Updated Patient Lookup Functionality

To help with selecting the correct patient and avoid duplicate records, the Patient Select window has been updated with additional demographic information. A photo of the patient will also display to help with proper identification.

*Everyone should be photographing patients at the time of registration. See Tip Sheet, "Take a Patient's Photo"

Take a Look!

1. Login to **EpiCare PLYTRN.**
2. Search for patient.
3. In the **Patient Lookup** window, enter the patient's information. Enter as much detail possible. The recommendation is three identifying factors. For example, enter:
   ✓ **Name/MRN:** "Act, Rita"   (Last Name, First Name)
   ✓ **Sex:** Female
   ✓ **Birth Date:** 10/14/1974
4. Click **Find Patient**
   - The **Patient Select** window appears.

Information entered in the Patient Lookup window

A list of patients matching the search criteria

Additional demographic information displays in this section to help with finding the correct patient.

	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
	100006046	ACT,RITA	10/14/1975	F		

Results loaded: 2

Act, Rita - 100006045
- Born 10/14/1974
- 43 y.o. Female
- 1300 Hall BLVD BLOOMFIELD CT 06002
- 555-555-5555 (H)
- rita.act@thone.org
- No PCP on file

SSN: xxx-xx-9999
Marital Status: Not on file

Select   Go Back

*When registering a new patient, use the "Check for an Existing Patient Record when Registering a New Patient" tip sheet.