

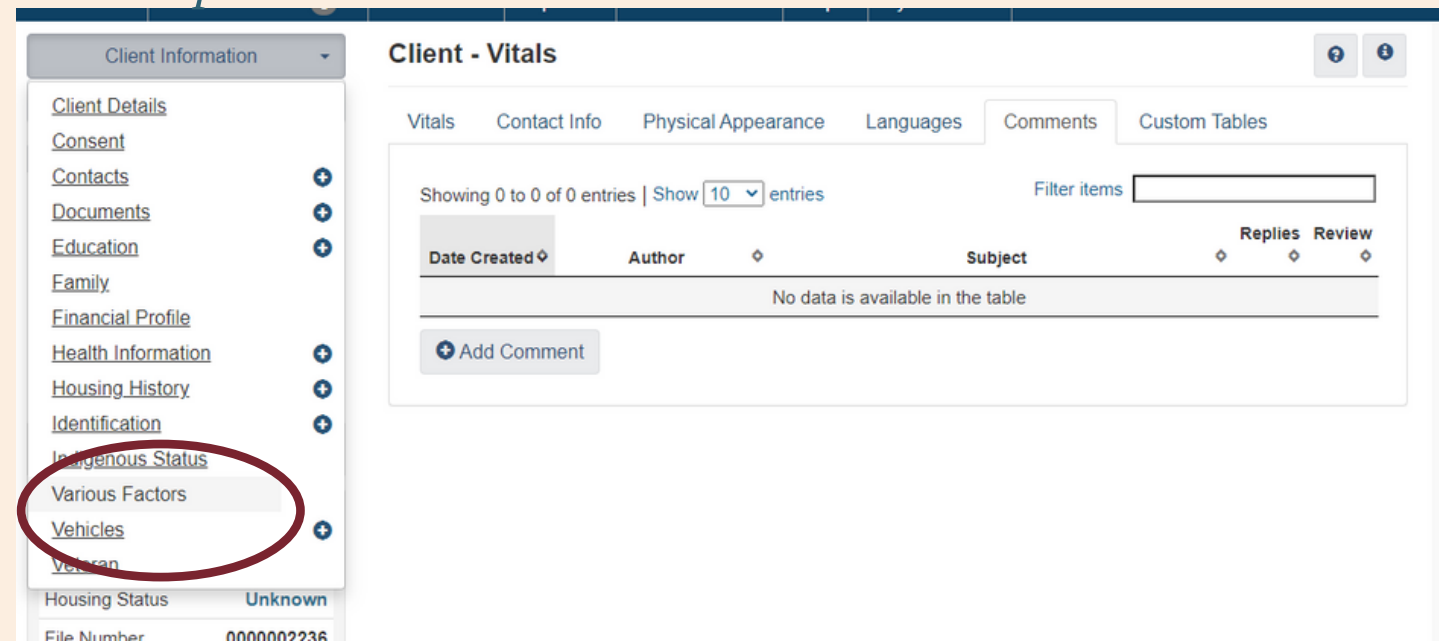
# Adding a Watch Concern in HIFIS

Keeping track of the Client's health conditions and issues is a critical point in being able to help support those in need, and being sure your coworkers are also aware of any issues is extremely important! Follow these steps to learn how to Add a Watch Concern into HIFIS.

## 1.) Find your Client

From the Client Vitals Page, Click Client Information and then Various Factors.

