

Check for an Existing Patient Record when Registering a New Patient

When creating a new patient record, if a potential duplicate exists, the *Potential Duplicate Records* window displays. This window shows you a side-by-side comparison **New Patient** (the data you entered) versus **Potential Duplicate Patient** (existing patient with some of the same data). You should review the Potential Duplicate Patient section (MRN, birthdate and any other identification information) with the patient prior to creating a new patient record.

Potential Duplicate Records

? The patient record you are creating may be a duplicate of an existing patient record. Please review the list of potential duplicates and either select the appropriate record or create a new one if there is no appropriate record.

MRN	Patient Name	Date Of Birth	Legal Sex	Street Address	SSN
100006045	ACT,RITA	10/14/1974	F	1300 Hall BLVD, BLOOMFIELD CT 06002	xxx-xx-9999

Results loaded: 1

New Patient

Name	MRN	Birth Date	Sex
Act, Rita		10/14/1974 - 43 y.o.	Female

Demographics

Address:	Home Phone:	(Not on file)
	Work Phone:	(Not on file)
SSN:	Ethnicity:	(Not on file)
PCP:	Race:	(Not on file)
E-mail:	Religion:	(Not on file)
	Preferred language:	(Not on file)

Potential Duplicate Patient

Name	MRN	Birth Date	Sex
Act, Rita	100006045	10/14/1974 - 43 y.o.	Female

Demographics

Address: 1300 Hall BLVD BLOOMFIELD CT 06002	Home Phone: 555-555-5555
	Work Phone: (Not on file)
SSN: xxx-xx-9999	Ethnicity: (Not on file)
PCP: (Not on file)	Race: (Not on file)
E-mail: rita.act@thone.org	Religion: (Not on file)
	Preferred language: (Not on file)

Medical Record Numbers

Enterprise Id Number	E1375976
Epic Mrn	100006045

New
Select
Go Back

*If you click on the **Select** button, then the Potential Duplicate Patient record will open. If you select the **New** button, a new patient record will be created.