

View Options



Course Overview

When a patient is selected and displayed in the Current Patient window, you may need to review their photo or demographics, open their chart, or adjust what displays on your screen. View Options let you control these display settings and access the patient's chart.

This guide walks you through how to use View Options. For demonstration purposes, the steps begin from the Active Patients button.

Use This Guide When

- Viewing a patient's demographic details or photo
- Showing or hiding the Preview pane
- Opening a patient's chart

What You'll Be Able to Do

- Control what information displays on the screen
- View the patient Preview pane
- Open and close the Navigation pane
- Open and close a patient's chart

View Options



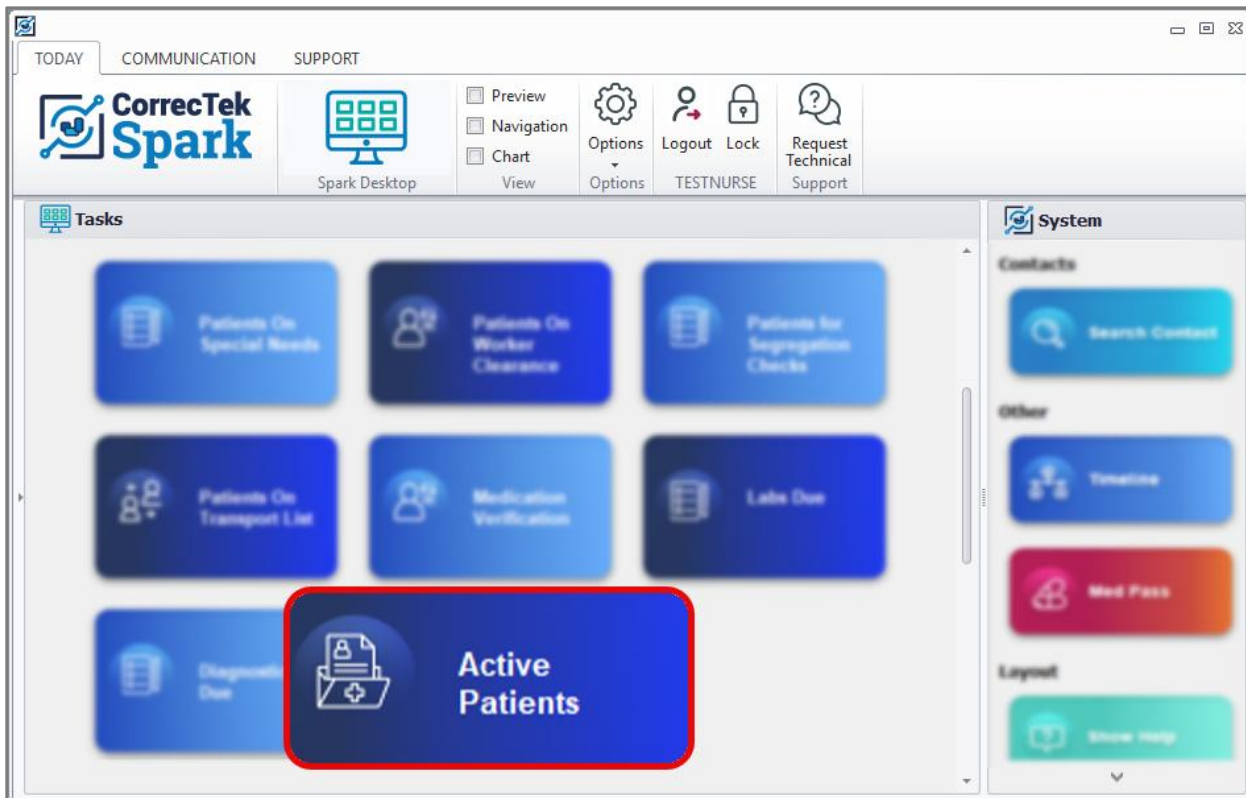
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View Options

Spark Desktop

From the Spark desktop, click **Active Patients**.