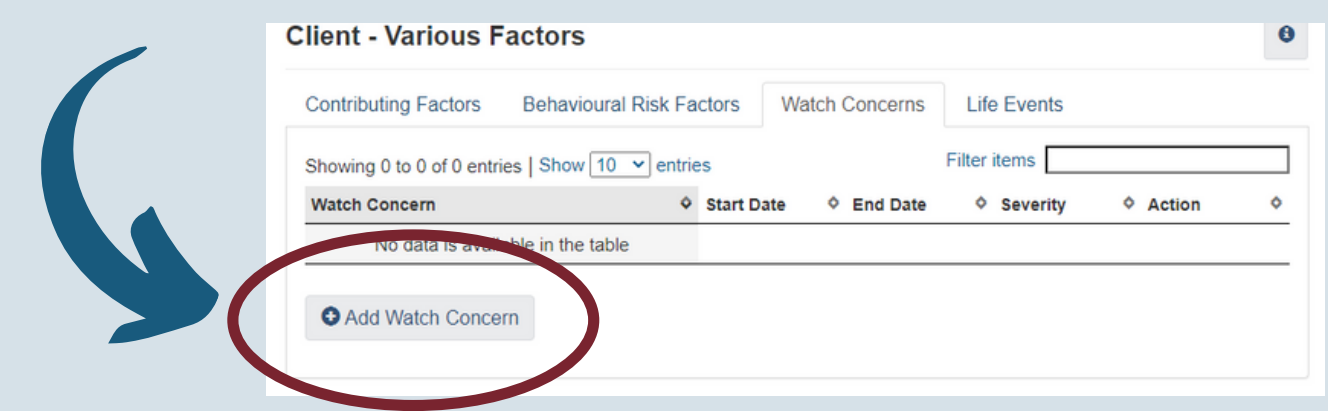
Two simple clicks!



## 2.) Go to the Watch Concerns Tab

From here you can see any current watch concerns.

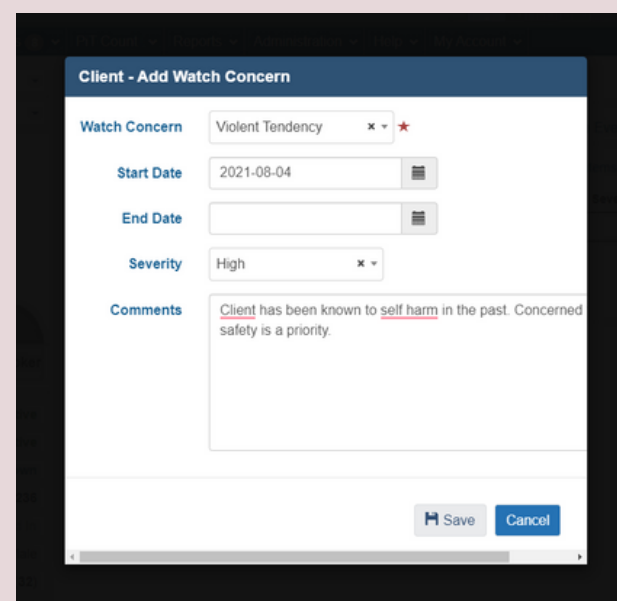
To add a new one, click the Add Watch Concern button on the bottom of the tab.



## 3.) Enter in the Watch Concern Details

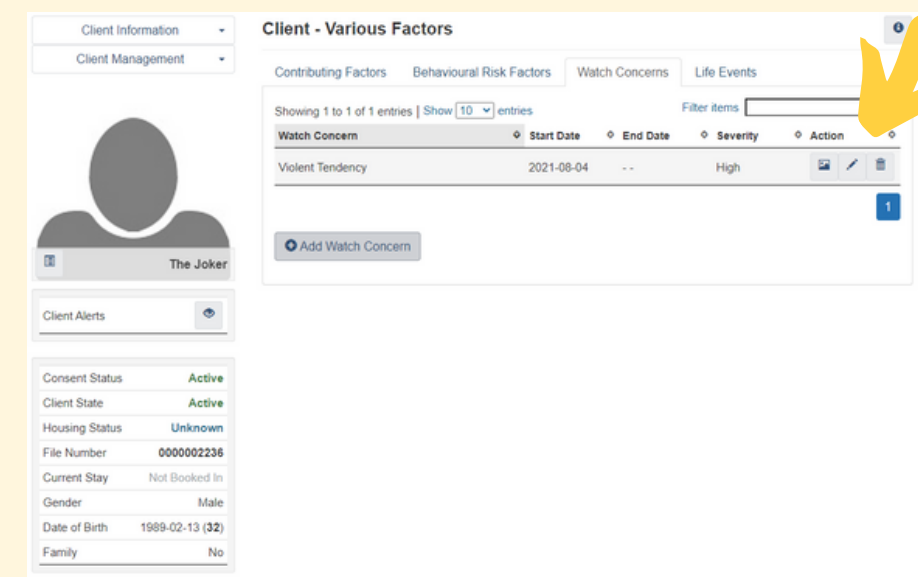
There are many different reasons for a Watch Concern, be sure to pick the most accurate!

