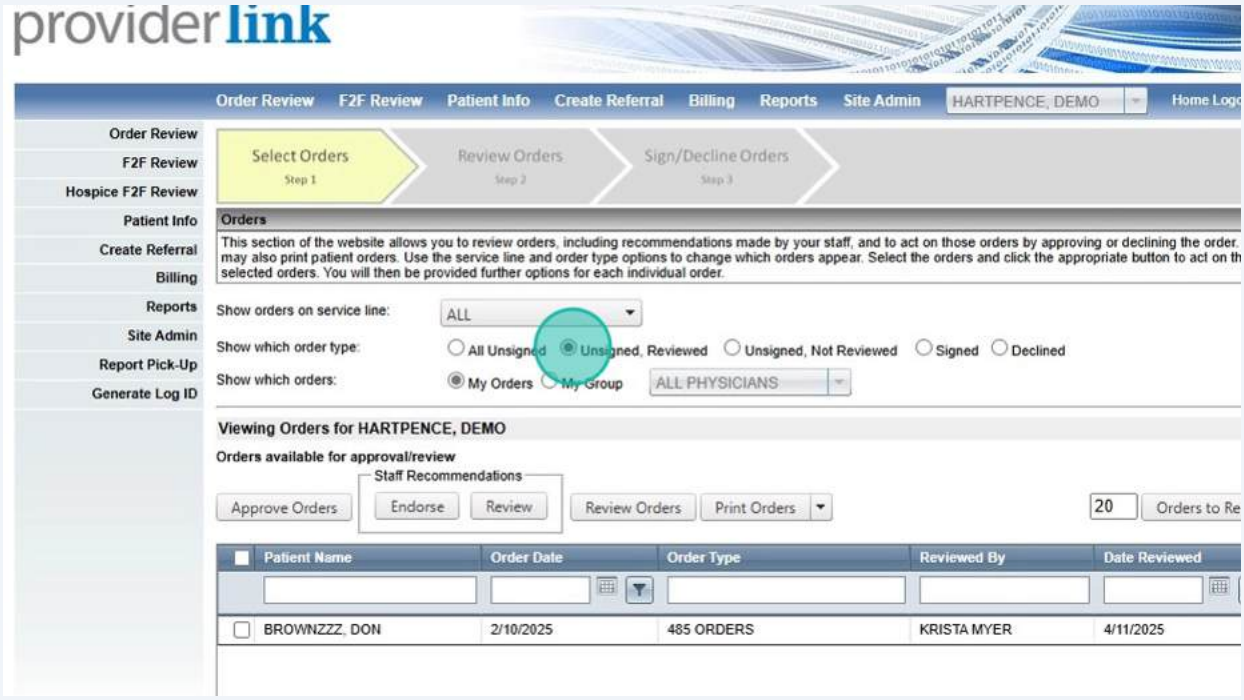
Provider Link: Endorsing or Reviewing Staff Recommendations

