Creating/Managing Standard Dashboard Layouts

You can customize dashboard panes to show information pertinent to the position assigned.

You can create one layout for each position and create multiple views dependent on the information needed.

The Enterprise Dashboard found in the Management Console shows information for admission, discharge and trends for all facilities assigned. This dashboard is available for all facilities to view trends across then entire organization up to 30 days.

Warning

Dashboard scoping is directly related to the scope of the staff position for which you are creating the dashboard.

Note

Users require security to dashboard panes selected in the layouts. Users who do not have security do not see the dashboard pane.

Procedure

1. Do one of the following:

   - Single facility: Clinical > Setup > Standard Dashboard Layout.
   - Multi-facility: Management Console > Standards > Care Management > Standard Dashboard Layout.

2. Click New Layout.

3. Select Position and Dashboard type > select Dashboard panes for the selected Position.

4. Select New View to create and manage views as needed.

5. Click Save.

6. Click Enforce to assign newest changes to existing positions (optional).

Hints and Tips

- Panes in each view can be dragged and dropped into side by side or stand alone positions.

- The times two (x2) indicates that the pane covers the entire width of the page.

- Enforcing dashboard layouts to a position forces the layout setup to all users. Users with security can edit their own layouts and view.