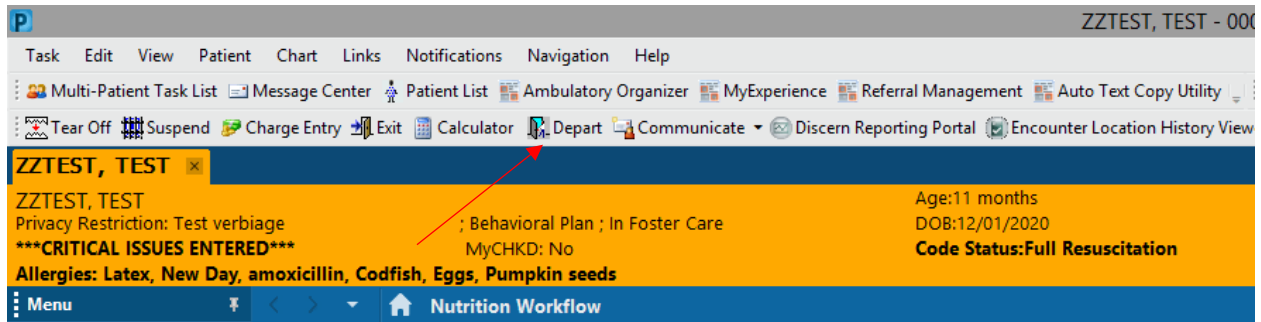


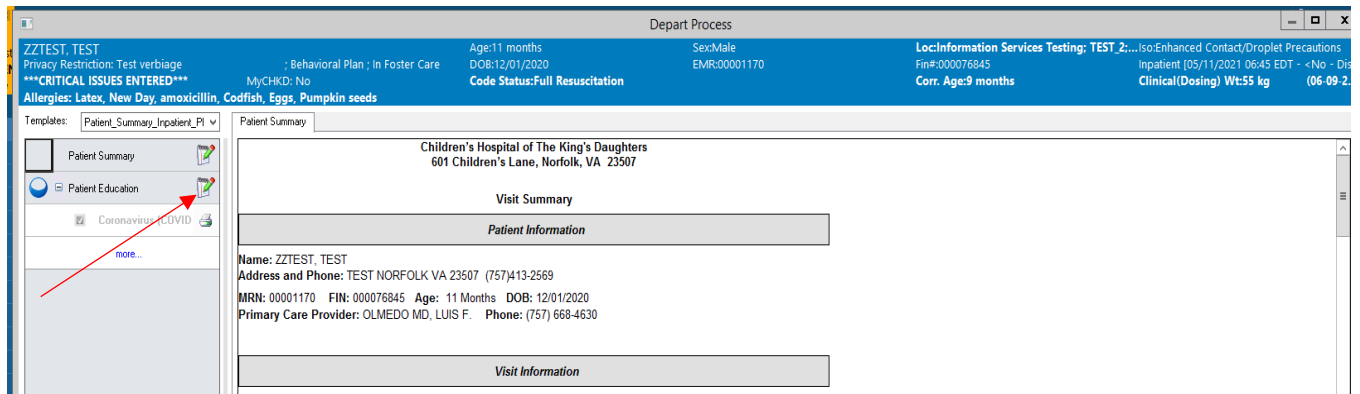
## Accessing Way To Grow handouts via PowerChart (Depart)

Way to Grow documents are no longer on KNet. They are available in the *Depart* feature of PowerChart. To access, please follow the instructions below. \*Contact Michelle Parrish (8-7565) for paper copies or for large volume orders of WTGs.

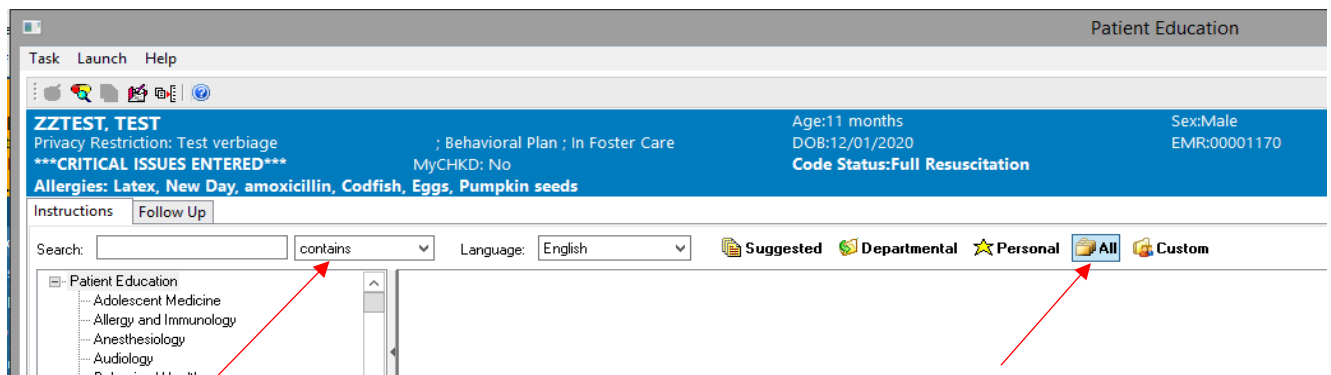
- You must be in a patient's chart to access. If you are not in a patient's chart, then this *Depart* button will not be available.



- Once you are in the *Depart* section, you will need to select *Patient Education* on the left hand side. Click on the notepad icon.



- For best results, make sure that in the search drop down that you select "*contains*" instead of "*starts with*". Then, select "*All*" folders. The system does NOT default to these settings. You must select them.



- Type in “WTG” in the search bar. If you type “WTG”, it will bring up ALL Way to Grow patient education handouts.
- Double click the document and it will appear on the left hand side under *Special Instructions*.

- You can print the individual document from this section by right clicking the document and selecting *Print Single Instruction*. **NOTE** – this will print to your computer’s default printer.
- When you are done with your document in the *Depart* feature, click save, then click close. This saves the document in the patient’s chart and allows the patient/caregiver to access the WTG via the patient portal. At discharge, any documents saved in this feature will print with the discharge summary.