

# EPR Core and Clinical Documentation

## Provider-Patient Detailed Report

### Quick Reference Guide

This **Quick Reference Guide (QRG)** provides step-by-step instructions for printing the **Provider-Patient Detail List > Discharge Report**.

Reports in the **EPR** are available to:

- give care providers a list of their patients.
- help care providers with their billing purposes. **Note:** These reports are restricted to displaying 31 sequential days at a time. They are also based on a care provider's login credentials (security access).
- staff with **EPR** access, i.e., Secretaries and Administration to assist care providers with printing reports for billing, but they must add the care provider as a consulting provider before printing these reports.

### The Provider Detail List

**Note:** The **Provider-Patient Detail List Discharge** will generate a list of all patients that a provider has assigned themselves to in the **EPR**. The patient's visit must have the status of **Discharged**.

This report is dependent on compliance from users who are adding themselves to the Patient's list of care providers in **EPR** as an **Attending Care Provider or a Consulting Care Provider**.

This report will give the provider the option to select from a variety of visit types and provider roles when you run the report.

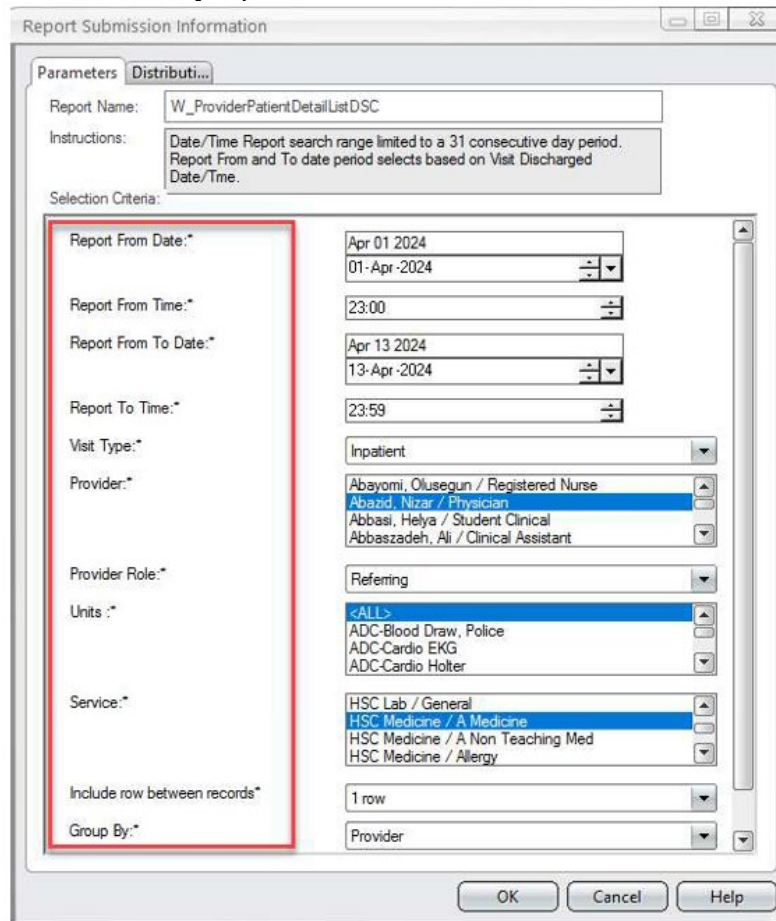
### Printing the Provider-Patient Detailed List >Discharge

<b>Print the required report</b>	<ol style="list-style-type: none"><li>1. Click on the <b>Print Reports</b> icon in the <b>EPR</b></li><li>2. Choose the <b>Patient List Report</b> from the <b>Report Category</b></li><li>3. Select <b>Provider-Patient Detail List Discharged</b></li><li>4. Click on <b>Print</b> <i>The <b>Report Submission Information</b> window opens.</i></li><li>5. Enter the following parameters (fields with an asterisk are mandatory):<ul style="list-style-type: none"><li>• Report From Date</li><li>• Report From Time</li><li>• Report From To Date Report To Time</li><li>• Visit Type i.e., Inpatient or applicable Provider</li><li>• Provider Role</li><li>• Units</li></ul></li></ol>
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- Service
- Include row between records: 1 row
- Group By: optional
- Sort By: optional



**Note:** Service and Units can be left as the default of **ALL** or specified as required. Group and Sort By fields can assist in organizing the patients.

6. Click **OK** to print the report.

**Note:** Once the Provider-Patient Detail List Discharged prints, the following displays: Patient Name, MRN, Birth Date, Gender, Provider Status Location, MB PHIN, MB Reg No, Primary Care Provider, Visit Reason, and Address.