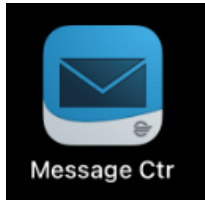


Message Center Mobile App



Message Center App Gives Access to:

- Access message center to **Read, Reply and Compose Messages**
- **Sign Documents**
- **Modify** and **Sign** Saved Documents
- **Review and Endorse Results**
- **Receive Reminders**

Download Cerner Message Center:

The instructions below explain how to download and install Cerner Message Center on your mobile device:

1. Download the app from your device's compatible app store. Search for Cerner and download Cerner Message Center.



2. Once the installation is complete, open the Cerner Message Center app.
3. Grant all permissions, notifications, access to phone, files, and photos.

Message Center Mobile App

4. On the Enter Access Code (access code available above) screen and tap Submit.
5. On the Message Center login screen, enter your iCentra credentials. You'll be asked to create a PIN on your first authentication.

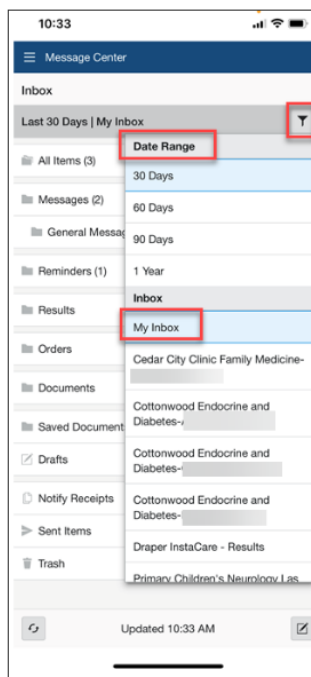
Overview

- Message Center is designed to be intuitive and mimic the version in iCentra.
- FYI is unavailable therefore, results from pathology and microbiology are unavailable
- Proposed orders cannot be accepted in Message Center App
- No current functionality to modify or add addendums to documents that have been forwarded to sign or review
- Most SAVED documents can be modified and signed in the app
- To activate Sign and Endorse buttons, scroll to the bottom of the desired page

Change Filters, Sort, and Options on Received Messages

Filters

Use the **filter button** icon to change the **Date Range** or type of **Inbox** [associated pool inbox(es)].

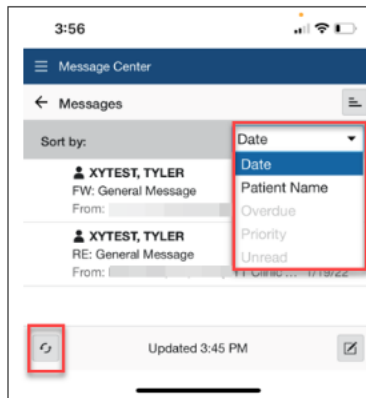


Message Center Mobile App

Sort By

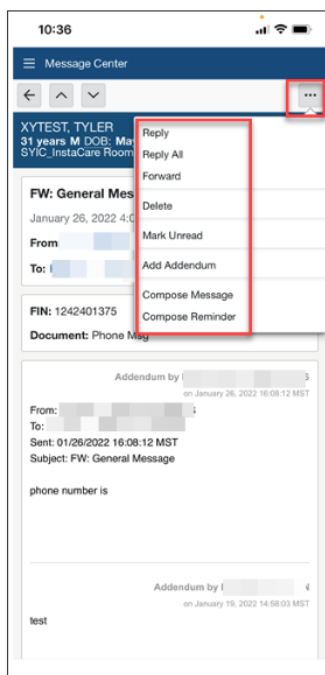
- Use Sort By filter dropdown to organize messages by selecting an alternative sorting option.

 **Quick Tip**
Not seeing your message? The Refresh button is on the bottom right.



Options on Received Message

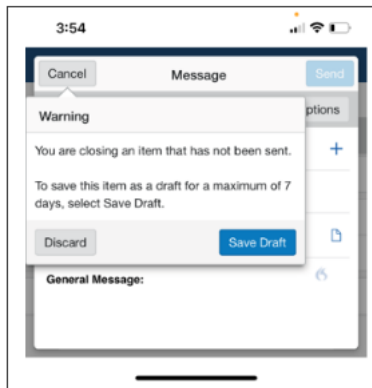
- Once you have selected and read the message, you have multiple options in the ellipsis button.



Message Center Mobile App

Drafts

- Selecting Cancel during message composition will give you the option to save as a draft. Drafts will be saved for 7 days.



