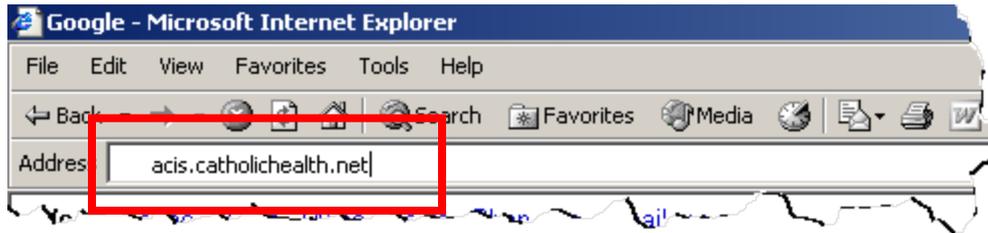

ACIS PowerChart

Remote Access Instructions
(outside FHS network)

Remote Access Tips

- If your computer is on the FHS network, you do not need to set up remote access. Simply open Internet Explorer, and select ACIS from the Quick Links dropdown.
 - To login from outside the FHS network you will need a “network” username & password.
 - The “network” account is the same as your PACS account or FHS email account.
 - To find out if you have a network account or to reset your password, call the help desk at 253-552-4179.
 - The following instructions only work with a PC, if you have a MAC, these instructions will not work for you.
-

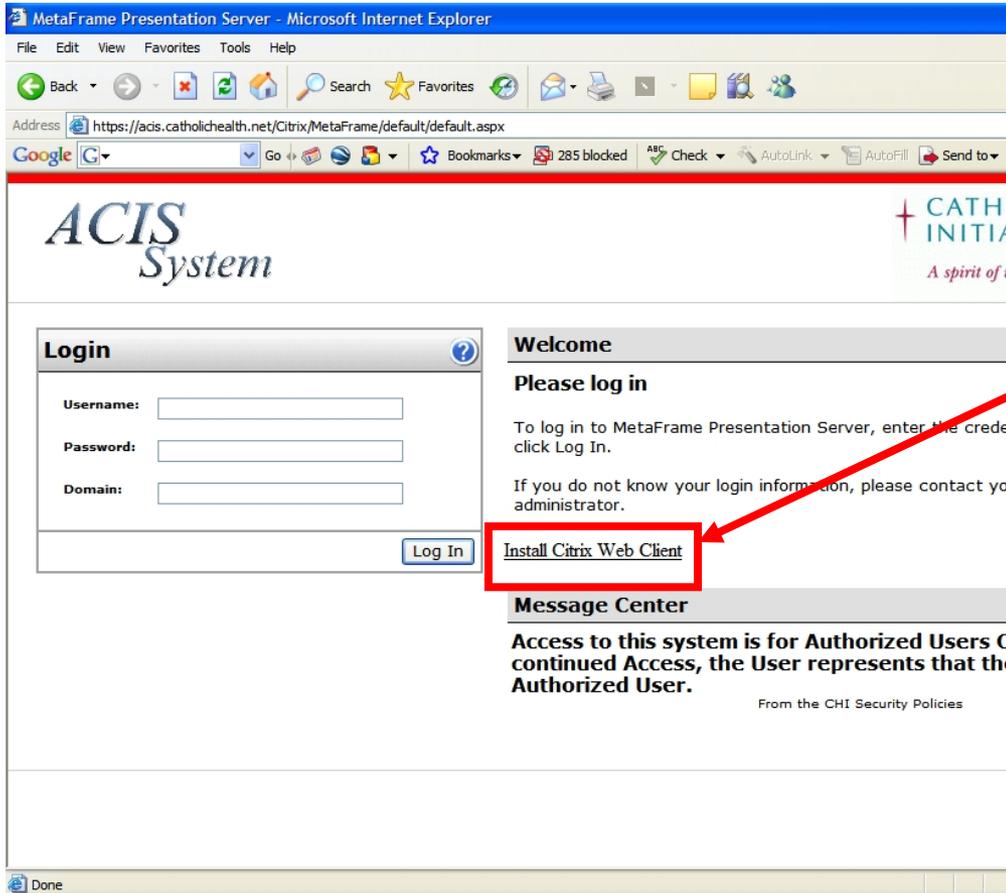
Remote Access: Step 1



Step 1: Launch Internet Explorer

Open an **Internet Explorer** browser window, type in **acis.catholichealth.net** in the address bar and hit the **Enter** key on your keyboard. This will take you to the **ACIS System** login page.

Remote Access: Step 2



Step 2: Install Citrix Web Client

This step will need to be completed BEFORE logging in! Click on the link **Install Citrix Web Client** on the right hand side of the screen.

