
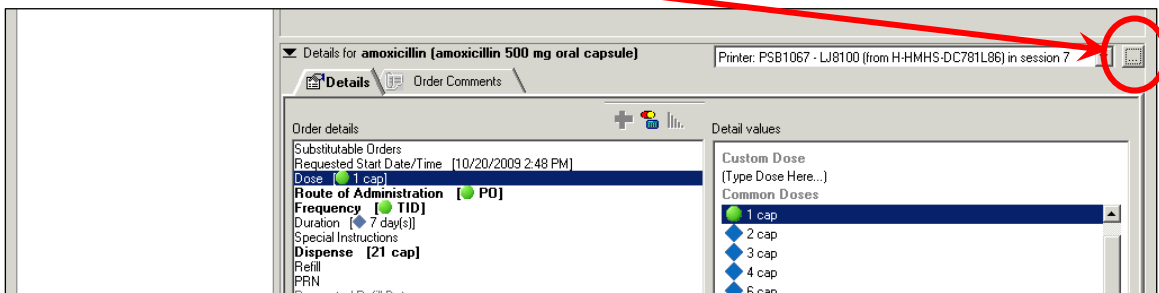
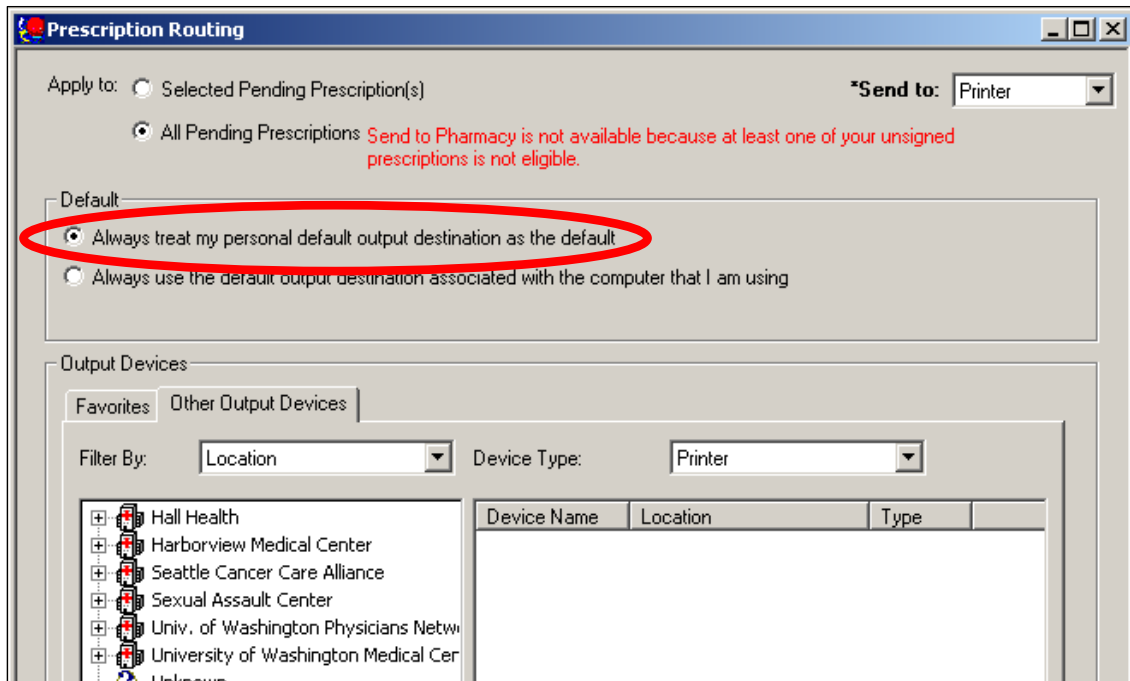


