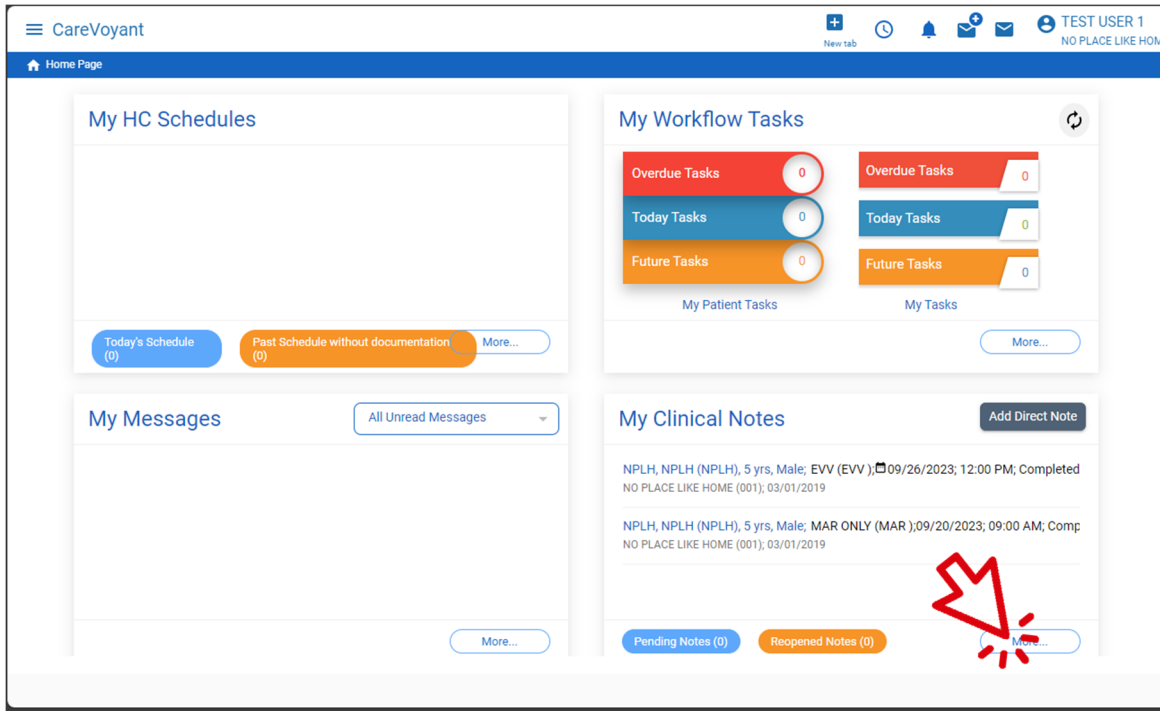


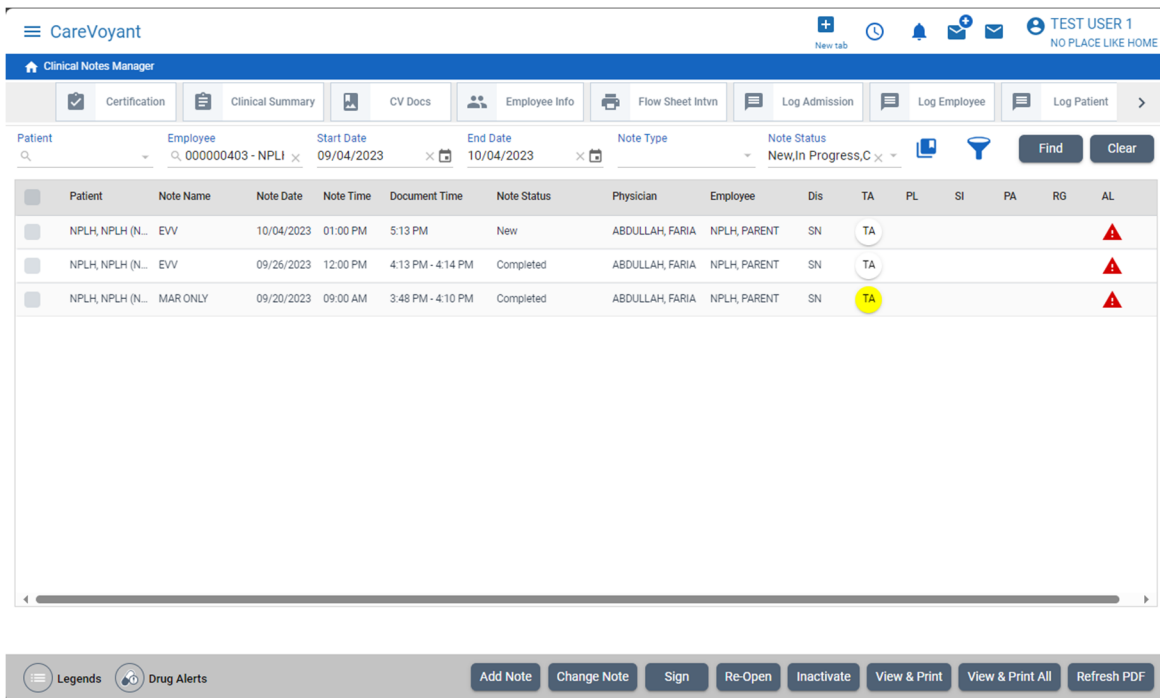
**Issue:** You have notes that are unsigned.