A series of dialog boxes will pop up. Follow all the prompts to install the web client. You may be prompted to restart your web browser when finished.

Remote Access: Step 3

MetaFrame Presentation Server - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address <https://acis.catholichealth.net/Citrix/MetaFrame/default/default.aspx>

Google

ACIS System

CATHOLIC INITIATIVE
A spirit of in

Login

Username:

Password:

Domain:

Log In

Welcome

Please log in

To log in to MetaFrame Presentation Server, enter the credentials and click Log In.

If you do not know your login information, please contact your system administrator.

[Install Citrix Web Client](#)

Message Center

Access to this system is for Authorized Users Only. Continued Access, the User represents that they are an Authorized User.

From the CHI Security Policies

Done Trusted sites

Step 3: Login to the FHS Network

In the login section of the window, type in your network username, password and domain. The domain you will use is **Tacoma-WA**. If you do not remember your username or password, you will need to call the help desk at 253-552-4179.

After typing in your network credentials, click on **Login**.

Remote Access: Step 4

MetaFrame Presentation Server - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://acis.catholichealth.net/Citrix/MetaFrame/default/default.aspx>

Google Go Bookmarks 285 blocked Check AutoLink

ACIS System

Applications

Top Up

Prod

EMPI Active Server Prod

FirstNet Prod

FirstNet Prod No Timeout

PowerChart Prod

RRDConfigTool Prod

Schappbook Prod

SnSurginet Prod

Log Off

Welcome

Metarframe Presen

Welcome to your personal applications. If you have your help desk.

Helpdesk #'s

St. Vincent Health Little

St. Joseph Healthcare Le

St. John's Medical Joplin,

Mercy Medical Center De

Franciscan Health System

[Install Citrix Web Client](#)

Message Center

Access to this system is for Authorized Users Only. With continued Access, the User represents that they are an Authorized User.

From the CHI Security Policies

Step 4: Login to PowerChart

Depending on your network credentials, you may see several icons or you may see only one - **PowerChart PROD**.

Single click on the **PowerChart PROD** icon to login. This may take a moment, but you will then see a **Cerner Millennium** login window.

Remote Access: Step 5

CERNER MILLENNIUM

User Name :

Password :

Domain :

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This program is being used under license from Cerner Corporation of Kansas City, Missouri, USA. Unauthorized use, reproduction, or distribution of any portion of this program may result in severe civil and criminal penalties. Further information can be found in Help About.

Step 5: Login to PowerChart

In the **Cerner Millennium** window, type in your ACIS/PowerChart username and password, then click on **OK** to login.

Congratulations!

PowerChart Organizer for FHSTRAIN, DOC01

Task Edit View Inbox Help

As Of 12:01 PDT

In-Box Patient List Scheduling

FHSTRAINDOC01

Sign and Review

Type	Patient Name	From	Subject		
1	Sign and Review				
2	Documents to Dictate				
3	Documents to Sign(8)				
4	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... CONSULTATI...	12/10/2008 09:05:29 PST	Pending Review
5	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... HISTORY & PHYSICAL	12/10/2008 09:05:27 PST	Pending Review
6	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... OPERATIVE REPORT	12/10/2008 09:05:26 PST	Pending Review
7	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... DISCHARGE SUMMARY	12/10/2008 09:05:25 PST	Pending Review
8	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... PROGRESS NOTE	12/10/2008 09:05:22 PST	Pending Review
9	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... OPERATIVE REPORT	12/10/2008 09:05:21 PST	Pending Review
10	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... HISTORY & PHYSICAL	12/10/2008 09:05:16 PST	Pending Review
11	Document to Sign	FHSTRAINDOC, ADAM D	Contributor_sy... FHS_TRANSC... CONSULTATI...	12/10/2008 08:33:51 PST	Pending Review
12	Forwarded Documents to Sign				
13	Documents to Review(1)				
14	Document to Review	FHSTRAINPC, ADAM J	Contributor_sy... FHS_TRANSC... HISTORY & PHYSICAL	12/10/2008 12:24:37 PST	Pending Review
15	Forwarded Documents to Review				
16	Forwarded Results to Sign				
17	Forwarded Results to Review				
18	Saved Documents				

Sign and Review (9 new)

New Results FYI (4 new)

Inbox Messages (0 new)

Trash Can

You should then see your PowerChart Organizer.

Congratulations!

Help

- If you need any assistance setting up ACIS Remote Access, please call the FHS Help Desk at 253-552-4179. They are available 24/7.
 - To set up any ACIS Training please call the Physician Training hotline at 253-428-8310 and press 1.
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