May 2026

DeliverHealth

eSOne Mobile iOS Editing and Correction Note

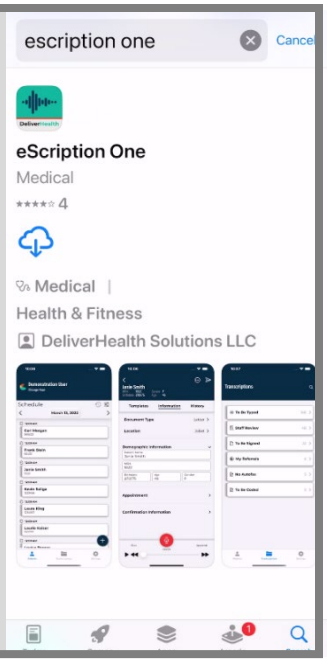
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Installation

Go to the App Store and search for **eScription One mobile.**

Tap the free download button to install**.**

After the installation has completed launch the eSOne mobile application from the home screen.

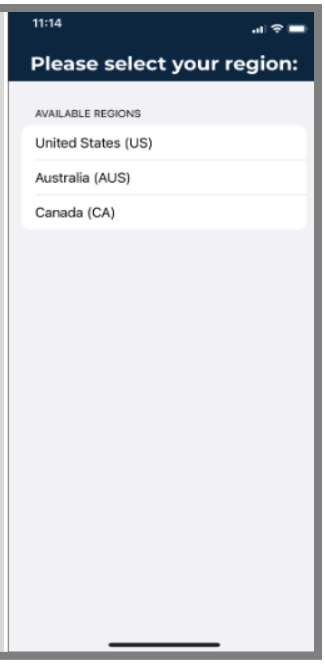


Region

Once you have installed the app, when you first start it, you will be prompted to choose your region.

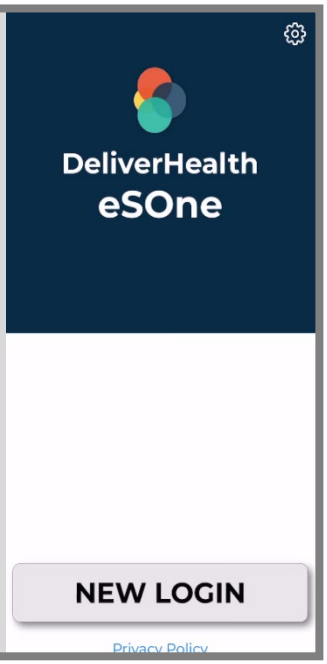
Tap your Region.

The login screen will appear. From now on it will be the first screen you are presented with.



Logging In

Tap New Login.

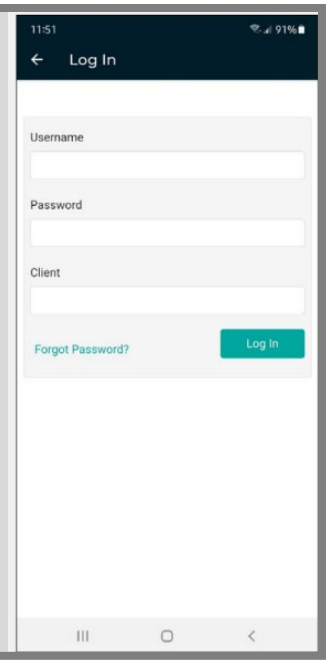


Enter your Username, Password and Client.

Then **tap Log In.**

You may be asked to save your Username and Client, if allowed by your administrator.

Saving Password is not commonly permitted.



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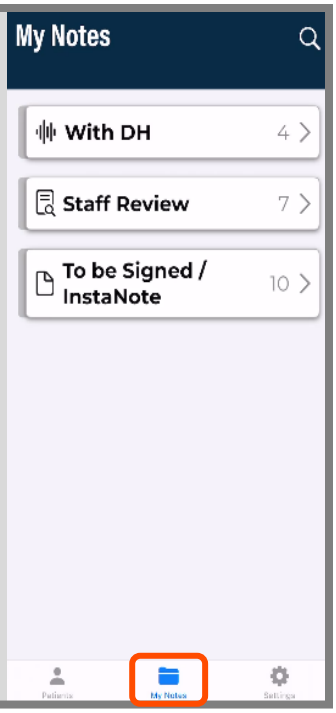
My Notes

In My Notes, document text can be edited to correct mistakes or add information.

Tap My Notes at the bottom of the screen.

The workflow folder names are displayed.