Setting Rx Default Printer – UWMC ED

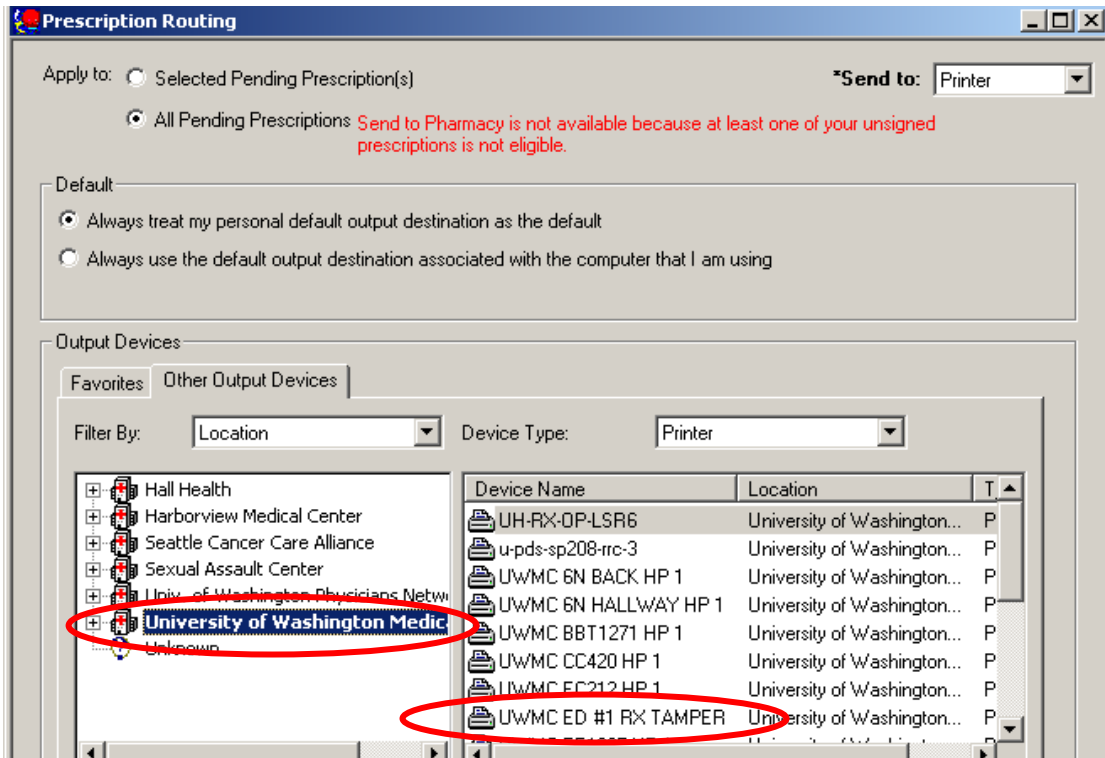
1. Select the patient **ZZ, BABY K (U2476650)** on the Trackboard
2. Click the Depart Process icon on the toolbar
3. Click the **Pencil** icon next to the Prescriptions
4. Select an order from the Order Catalog folder
5. Select any **Order Sentence** and click **OK**
6. Click **Done** button to close **Add Order** window
7. Click the **ellipses** 



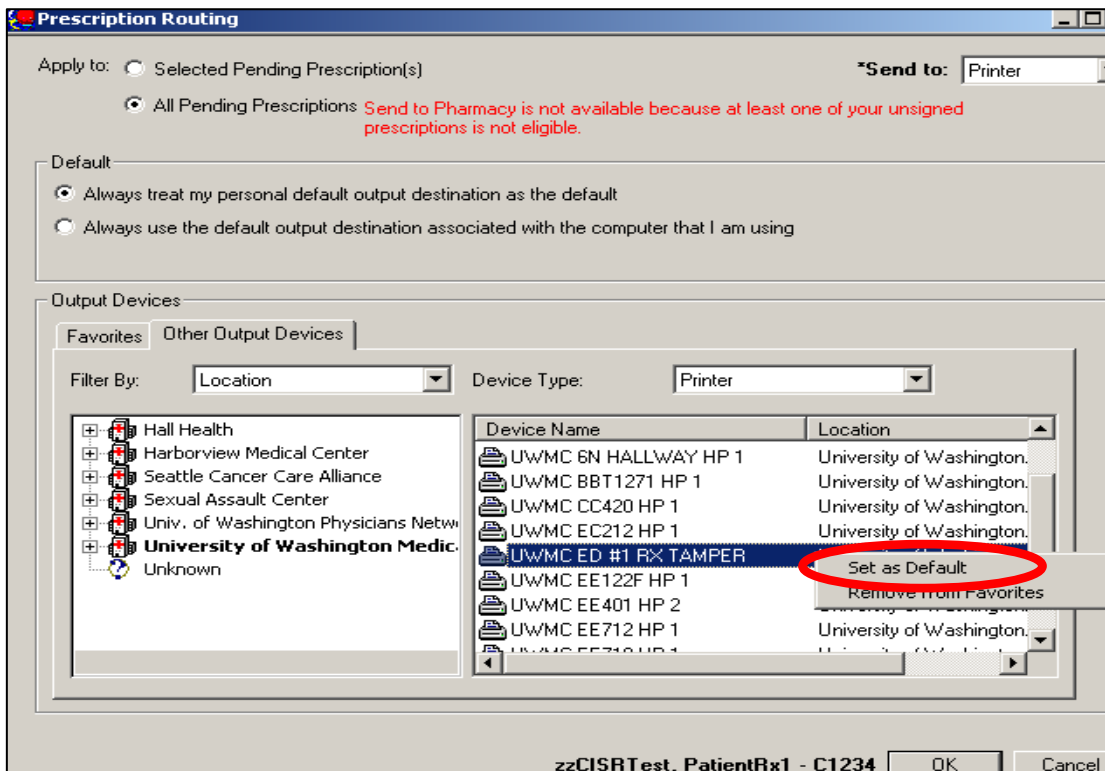
8. Under **Default**, choose Always treat my personal default output destination as the default
9. Under **Output Devices**, click **Other Output Devices** tab



