


In CAREWare 6, there are two ways to customize the available menu items that appear in the user interface: a user can restrict permissions for users and/or groups, or they can customize menus directly. The menu customization feature can be applied to all of the vertical menus that appear on the left-hand side of CAREWare tabs and to most button menus that appear in the main panel. Links at the top of each menu provide access to the menu editor. Example links are circled in this image.



These links bring up a new menu listing options for hiding links or buttons within the clicked menu. The options available depend on the current user's permissions and differ slightly in how they function. All possible options are shown in the following image.

 Customize

Client Summary

Demographics

Client Report

Encounter Report

Drug Payments

Services

Annual Review

Case Notes

Sample Form 1

Sample Form 2

Vital Signs

Hospital Admissions

Medications

Labs

Screenings

Screening Labs

Find Client > Search Results > Demographics > Customize menu items

Back

Customize menu items

Personal Menu Settings

Configure the available menu items for you

Provider Group Settings

Configure the available menu items for memt Kevin's Clinic


Central Group Settings

Configure the available menu items for memt Central Administration


Universal Menu Settings

Manage menu item restrictions for all users v

Personal Menu Settings



HRSA
Ryan White & Global HIV/AIDS Programs

 Customize

Client Summary

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Find Client > Search Results > Demographics > Customize menu items >

Save Back Print or Export

Menu Item Customization

Search:

| Show | Menu Item |
|-------------------------------------|-------------------------|
| <input checked="" type="checkbox"/> | Change URN |
| <input checked="" type="checkbox"/> | Common Notes |
| <input checked="" type="checkbox"/> | Contact Information |
| <input checked="" type="checkbox"/> | CW6 Special Info-mation |
| <input checked="" type="checkbox"/> | Eligibility |
| <input checked="" type="checkbox"/> | HIV Risk Factors |
| <input checked="" type="checkbox"/> | HIV Status |

This option appears for all users regardless of permissions. To hide a menu item, uncheck the corresponding box in the Menu Item Customization interface and click Save. Any menu items hidden in this section will be hidden for the current user any time they connect to the current provider.

Provider Group Settings



HRSA
Ryan White & Global HIV/AIDS Programs

 Customize
Provider Summary
Add Client
Find Client
Reports
Rapid Entry
Appointments
My Settings
System Information
System Messages
Administrative Options
Switch Providers
Log Off

Customize menu items > Provider Group Settings

Hide or Show Menu Items Back Print or Export

Select a group to customize the menu for

Search:

| User Group | Num Hidden |
|---------------|------------|
| 39573957 | 0 |
| ADAP Template | 1 |
| Read-only | 0 |
| Test | 0 |
| Test Clinical | 0 |

Access to this screen requires the Provider Groups Menu Config permission. Select a provider group to manage from the list in the group selection interface and click Hide or Show Menu Items. This will open the Menu Item Customization interface (See Above). To hide a menu item, uncheck the corresponding box in the Menu Item Customization interface and click Save.

Any menu items hidden in this section will be hidden for members of the selected provider group unless they belong to another user group for which the menu item is not hidden.

Central Group Settings

Access to this screen requires the Central Groups Menu Config permission. It works the same as the Provider Group Settings, but it is used for user groups that are managed centrally. Any menu items hidden in this section will be hidden for members of the selected central group unless they belong to another user group for which the menu item is not hidden.

Universal Menu Settings



Customize
Provider Summary
Add Client
Find Client
Reports
Rapid Entry
Appointments
My Settings
System Information
System Messages
Administrative Options
Switch Providers
Log Off

Administrative Options > Customize menu items > Universal Menu Settings

[Save](#) [Back](#) [Print or Export](#)

Universal Menu Item Customization

Search:

| Show | Menu Item | Also Seen By |
|-------------------------------------|---------------------------------|------------------|
| <input checked="" type="checkbox"/> | Clinical Setup | _RWACTC Users, 3 |
| <input checked="" type="checkbox"/> | Custom Features | _RWACTC Users, 3 |
| <input checked="" type="checkbox"/> | Data Import and Export Features | _RWACTC Users, 3 |
| <input checked="" type="checkbox"/> | Employee Setup | _RWACTC Users, 3 |
| <input checked="" type="checkbox"/> | Manage Referral Setup | _RWACTC Users, 3 |
| <input checked="" type="checkbox"/> | Provider Setup | _RWACTC Users, 3 |
| <input checked="" type="checkbox"/> | Provider User Manager | _RWACTC Users, 3 |
| <input checked="" type="checkbox"/> | Required Data Elements | _RWACTC Users, 3 |

This is a test notification

Don't forget to contact the

This screen requires the Restrict Menu Items System Wide permission. To hide a menu item, uncheck the corresponding box in the Menu Item Customization interface and click Save. The function of this interface is the same as the Menu Item Customization interface for the other sections, but this interface includes an Also Seen By column which lists the user groups that each menu item is visible to.

Any menu items hidden in this section will be hidden for all users within the current provider.