Documents

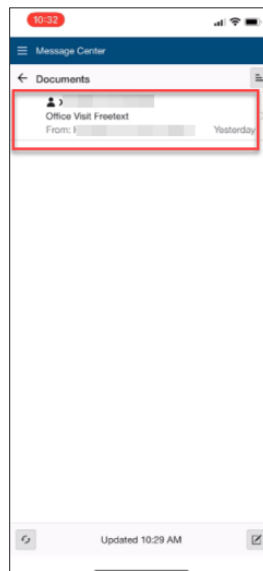
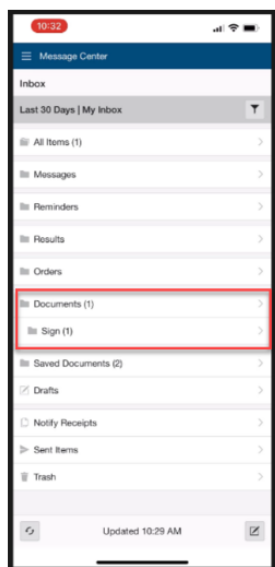
- When someone has sent you a document to Sign.



Note

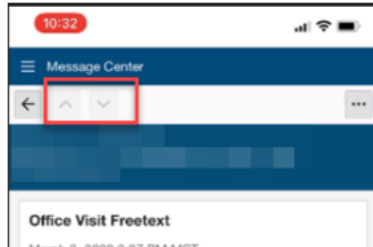
The Message Center App does not have the functionality modify to add addendums to documents that have been forwarded to sign or review however it is possible to modify most SAVED documents. *(See [Modify and Sign SAVED Documents](#) header below.)*

1. Open Documents and select the document.

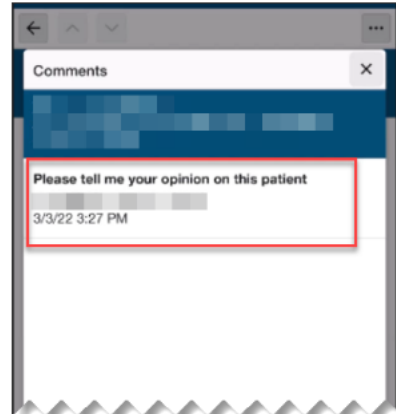
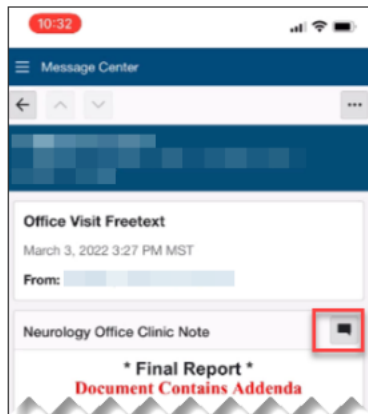


Message Center Mobile App

2. The up and down arrows at the top will allow you go to the previous or next document, if multiple are present.

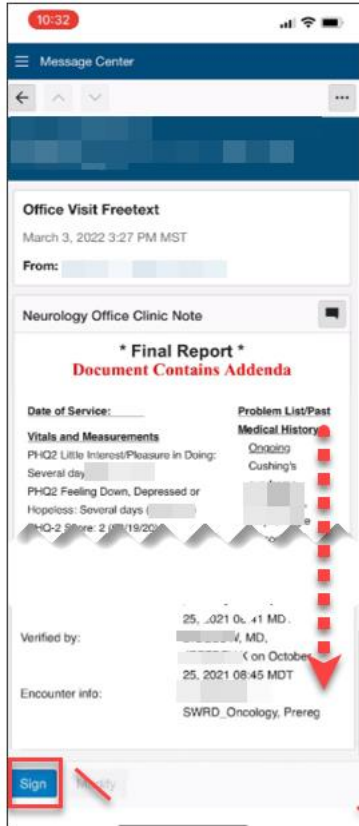


3. The Blurb icon will open any comments left by the sender.

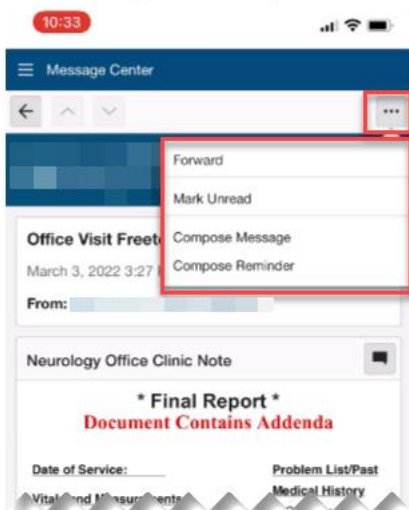


4. The option to Sign will not be available until the bottom of the document is reached. (Modify is not available in the Documents folder in the app.)

