Contents

Introduction .............................................................................................................. 3
What can I do in Canto? ......................................................................................... 3
Prerequisites ........................................................................................................... 3
Getting set up with Canto ..................................................................................... 4
  Downloading and installing AirWatch and Canto ........................................... 4
  Setting up Canto on your iPad ................................................................. 5
  Setting your default screen .................................................................. 6
Using Canto ............................................................................................................ 8
  Logging in to Canto ................................................................................. 8
  Activity slots and finding your patients .............................................. 9
  Using the search tool to find a patient ............................................... 10
Navigating the chart ......................................................................................... 11
Notes ................................................................................................................. 12
InBasket ............................................................................................................ 13
Results ............................................................................................................. 14
Introduction

This document will help you get started using the Canto mobile application for Epic. With this document, you will learn how to use Canto to review patient information; write, review and create notes; co-sign orders; see your patients’ latest lab results; and use Care Everywhere to review patient charts at other health care systems.

What can I do in Canto?

In Canto you can...

• Access your patient list
• Access your schedule
• Open a patient’s chart directly from your patient list or schedule
• Search for patients (via a mobile version of Patient Station)
• View a summary report for your patients
• View a patient encounter and all documentation in that encounter
• View lab, microbiology, EKG and imaging results
• View your patients’ care teams and see both current and past providers
• View, reply and forward staff and lab results messages with your InBasket
• Co-sign orders via the InBasket
• Review and create notes in a patient’s chart
• View Care Everywhere reports

Prerequisites

1) User credentials
   You must be a clinician credentialed to practice at Children’s and have an Active Director network login.

2) Device compatibility
   In keeping with the Children’s Mobile Device Policy, you must first ensure that your device is listed on the Haiku and Canto Allowed Mobile Devices List before you can access Children’s information on your mobile device. Once you’ve confirmed your device is approved, you can proceed with downloading and installing AirWatch and Canto.

3) AirWatch installation
   To get Canto, you must first install the AirWatch application on your device. Once you’ve successfully installed AirWatch, Children’s IS&T will automatically push the appropriate applications to your mobile device.
Getting set up with Canto

Downloading and installing
AirWatch and Canto

1) Go on Careforce Connection and complete the Mobile Device Request Form. You can find the form and further information on this process on the Mobile Device Connection:

Careforce Connection > Departments > IS&T > Information Security Hub > Tip Sheets > Mobile Device Connection

Once approved, you will receive the following email:

Workflow Notification

Thank you for accepting the terms of use for mobile devices at Children’s. Follow the instructions provided to complete the setup of Haiku/Canto on your device.

Instructions for connecting your mobile device to Haiku

Instructions for connecting your mobile device to Canto

Your reference number is Request ID# 540. Contact the Solution Center, 404-785-6767, with questions.

2) If you don’t already have AirWatch on your iPad, you will need to download, install and register the AirWatch application on your iPad. Find instructions on the Mobile Device Connection:

Careforce Connection > Departments > IS&T > Information Security Hub > Tip Sheets > Mobile Device Connection > Enrollment > Enrollment Instructions

You must complete the AirWatch enrollment process before continuing.
Setting up Canto on your iPad

Once you complete the Mobile Device Request Form and set up AirWatch on your iPad, Children’s IS&T will push the appropriate applications to your iPad and will email you a password to use the first time you log on.

If you see a pop-up box requesting permission to install AirWatch Tunnel, Canto, Configure or Haiku, tap yes to accept.

You will only need the password provided by IS&T in your enrollment confirmation email for your first logon to Canto. Going forward, you will use the username and password you use to log into Epic.

Step 1: Launch “Tunnel” and accept permissions.

Step 2: Launch “Configure.” Canto will automatically open and prompt you for a password. Enter the password provided by IS&T in your enrollment confirmation email.

Step 3: Log in to Canto using the username and password you use to log into Epic.
Setting your default screen
(optional)

To set your default screens in Canto, go to your iPad’s Settings.

Change your Activity Slot preferences on the Dashboard.

Set what you first view when you open a patient’s chart in Preferences.
Tap the Activity to select what you wish to see first when you open a patient’s chart.
Using Canto

Logging in to Canto

Select the department you want to log into (if you are authorized in multiple departments).

Enter the username and password you use to log into Epic, and then tap the login icon or “Go” on your iPad’s keypad.
Activity slots and finding your patients

The following is a sample screen shot of a home screen showing the Patient List, Schedule and InBasket activity slots. Based on the activity slots you choose as your system defaults upon set up, your home screen may differ. Make changes to your default settings in your iPad’s Settings (see “Setting your default screens,” page 5).

System lists display here.

To see additional system lists, tap the folder icon in the upper left corner.

Your schedule appears here, based on department.

To open a patient chart, simply tap on the patient’s name in the Patient List or Schedule activity slot.

This is your InBasket.

Tap here to open the search tool.
Using the search tool to find a patient

Use the search tool in Canto like you use Patient Station in Epic Hyperspace. Enter your patient’s name or medical record number (MRN), then tap the search icon or “Go” on your iPad’s keypad. From the search results, tap your patient’s name to open the chart.
Navigating the chart

By default, opening a patient’s chart will take you immediately to the summary report, where you can view current medications, allergies, history, demographics and pharmacy information.

Use the chart toolbar to navigate to different parts of the chart.

To create a new note, use the Notes Entry feature.
Notes

Once you open a patient’s chart, you can access Notes Activity to review notes in that chart. Tap the note you wish to view to open it.

Once in the chart, tap the Notes Entry icon on the toolbar to create a new progress note. (Note: In Canto, you can only write progress notes.)

After you have typed out your note you can Sign or Pend it.
InBasket

The InBasket in Canto functions very much like it does in Epic Hyperspace. If you find you spend the majority of your time in Canto in the InBasket, you may wish to set the InBasket as your default screen (see “Setting your default screens,” page 5).

In Canto, you can only view the following types of messages in your InBasket:
- Staff messages
- Results
- Patient advice requests

The first time you log into your mobile InBasket, you will see a warning message informing you that you can only view certain types of messages in the mobile InBasket. Tap “Never Again” if you do not wish to see this message again.
Tap the push-pin to send yourself a reminder directly to your own InBasket.

Tap the arrow to forward results to someone else.