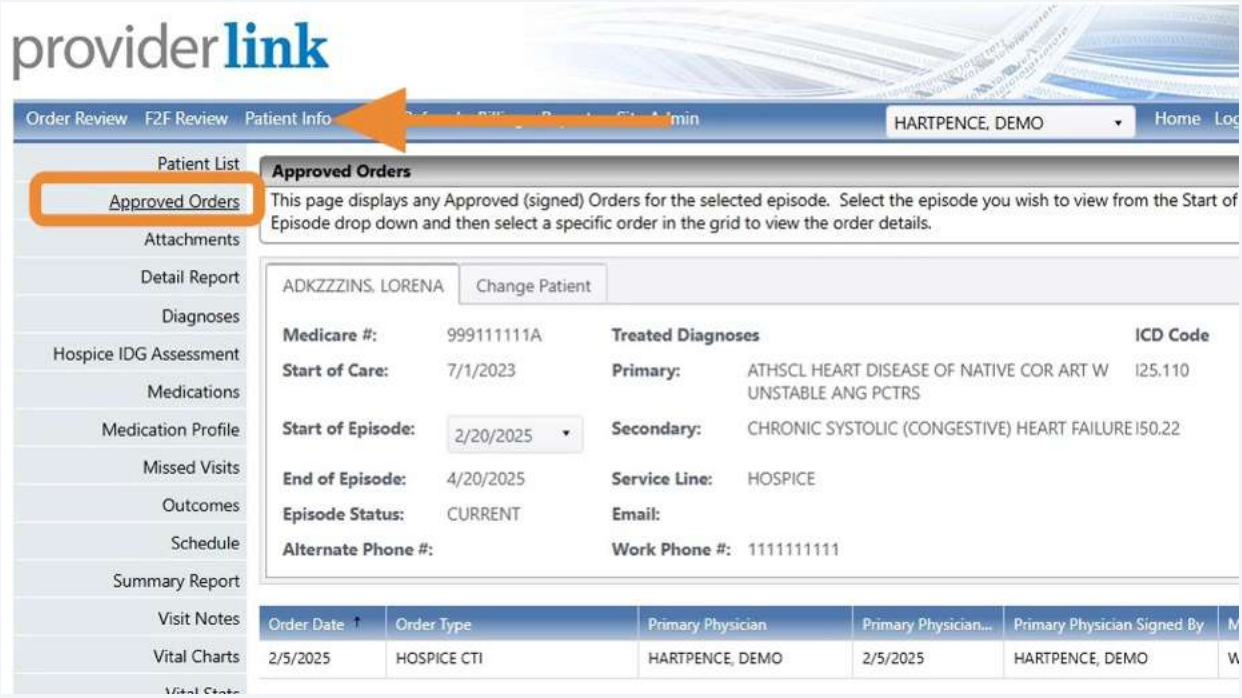
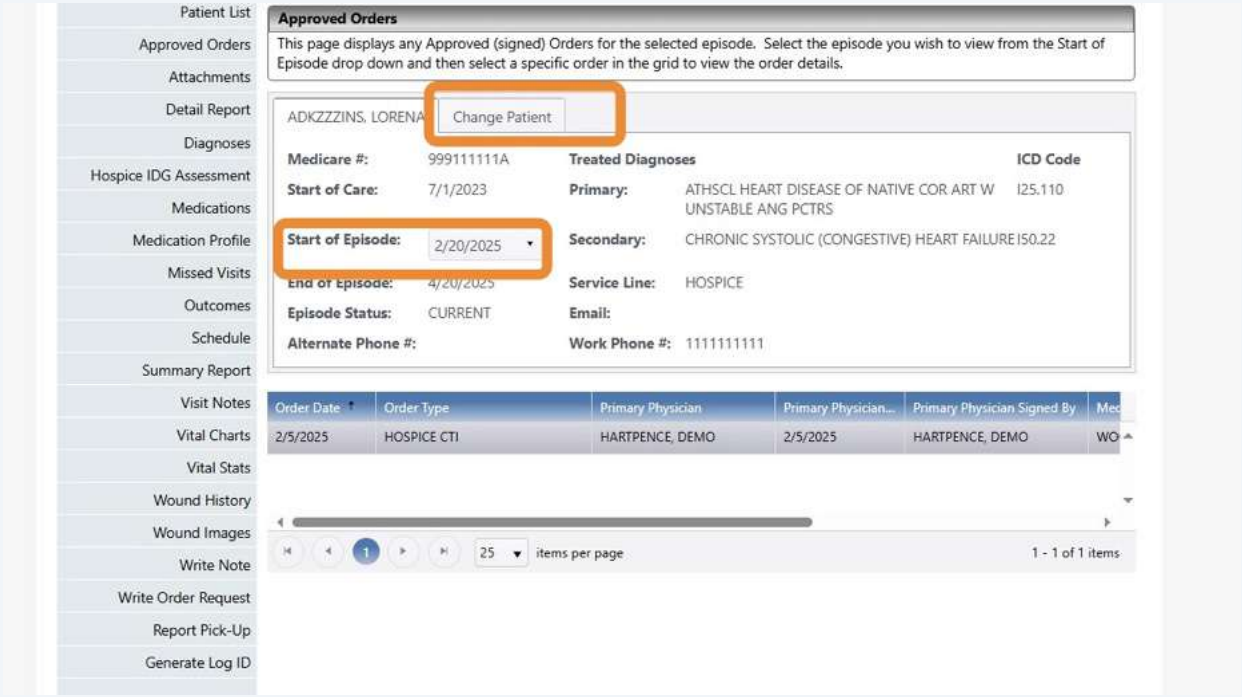
Provider Link: How to view Order History

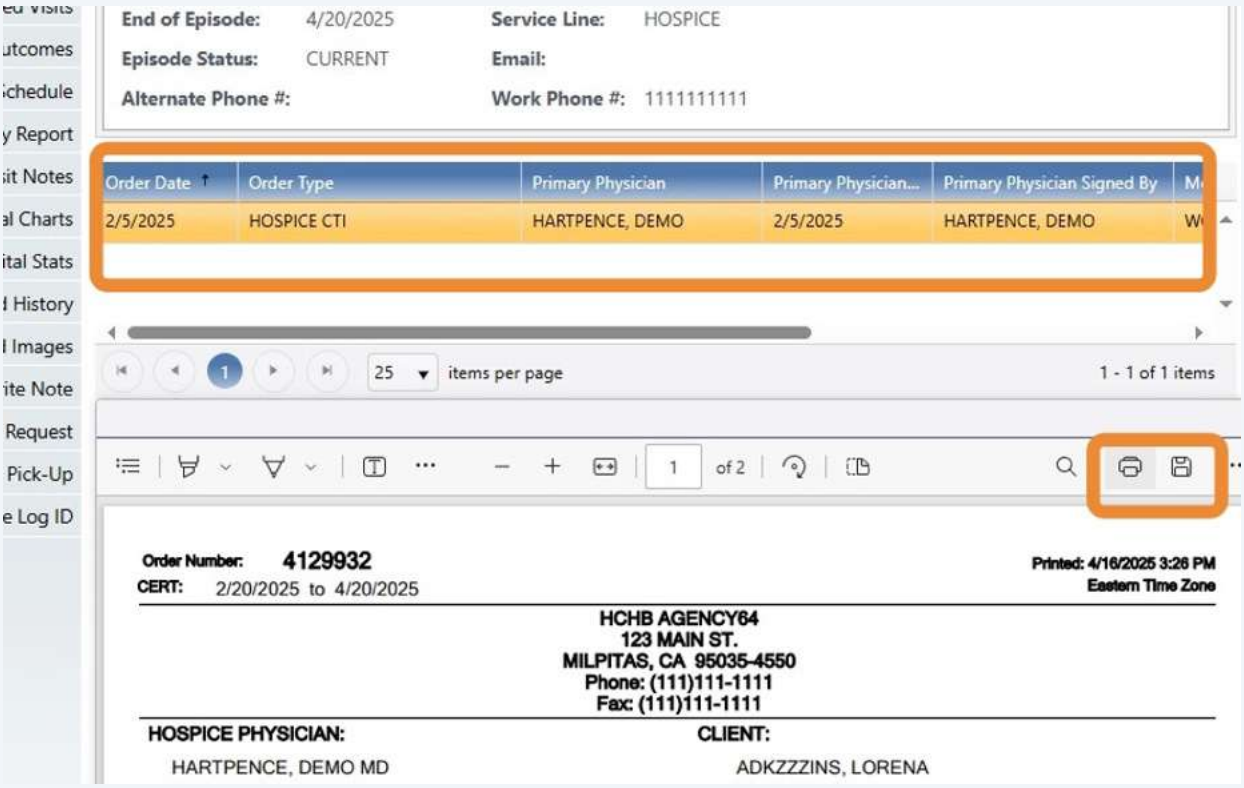
1 Once in Provider Link, navigate to the Patient Info tab. To review past orders, select Approved Orders from the gray navigation column.



