

## Topic: Placing Referrals Within EpicCare Link

**Application:** EpicCare Link

**Priority:** Med

**Targeted User(s):** EpicCare Link Users

**Tip Sheet Release Date:** 10/29/21

**Go-Live Date:** Current Workflow

**Summary:** Follow the detailed steps below to place and review Referrals within King's Daughters EpicCare Link application:

1. Login to EpicCare Link and click **Create Referral**.



2. Click to open the tab New Referral and complete information within the fields that appear:

Snapshot | Chart Review | Care Everywhere | Results Review | Flowsheets | Allergies | Problem List | **New Referral**

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**New Referral**

General Information | Diagnoses/Services

**General Information**

Priority: Routine IT

Type:

Reason:

Category:

Number of visits: 1

Start date:

Expiration date:

Retroactive referral?

Precertification #:

Authorization #:

**Referral By**

Provider: Clifton, Beth [408226]

Location/POS:

Provider address:

**Referral To**

Provider:

Location/POS:

Department:

Provider specialty:

Department specialty:

(It is recommended to fill in referral by provider or location/POS)