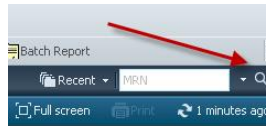


Patient Search



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 contains the text '888000586'. Below it are fields for 'Last Name:', 'First Name:', 'Middle Name:', 'Sex:', and 'Birth Date:'. At the bottom, there is a 'Historical MRN:' field and two buttons: 'Search' and 'Reset'. The 'Search' button is highlighted with a red box. The text 'No persons found.' is visible in the upper right area of the window.

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 contains '888000586'. The results table shows one patient: '888000586 ZZTEST_PATIENT SIXTEEN 1980-Jun-30 Male'. Below the patient information is a table of encounters.

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.