The attached procedure allows Edmonton Zone providers to view their dictate deficiencies in Netcare.

Once you are set up, you may view:

A summary of the total items pending dictation displayed on your NetCare homepage:

To view a detailed list of pending dictations, click on the “eSignature” link then click on “Open Dictations” to show a list of outstanding dictations:

Note: updates to dictate deficiencies do NOT occur in real time
Note: reports requiring signature must be viewed in the “Provincial eSignature” link.

If you have questions or require further detail please contact your site Health Record Department.
For your convenience a list of outstanding dictation deficiencies can be displayed on your NetCare Homepage.

- Scroll to the bottom of the page, and click on “Configure Layout” at the bottom of the NetCare homepage

- From the drop-down menu select “Chart Deficiencies”
- Click “Update Layout”

- A summary of your total items pending **dictation** will now be displayed (for a list of reports pending signatures, please see page 4)
To view a detailed list of pending dictations, click on “eSignature”

In the PowerSign window, click on “Open Dictations” to show a list of outstanding dictations
➢ To view reports requiring **signature**, click on “Provincial eSignature”

➢ Log into Nuance to view a complete list of reports waiting signature