Note: workflow folder names are customizable.



Workflow Folder

Tapping on a workflow folder shows a list of notes that are currently in that stage of the workflow.

The workflow folder name appears at the top.

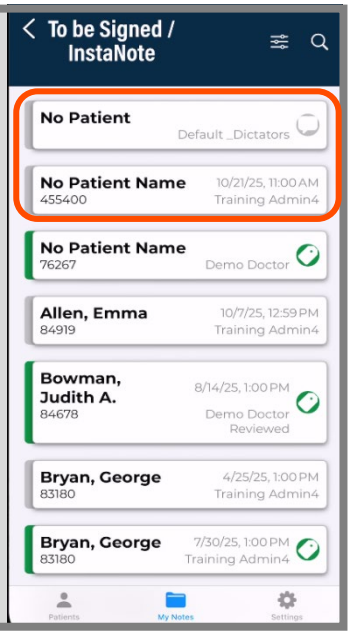
When a workflow folder is open the patient's name, patient ID, appointment date and time, and dictating provider's name are shown for each note in that folder.



No Patient/No Patient Name

If a patient has not been added to a note, the patient's name field will display as **No Patient**.

If a patient ID has been entered without a linked patient name, the patient's name will display as **No Patient Name**.



Filters

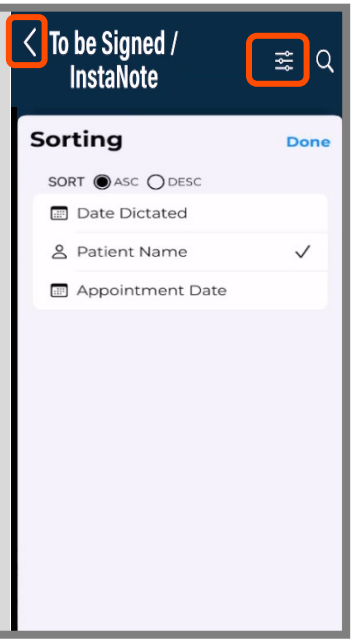
Tap the **Filter button** to sort the list of notes by:

-Date Dictated
-Patient Name
-Appointment Date

Sort the list by Ascending or Descending order.

Tap Done.

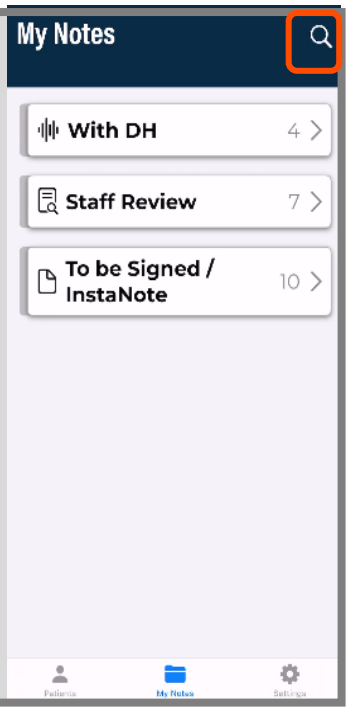
Tap Back to return to the My Notes tab.



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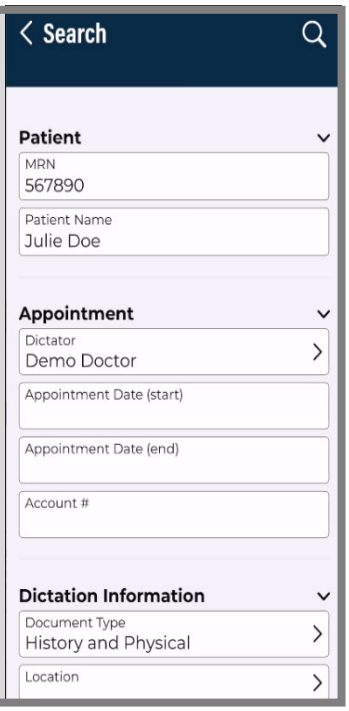
Search

Use the **Search button** to locate notes in any workflow folder.



The Search screen appears.

Enter the desired search parameters such as MRN, Patient Name, Provider's Name and Document Type to name a few.