Comment any important Details, and Click Save once finished.



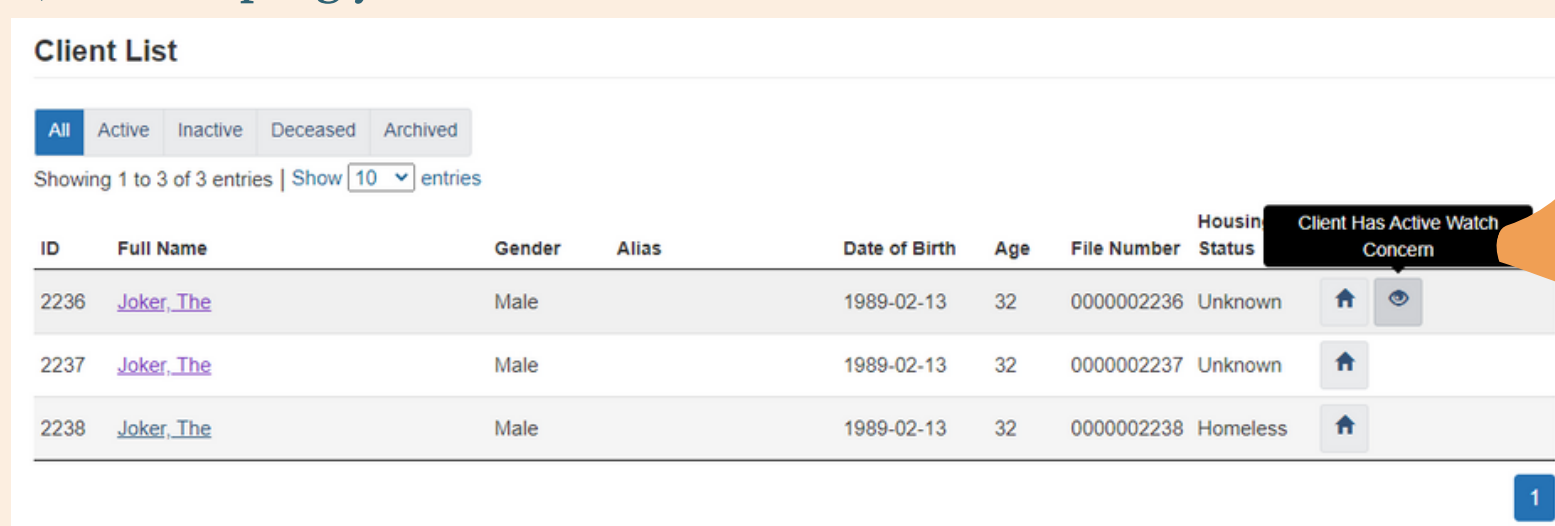
## 4.) Back to the Watch List

Here you can review the new record, and click the Pencil Icon to Edit.



## How to tell if a Client has a Watch Concern?

If you look to the left of the Client's name in the Client List, you can see an image of an eye. You can hover over to see the Watch Concern details, or Click the Eye to be taken to the Watch List of that Client. Having a Watch Concern attached is a great way of informing your coworkers, and keeping your Client safe!



Questions or Concerns? Email the team at [hifis@sjhdc.ca](mailto:hifis@sjhdc.ca)