novari ATC™

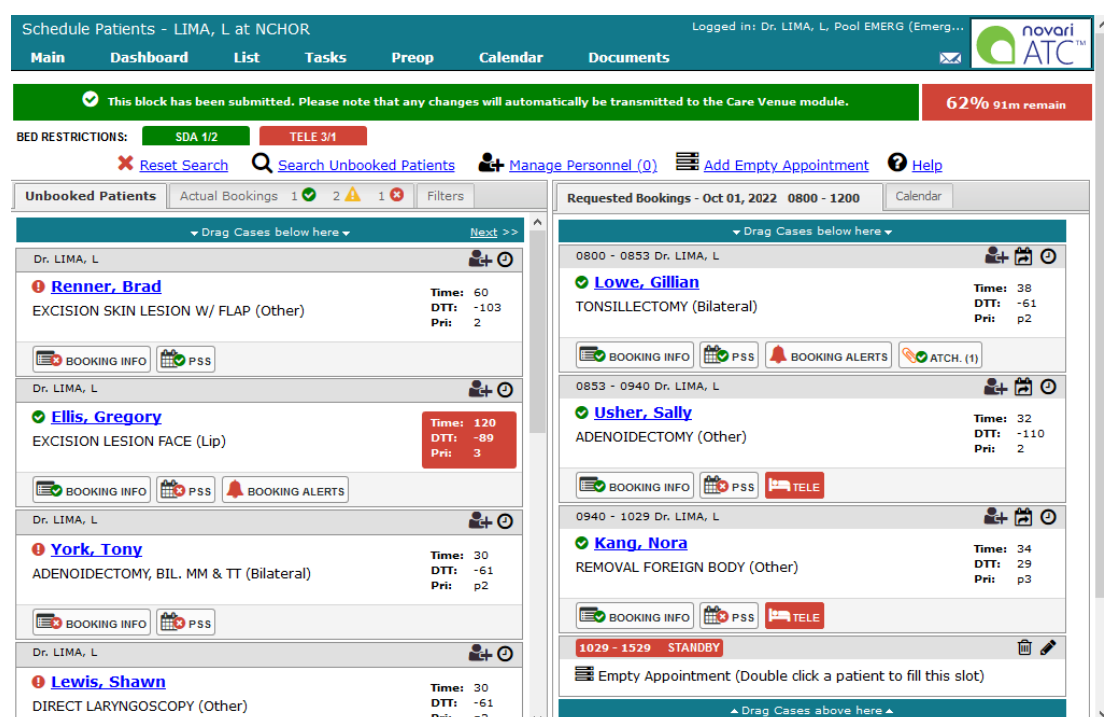# Scheduling using Compactor Mode

Rachel Carmickle - 2022-08-02 - [User Guides](#)

Please see attached guide

Scheduling using Compactor Mode

NOTE: No live data is displayed in the images.

Icons, Badges and Actions	Description
SDA 1/2 - can still book **SDA 2/2** - booking any more will cause an overage **SDA 3/2** - bed overage **📌 SDA 3/2** - highlight all patients with this bed type	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).
✖ **Reset Search** - clear the patient search 🔍 **Search Unbooked Patients** - search for an unbooked patient 👤 **Manage Personnel (0)** - manage additional personnel on a case or a block ▤ **Add Empty Appointment** - add an empty appointment to a block ❓ **Help** - open this help document	Action links.
📋 BOOKING INFO - booking form incomplete **📋 BOOKING INFO** - booking form complete	Badges – Booking Info. Clicking on this badge takes you to the patient's booking form.
📅 PSS - PSS appointments are not ready **📅 PSS** - PSS appointments are ready	Badges – PSS. Hovering over the badge tells you the status of the appointments. Clicking on this badge brings the PSS appointment scheduler up.
🛏 TELE - bed type for patient **🛏 TELE** - bed type is over utilized	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).
🔔 BOOKING ALERTS	Badges – Booking Alerts. Hovering over this badge will give you a summary of the booking alerts for the patient.
📎 ATCH. (1)	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.
✅ **Lowe, Gillian** - patient record is valid ❗ **Renner, Brad** - patient record is invalid or missing information	Patient Name. Hovering over the patient's name lists the MRN, HCN, home and day phone numbers if the patient has them.

Icons, Badges and Actions	Description
Time: 30 **DTT:** -23 **Pri:** 1 - booking time information	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.
Time: 20 **DTT:** 18 **Pri:** 2 - booking this patient will overbook the block	Standby cases. The time and the word "standby" is highlighted in red in the booking header for the patient.
1244 - 1604 STANDBY	Empty Appointments. The trash can icon removes the empty appointment. The pencil icon edits the length of the empty appointment.
1108 - 1138 🗑 ✏ ▤ Empty Appointment (Double click a patient to fill this slot)	
0800 - 0853 Dr. LIMA, L 👤➕ 📅 🕐 ✅ **Lowe, Gillian** **Time:** 38 TONSILLECTOMY (Bilateral) **DTT:** -61 **Pri:** p2 ▤✅ BOOKING INFO 📅✅ PSS 🔔 BOOKING ALERTS 🔖 ATCH. (1)	Booked patient. The time, provider, manage personnel, reschedule button and Care Venue history button are available in the booking header.
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	Actual Bookings (in relation to a scheduling system).
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