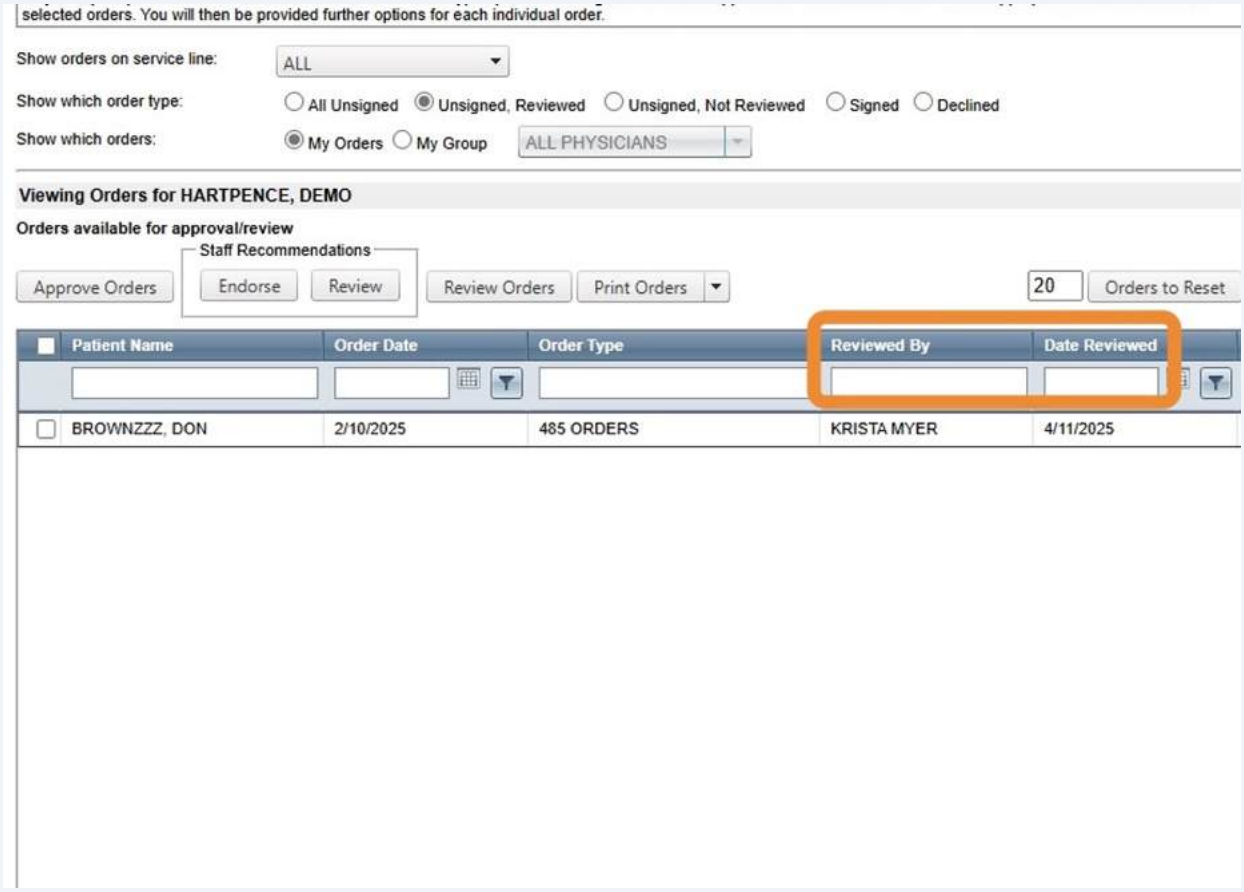
Providers can view staff recommendations in the Order Review section. They may choose to review the full order or simply endorse the recommendation without opening it. Recommendations will highlight the suggested action, but providers can make the final decision to approve or decline as needed.

1 Navigate to the Order Review Section in Provider Link.

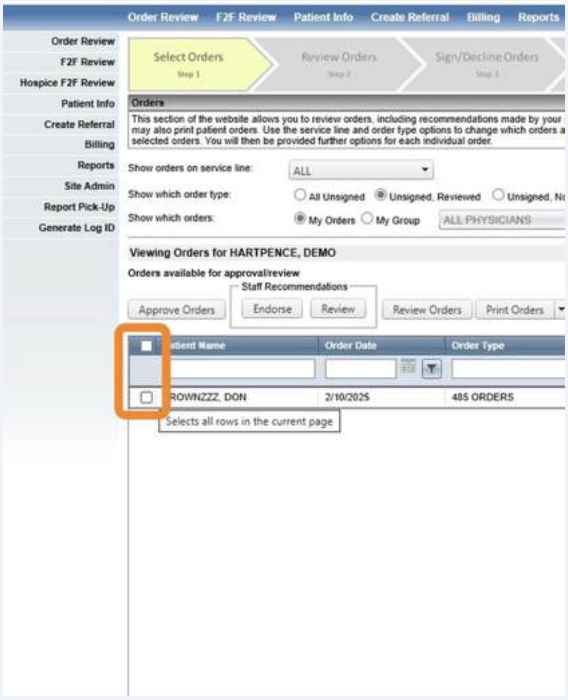
You can use the filter in the Show which order type section and select unsigned, reviewed.



