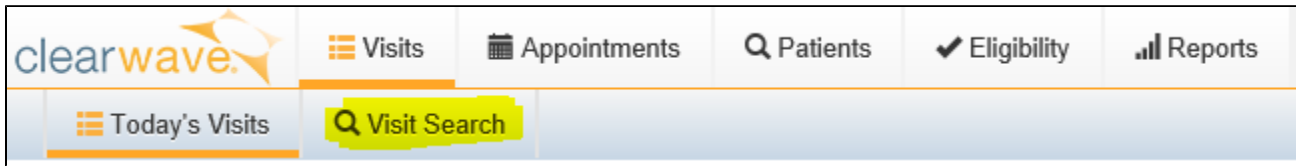
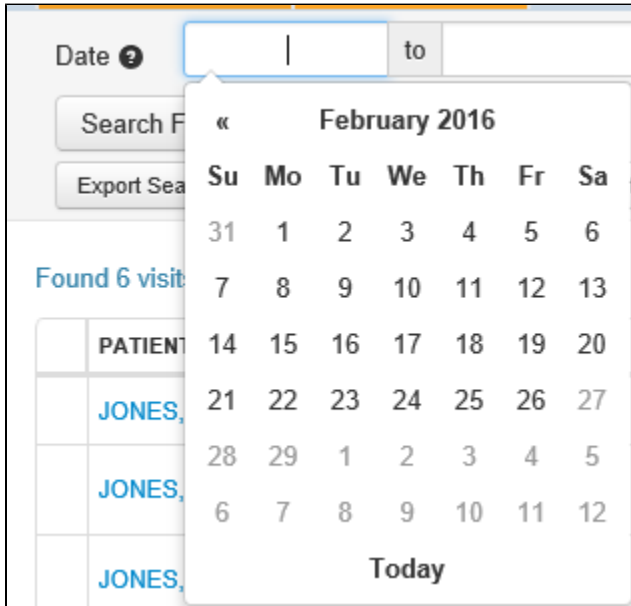


Visit Search

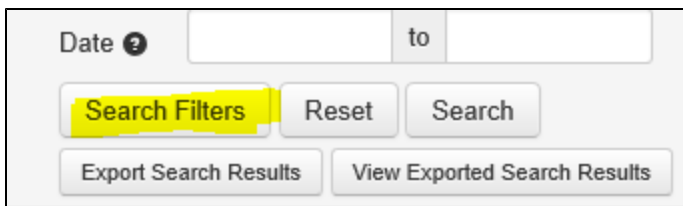
The visit search tab is directly to the right of the patient search/check-in tab.



Clicking on this tab will bring you to a separate page where you can search for patients using a variety of criteria. First is searching by date. Clicking inside the white boxes will bring up a calendar where you can select the start and end dates.



Selecting search after choosing dates will bring up all visits within that time frame. (This search does not include appointments scheduled. This is for visits only). If you want to use more criteria to search, select the advanced tab.



This will bring up a pop-up window, as seen below. This gives you a variety of criteria to fill out that will narrow down your search further. If you still decide to use a date range, there is that selection at the bottom to choose dates.

Search Filters



Filter

- Registration Location
- Patient Tracking Status
- Reason For Visit
- Provider
- Service
- Location

Flags

- Demographics Changed at Kiosk
- Insurance Changed at Kiosk
- Insurance Card Uploaded at Kiosk
- Self Pay with Active Coverage
- Kiosk Check-In Flag
- Eligibility: Data Conflict
- Eligibility: Other Payer on File
- New Patient
- Checked In Appointment

Eligibility Status

- Active
- Inactive
- Rejected
- Error
- Pending
- Self-Pay
- Unlisted

Cancel

Search

Search Filters ✕

Eligibility Status

Active
 Self-Pay
 Inactive
 Unlisted
 Rejected
 Error
 Pending

Check-In Status

Complete
 Canceled / Failed ?
 Partially Complete ?
 Canceled / Failed → Cleared ?
 Canceled / Failed → Completed ?

Check In Date

None
 Within The Last Days
 More Than Days Ago
 Date to ?
 In Range to ?

To the right of these selections is a small area that updates as you use the search criteria. If you make selections in the search filters tab or in the dates calendar, this section will show what you are currently searching for.

Date ? to

Current Search

Registration Locations: (any)

Eligibility Status: Inactive, Error

All the patients that match your selected criteria will appear below this bar.