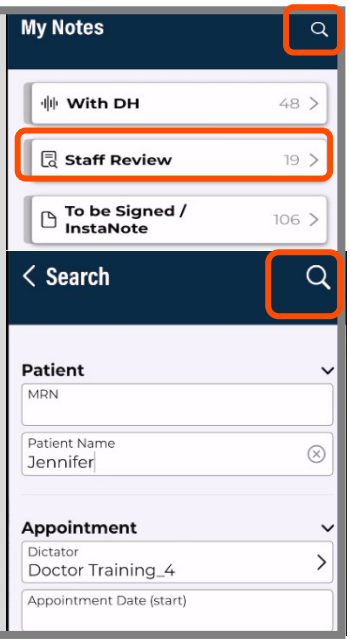
Search

To search only in a specific workflow folder, **tap the My Notes tab and select the desired folder** (Staff Review.)

Tap the Search button.

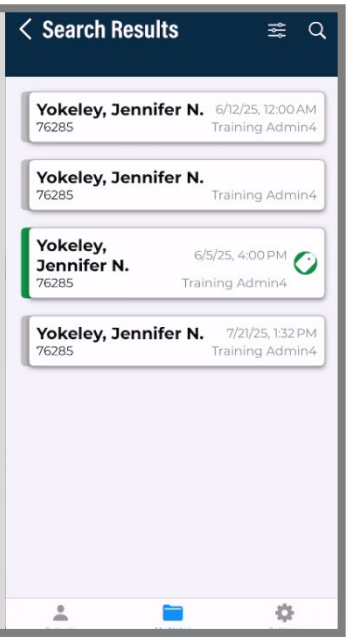
Enter the desired search parameters.

Tap the Search button again.



A list of results appears.

Tap on the desired note to view the content.

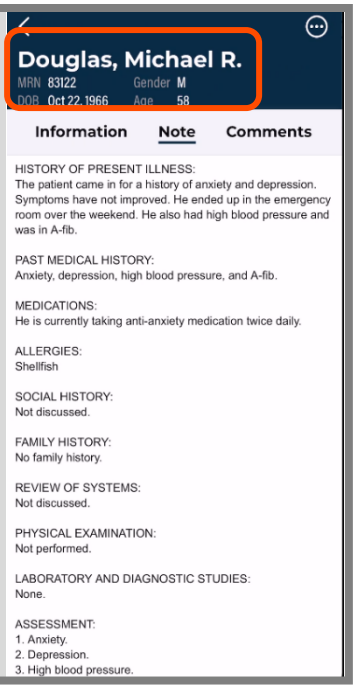


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Note Viewer

Tap one of the entries in any workflow folder to view the note text and details.

The patient's name, ID, gender, date of birth and age are displayed at the top.



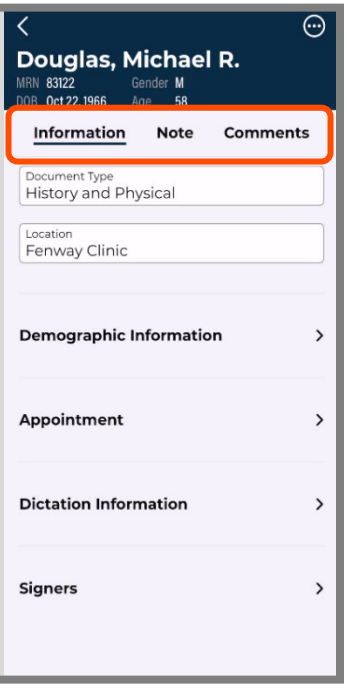
The Note Viewer has 3 tabs:

-**Information**
-**Note**
-**Comments**

The tab being displayed is underlined.

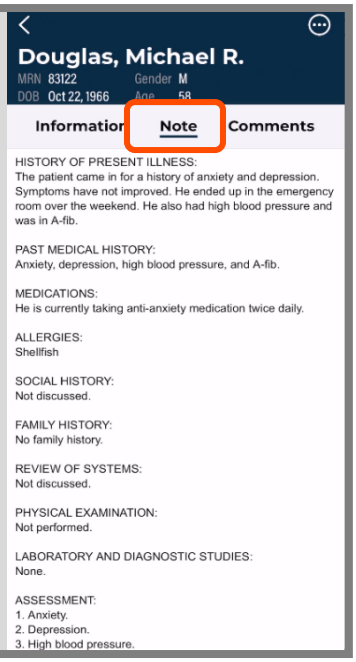
The **Information tab** is broken into sections:

-**Demographic Information**
-**Appointment**
-**Dictation Information**
-**Signers**



Note Viewer

The **Note tab** displays the text of the note.



The **Comments tab** displays comments and comment tags made on the note.

A **red dot** appears if the note has at least one comment or comment tag.



