HIM - EpicCare Link Guide for Study Monitors for Non-OnCore and Non-Epic Studies

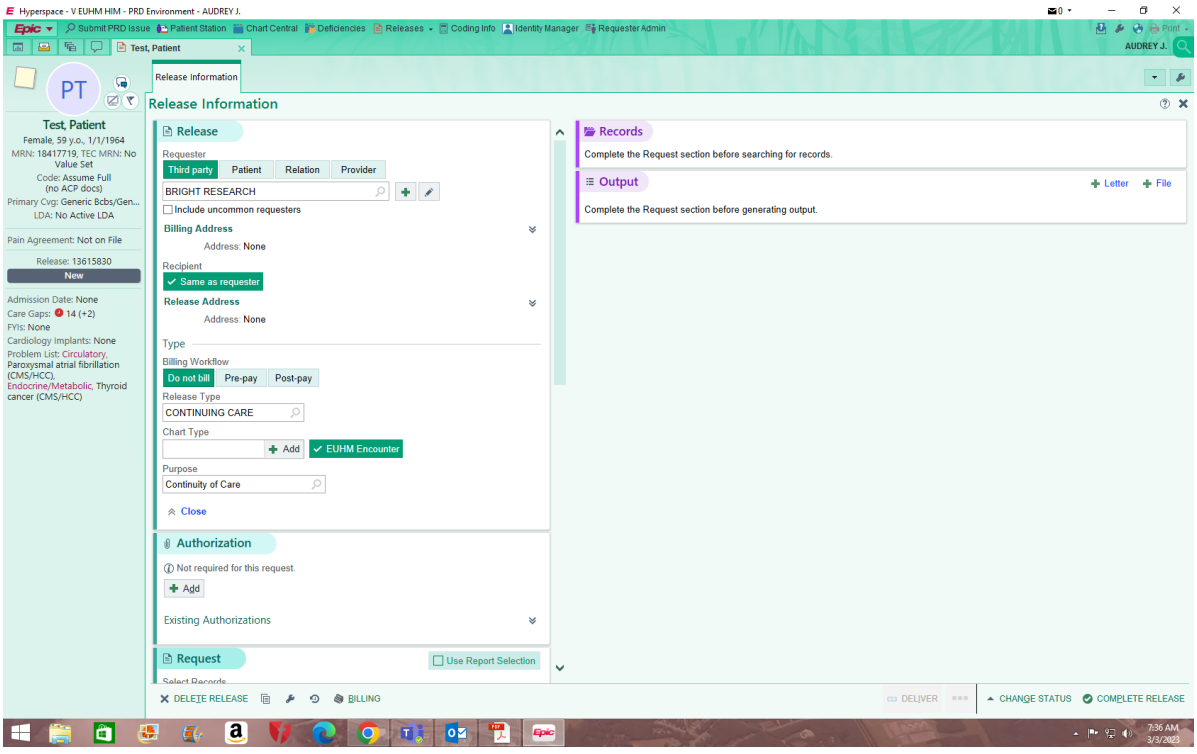
Release requested information to EpicCare Link

This output type provides the requester with a read-only electronic copy of the release viewable through their EpicCare Link account.

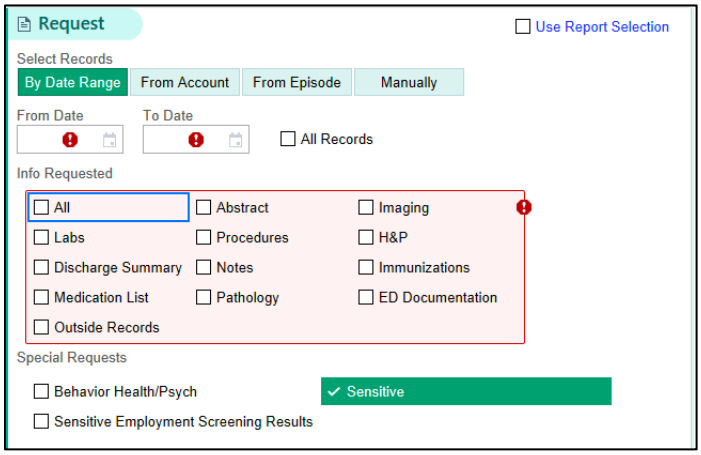
Emory will use Release to EpicCare Link to release patient records to Study Monitors for studies not built in OnCore and not in Epic. Release to EpicCare Link enables the requester to access records without a need to come onsite.

