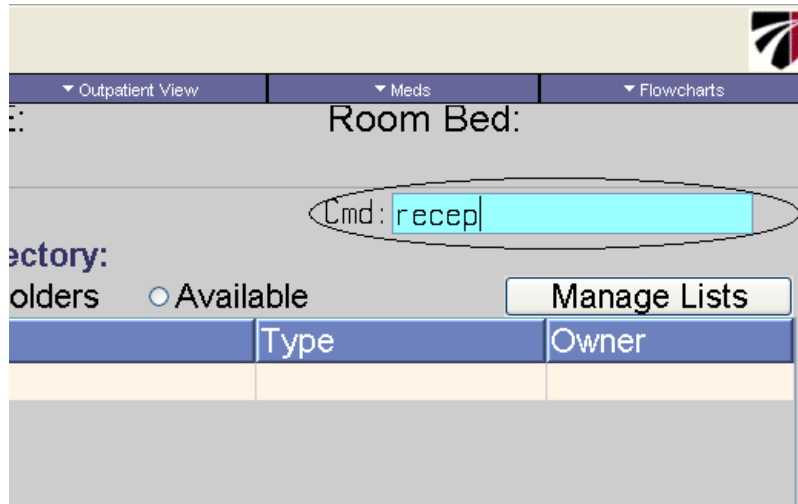


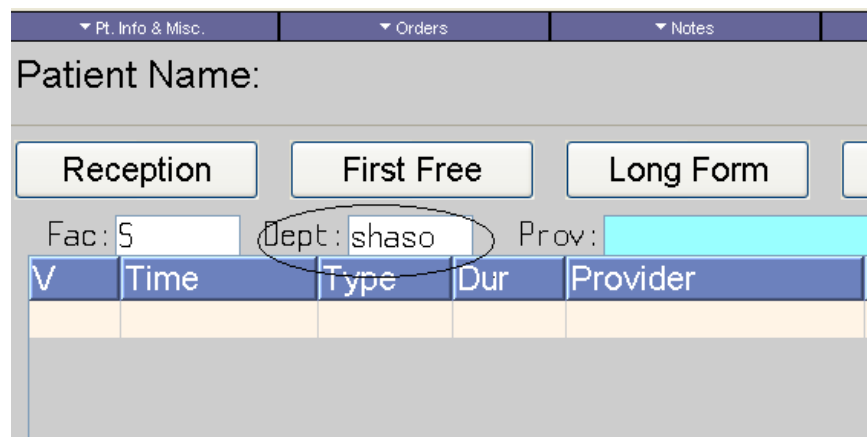
CHECKING SCHEDULES IN CARECAST

- SHARING students can use the computers in ESO that are in the reception area near the windows.
- On the home page or first screen when you sign in, enter "recep" in "Cmd" box in right upper hand corner of screen; click enter.



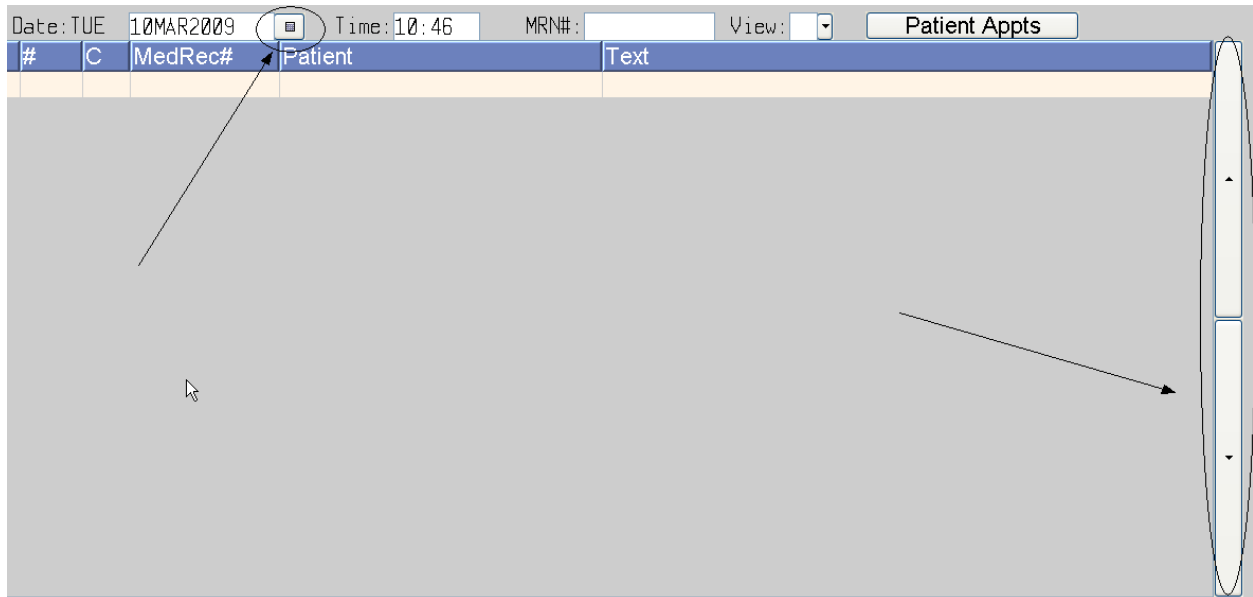
The screenshot shows the Carecast interface. At the top, there are three tabs: "Outpatient View", "Meds", and "Flowcharts". Below the tabs, the text "Room Bed:" is visible. A search box labeled "Cmd:" contains the text "recep". Below the search box, there are radio buttons for "Available" and a "Manage Lists" button. A table with columns "Type" and "Owner" is partially visible.

- In "Dept" textbox, type clinic code (see below) and click enter:
 - SHASO = SHARING
 - SHPED = Peds at SHARING
 - RESSO = RESPECT
 - SHABP = GOODLIFE at Baker's Place



The screenshot shows the Carecast interface. At the top, there are three tabs: "Pt. Info & Misc.", "Orders", and "Notes". Below the tabs, the text "Patient Name:" is visible. There are three buttons: "Reception", "First Free", and "Long Form". Below the buttons, there are three text boxes: "Fac: S", "Dept: shaso", and "Prov:". Below the text boxes, there is a table with columns "V", "Time", "Type", "Dur", and "Provider".

- To change date, use the calendar button after "Date" or use the right side scroll bars to move forward (bottom) or backward (top).



- If the screen is full with patients, click the lower scroll bar to see if more patients are scheduled for that same date (overflow).