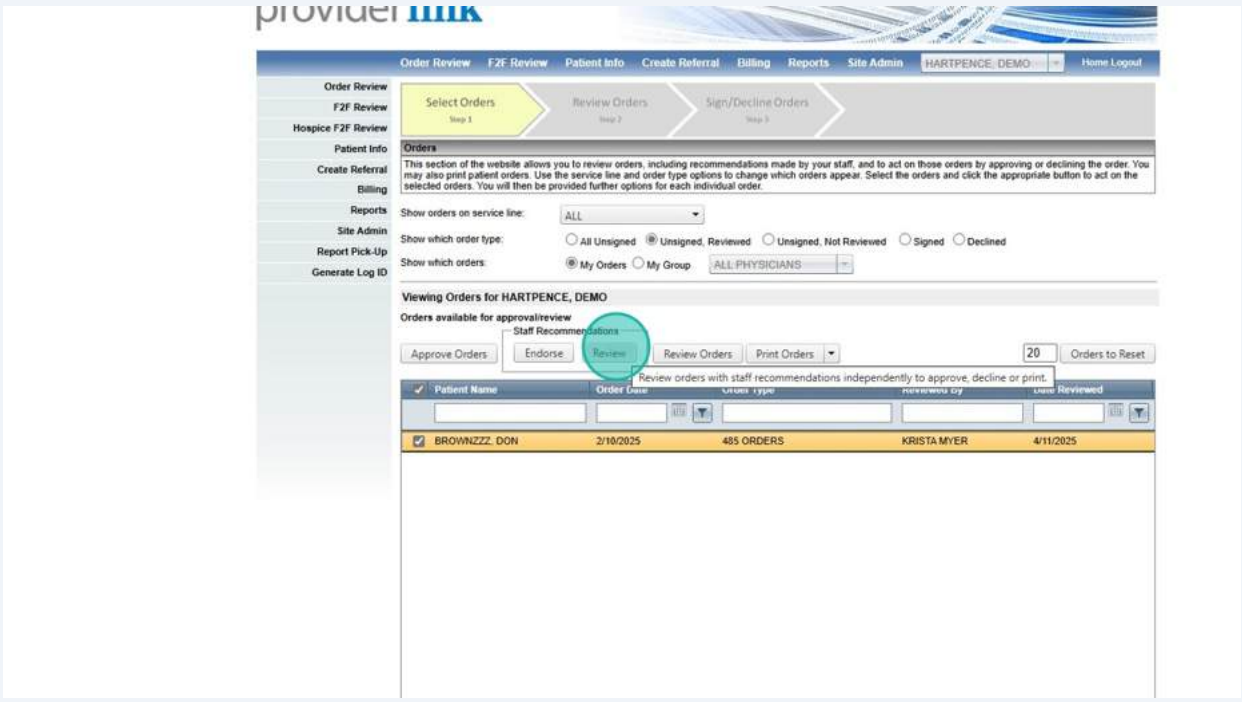
2 You can also search for the person who reviewed the order using the white search box under the “Reviewed By” section, or filter by the date reviewed.



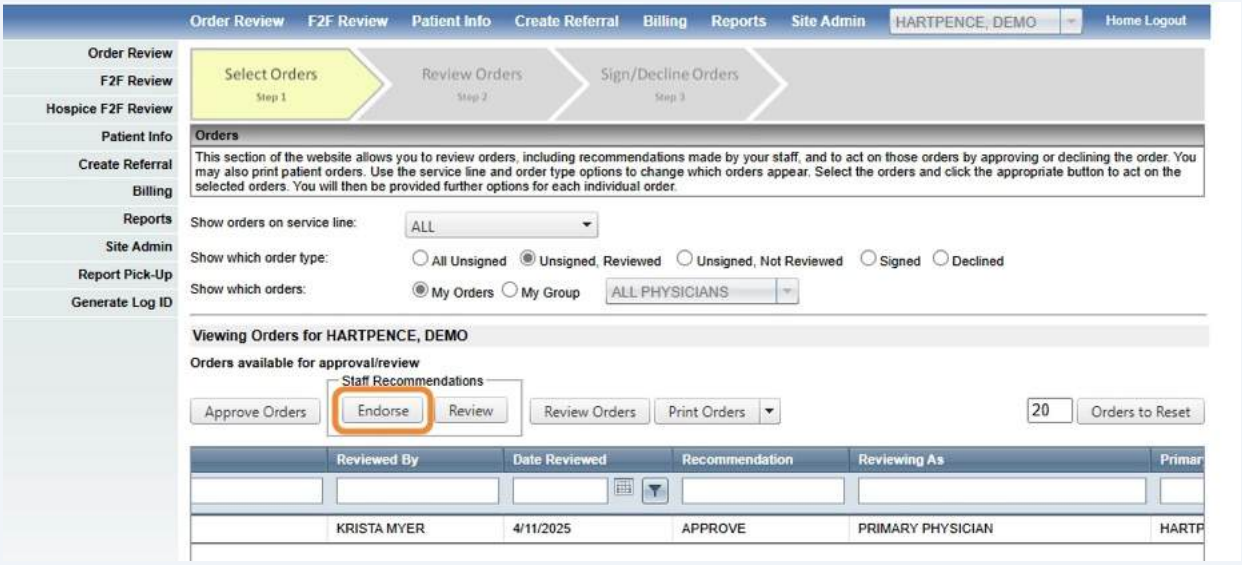
3 Select the patient you want to view staff recommendations for, or use the checkbox next to “Patient Name” to select all patients at once.



