Consent/Directive Document

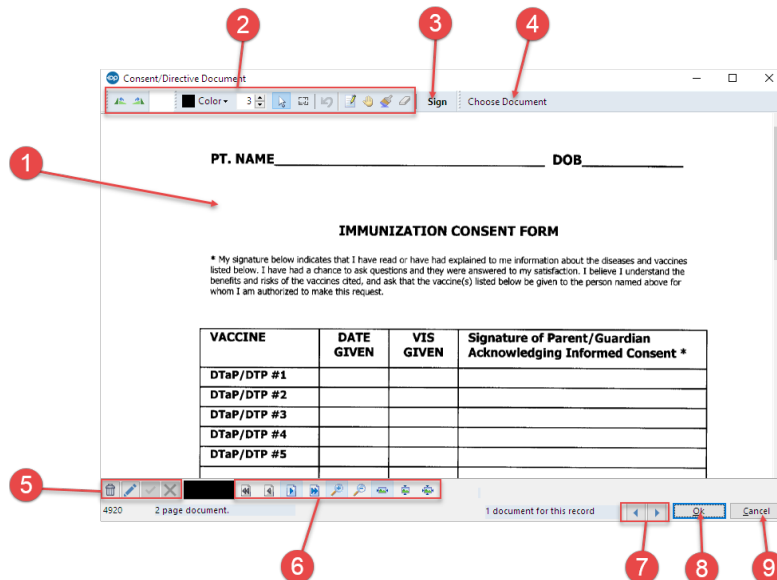Last Modified on 08/12/2021 9:35 am EDT

Version 14.19

> This window map article points out some of the important aspects of the window you're working with in OP but is not intended to be instructional. To learn about topics related to using this window, see the **Related Articles** section at the bottom of this page.

About Consent/Directive Document

> **Path: Clinical, Practice Management, or Billing tab > Patient Chart button > Consent Forms > select document > Edit Doc button**

The Consent Directive Document window displays and modifies the scanned consent/directive document image. Documents can be signed in this window.

Consent/Directive Document Map

Number	Section	Description
1	Scanned Image	The Scanned Image displays the scanned document.
2	Image Alter Function buttons	Use the Image Alter functions to rotate the image, make annotations, highlight an image, or erase an area.
3	Sign button	The Sign button adds a signature to the scanned image.
4	Choose Document	Click the Choose Document button to view another scanned image.
5	Function buttons	The function buttons delete a record, edit a record, post the edit, and cancel the edit.
6	Page Navigate and View buttons	The navigation buttons go to the first page, last page, or change one page at a time for a document that has multiple pages. The view buttons zoom in and out of the image and set the various zoom modes.

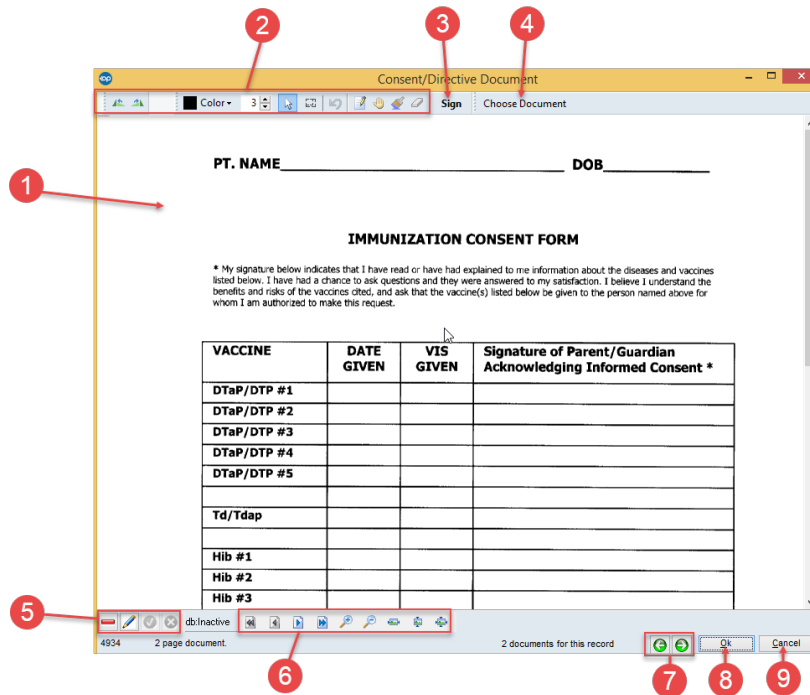| 7	Document Navigator button	The Document Navigation button moves to the next or previous document if more than one scanned document is in the Consent/Directive Document viewer.
8	OK button	Click the OK button to accept the changes in the Content Library Editor.
9	Cancel button	Click the Cancel button to reject the changes in the Content Library Editor.

Version 14.10

About Consent/Directive Document

> **Path: Smart Toolbar > Chart button > Consents tab > Edit Document button > Use Highlighted Item button**
>
> **Path: Smart Toolbar > Patients Register > Consents tab > Edit Document button > Use highlighted Item button**

The Consent Directive Document window displays and modifies the scanned consent/directive document image. Documents can be signed in this window.

Consent/Directive Document Map

Number	Section	Description
1	Scanned Image	The Scanned Image displays the scanned document.
2	Image Alter Function buttons	Use the Image Alter functions to rotate the image, make annotations, highlight an image, or erase an area.
3	Sign button	The **Sign** button adds a signature to the scanned image.
4	Choose Document	Click the **Choose Document** button to view another scanned image.
5	Function buttons	The function buttons delete a record, edit a record, post the edit, and cancel the edit.

6	Page Navigate and View buttons	The navigation buttons go to the first page, last page, or change one page at a time for a document that has multiple pages. The view buttons zoom in and out of the image and set the various zoom modes.
7	Document Navigator button	The Document Navigation button move to the next or previous document if more than one scanned document is in the Consent/Directive Document viewer.
8	OK button	Click the **OK** button to accept the changes in the Content Library Editor.
9	Cancel button	Click the **Cancel** button to reject the changes in the Content Library Editor.