Reference guide eCha



Overriding a disclosure directive

The **Override Disclosure Directive** check box should **only** be checked after you have tried to access a patient file and received an error message which indicates that this patient has a Disclosure Directive (fig.1).

Follow these steps to override a disclosure directive:

1. Perform the patient search, select the leading record and click the **Enter** button. If the patient has a disclosure directive, you will receive this error message (fig. 1).

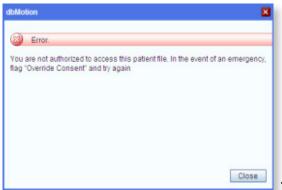


fig. 1

Other considerations

- If possible, ask your patient for their consent
- Consider documenting the override in your local medical record
- Be aware that every override is investigated

- 2. Close the dialogue box and determine if you need to perform an override.
- 3. If you do, check the Override Disclosure Directive box and click **Show** (fig.2).



fig. 2

- Select the leading record and click the Enter button.
- 5. Select your reason from the drop-down box and click **OK**. (fig. 3). Note: An alert is triggered to eChart Manitoba for audit purposes.



fig. 3

6. You will now have access to the clinical information for this patient during the current login session.



For more information, questions or concerns regarding eChart Manitoba please contact the Service Desk, available 24 hours a day, seven days a week.

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Updated: May 2019