**Solution:**

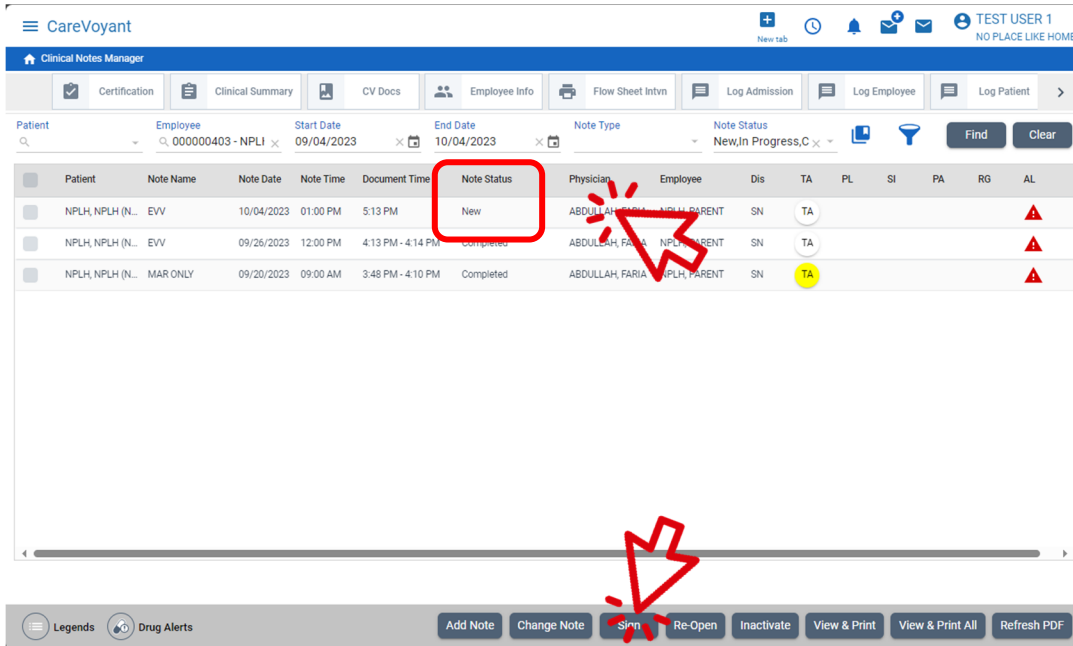
1.) On the main screen click the “MORE” button in the My Clinical Notes pane



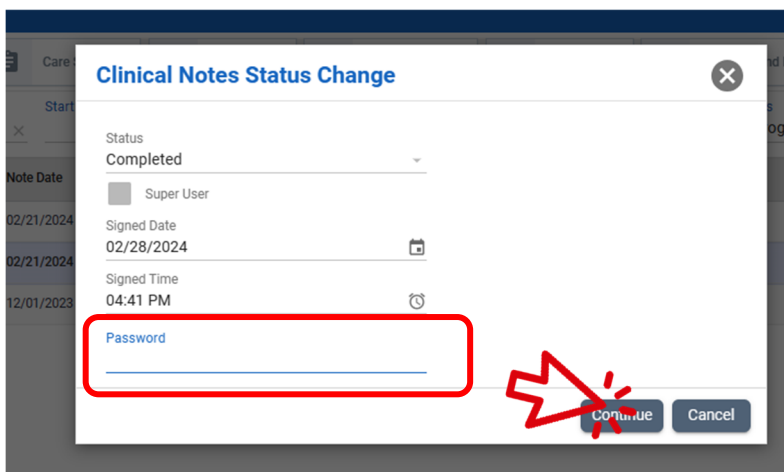
2.) The next screen will list the last 30 days of your notes.



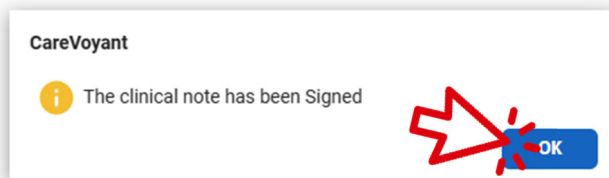
3.) For any line that shows NEW under the status click it to select, then click the SIGN button near the bottom of the screen.



4.) Enter your password in the signature entry box and click continue.



5.) You should see a confirmation box saying the note has been signed. Click ok to dismiss.



6.) To return to the main screen: in the upper left click the white house in the blue bar.

