







Points to Remember:

- **The investigation must be in context or the Notes added to a client record will be able to be viewed outside of the Investigations section of PHIMS.** For further information about setting a client's investigation in context see QRC 7.01.
- Once a note has been created, a yellow triangle will appear at the top of the Client Context header. The note will only be viewable to Communicable Disease Investigations users when created with an investigation in context.
- Document your name and designation at the end of your note (i.e. John Smith, Data Entry Clerk).
- Notes can be saved as draft and completed at a later time by clicking the **Save as Draft** button. When you are ready to finish your note, select it on the Clinical Notes screen.