Instructions on importing eForm into OSCAR:

For video walkthrough of importing eForm to OSCAR, see: <https://youtu.be/93XR0XVaKWM>

STEPS:

1. Download the eForm file
2. In your OSCAR EMR system, go to **Administration** and click **Manage eForms
**
3. Click **Import**

4. Click **Choose File** and select the eForm's .zip file from your computer, then click the new **Import** button


(Your OSCAR may look a bit different but the idea is the same; find the Manage eForms option and import the file. Make sure to click the **Import** option and *not* "Upload"!)

How to use the eForm in OSCAR:

There are 2 ways to use eForms you have imported into OSCAR…

HOW TO CREATE EFORM FROM PATIENT CHART:

1. From patient’s eChart, select the “+” next to **eForms** (don’t confuse this with *Forms!*):



1. The “Add eForm” screen will appear. From the list of eForms, click on the eForm you want to create:



HOW TO CREATE EFORM FROM PATIENT’S MASTER DEMOGRAPHIC RECORD:

1. From patient’s demographic record, click “Add eForm”:
Your screen may look something like this, but just click the “Add eForm” option:



1. The “Add eForm” screen will appear. From the list of eForms, click on the eForm you want to create:

