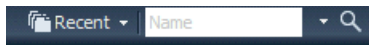


# Customizing Patient Search

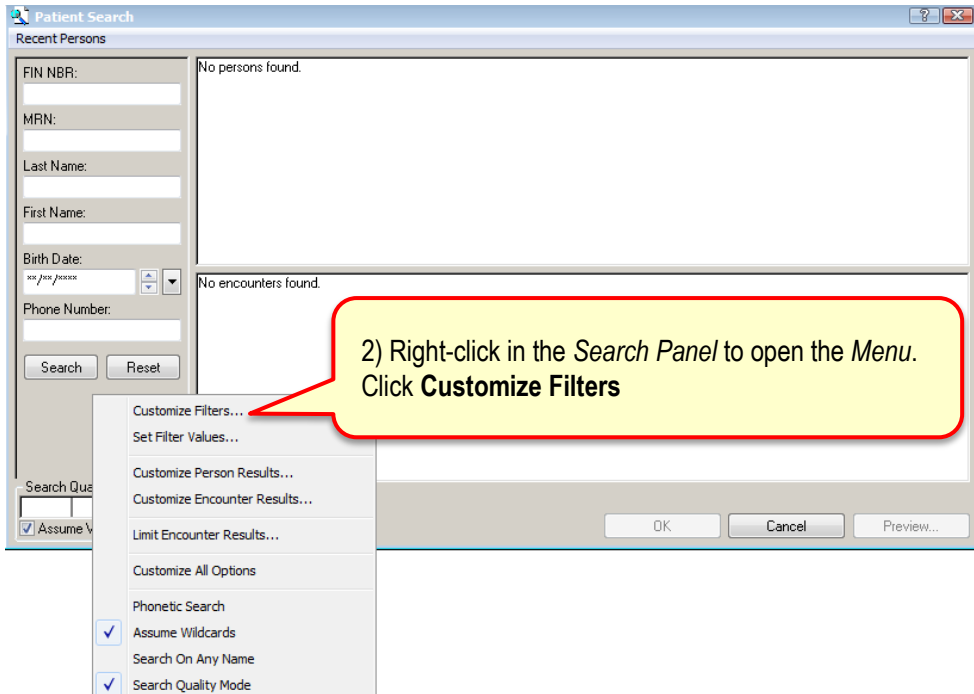
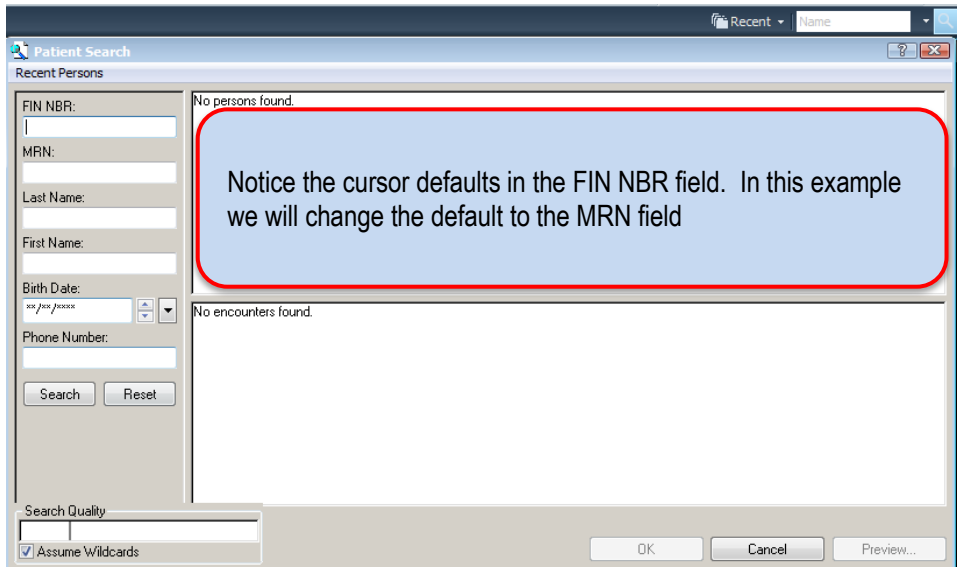
This document will show you how to customize the Patient Search screen by adjusting the filters to add columns and search filters.