Message Center Mobile App



5. Select the ellipsis for more options.

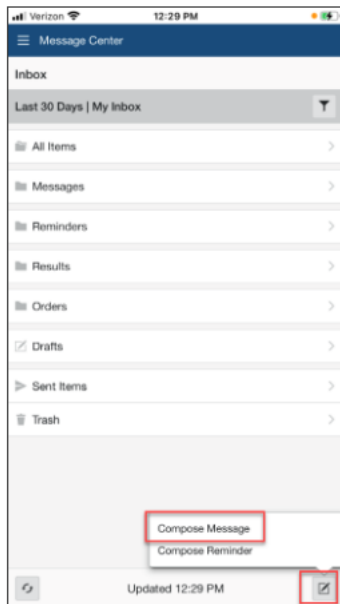


Message Center Mobile App

Compose a Message in 5 Easy Steps

1. Compose a Message

Select the Compose button on the bottom right to create a new message.



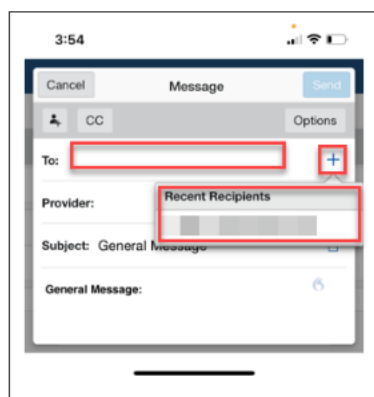
2. Add Recipients:

- Start typing in recipient's last name in the text field next to To: and then select the recipient from the dropdown list.



Quick Tip

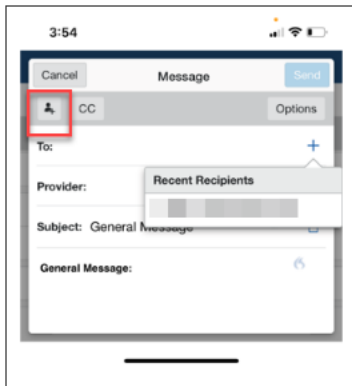
Select the + button for quick access to recent recipients.



Message Center Mobile App

3. Add Patient, if needed:

- Select the Person Icon to search for the patient and choose the correct Encounter



4. Select Template, if desired.

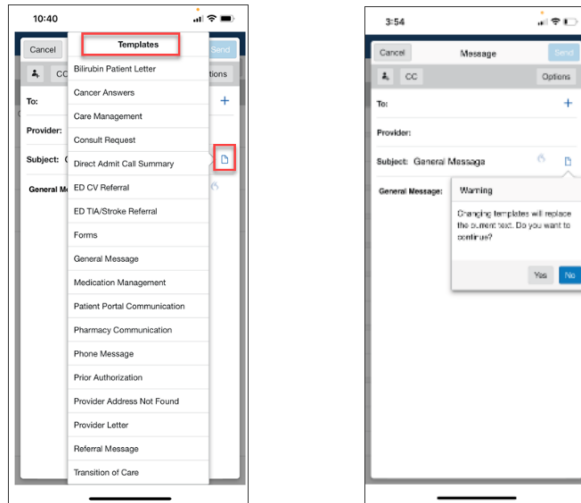
- Templates are available by clicking the paper icon in the Subject field.



Quick Tip

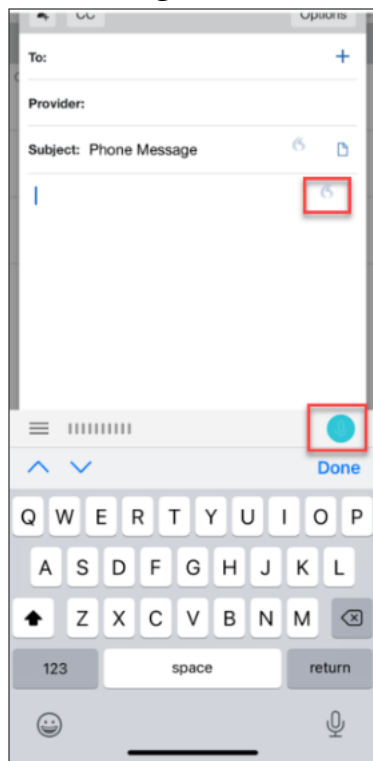
A Warning will appear if any text has been entered in the message field before selecting the template.

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5. Type or Dictate Message

- Type your message or use Dragon dictation by clicking the Flame Icon and then clicking the Mic Icon to start dictating.