Active Patients

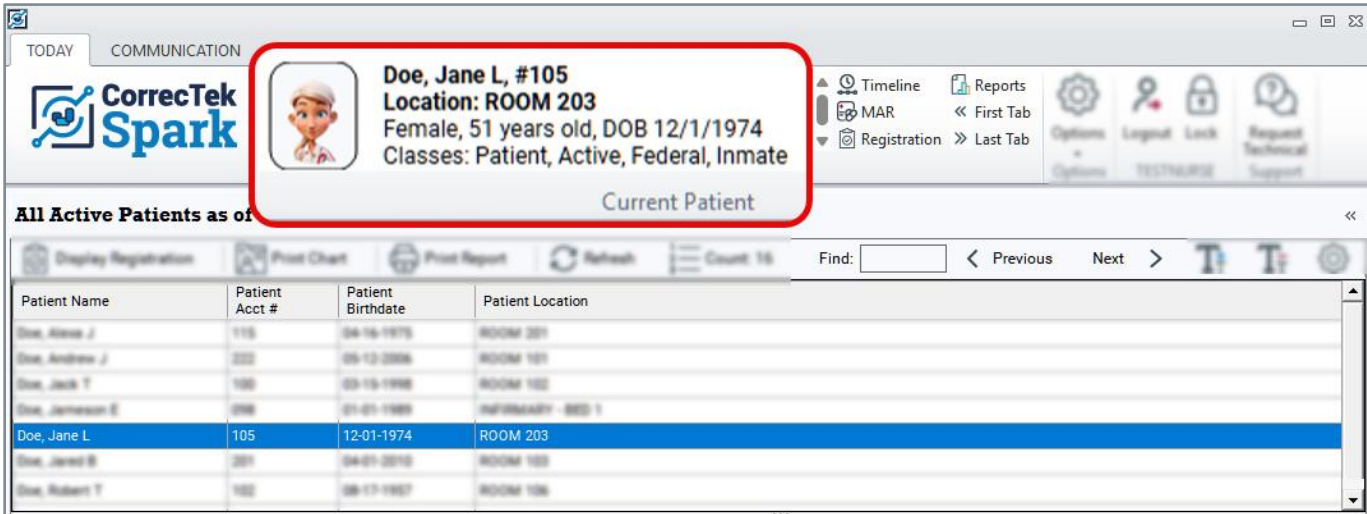
The Active Patients list opens.

Select a **Patient**.

The selected contact displays in the **Current Patient** window.

Tip: When a patient appears in the **Current Patient** window, you can access their **MAR, Timeline, Registration** and **Reports** from the toolbar.

View Options



CorrecTek Spark

Doe, Jane L, #105
Location: ROOM 203
Female, 51 years old, DOB 12/1/1974
Classes: Patient, Active, Federal, Inmate

Current Patient

All Active Patients as of [Date]

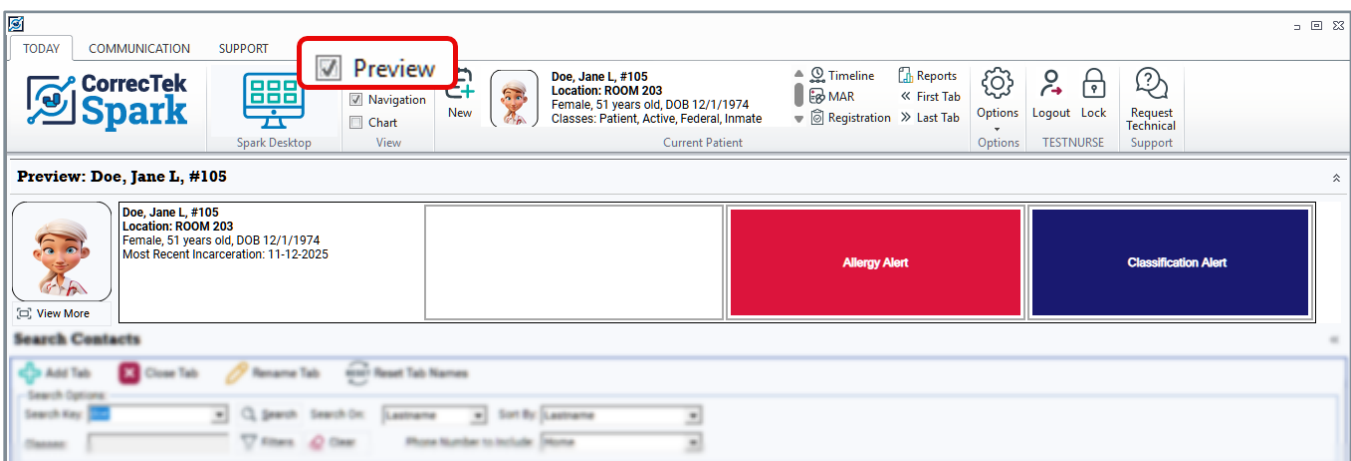
Patient Name	Patient Acct #	Patient Birthdate	Patient Location
Doe, Alice J	115	04-16-1975	ROOM 201
Doe, Andrew J	222	05-12-2006	ROOM 101
Doe, Jack T	100	03-19-1998	ROOM 102
Doe, Jameson E	098	01-01-1989	INMATE - BED 1
Doe, Jane L	105	12-01-1974	ROOM 203
Doe, Janet B	201	04-01-2010	ROOM 103
Doe, Robert T	102	08-17-1987	ROOM 106