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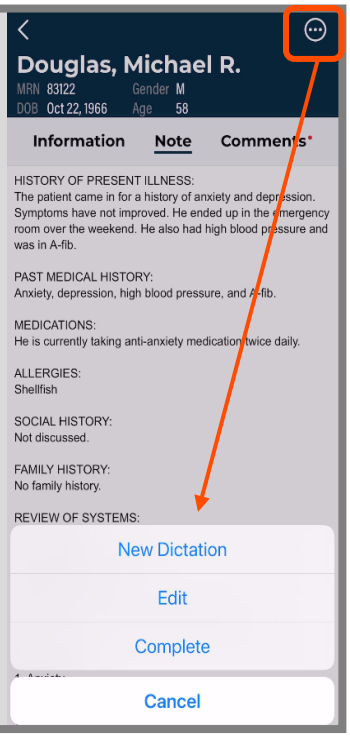
New Dictation

To create a new recording from the My Notes tab:

-**Tap on a patient** from the workflow folder.

-**Tap the Action menu ellipsis**.

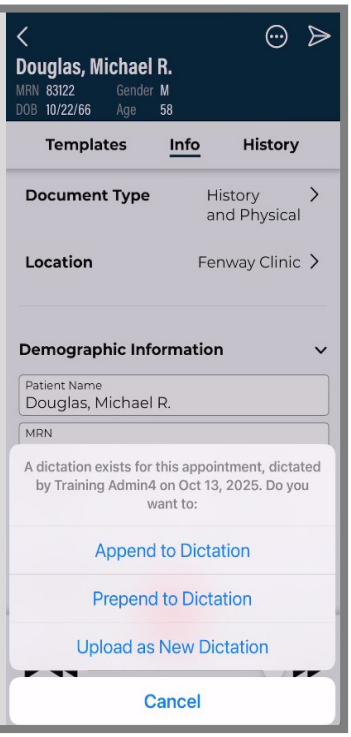
-Select **New Dictation**.



The **Record screen** appears with the patient name and demographics populated as in the original note.

Select the **Document Type and Location** if necessary and create and upload the recording. (Refer to iOS Quick Reference guide for recording instructions.)

A prompt appears to:
-**Append** to the end
-**Prepend** to the beginning
-**Upload** as New Dictation

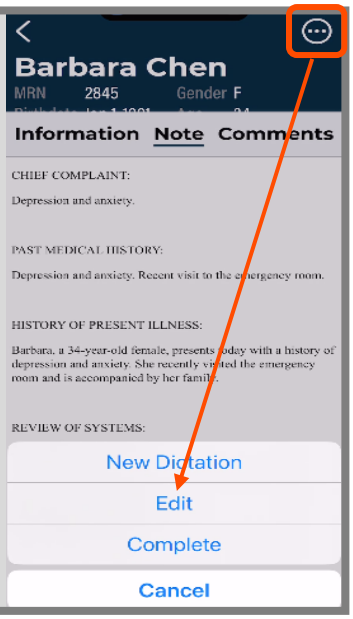


Editing a Note

Notes that are in the **To Be Signed** and **Preliminary** folders can be edited.

Editing in the eSOne mobile app is intended for **minor edits**. Consider using InQuiry for more extensive editing.

Tap Edit from the Action menu ellipsis.

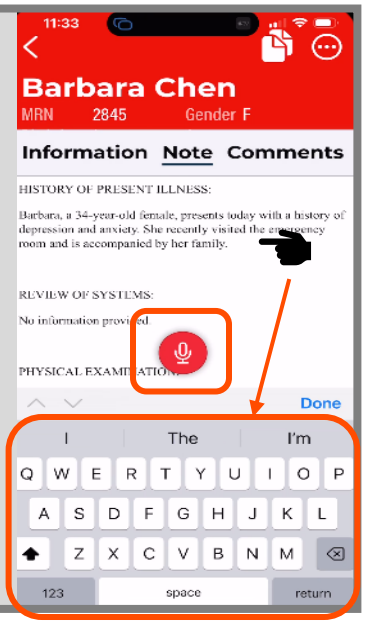


Edits can be made one of two ways:

Manually: tap the note text to position the cursor and open the keyboard.

Correction Note (if available): tap the Record button and record the necessary edits.

Tap the Record button a second time to Stop. Tap again to resume.