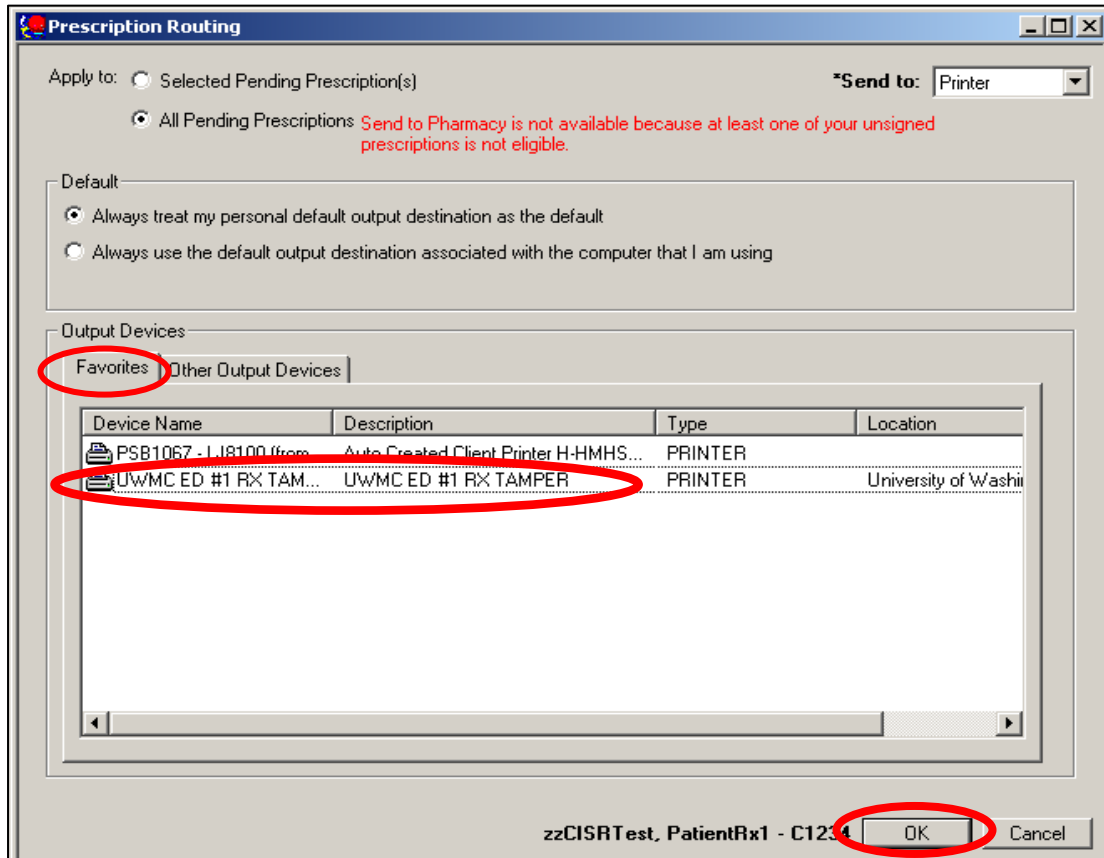
10. Click **University of Washington Medical center** on the left
11. Click **UWMC ED #1 RX TAMPER** on the right side
(may need to expand that column to view printer names)



12. Right click the chosen printer and select **Set as Default**



13. Your printer now displays under the **Favorites** tab
14. Click **OK** (must do this or this setting will not save)



15. Your printer is now default to this setting

Important: Click Cancel to make sure you are not actually entering any order in PRODUCTION.

