Patient Search

Allows clinican to search HPEI chart library for patient charts

1. Click on "**Patient Search**" icon
2. "**Patient Search**" window opens
3. Enter the "**MRN**" in the MRN field.

   NOTE: Using The MRN is the Gold standard.

   If you **do not have the MRN you will need at least **three** identifiers(last name, first name, sex and birthdate)

4. Click "**Search**"
5. All possible matches appear in the upper portion of the Patient search window.
6. Select the correct patient.
7. The patient name is higlighted and a list of encounters appear in the lower portion of the window.
8. Select the appropriate encounter from the lower portion of the window.

9. Click "**OK**"