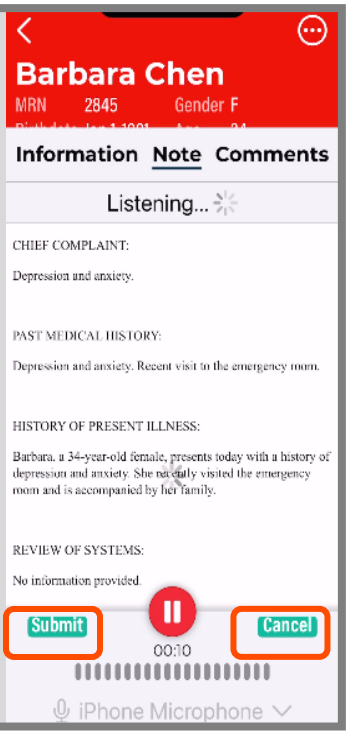
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Correction Note

Tap Submit to submit the corrected changes or **tap Cancel** to discard the edits.

Note: edits may take several minutes to appear due to the length of the note.

Multiple correction note recordings can be made on the same note.



Review the Edited Note

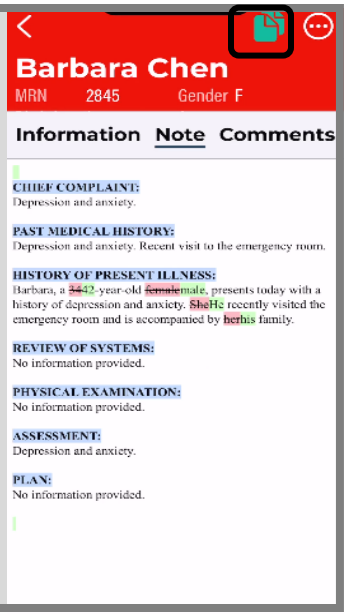
The generative AI edits appear in the note editor. Review the note thoroughly to ensure accuracy.

Tap the green Diff button to show or hide color-coded highlights indicating the changes made to the note text.

-**Green**: added content

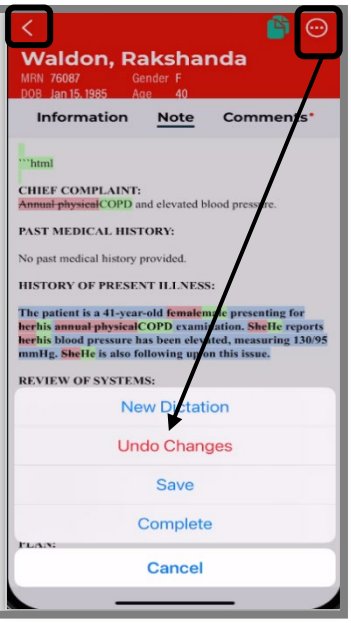
-**Red**: deleted content

-**Blue**: formatting changes



To revert the changes, **tap the Action menu ellipsis** and **tap Undo Changes or Back** without saving changes.

Note: switching between the Information, Note and Comments tabs in edit mode will not lose unsaved changes. However, it is recommended to save often.



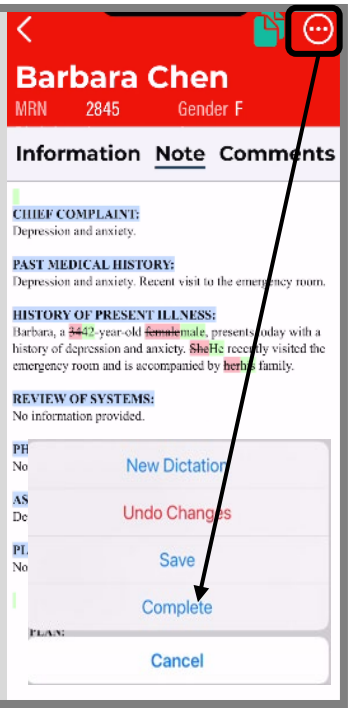
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Complete a Note

Tap Complete to progress the note to the next stage of the workflow.

If the note is completed from the final workflow folder, it will be saved in the repository (also known as Search All.)

Note: an electronic signature is applied when the note is completed from the final workflow folder by the dictating provider or an additional authenticator (if this feature is being utilized.)



Sample Correction Notes

- Add a blank line after the Chief Complaint section header
- Underline/Bold History of Present Illness section header
- Change all gender references from female to male or vice versa
- Change the age from 88 to 84
- Add “Patient will follow up in 3 weeks and have labs drawn prior” to the action plan
- Place a Patient Summary at the end of the note and change language to Spanish

Note: Correction Note is specific to the text of the note. Be creative!

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