**HOW TO RECONFIGURE THE CARE ORGANIZER SCREEN FOR RT’S**

1. **Click** “View”... Confirm that “Meds” only is checked, uncheck “Orders”
2. **Click** “View”, click “Configure”
3. **Click** Default Care Relationship….Select Primary Nursing
4. **Click radial button** Exclude **in middle of box**
5. **Scroll** Available groups….**select** PHM. Hold CRT **key down and select** RES
6. **Click** ADD…OK
7. PHM and RES move to the right side, blocking ordered meds from displaying until checked by Pharmacy and schedules attached ( so you should see MEDS, PHM and RES)

**HOW DO I FIND MY WORKLIST (MED SCHEDULES THAT DISPLAYS AT BOTTOM OF TO DO LIST):**





**How to Save Your Configuration Settings in Care Organizer:**

