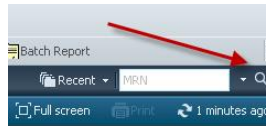


## Patient Search



1. Click on “**Patient Search**” icon
2. Patient search window will appear. Enter the “MRN” in the MRN field  
MRN is the best choice to enter. If you do not have the MRN you will need at least **three** other identifiers

A screenshot of the 'Patient Search' window. The 'MRN/PHN' field is filled with '888000586'. Below it are fields for 'Last Name', 'First Name', 'Middle Name', 'Sex', and 'Birth Date'. There is also a 'Historical MRN' field. At the bottom, there are 'Search' and 'Reset' buttons. A red arrow points to the 'Search' button. The text 'No persons found.' is visible in the upper right, and 'No encounters found.' is visible in the lower right.

3. Click **Search**.
4. All possible matches appear in the upper portion of the Patient search window.
5. Select the correct patient.
6. The patient 's name becomes highlighted and a list of this patient's encounters appear in the lower portion of the window
7. Select the **appropriate encounter** from the lower portion of the window

A screenshot of the 'Patient Search' window showing search results. The 'MRN/PHN' field is filled with '888000586'. The search results table has columns: MRN/PHN, Full Name, Birth Date, Sex, Historical MRN, and Deceased. The first row is highlighted: 888000586, ZZTEST\_PATIENT SIXTEEN, 1980-Jun-30, Male. Below the table is a list of encounters with columns: Facility, Est. Arrival Date, Disch Date, Reg Date, Enc Type, and Patient Service. The encounter for 'General Medicine' on 2014-Jul-23 12:15 is highlighted.

MRN/PHN	Full Name	Birth Date	Sex	Historical MRN	Deceased
888000586	ZZTEST_PATIENT SIXTEEN	1980-Jun-30	Male		

Facility	Est. Arrival Date	Disch Date	Reg Date	Enc Type	Patient Service
QEH	2014-Oct-08 23:59	2014-Oct-09 13:51		Specimen	Lab
QEH	2014-Oct-05 04:18	2014-Jul-29 13:12		Recurring Initial	Oncology
QEH	2014-Jul-23 12:18	2014-Jul-23 12:15		Inpatient	General Medicine
WH	2014-May-04 10:21	2014-May-04 10:18		Emergency	Emergency Medicine
QEH	2014-Mar-14 09:27	2014-Mar-13		Inpatient	General Medicine

8. Click OK.