Tip: Use the **Find** field to locate a patient.

Preview

Click **Preview**.

The Preview pane displays the patient's photo (if available), demographics, and incarceration information.



CorrecTek Spark

Preview

Doe, Jane L, #105
Location: ROOM 203
Female, 51 years old, DOB 12/1/1974
Most Recent Incarceration: 11-12-2025

Allergy Alert

Classification Alert

Search Contacts

Add Tab Close Tab Rename Tab Reset Tab Names

Search Options

Search Key [] Search On [] Sort By []

Filters Clear Phone Number to Include []

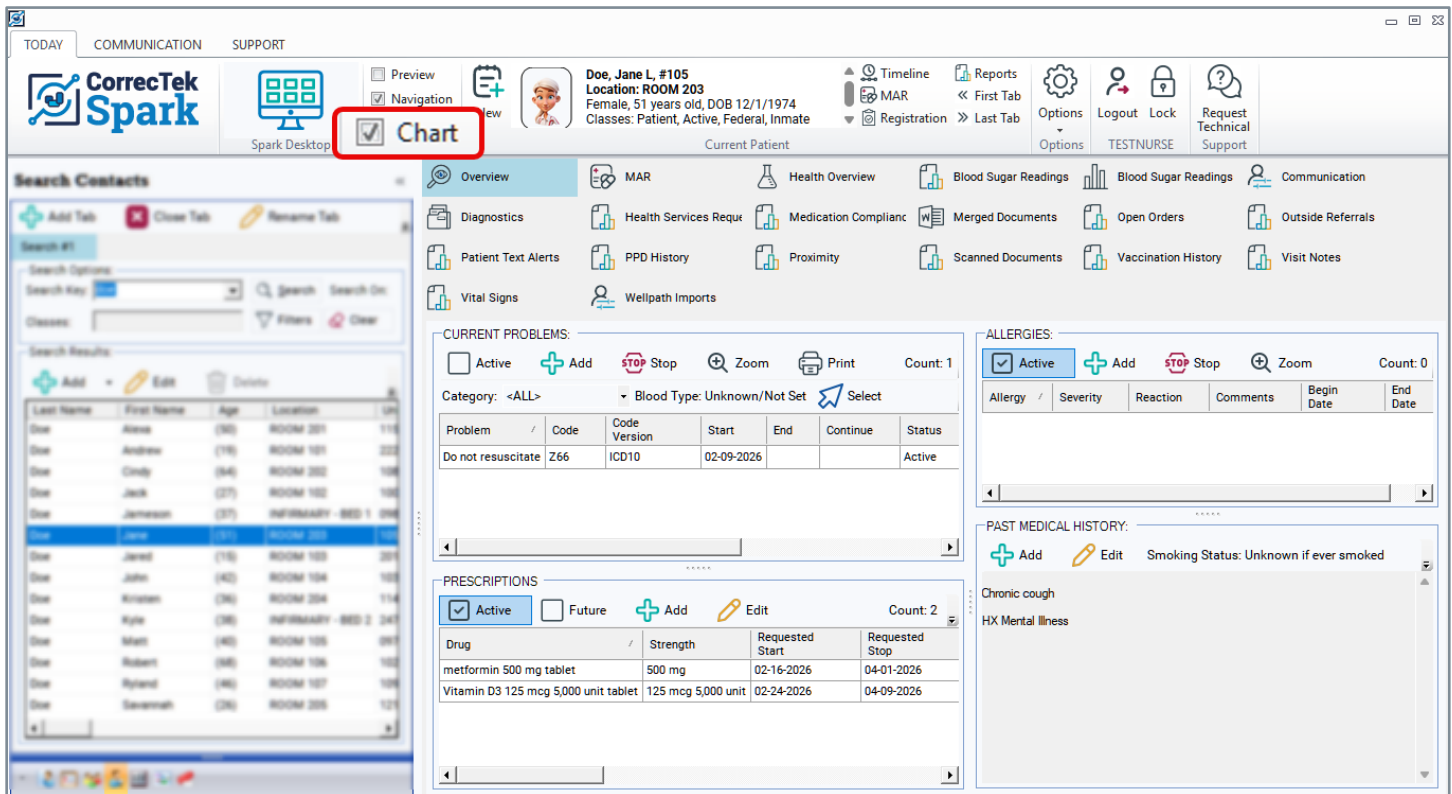
Click **Preview** again to close the pane.

