

Clarity Tip Sheet: Secure Message Center

Rationale: Clarity users within the same organization can send messages securely via the Message Center.

To send a message to a specific NKC staff or User Group, utilize the following Clarity communication tools:

Message Center

From most landing pages in Clarity EMR, users can access the Message Center by selecting the envelope in the top right corner near their username.

The Message Center will open in a new tab.

Users who are assigned to a patient's care team will see patient event messages related to ER or hospital visits from the Emergency Department Information Exchange platform.

Clarity users can also send messages directly to one another within the Message Center.

To create a message, follow these steps:

1. Open your Message Center
2. Select New
3. Select from dropdown
 - a. Send Clarity User Message
 - b. Send Clarity User Message About Patient
 - i. Type the name of the patient or MRN to select a specific patient
4. Select User or User Group
 - a. Type the last name & first name of staff you wish to send a message
 - b. Select the staff identity when it appears
5. Type the subject of your message
6. Select Priority level
 - a. NOTE: Only messages with Critical priority will be sent to the user to acknowledge with a pop-up; All other messages will be sent to the user's inbox
7. Type your message into the text box
8. Click Send

Message Center - Northwest Kidney Centers

Michelle Johnson

New

Inbox 16

Sent Items

Deleted

> Send Cancel

Send Clarity User Message About Patient

Select Patient
TEST TEST, SALLY

To
Johnson, Michelle Clinical Informatics Manager X

Subject
Test Message

Priority
Critical

Paragraph B I U Undo Redo Bulleted List Numbered List Decrease Indent Increase Indent Link Unlink Table

Hi,
I am sending you a test message about a fake patient.
Thank you,
Michelle

Patient: TEST TEST, SALLY - 02/01,1950 (Age 75)
Primary Nephrologist:RIVARA, MATTHEW B MD
Z-UNKNOWNOutpatient Chronic1st Shift Mon-Wed-Fri
MRN:640040 Code Status:

Message Center - Northwest Kidney Centers

New


Reply Forward Delete Restore More

Inbox 0

Sent Items

Deleted

Search... All

	From / Subject	Date
<input checked="" type="checkbox"/> 	Johnson, Michelle Cli... Test Message	09/05/2025 12:44
<input type="checkbox"/>	Automatic Process U... Missing Medication C...	09/05/2025 02:58
<input type="checkbox"/>	Automatic Process U... Missing Immunizatio...	09/04/2025 11:19
<input type="checkbox"/>	Automatic Process U... Missing Medication C...	09/04/2025 11:19
<input type="checkbox"/>	Automatic Process U... Missing Medication C...	09/03/2025 02:27
<input type="checkbox"/>	Automatic Process U... Missing Medication C...	09/02/2025 02:28

Test Message

Sent Date: 09/05/2025 12:44

Priority: Critical

Patient: TEST TEST, SALLY

From: Johnson, Michelle Clinical Informatics Manager

To: Johnson, Michelle Clinical Informatics Manager

Hi,
I am sending you a test message about a fake patient.
Thank you,
Michelle

Messages that are labeled as critical will appear in the user's inbox with a critical warning.

Users can reply, forward to another user, or delete the message once it is no longer needed.