

14.05. Patients

Adding a new patient

Choose **Patient > New Patient**, or click the *New Patient* button on the navigator. This will show the following window:

Most of the fields are self-explanatory..

- First & last name (mandatory)
- Next of Kin
 - Here you can link a patient to another existing patient.
 - Type the last name then a comma, then the first name (or part thereof), and press tab. A list of matching names will be shown. Double-click on a name to select that person.
- Patient Picture
 - You can add a patient picture by clicking the *Add* button.
- Address and other contact details can be entered on the *Contact details* tab.

Showing and modifying patients

Choose **Patient > Show Patients** , or click the *Show Patients* button on the navigator.



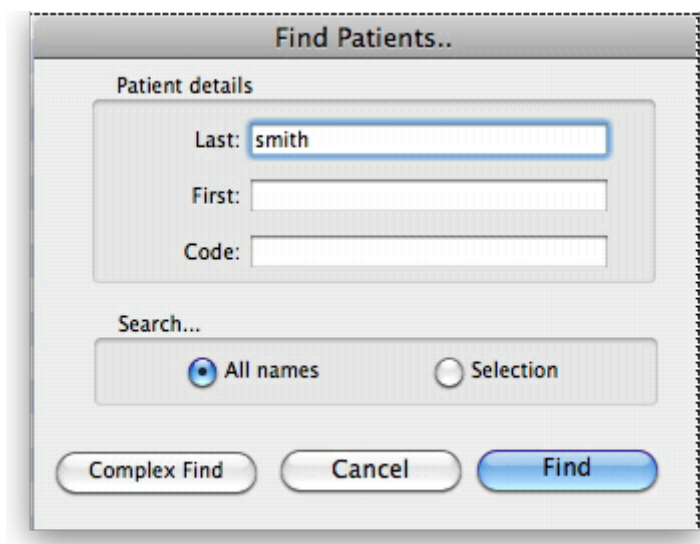
The screenshot shows a window titled "Show Patients..." with a toolbar containing icons for "New Patient", "Find", "Print", "Order By", "Merge", and "Modify". Below the toolbar is a table with the following data:

| Patient Code | Last name | Forename(s) | DOB | Phone | Address |
|--------------|-----------|-------------|------------|-------|--------------|
| 1 | Kirk | James T | 06/10/1980 | | USS |
| 2 | Spock | Mr | 11/09/1882 | | |
| 3 | McCoy | Leonard | 07/10/1982 | | Sick Bay |
| 4 | Scott | Montgomery | 08/10/1983 | | Engine Room |
| 5 | Chekov | Pavel | 09/10/1987 | | Bridge |
| 6 | Shirt | Red | 08/10/1986 | | Not for long |
| 7 | Sulu | Hikaru | 08/10/1985 | | Bridge |
| 8 | Uhuru | Lt | 08/10/1986 | | Comms |

To edit or view a patient’s details, double-click on their name in the list.

Finding patients

Click the *Find* button, and a small window is shown:



The "Find Patients.." dialog box contains the following fields and controls:

- Patient details** section with three input fields:
 - Last:
 - First:
 - Code:
- Search...** section with two radio buttons:
 - All names
 - Selection
- Buttons at the bottom: "Complex Find", "Cancel", and "Find".

Type as much of the Last name, First name or Code as you know, and matching patients will be shown. Note that you can search all patients or restrict your search to only those in the already displayed list (the selection).

When you have a list of patients you can double-click on one to view the patient's details which will display up the following window:

The screenshot shows a software window titled "New/Edit Patient Info...". At the top, there is a "Patient code" field with the value "2", a "Store" dropdown menu set to "Hospital Info System", and a "Registration Date" field with the value "22/11/12". Below this are several tabs: "General", "Contact details", "Encounter", "Disease history", "Log", and "Store". The "General" tab is active, displaying various input fields for patient information. On the left, under "General Info", there are fields for Title (Mr), First Name, Middle Name, Last Name, Gender (Female/Male), Marital Status (Single), Blood Group, DOB (05/03/00), Age, Occupation (None), Religion (None), Ethnicity (None), and National Health Number. On the right, under "Next of Kin", there are fields for Name, Patient Code, Relation, Phone, and Email. Further right is a "Patient Picture" area with "Add" and "Remove" buttons. At the bottom of the window are "OK & Next", "Cancel", and "OK" buttons.

Click on the different tabs to view different details. Note that on the *Encounters* tab you can double-click on the encounters shown to get their details.

Showing current admissions

You can also select **Patient > Admitted** to show a list of currently admitted patients.

The screenshot shows a software window titled "Admitted List...". At the top, there is a search bar labeled "Search by Name or code". Below the search bar is a table with the following columns: "Patient Code", "Patient Name", "Ward", "Bed no.", "Room", and "Estimated discharge dt.". The table contains three rows of data:

| Patient Code | Patient Name | Ward | Bed no. | Room | Estimated discharge dt. |
|--------------|-------------------|----------|---------|------|-------------------------|
| 20 | Patient, Im | Holo | 3 | 3 | 01/09/2010 |
| 10 | Data, Mr | Sick Bay | 10 | 10 | 15/04/2010 |
| 4 | Scott, Montgomery | Solitary | 1 | 1 | 21/09/2011 |

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