John Muir Static Link: Accessing Provider Link Without the In-Basket

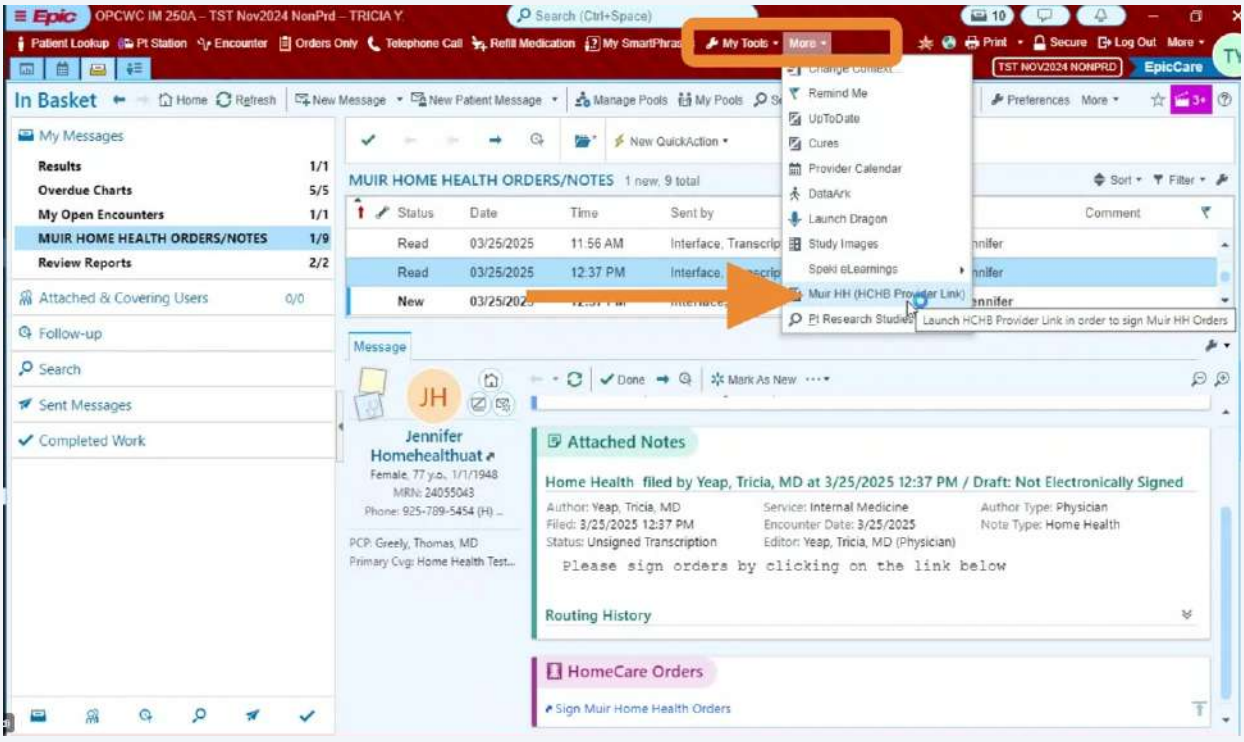
Providers at John Muir can access Provider Link directly using a static link, even if they don't receive In-Basket notifications.

Once logged in, they can review and sign orders, view patient information, and complete documentation. All without needing to go through Epic's In-Basket.

1 Within Epic, navigate to the More tab found in the selections above.

Look for the option labeled MUIR-HH HCHB ProviderLink.