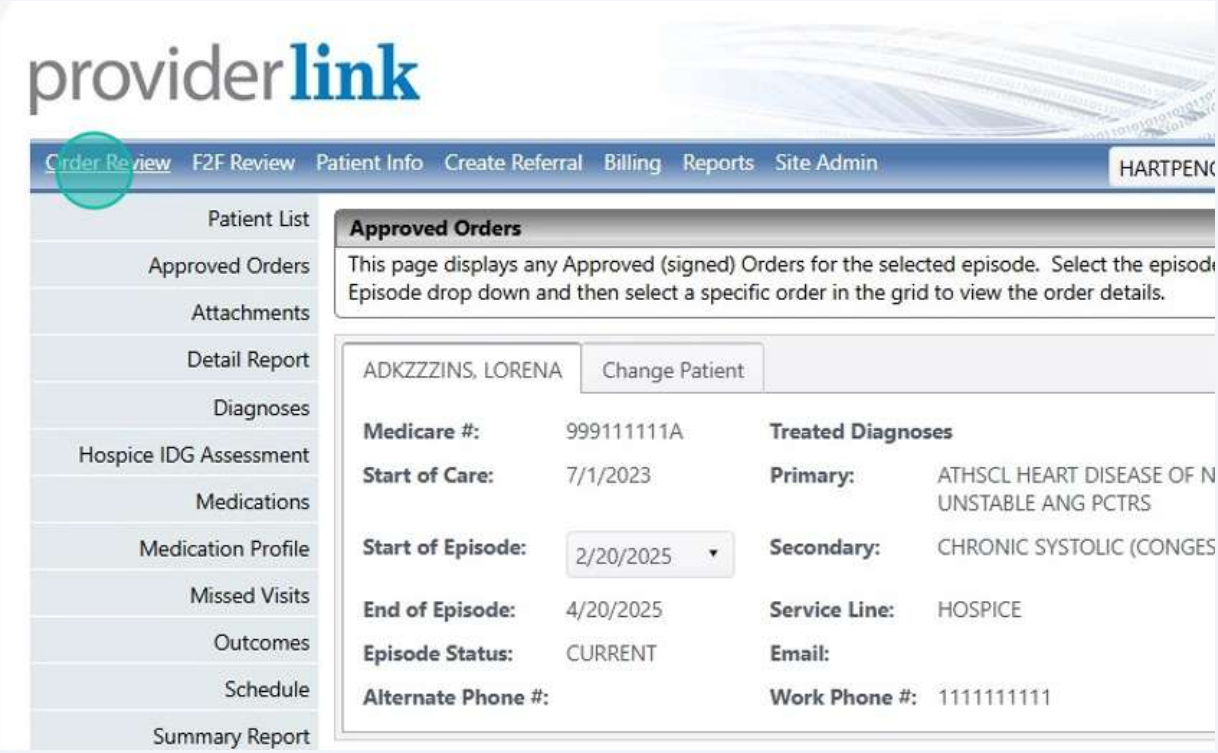
2 In this view, providers can see the patient and basic information. They also have the option to change the episode to review a different point in time. If this is not the correct patient, the provider can select *Change Patient* to return to the Patient List and search again.



