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University Health Board

OpenEyes - Buttons & Icons Quick Guide

A quick reference to common buttons, icons and their meanings in OpenEyes



ELEMENT FUNCTIONS (WITHIN EXAMINATION)

Icons	Description
	Add - Add a more detailed response
	Blue Bin - Remove element from Exam
	Black/White cross - Remove a response
	Copy - Select from previous values
	Speech Bubble - Add free text comment
	Info - More info when hovered over
	Grey Bin - Remove Data Block
	Audit History - of an event
	Mark as Read & Go to Patient - Messages
	Mandatory - Required to be able to save
	Change order - e.g. Problems & Plans



SYSTEM, EVENT AND PATIENT FUNCTIONS AVAILABLE

Icons	Description
	Home - Takes you back to the initial log in page, displaying the Messages window.
	Menu - Role-specific options might include: Advanced Search, Analytics, CVI, LA Admin, Practices, Practitioners, Reports, Theatre Diaries.
	Clinic Lists - Filter your clinic lists by Site > Context, > Date > a single list, e.g. SEH > Cataract > today etc.
	Recent Patients - View a list of patients you have added Events to, on a specific date. Patient Search too.
	Log Out - Ensure you have logged out.
CA PC GL MR	Sub Specialty Clinical Summary Graphs - Graphs can be set by Layout and Scale to view the trends
	Lightning Viewer - Full size preview of Events, by a single Event Type, chronologically
	Patient Overview - e.g. Last Visual Acuity, Diagnoses, Procedures, Medications, Appointments, Plans etc.
	Allergies / Alerts - Read only.
	Information - Address & Contacts, including GP and Preferences (Large Print, email?, Lang & interpreter?)
	Patient - Management Summaries, Appointments, Problems & Plans
	Eye - Most Recent VA, Refraction, CCT, CVI, Diagnosis, Procedures, Meds & Hist - Trial Participation
	OpenEyes Logo - Click to flip between dark light theme.
profile change	Profile Change - Edit Profile Site & Context



EVENT STATUS ICONS

Icons	Description
	Urgent
	Draft
	Event
	Operation needs scheduling
	Operation on hold
	Operation cancelled
	Operation complete
	Exam has Virtual clinic data included
	Event has been backdated (at end of date)



EVENT TYPES

Icons	Description
	Biometry
	CVI
	Cat-PROM5
	Consent form
	Correspondence
	Document
	Drug Administration
	Examination
	Intravitreal injection
	Laser
	Message
	Operation booking
	Operation note
	Phasing
	Prescription
	Therapy Application



PATIENT BANNER ICONS (HOVER TO VIEW)

Icons	Description
	Allergies / Alerts - Read only.
	Information - Address & Contacts, including GP and Preferences (Large Print, email?, Lang & interpreter?)
	Patient - Management Summaries, Appointments, Problems & Plans
	Eye - Most Recent VA, Refraction, CCT, CVI, Diagnosis, Procedures, Meds & Hist - Trial Participation



EVENT TYPES (FOR CORRESPONDENCE)

Icons	Description
	Correspondence - Ensure you are set to the correct Hospital Site - this affects the Letter Headers.
	One-off Recipients - use Add New Recipient
	Permanent Recipients - use Contacts Element in the Exam before completing the letter.