How to Print Discharge Reconciliation form out of Soarian

Within the **Patient Record** view of Soarian (1), ensure that the first range of dates is selected (2) as opposed to All Occurrences. Additionally, make sure the patient’s visit date (3) matches with the correct hospitalization. If you need to change the visit, click on the **Visit** tab (4), select the correct visit and resume from step (1) above. Click the Print Tab (5).
This will open the context sensitive printing page, which looks like this:

Select the appropriate discharge instructions (in this example, adult discharge instructions is selected). Then click preview. Of note, if you don’t have these same selections on your screen (i.e., adult discharge instructions, behavior discharge instructions, etc.), you probably have All Occurrences selected as the date range; you’ll need to go back to the previous screen and select the first set of dates. See figure (2).
After you hit preview, you should get the following:

Click the Print Icon in the upper left hand corner. You can click the Print button at the bottom left, but it occasionally won’t map to the correct printer if you are using a remote connection.