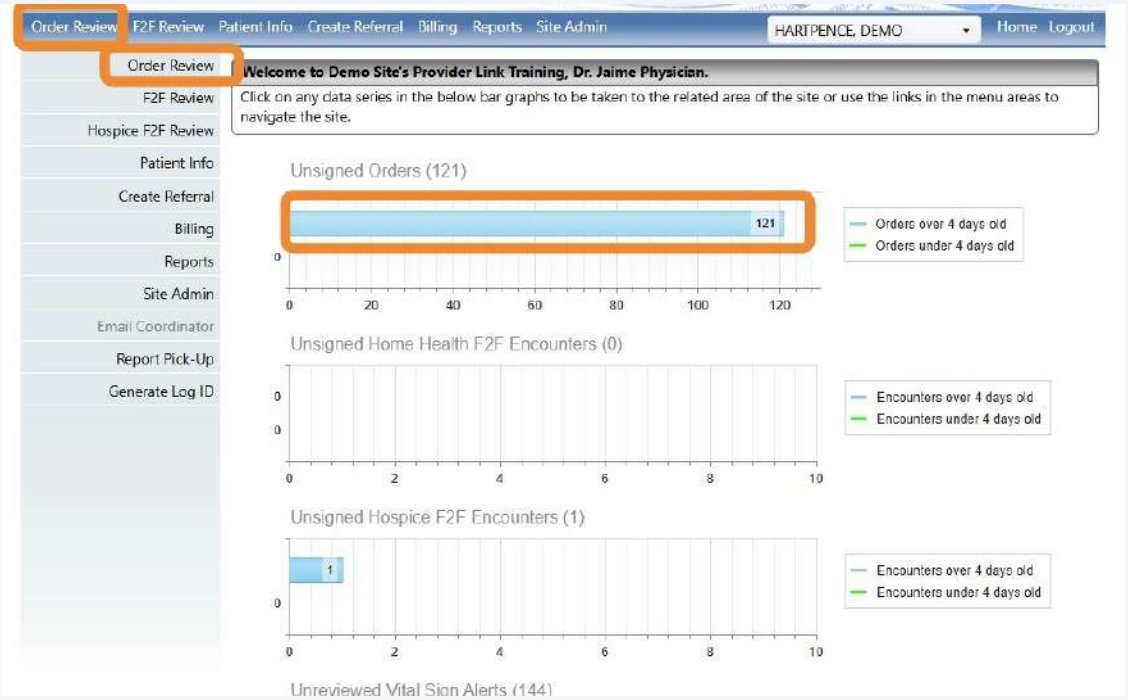
Select this option to be automatically signed into ProviderLink.



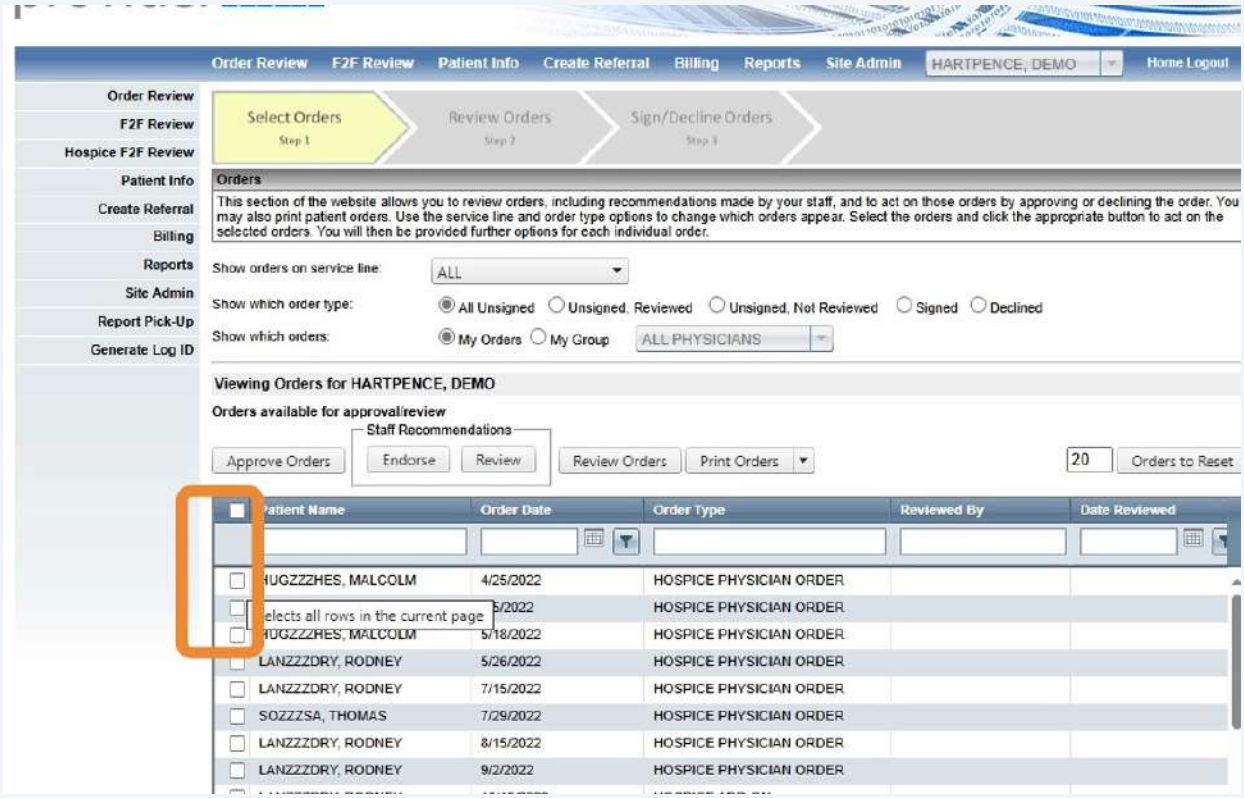
2 You'll need to navigate to the Order Review section to sign an order.