View Options

Chart

Click **Chart**.

The patient chart displays on the right and provides detailed information, including health records, orders and other clinical data.



CorrecTek Spark

Today COMMUNICATION SUPPORT

Preview Navigation **Chart**

Doe, Jane L. #105
Location: ROOM 203
Female, 51 years old, DOB 12/1/1974
Classes: Patient, Active, Federal, Inmate

Timeline MAR Reports << First Tab >> Last Tab
Registration

Options Logout Lock Request Technical Support

TESTNURSE

Search Contacts

Search Options

Search Key: Search Search On

Classes: Filters Clear

Search Results

Last Name	First Name	Age	Location	SP
Do	Anna	(36)	ROOM 201	115
Do	Andrew	(19)	ROOM 101	202
Do	Andy	(34)	ROOM 202	108
Do	Jack	(27)	ROOM 102	108
Do	Jamison	(27)	INFIRMARY - BED 1	204
Do	Jane	(51)	ROOM 203	108
Do	Janet	(15)	ROOM 102	201
Do	John	(42)	ROOM 104	102
Do	Kristen	(36)	ROOM 204	114
Do	Kyle	(36)	INFIRMARY - BED 2	241
Do	Matt	(42)	ROOM 105	091
Do	Robert	(36)	ROOM 106	102
Do	Ryland	(46)	ROOM 107	108
Do	Savannah	(26)	ROOM 205	121

Overview MAR Health Overview Blood Sugar Readings Blood Sugar Readings Communication

Diagnostics Health Services Requir Medication Complianc Merged Documents Open Orders Outside Referrals

Patient Text Alerts PPD History Proximity Scanned Documents Vaccination History Visit Notes

Vital Signs Wellpath Imports

CURRENT PROBLEMS:

☐ Active ☒ Add ☒ Stop ☒ Zoom ☒ Print Count: 1

Category: <ALL> Blood Type: Unknown/Not Set Select

Problem	Code	Code Version	Start	End	Continue	Status
Do not resuscitate	Z66	ICD10	02-09-2026			Active

ALLERGIES:

☒ Active ☒ Add ☒ Stop ☒ Zoom Count: 0

Allergy	Severity	Reaction	Comments	Begin Date	End Date
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PAST MEDICAL HISTORY:

☒ Add ☒ Edit Smoking Status: Unknown if ever smoked

Chronic cough
HX Mental illness

PRESCRIPTIONS

☒ Active ☐ Future ☒ Add ☒ Edit Count: 2

Drug	Strength	Requested Start	Requested Stop
metformin 500 mg tablet	500 mg	02-16-2026	04-01-2026
Vitamin D3 125 mcg 5,000 unit tablet	125 mcg 5,000 unit	02-24-2026	04-09-2026

| Tip: For more viewing space, uncheck **Navigation**.

Click **Chart** again to close the pane.