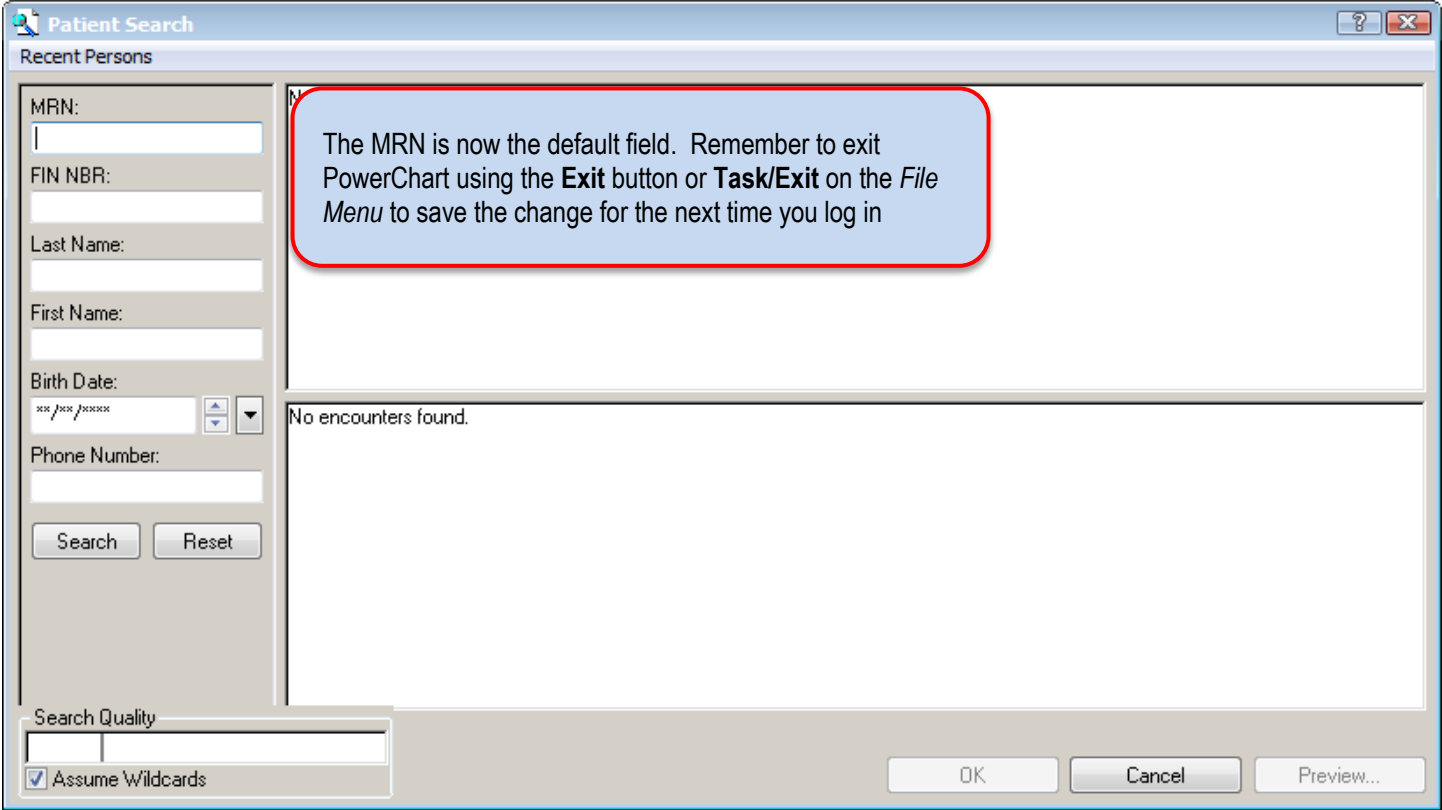
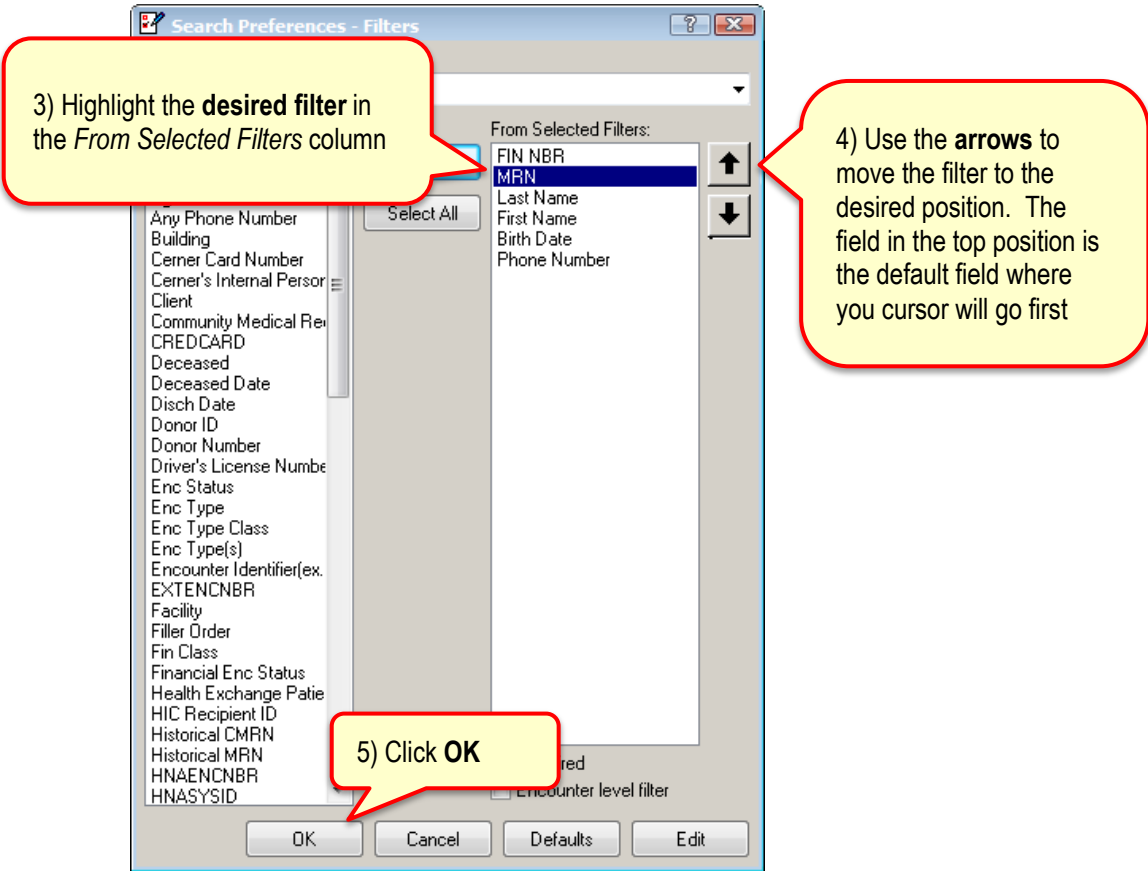
Changing the Default Search Field – p. 1
Adding Search Fields – p. 3
Customizing Person Results – p. 4
Customizing Encounter Results – p. 5

## Changing the Default Search Field



1) Click the **magnifying glass** to open the *Patient Search* window





## Adding Search Fields

- 1) Click the **magnifying glass (Patient Search)** button
- 2) Right-click in the *Search* panel and click **Customize Filters**

3) Highlight the **desired option** in the *From Available Filters* column

4) Click **Move >** to move the filter to the *Selected Filters* column

5) Use the **arrows** to move the filter to the desired place in the list

6) Click **OK**

7) Click **Yes** if this is a filter that is needed

Modifying filters in this way will disable Search Quality. Are you sure you want to continue?

Yes No

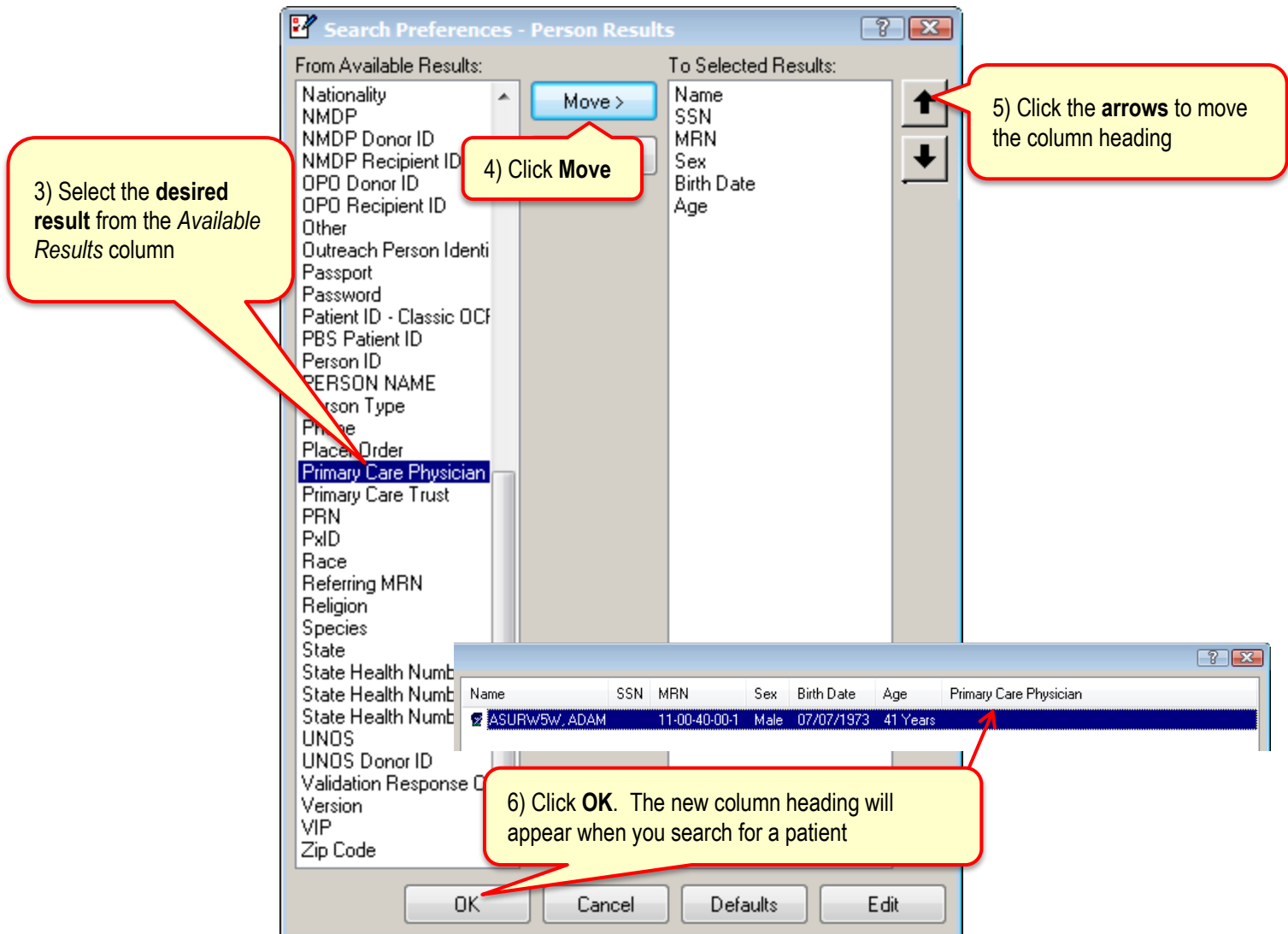
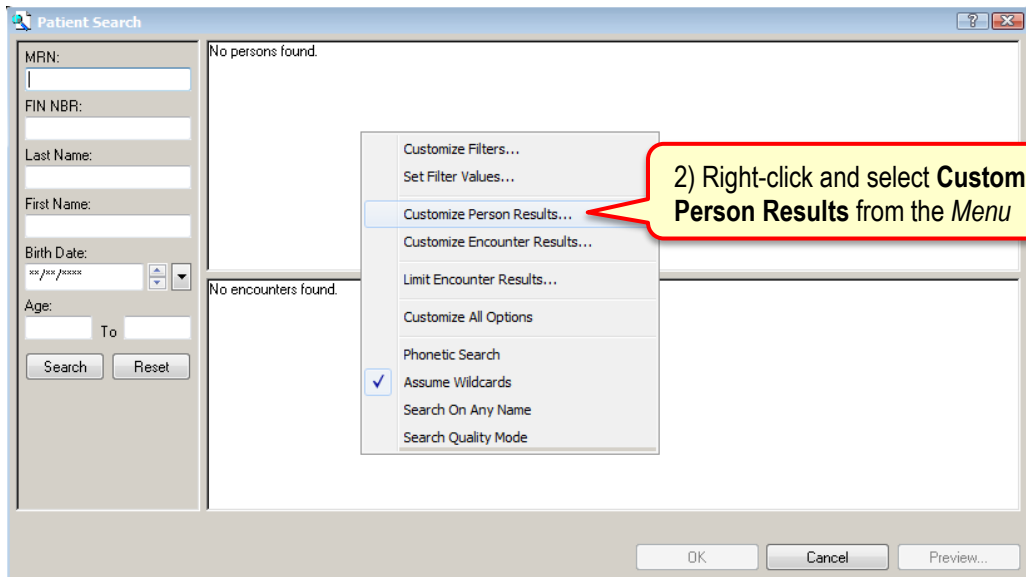
The filter will be added to the list

MRN:  
FIN NBR:  
Last Name:  
First Name:  
Birth Date:  
Age: To

Search Reset

## Customizing Person Results

1) Click the magnifying glass (Patient Search) button



## Customizing Encounter Results

1) Click the magnifying glass (Patient Search) button