In this example, the Order Review page did not appear automatically upon login, this is the Dashboard view.

All links on the Dashboard are clickable. To access the Order Review section, you can click on any of the three available links that lead there.

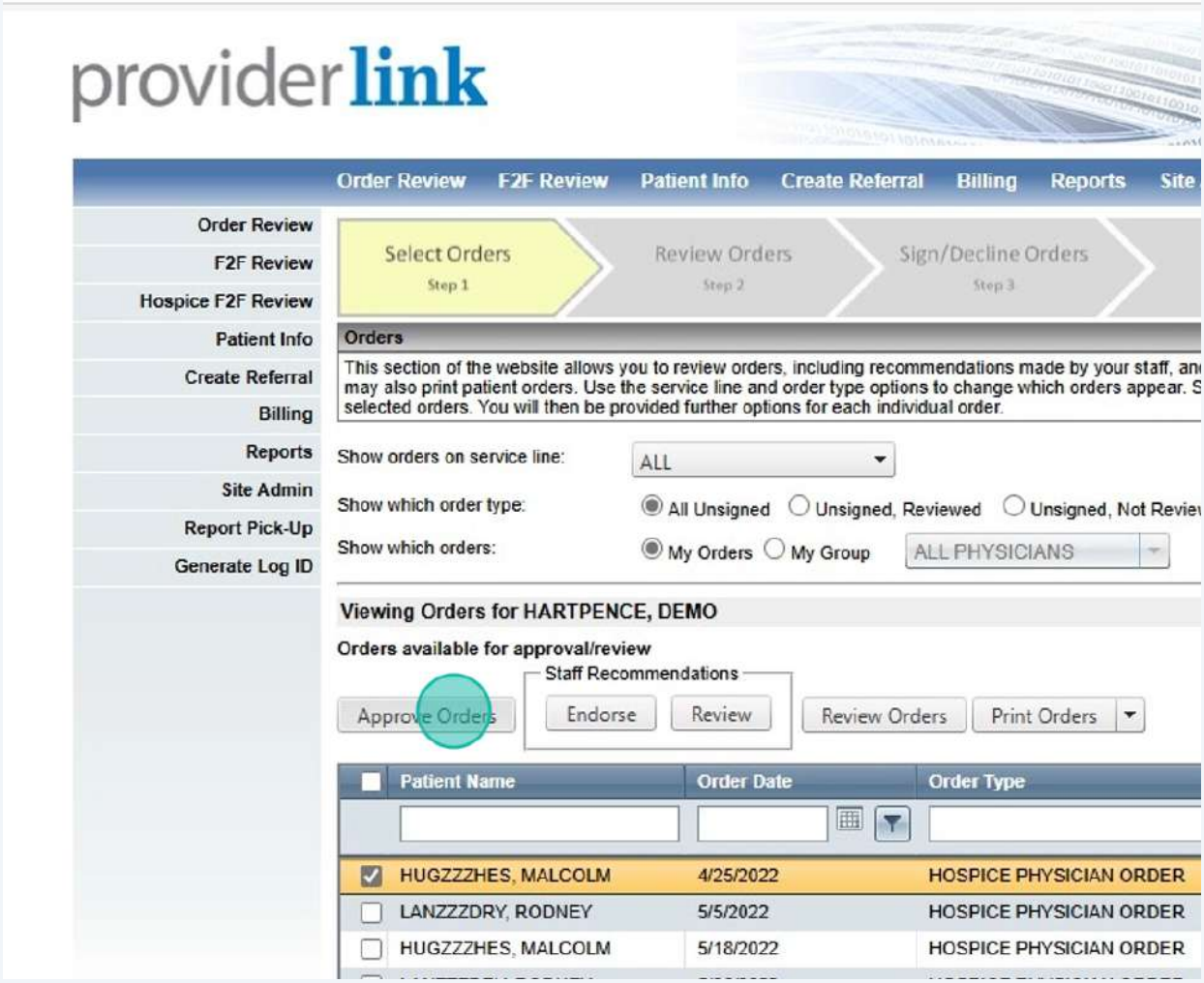


3 Click on the patient's name (or multiple patients) to begin signing their orders. If you'd like to approve or review all orders at once, use the checkbox next to each patient's name in the filter options.



