OKAPED Referral Form in the Med Access EMR

Loading the Referral

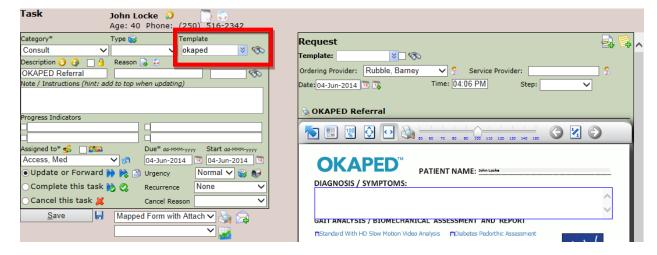
Navigate to the Consults tab of a patient's chart and click on the link to create a new Request:



In the popup Task window that appears, the OKAPED Referral can be loaded from the **Template** field on the **left-hand side**:



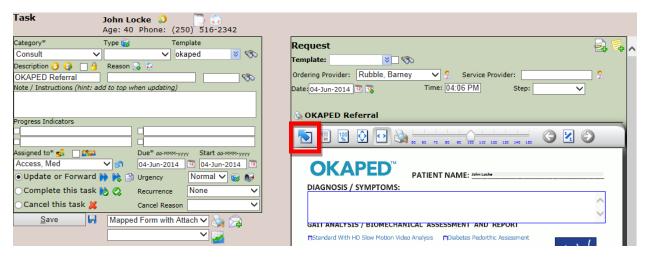
This can be done by searching for the form template's name ***OKAPED** or any *part* of the name. For example, just by typing 'okaped' and hitting enter or clicking the binoculars to search:



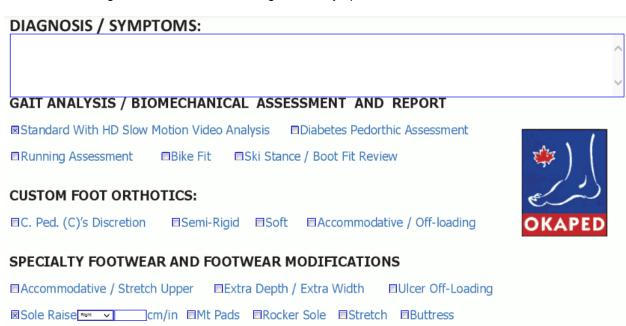


Filling Out the Referral

Once loaded, click the **blue arrow icon** to expand the form on screen:



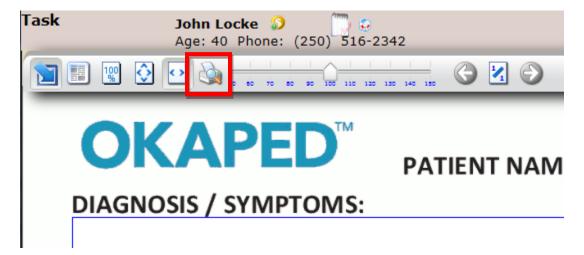
The patient and physician names will automatically fill-in based on the information recorded in the EMR. Scroll down through the form to write in a diagnosis or symptoms and tick off the desired checkboxes:





Printing the Referral

After completing the form, it may be printed out by clicking the **Print Preview** icon at the top of the form:



As an alternative, the **Print Preview** icon on the left-hand side of the task may also be used to print:

