

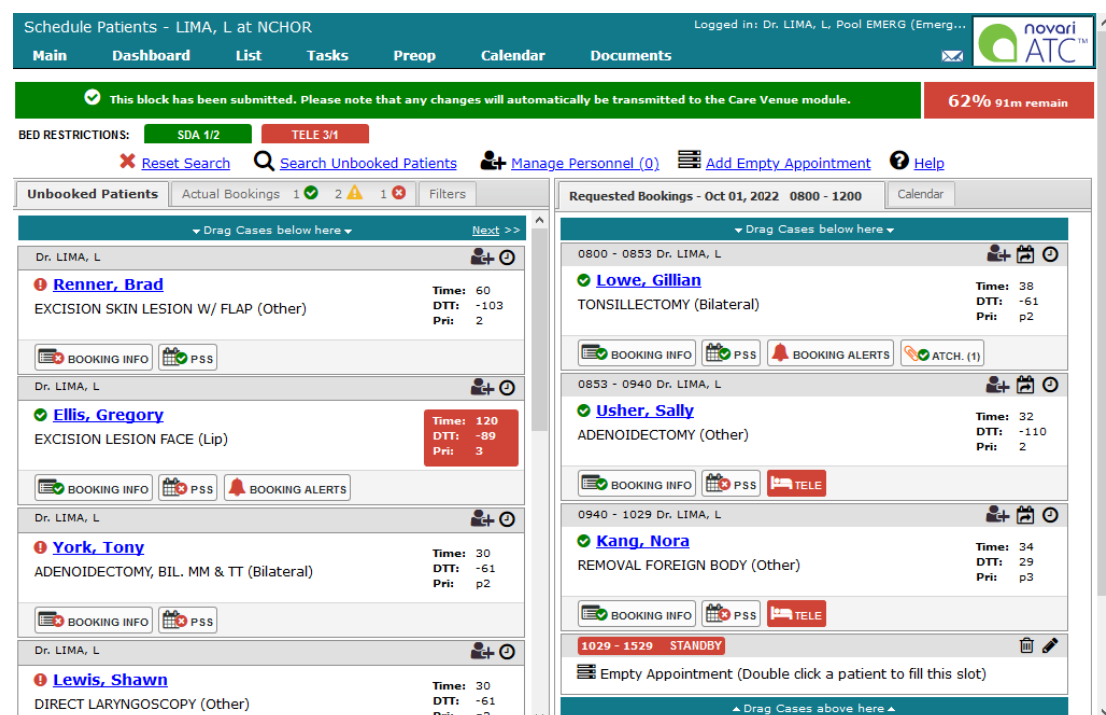
# Scheduling using Compactor Mode

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Please see attached guide

## Scheduling using Compactor Mode

**NOTE:** No live data is displayed in the images.



The screenshot displays the Novari ATC scheduling interface. At the top, a navigation bar includes links for Main, Dashboard, List, Tasks, Preop, Calendar, and Documents. A status bar indicates the user is logged in as Dr. LIMA, L. Pool EMERG (Emerg...). Below this, a green notification bar states: "This block has been submitted. Please note that any changes will automatically be transmitted to the Care Venue module." A red bar on the right shows "62% 91m remain".

The interface is divided into two main sections: "Unbooked Patients" and "Requested Bookings".

**Unbooked Patients:** This section lists patients with their names, procedures, and scheduling details. Patients listed include Renner, Brad (EXCISION SKIN LESION W/ FLAP (Other)), Ellis, Gregory (EXCISION LESION FACE (Lip)), York, Tony (ADENOIDECTOMY, BIL. MM & TT (Bilateral)), and Lewis, Shawn (DIRECT LARYNGOSCOPY (Other)). Each patient entry shows Time, DTT, and Pri values.

**Requested Bookings:** This section shows a calendar view for October 01, 2022, from 0800 to 1200. It lists booked appointments for Dr. LIMA, L., including Gillian Lowe (TONSILLECTOMY (Bilateral)), Sally Usher (ADENOIDECTOMY (Other)), and Nora Kang (REMOVAL FOREIGN BODY (Other)). It also shows a "STANDBY" slot and an "Empty Appointment" slot.

Icons, Badges and Actions	Description
<ul style="list-style-type: none"> <li>SDA 1/2 - can still book</li> <li>SDA 2/2 - booking any more will cause an overage</li> <li>SDA 3/2 - bed overage</li> <li>SDA 3/2 - highlight all patients with this bed type</li> <li>Reset Search - clear the patient search</li> <li>Search Unbooked Patients - search for an unbooked patient</li> <li>Manage Personnel (0) - manage additional personnel on a case or a block</li> <li>Add Empty Appointment - add an empty appointment to a block</li> <li>Help - open this help document</li> <li>BOOKING INFO - booking form incomplete</li> <li>BOOKING INFO - booking form complete</li> <li>PSS - PSS appointments are not ready</li> <li>PSS - PSS appointments are ready</li> <li>TELE - bed type for patient</li> <li>TELE - bed type is over utilized</li> <li>BOOKING ALERTS</li> <li>ATCH. (1)</li> </ul>	<p>Bed Restrictions (using the admission venue and post procedural destination bed utilization set up in the Care Venue module). Clicking on the bed type will highlight any cases with such bed type (a pin will appear next to the bed name).</p> <p>Action links.</p> <p>Badges - Booking Info. Clicking on this badge takes you to the patient's booking form.</p> <p>Badges - PSS. Hovering over the badge tells you the status of the appointments. Clicking on this badge brings the PSS appointment scheduler up.</p> <p>Badges - Bed Utilization. This badge will only show if the patient is set in a post procedural destination that has bed utilization on (a bed restriction is in place).</p> <p>Badges - Booking Alerts. Hovering over this badge will give you a summary of the booking alerts for the patient.</p> <p>Badges - Attachments. The number of attachments is in brackets. Hovering over the badge gives a summary of the attachments and the date they were added.</p> <p>Patient Name. Hovering over the patient's name lists the MRN, HCN, home and day phone numbers if the patient has them.</p>
<ul style="list-style-type: none"> <li>Low, Gillian - patient record is valid</li> <li>Renner, Brad - patient record is invalid or missing information</li> </ul>	

## Icons, Badges and Actions

Time: 30 - booking time information  
DTT: -23  
Pri: 1

Time: 20  
DTT: 18  
Pri: 2

- booking this patient  
will overbook the block

1244 - 1604 STANDBY

1108 - 1138

Empty Appointment (Double click a patient to fill this slot)

0800 - 0853 Dr. LIMA, L

✓ Lowe, Gillian  
TONSILLECTOMY (Bilateral)

Time: 38  
DTT: -61  
Pri: p2

 **BOOKING INFO**

 PS **BOOKING ALERTS**

 ATCH. (1)

0810 - 0905 Dr. LIMA, L

Days to Target: -53

Lowe, Gillian

TONSILLECTOMY Bilateral

**CASE NOT SCHEDULED IN CARE VENUE SYSTEM**

Ellis, Gregory

**CANCELLED BY CARE VENUE SYSTEM**

CLEAR

Usher, Sally  
Patient Not Fit at This Time

### Description

Time, Days to Target and Priority section. Hovering over the time shows the setup time, procedure duration and cleanup time. If the physician's average is different from the case's time, the user will be told in the hover as well.

Standby cases. The time and the word “standby” is highlighted in red in the booking header for the patient.

**Empty Appointments.** The trash can icon removes the empty appointment. The pencil icon edits the length of the empty appointment.

Booked patient. The time, provider, manage personnel, reschedule button and Care Venue history button are available in the booking header.

Actual Bookings (in relation to a scheduling system).

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