4 In this example, we'll skip the review step and go straight to signing.

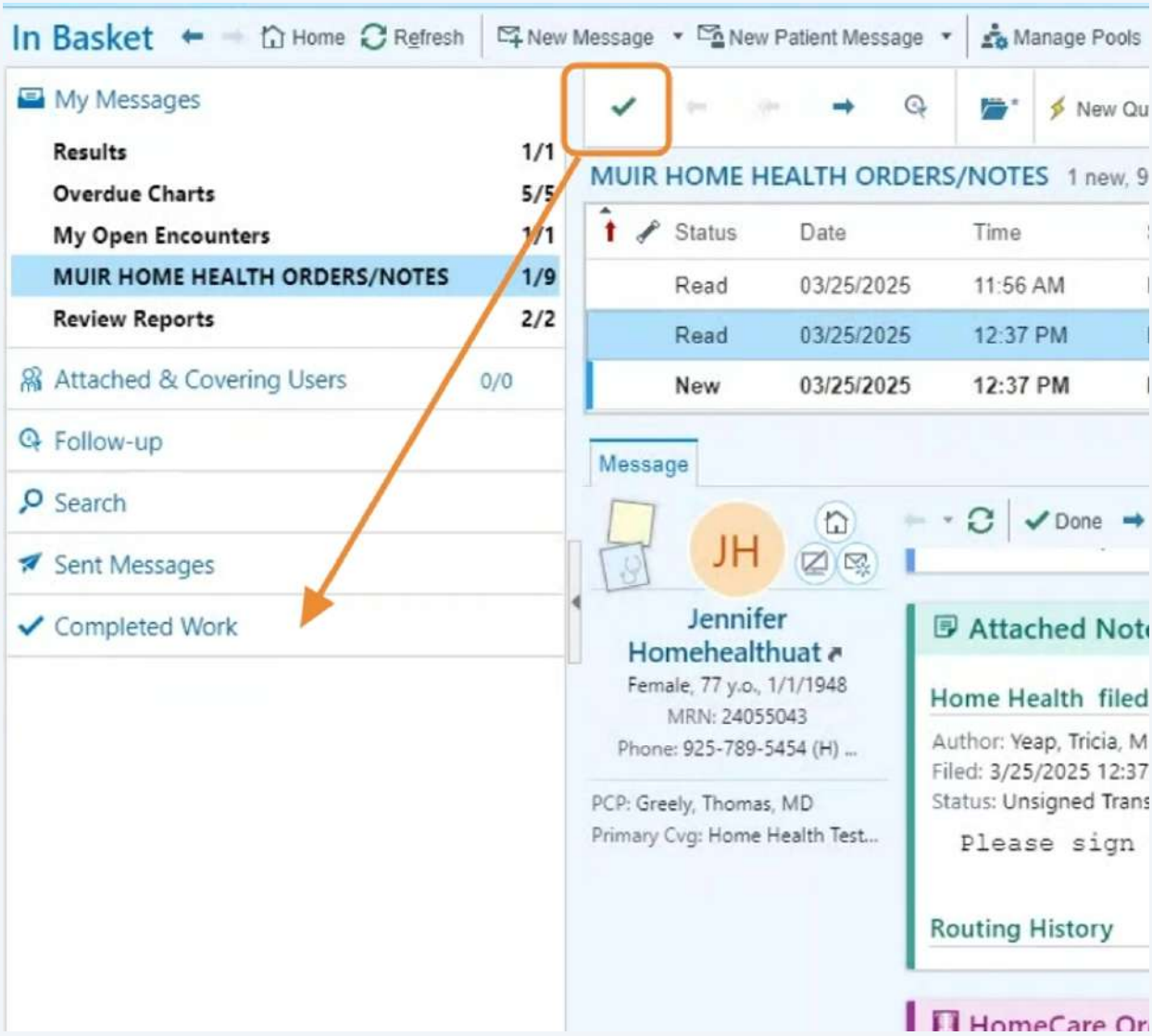
Click Approve Orders to proceed.



5 The Sign/Decline Orders screen will appear, showing a summary of the actions being taken on each order.

Click Confirm to complete the process.

Approved orders will be signed, and any declined orders will be sent back to the back office in Homecare Homebase for review.

6 Last Step: Be sure to mark the notification as Complete in the In-Basket.

This will move it to the Completed Work folder, where it will remain for 30 days before being automatically removed.