4 Click “Review” to view the order details and review the staff recommendation before confirming OR

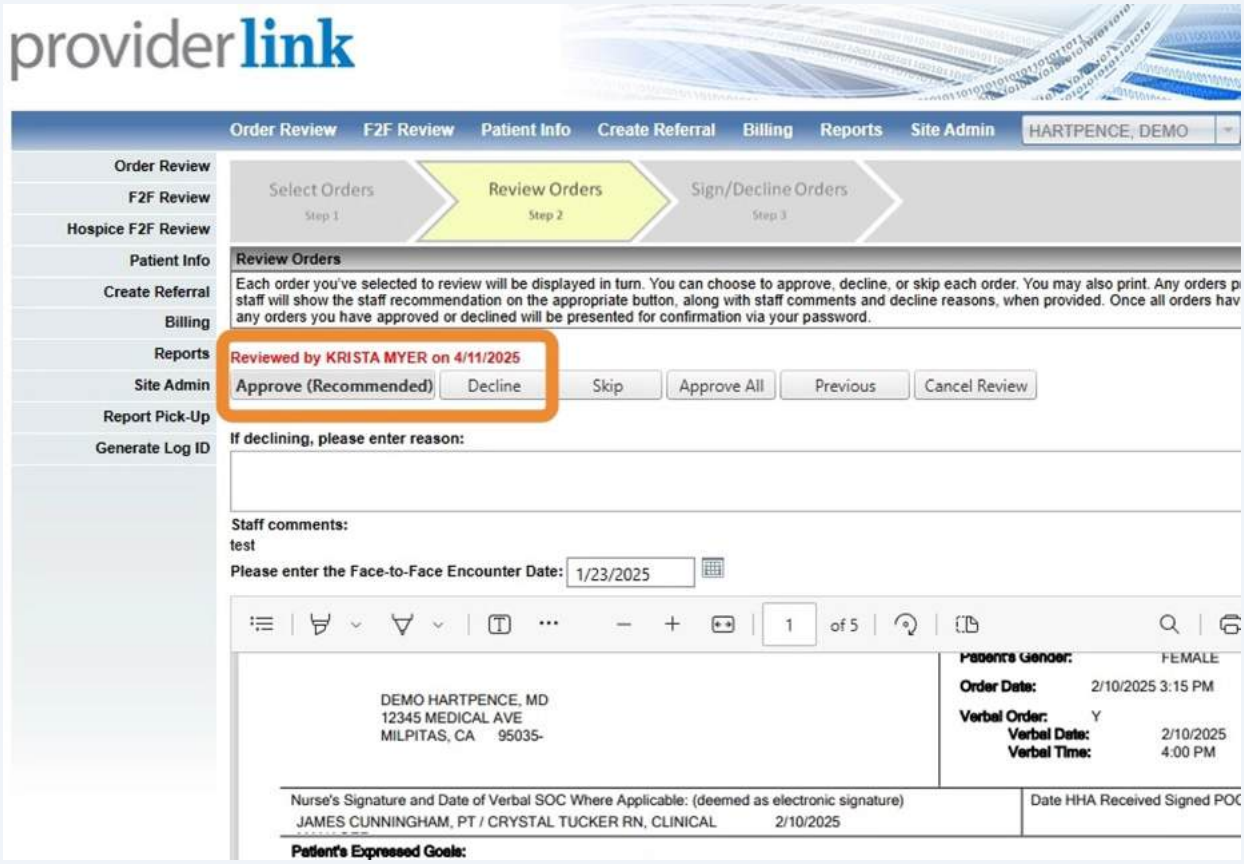


5 Use the scroll bar to quickly view the staff recommendation.
If the provider chooses not to review the full order, they can click Endorse to proceed with signing based on the recommendation.



6 In the Review section, the staff recommendation will be displayed. If the recommendation is to approve, the Approve button will be bold and show (recommended) next to it. The same applies if the recommendation is to decline—the Decline button will be bold with (recommended) noted. The provider has the final decision and can choose a different action than what was recommended.

In this example, the provider is choosing to approve the order as recommended.



7 The Sign/Decline Orders screen will appear, displaying the actions selected for each order. The provider can review and confirm their decisions by clicking the Confirm button.