptune	21/11/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	24/10/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	28/10/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	28/10/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	28/10/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	28/10/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	28/10/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	28/10/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	01/11/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	07/11/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	28/11/2013
<input type="checkbox"/> Picture	Picture	Dr Michael Neptune	03/12/2013
<input type="checkbox"/> Outpatient Report this is an outpatient report	Outpatient Report	Dr Trainee Gp	15/07/2013
<input type="checkbox"/> Other Attachment		Dr Trainee Gp	27/03/2013
<input type="checkbox"/> Other Attachment		Dr Trainee Gp	27/03/2013
<input type="checkbox"/> Other Attachment		Dr Trainee Gp	27/03/2013
<input type="checkbox"/> Other Attachment		Dr Trainee Gp	27/03/2013
<input type="checkbox"/> Other Attachment		Dr Trainee Gp	27/03/2013
<input type="checkbox"/> Other Attachment		Dr Trainee Gp	27/03/2013
<input type="checkbox"/> Other Attachment		Dr Trainee Gp	23/10/2013
<input type="checkbox"/> Other Attachment		Dr Fiona Venus	29/07/2014

Clinical Viewer Document

4. Highlight an item to display a preview on the right hand side if one is available.

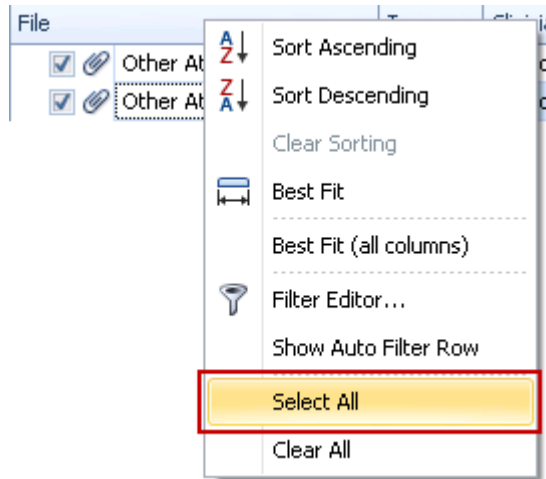
Remember - You can change the order the documents are displayed by clicking on the column header.

5. Select the items you want to print by either:

- Ticking the individual items, or





- Right click and select **Select All**.



Right click menu, Select All

6. Click either:

-  **Print selected documents**, the 'Printing Page n of Document' message is displayed during the printing process. or
-  **Save selected documents**, Browse for Folder is displayed. Select where you want to save the file to and click **OK**. If you use Vision through a managed server eg AEROS, remember to save to a local drive.