TOPIC:	**Updating JOrg (RHA/FNJ) For Clients Moving within the Province**		
APPROVED BY:	**Saskatchewan Ministry of Health**	DATE APPROVED:	**January 26, 2015**

POLICY:
The JOrg (Jurisdictional Organization representing the RHA/FNJ) of the Client will be updated in Panorama when a Panorama user is aware a client resides in a different RHA/FNJ in Saskatchewan.

PURPOSE:
A Client's JOrg should be updated in Panorama when the user becomes aware that a client has moved to a different health jurisdiction (RHA/FNJ) to ensure that services continue to be provided in a timely manner.

The JOrg is not linked to the Client's *Address* in Panorama and does not automatically update when a new address is imported from SCI.

PROCEDURE:
When a Panorama user is aware that a client resides in a different health jurisdiction (RHA/FNJ), the user will:

- Go to the **Organization: Find** button (under **Client** on the left hand menu *Personal Information* screen) and click the **Find** button, and in the ***Organization Name*** field start typing name to find the appropriate organization (JOrg) and then click the **Select** button and press **Save**.
  - o The previous JOrg (RHA/FNJ) will display in the Health Region History section of the Client's record.
  - o Ensure the Client's record is set as "Active" on this screen and press **Save** (if previously set to Inactive status and changed).

REFERENCES & RESOURCES:
Panorama User Guides:
Maintain Client –
https://www.ehealthsask.ca/services/panorama/Pages/Access-Training-Resources.aspx

Training Portal –
https://efd-services.ehealthsask.ca/panorama/SecurityWeb/Portal

Manage your Client –
https://www.ehealthsask.ca/services/panorama/Pages/Access-Training-Resources.aspx