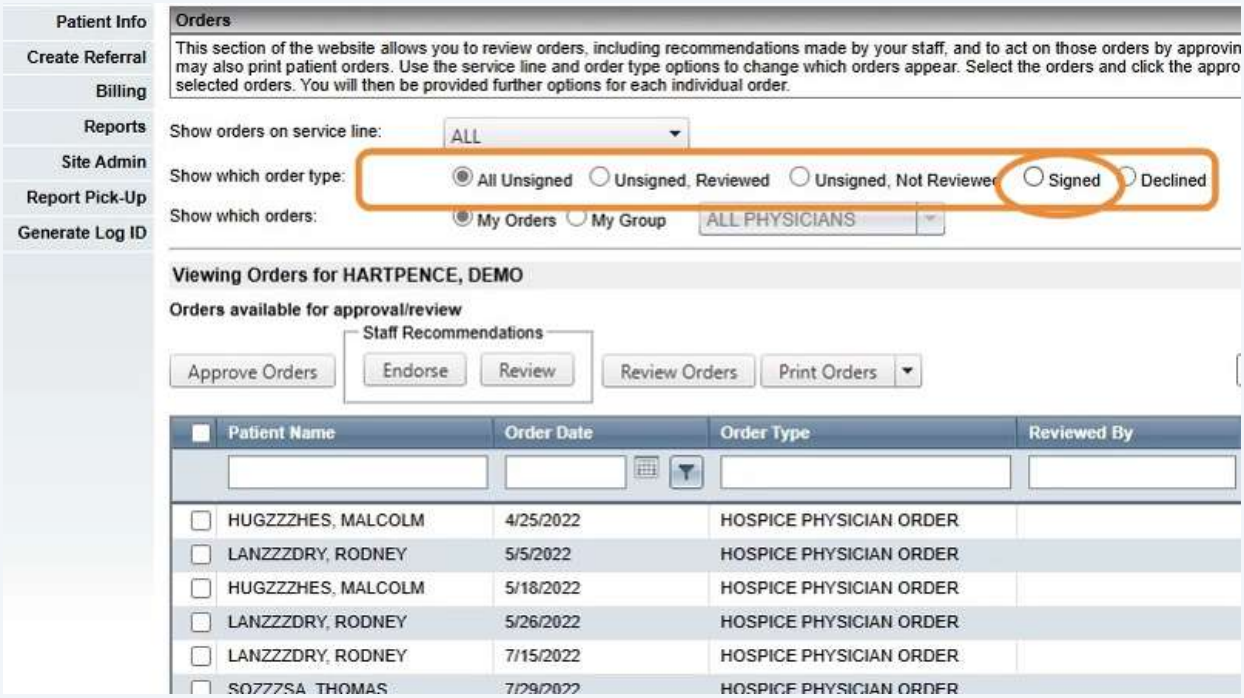
3 Once the desired order is double-clicked, a PDF version of the order will open. The provider can scroll to review the content, print the document, or save it if needed.