Message Center Mobile App

Send Message

Send = Send Immediately

Options = Add priority or due date before sending

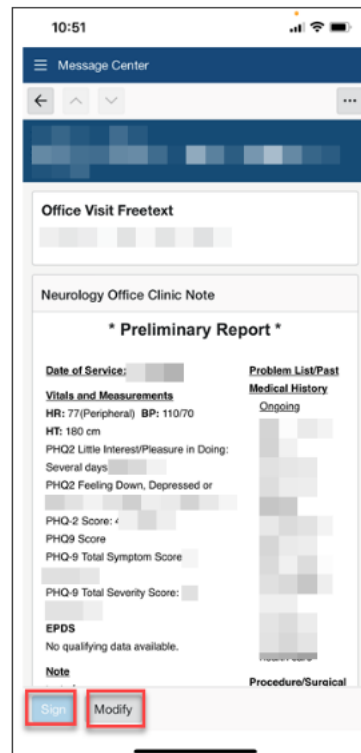
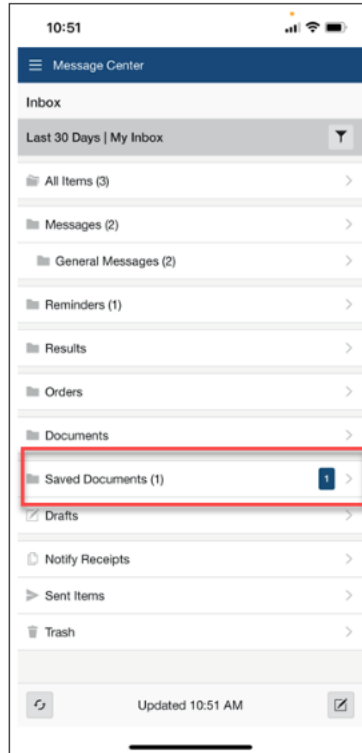


Modify and Sign Saved Documents

Select Saved Documents to Modify and Sign a document previously started and saved in the desktop iCentra.

Message Center Mobile App

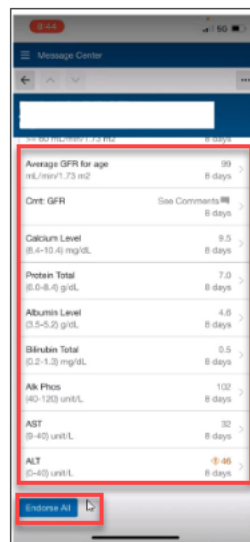
- Scroll to the bottom to activate Sign and Modify buttons



Results— Review and Endorse

Click on the Results folder to review and endorse results.

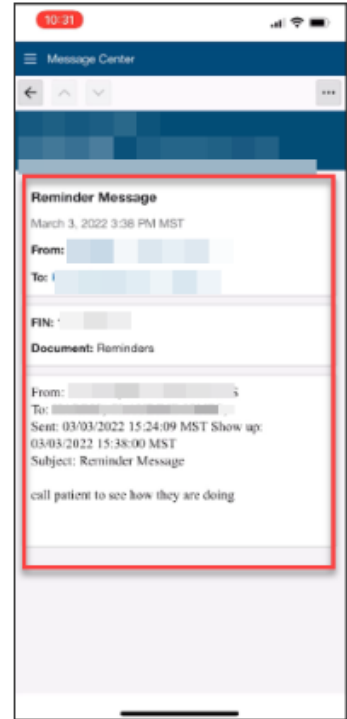
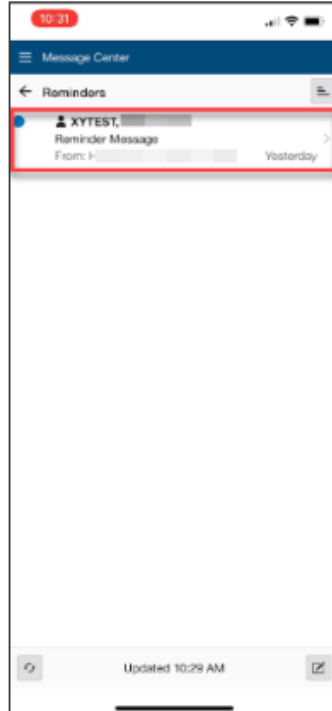
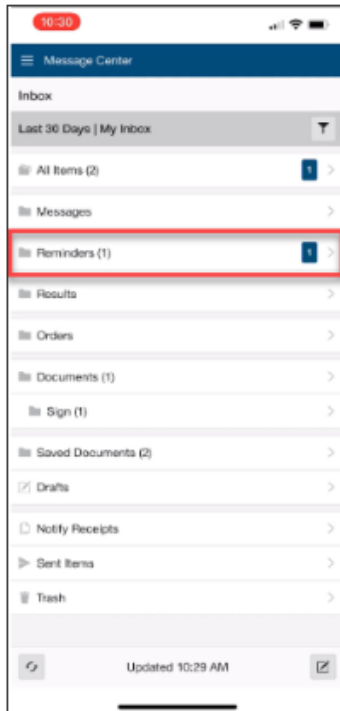
- Scroll down to the bottom to activate Endorse All button



Message Center Mobile App

Reminders

Click on Reminders to view reminders inbox.



The **ellipsis** gives you options including selecting Complete to remove reminder.

