

EMR notifications - sent eReferrals

For Accuro users

Pre-Requisites

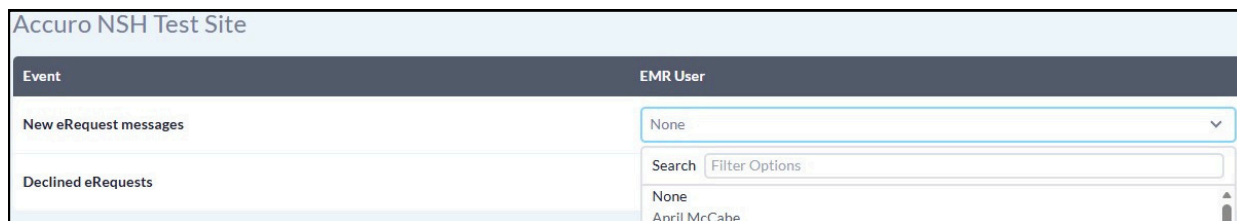
- Access to Accuro UUID, API Username, and API Password (user with admin access to Accuro can call their support line 1-866-729-8889, option 0 to obtain these).
- Admin Access to Accuro and Ocean

This tip sheet outlines the steps in configuring your Ocean settings, and how to best use this feature. Users can submit a ticket to: referralsns.ca/contact-us to begin the technical component of setup. Once completed, follow the steps below.

Ocean users can have their Ocean site configured to allow notifications of new messages and declined eReferrals to come directly into their EMR (Accuro) in the form of a task within the patient's chart. This feature offers users the ability to be notified of important information quickly and in turn, actionable items can be managed in a timely manner to avoid delays in patient care.

Self-Configuration

1. Launch into Ocean from Accuro
2. Click your name in the top right corner, select My Account
3. Click "Edit EMR Notifications for Sent eRequest"
4. Users belonging to multiple sites will need to locate the desired Ocean site to configure
5. Next to New eRequest messages, select the user from the dropdown who should receive notifications for eReferrals you send



The screenshot shows a web interface titled "Accuro NSH Test Site". It features a table with two columns: "Event" and "EMR User".

| Event | EMR User |
|-----------------------|----------------------|
| New eRequest messages | None |
| Declined eRequests | None April McCabe |

The "EMR User" column for "Declined eRequests" includes a search bar with "Filter Options" and a dropdown menu showing "None" and "April McCabe".

- Next to Declined eRequests, select the user from the dropdown who should receive notifications for eReferrals you send

Your changes are automatically saved.

Configuration on Behalf of Others (Admin Privileges)

- Launch into Ocean from Med Access
- Click Menu → Admin
- Select Users under Site Settings
- Locate the sending provider of interest and select “Manage User”
- Under “EMR Notifications for Sent eRequests”, select the user to receive the notifications from the dropdown lists that are sent by that provider

EMR Notifications For Sent eRequests

The following EMR users will receive EMR notifications for eRequests sent by Rachel Lively:

| Event | EMR User |
|-----------------------|---|
| New eRequest messages | Rachel Lively |
| Declined eRequests | <input type="text" value="Search"/> <input type="button" value="Filter Options"/> None April McCabe |

Your changes are automatically saved.

Managing Notifications

- Review the new communication as it appears in your Task list

| | Due Date | Created Date | Created By | Checked out | Patient | Reason | Priority | Attachments |
|-------|-------------|----------------------|---------------|-------------|----------------|--------|----------|--|
| Mail | 2026-Mar-27 | 2026-Mar-27 10:34 AM | OceanAPINSHAN | | Test, Ashleigh | -- | Normal | Ocean eReferral - New Message - Ultrasound |
| Tasks | 2026-Mar-27 | 2026-Mar-27 10:34 AM | OceanAPINSHAN | | Test, Ashleigh | -- | Normal | Ocean eReferral - Declined - UltrasoundAn eR |

- Click on the task
- Review the message. If you review the task as the admin, you may need to forward the task to your provider or vice versa

| | | | |
|--------------------|--|------------------------|---------------|
| Patient | Test, Ashleigh | Task Created By | OceanAPINSHAN |
| Date Due | 03/27/2026 | Priority | Normal |
| Assigned To | rively | | |
| Notes | <p>Ocean eReferral - New Message - Ultrasound</p> <p>Accuro NSH Test Site has received a new message about an eReferral sent to TEST NSH/IWK Diagnostic Imaging Provincial Queue on 25-Mar-2026 at 08:05 AM (ADT).</p> <p>Patient: Ashleigh Test (HN: 0001464650) Description: Ultrasound</p> <p>Message content: "Test Test Test"</p> <p>Ocean request URL: https://ocean.cognisantmd.com/ocean/portal.html?siteNum=7920#/referrals/a1526f9c-07f8-494c-8809-8d5da7bfd112/edit</p> | | |

4. From the patient's chart, click Pt Dashboard to launch Ocean (The name of your Accuro Ocean friendly button may differ)
5. Select the Sent eReferral under Active Referrals. Tip: The Status will say "Needs Review"
6. Action as necessary
7. Click Reviewed and Close
8. Complete the task in Accuro

If an Ocean user who has sent eReferrals is removed from your Ocean site, notification will no longer be sent to your EMR.