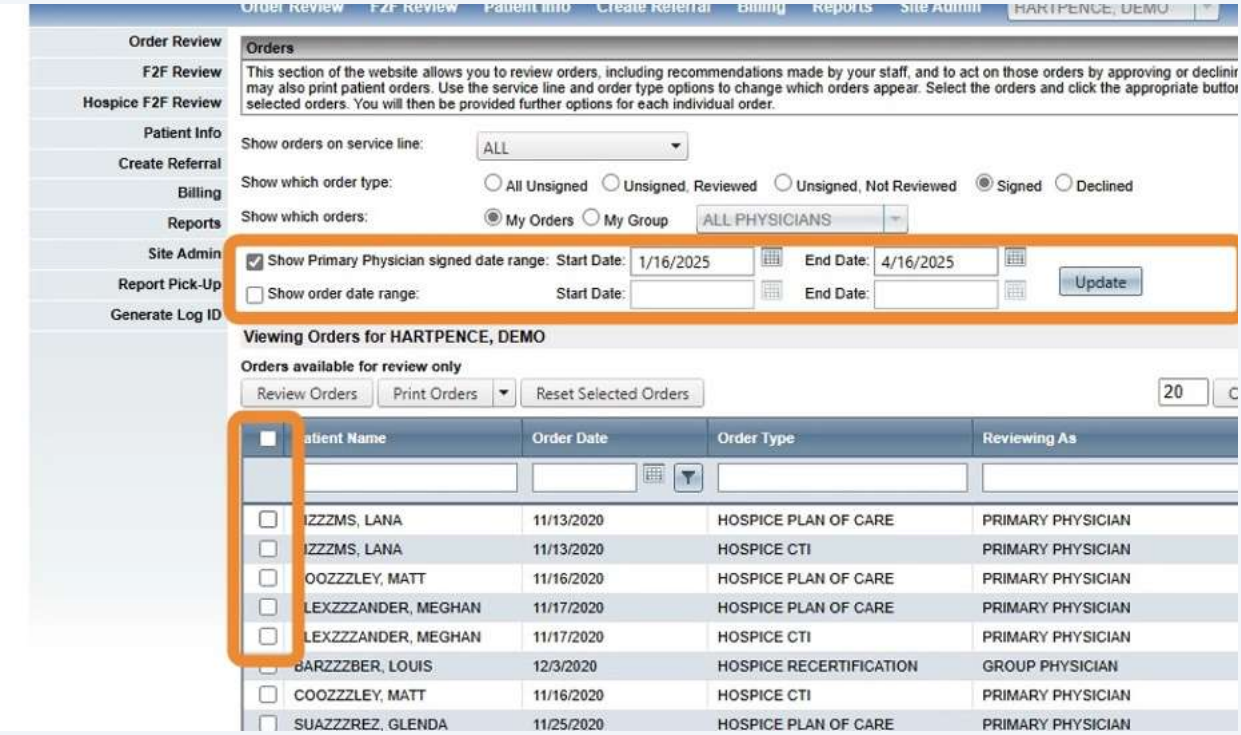
4 The provider has this same option in the Order Review section. To view click Order Review in the blue tab links at the top of the page.



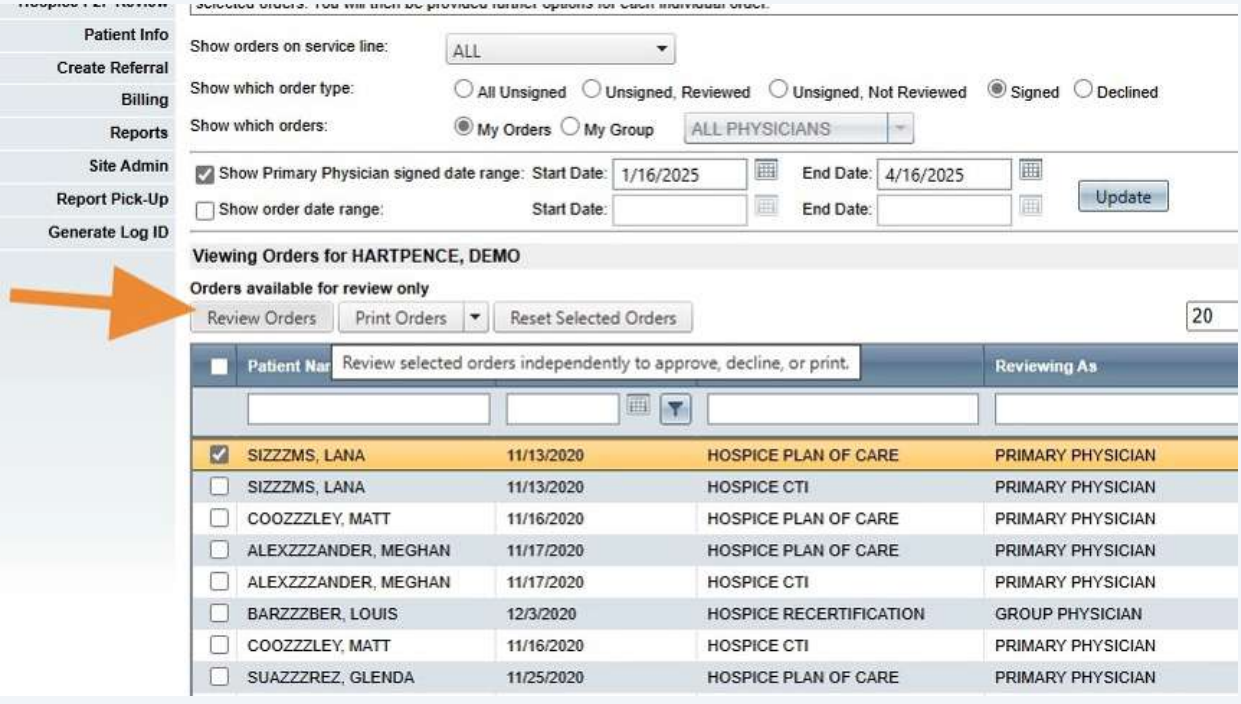
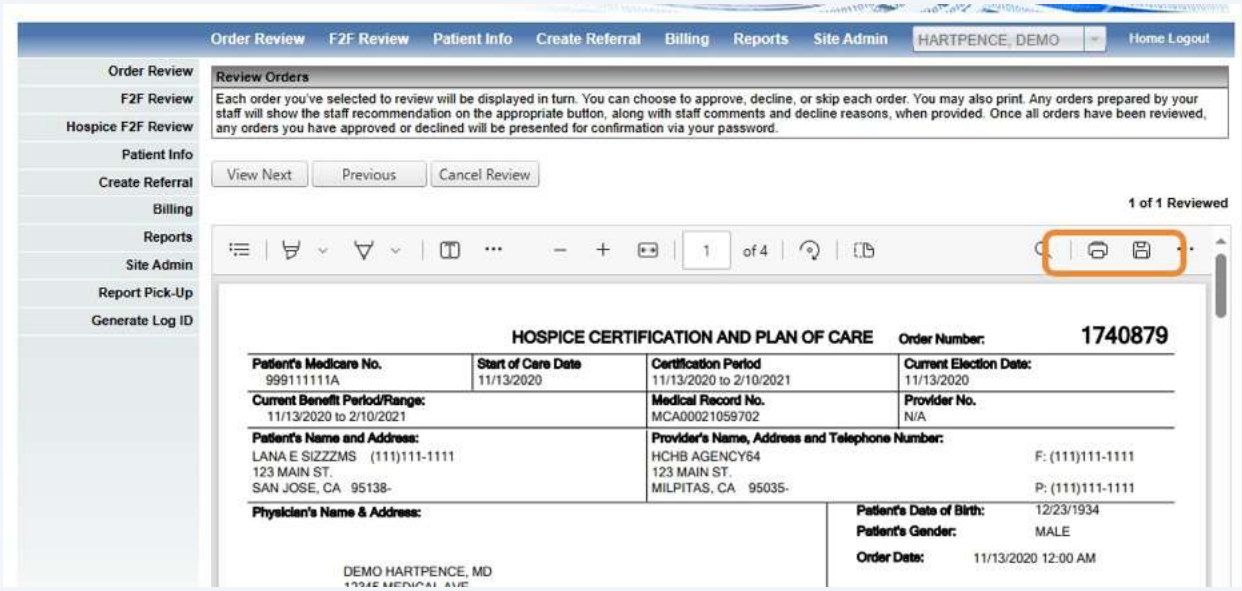
5 In the *Show Which Order Type* selection, providers can choose to view either signed or declined orders. For this example, we are focusing on signed orders.



6 This brings the provider to the patient selection screen. The patient can be searched using the Patient Name box, and date range filters can be used to quickly identify the patient needing review.



7 Once the patient's name is selected hit review orders



8 A PDF of the order will appear for review. If needed, the provider can print or save the document directly from this screen.