



## How to approve and deny the nursing services you delegate

**1**

Log into ezEdMed with your username and password



The Web Addresses for ezEdMed are:

<https://co1.ezedmed.infohandler.com>

(Districts beginning with letters A-De & Westminster Public Schools)

<https://co2.ezedmed.infohandler.com>

(Districts beginning with letters Di-Z)

**2**

Look for the "Delegated nursing services awaiting approval" notification on the left side of your screen



Then click the blue "Approve delegated nursing services" link

**3**

Review the services in the "Waiting to be Approved" tab

- Check the box beneath the green thumbs up to approve
- Check the box beneath the red thumbs down to deny
- Then click save

Home / Delegated Nursing Services

Special Services Provided by Delegated Aides:

Waiting to be Approved | **Services you have Approved** | Services you have Denied

Show all | by McSmithers, Smitty 3 | by Von Test, Tester 5

Showing 8 matching delegated nursing services  
Actions: [Mark all Approved] [Mark all Denied] [Clear all]

<input type="checkbox"/>	<input type="checkbox"/>	Date	Student	# Mins	Note	Nursing Service Provided	Provided by
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-26	CRASK, MAKAYLA ROSE	15		Diapering & Catheter Care	Smitty McSmithers
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-26	CRASK, MAKAYLA ROSE	10		Diapering & Catheter Care	Smitty McSmithers
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-26	MARTINEZ, SHARLA THOMAS	25		G-tube Feeding & Tracheostomy Care	Tester Von Test
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-26	MARTINEZ, SHARLA THOMAS	30		G-tube Feeding & Tracheostomy Care	Tester Von Test
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-27	CRASK, MAKAYLA ROSE	15		Diapering & Catheter Care	Smitty McSmithers
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-27	MARTINEZ, SHARLA THOMAS	25		G-tube Feeding & Tracheostomy Care	Tester Von Test
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-27	MARTINEZ, SHARLA THOMAS	25		G-tube Feeding & Tracheostomy Care	Tester Von Test
<input type="checkbox"/>	<input type="checkbox"/>	2019-11-28	MARTINEZ, SHARLA THOMAS	30		G-tube Feeding & Tracheostomy Care	Tester Von Test

Save - Marks the checked delegated nursing services above as being Approved or Denied.

8oz formula / 4 oz flush

\*Hover your mouse over the note icon to read the note entered for a particular service

Contact The Consortium for assistance:

(303) 217-8460

[info@coconsortium.org](mailto:info@coconsortium.org)