Print History

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About

History is printed using the **Print** button located in the History section of the Patient Chart. If History is not being printed when this button is clicked, follow the steps below to correct the print functionality by adding the respective History to the report criteria.

Print Past Medical/Family/Social History

1. Navigate to Report Criteria: **Clinical tab > More button (Customize group) > Report Criteria**
2. In the Report Group Name column of the upper section of the window, locate and select **History**.
3. In the lower section of the window, click the **Report Sections** tab.
4. Confirm the **Currently Included** tab is blank.
5. Click the **Available to Add** tab.
6. Locate **Past Medical/Family/Social History** and select the checkbox in the **Add** column.
7. Return to the Currently Included tab to confirm that Past Medical/Family/Social History is now listed in the grid.
8. Click the **Save** button   . Now, when the Print button is clicked from the Past Medical, Family, or Social tabs of the History section of the chart, the history is printed as expected.

Print Newborn History

1. Navigate to Report Criteria: **Clinical tab > More button (Customize group) > Report Criteria**
2. In the Report Group Name column of the upper section of the window, locate and select **Newborn History**.
3. In the lower section of the window, click the **Report Sections** tab.
4. Confirm the **Currently Included** tab is blank.
5. Click the **Available to Add** tab.
6. Locate **Newborn History** and select the checkbox in the **Add** column.
7. Return to the Currently Included tab to confirm that Newborn History is now listed in the grid.
8. Click the **Save** button   . Now, when the Print button is clicked from the Newborn tab of the History section of the chart, the history is printed as expected.