
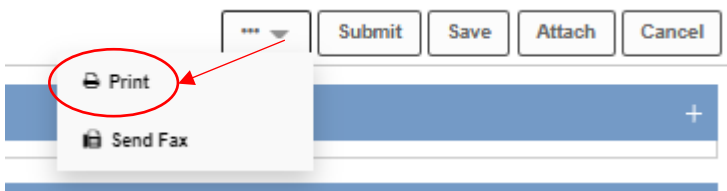
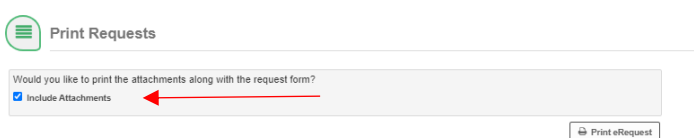
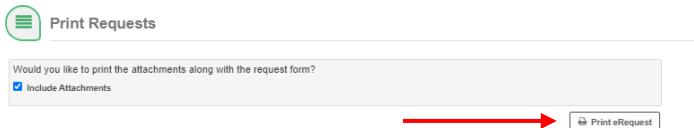
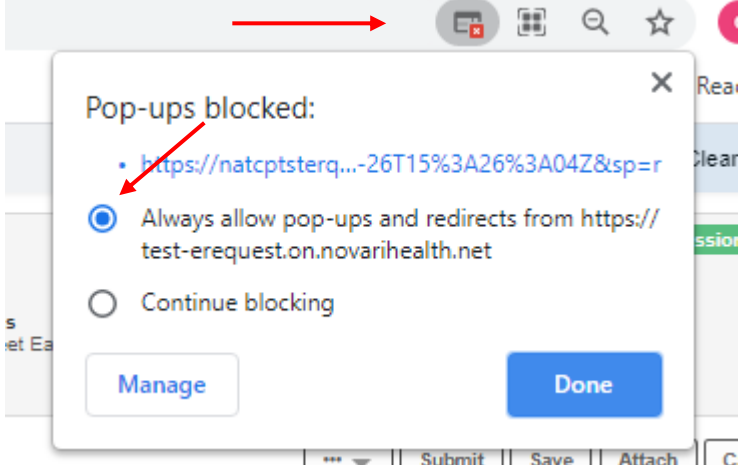
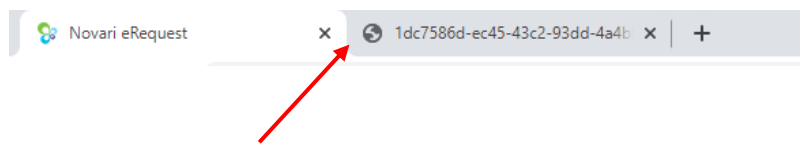
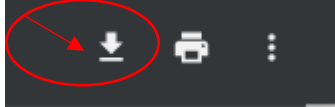
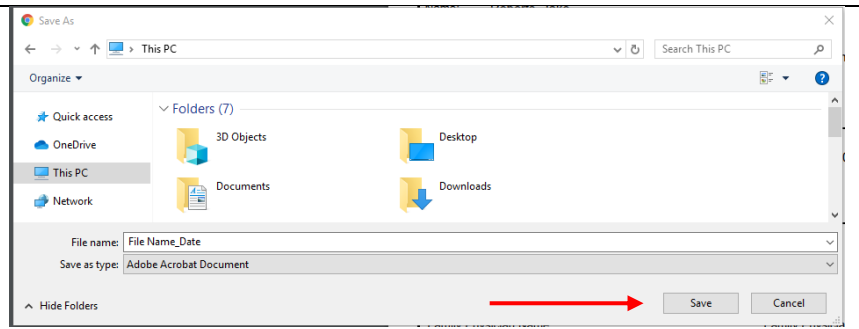


# HOW TO SAVE/DOWNLOAD – eReferral Record

<p>1. Open referral record by searching by Health Card number, last, first name or Last name only</p>	
<p>2. Click on icon menu and select Print</p>	
<p>3. For entire referral record → Select 'Include attachments'</p>	
<p>4. Select → 'Print eRequest'</p>	
<p>5. A separate web tab will appear          ** If tab doesn't appear → check to see if popup block prevented this action from happening</p> <ol style="list-style-type: none"> <li>1. Check off 'Always allow pop-ups and redirects from <a href="https://erequest.on.novarihealth.net">https://erequest.on.novarihealth.net</a></li> <li>2. Click 'Done'</li> </ol>	
<p>6. Once pop-up blocker has been corrected, please repeat steps 2-4          Tab will appear and open at the top of the browser window. 'Print preview' will be displayed on your computer screen</p>	
<p>7. In the top banner of the preview Select the 'Arrow button' this will trigger the save window pop up to display on your screen.</p>	

8. Select where you would like to save the document  
Rename the file  
Select 'Save'



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