

Task column changes in ppm+

We are enhancing the **Task** columns to ensure that **Due** and **Overdue** tasks can be identified quickly and easily.

Doctor Tasks	Nurse Tasks	Other Tasks	Tasks
3 (3 overdue) ?	9 (9 overdue) ?	5 (5 overdue) ?	17 (17 overdue) ?

The **Task** columns currently present the **total tasks** for each profession, with **Overdue** tasks indicated in **(brackets)**



The new Task column enhancements will clearly display the number of Due and Overdue tasks. Due tasks will appear in amber, while Overdue tasks will be shown in red for immediate visibility.

Doctor Tasks	Nurse Tasks	Other Tasks	Tasks
1!	3! 1	1!	3! 1



To access your Due or Overdue tasks, choose the amber (Due) or red (Overdue) icon displayed in the task column.



When you select the amber (Due) icon, the Tasks window will open with a pre-applied filter showing all Due tasks for the relevant profession.

Doctor Tasks	Nurse Tasks	Other Tasks	Tasks



The same applies to the red (Overdue) icon, which opens the window pre-filtered to show all Overdue tasks for that profession.

To see all Not Yet Due, Due, and Overdue tasks, navigate to the patient's Single Patient View and view the Task widget located on the right-hand side.

