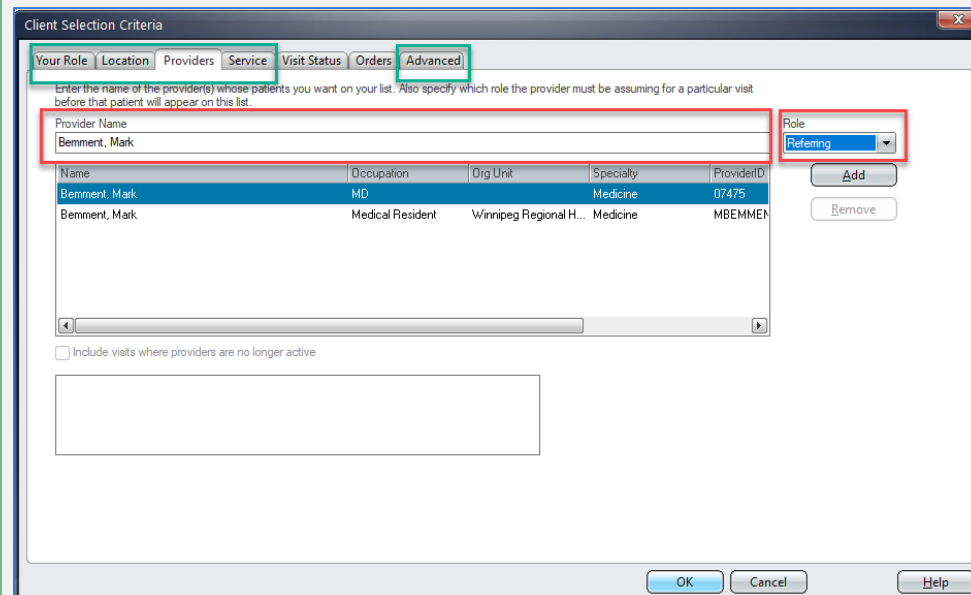


## How to Create a Criteria-Based List for Patient Service

### Quick Reference Guide

This **Quick Reference Guide (QRG)** provides step-by-step instructions for creating a **Criteria-Based List for Patient Service**.

**Important Note:** When creating a **Service-Based** list, you must include either **Your Role**, a **Provider**, a **Location**, or an **Advanced** visit list definition.



Client Selection Criteria

Your Role | Location | Providers | Service | Visit Status | Orders | Advanced

Enter the name of the provider(s) whose patients you want on your list. Also specify which role the provider must be assuming for a particular visit before that patient will appear on this list.

Provider Name: Benment, Mark

Role: Referring

Name	Occupation	Org Unit	Specialty	ProviderID
Benment, Mark	MD		Medicine	07475
Benment, Mark	Medical Resident	Winnipeg Regional H...	Medicine	MBEMEM

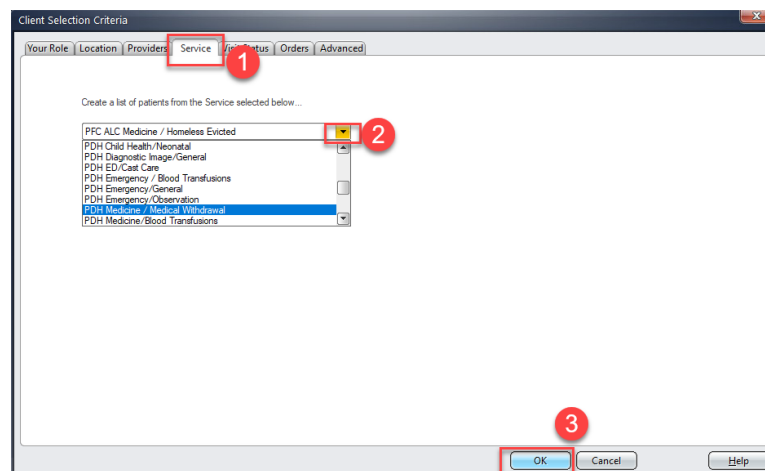
Include visits where providers are no longer active

OK Cancel Help

### How to Create a Criteria-Based List by Service/Sub-Service

Service

1. Select the **Service** tab
2. Click the drop-down arrow and select the **Service** from the drop-down list, or start typing the acronym of your facility



Client Selection Criteria

Your Role | Location | Providers | Service | Visit Status | Orders | Advanced

Create a list of patients from the Service selected below...

- PFC ALC Medicine / Homeless Evicted
- PDH Child Health/Neonatal
- PDH Diagnostic Image/General
- PDH ED/Care Care
- PDH Emergency / Blood Transfusions
- PDH Emergency/General
- PDH Emergency/Observation
- PDH Medicine / Medical Withdrawal
- PDH Medicine/Blood Transfusions

OK Cancel Help

# EPR Core and Clinical Documentation

## How to Create a Criteria-Based List for Patient Service

### Quick Reference Guide


3. Click **OK**

*The **Name** window opens.*

4. Type in a name for your list



5. Click **OK** to save

 **Note:** Your **Criteria-Based** list displays by **Service, Location, and Provider**, and these lists will appear in your current list. Make sure you have all the columns set in place.

Patient Name	Patient ID / Visit Number	Provider	Current Location	Service	Visit Status
EPREST1 CIS TEST,...	29972/3086222	Reitmeier, Shayne	LSH-MEDU1-01-1	LSH Medicine / General	ADM
LSH-UAT-TW, TestP...	29957/3086207	Bemment, Mark	LSH-MEDU1-02-1	LSH Medicine / General	ADM
LSH-UAT-TW, TestP...	29997/3086248	Bemment, Mark	LSH-MEDU1-03-1	LSH Medicine / General	ADM
Trainer, Em	29995/3086246	Safdar, Ahsin	LSH-MEDU1-04-1	LSH Medicine / General	ADM