1. Create a release for a requester that has an **EpicCare Link** account.

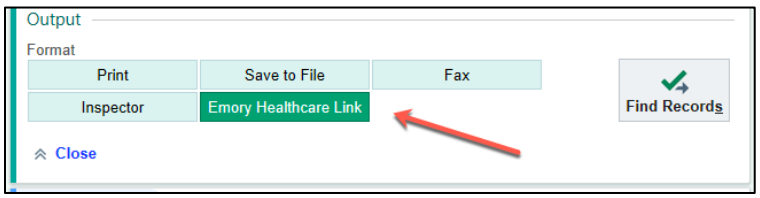
**Please Note: The Link group name should be submitted to the Link team as: Study Company's name (space), Name of the Study (space), ROI.



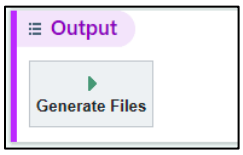
2. In the **Request** section, select the criteria for records that should be pulled into the release.



3. In the **Output** section of the release, notice the **Emory Healthcare Link** is automatically selected.

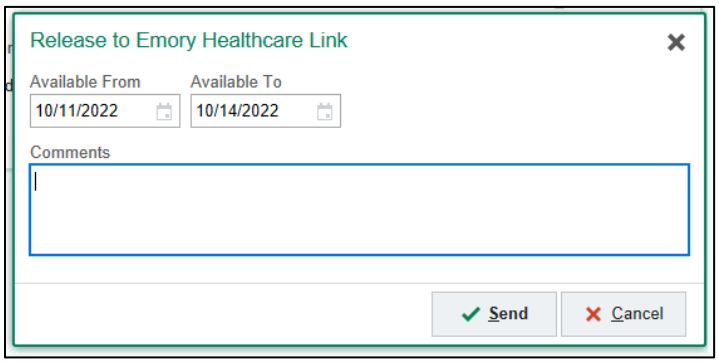


4. Click **Find Records**.
5. Review the records to ensure all requested records are included. Click **Generate Files.**



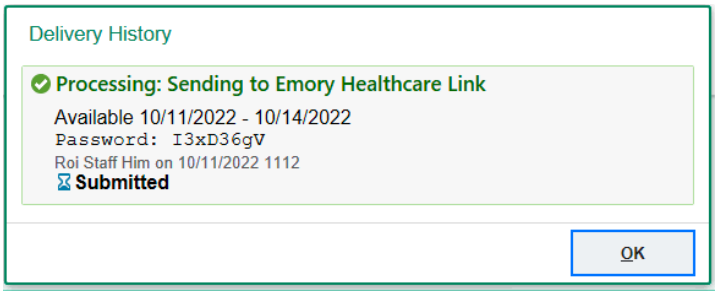
6. The files display in the **Output** section. Navigate to the bottom of the Release navigator and click **Deliver.**

7. The **Release to Emory Healthcare Link** window displays. Set the dates the release should be available for the requester. Add **Comments** if necessary.



8. Click **Send.**

A Delivery History pop-up displays confirming the delivery and shows the password.



9. Click **OK** to close the pop-up.
10. Click **Complete Release**.

You can also revoke access to releases available in EpicCare Link. To do this, open the **Output** section of the release, click **Revoke Healthy Planet Link, EpicCare Link and PlanLink Access**, and enter a reason.

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