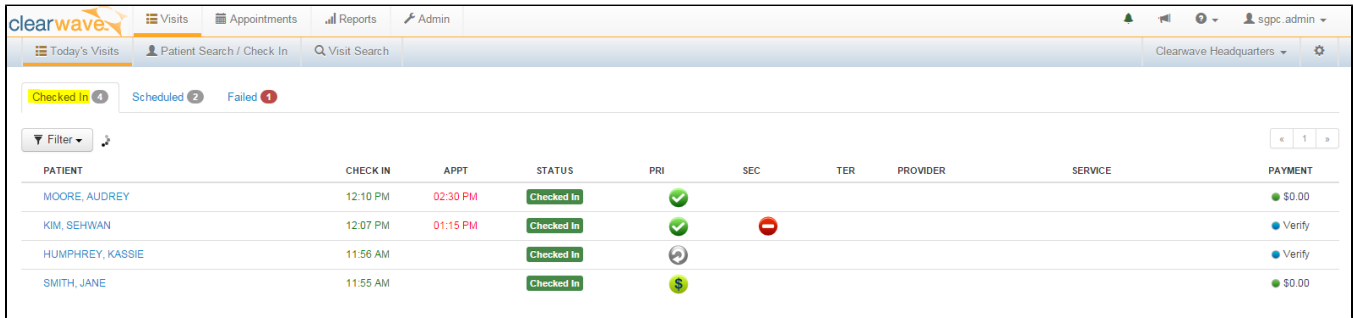


# Today's Visits - Checked In/Scheduled/Failed

1) The **Today's Visits** page is where you can view all patients checking in today. It is the home page of your Clearwave Portal. From the Check In tab you can see the patients pop up on the list as they check in.

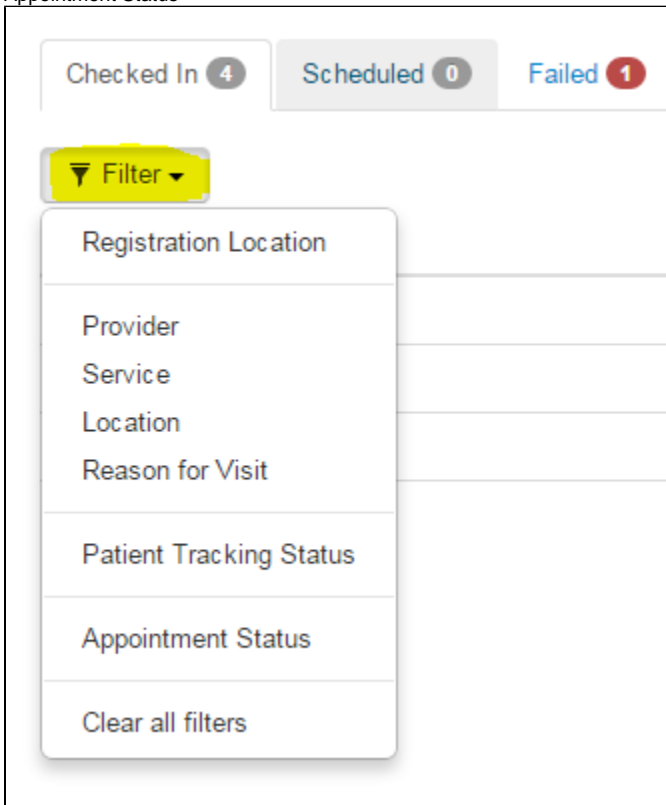


The screenshot shows the 'Today's Visits' page in the Clearwave Portal. At the top, there are navigation tabs for 'Visits', 'Appointments', 'Reports', and 'Admin'. Below these are sub-tabs for 'Today's Visits', 'Patient Search / Check In', and 'Visit Search'. A status bar indicates 'Checked In 4', 'Scheduled 2', and 'Failed 1'. A 'Filter' button is visible on the left. The main table lists patient check-ins with columns for Patient, Check In, Appt, Status, Pri, Sec, Ter, Provider, Service, and Payment.

| PATIENT          | CHECK IN | APPT     | STATUS     | PRI | SEC | TER | PROVIDER | SERVICE | PAYMENT |
|------------------|----------|----------|------------|-----|-----|-----|----------|---------|---------|
| MOORE, AUDREY    | 12:10 PM | 02:30 PM | Checked In | ✓   |     |     |          |         | \$0.00  |
| KIM, SEHWAN      | 12:07 PM | 01:15 PM | Checked In | ✓   | ✗   |     |          |         | Verify  |
| HUMPHREY, KASSIE | 11:56 AM |          | Checked In | ⌛   |     |     |          |         | Verify  |
| SMITH, JANE      | 11:55 AM |          | Checked In | ⌛   |     |     |          |         | \$0.00  |

Use the **filter tab** to filter your list for your specific needs. You can filter the list based on

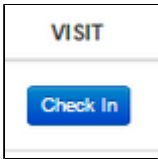
- Registration location
- Provider
- Service
- Location
- Reason for Visit
- Patient Tracking Status
- Appointment Status



2) The next tab on the Today's Visit page is the **Scheduled List**. This tab shows you all the appointments scheduled for Today. You can also filter this tab to match your Checked In tab. From the scheduled list you can manually check in patients who are scheduled for today.

| PATIENT          | SCHEDULED           | STATUS    | VISIT                    | PRI | SEC | TER | BALANCE | PROVIDER | SERVICE | REGISTRATION LOCATION  |
|------------------|---------------------|-----------|--------------------------|-----|-----|-----|---------|----------|---------|------------------------|
| THAMES, LAUREN J | 11/28/2014 12:50 PM | Scheduled | <a href="#">Check In</a> |     |     |     | \$0.00  |          |         | Clearwave Headquarters |
| STONE, BRIAN     | 11/28/2014 12:55 PM | Scheduled | <a href="#">Check In</a> |     |     |     | \$0.00  |          |         | Clearwave Headquarters |

To check in a patient off this list, click the blue 'Check In' button under the visit column. It will put the patient on the checked in tab.



3) The last tab is the "Failed" tab. This tab will turn red when a patient attempts to check in at the kiosk, but does not complete the check in. It is important to check this tab when you see it turn red and to watch the counter. You can complete the check in for the patient by clicking the blue 'check in' button or click the red 'clear' button to delete the failed check in.

| PATIENT   | GENDER | DOB        | CHECK IN END | ERROR CODE | PRI | SEC | TER |
|-----------|--------|------------|--------------|------------|-----|-----|-----|
| DOE, JOHN | Male   | 11/17/1963 | 12:11 PM     | Abort      |     |     |     |