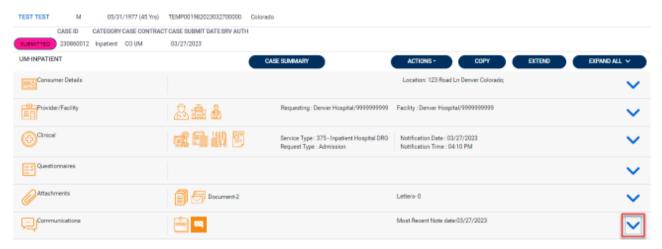# Acentra
## HEALTH

## Summary

The Notes section will display documentation regarding the case and provide detailed information on the status, or determination. These instructions will show you how to view case notes.
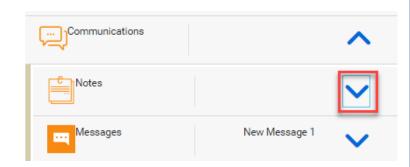
# 1

## Expand the Communications Ribbon
From the case page, expand the Communications ribbon.



# 2

## Expand the Notes Ribbon
Notes and Messages ribbons will appear, click the Notes Ribbon to expand.



# 3

## Review Notes
Review the Request, Date/Time, Note Type, and the Note fields.