

SWIM – Access to Care

Search Cases in SWIM

Quick Reference Guide

View cases that have been previously completed.

Find cases in SWIM																			
<p>1. Find Report</p>	<ul style="list-style-type: none"> Open the Reports module  Select Search Completed Cases from the list of available reports <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> List Reports Search Completed Cases </div>																		
<p>2. Enter Search Criteria</p>	<ul style="list-style-type: none"> Enter either the Novari ID or the Patient's Last Name Click Submit <p>To narrow your search results, select your Provider; to see all wait list entries for the patient regardless of the provider, do not select a Provider(s)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p><small>Keep PHI a secret!</small></p> <p>Enter Patient Novari ID <input type="text"/></p> <p>OR Enter Patient Last Name <input type="text"/></p> <p><small>Limit to these Providers:</small></p> <div style="border: 1px solid #ccc; padding: 2px;"> <p>Dentistry</p> <p>Amel-Gharib, Shima (Winnipeg)</p> <p>Biber, Jay (Winnipeg)</p> <p>Blight, Tim (Winnipeg)</p> <p>Cotlick, Christopher (Winnipeg)</p> <p>Cross, Howard (Winnipeg)</p> <p>Diamond, Robert (Winnipeg)</p> </div> <p><small>(Hold down CTRL/COMMAND or SHIFT to select multiple providers.)</small></p> <p><small>(Leave fields blank and click 'Submit' for a full list of all removed patients.)</small></p> <p style="text-align: right;"><input type="button" value="Submit"/></p> </div>																		
<p>3. Identify correct patient</p>	<ul style="list-style-type: none"> Review the search results and click the hyperlink to open the patient's Case Details <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p style="text-align: center;">First Prev 1 Next Last</p> <p style="text-align: center;">Patients per page: <input type="text" value="25"/></p> <p style="text-align: center;"><input type="button" value="Search Again"/></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="background-color: #0070c0; color: white;">Search Results (1 Completed Patients Matching Last Name "tutu")</th> </tr> <tr> <th style="background-color: #0070c0; color: white;">Name</th> <th style="background-color: #0070c0; color: white;">Novari ID</th> <th style="background-color: #0070c0; color: white;">Provider</th> <th style="background-color: #0070c0; color: white;">Procedure(s)</th> <th style="background-color: #0070c0; color: white;">Decision to Treat Date</th> <th style="background-color: #0070c0; color: white;">Surgery Date</th> </tr> </thead> <tbody> <tr> <td style="color: #0070c0;">Tutu, Toucan</td> <td>P0000000210</td> <td>Dr. Burnell, Colin</td> <td>AMPUTATION DIGIT (Right)</td> <td>08/21/2023</td> <td>11/06/2023</td> </tr> </tbody> </table> <p style="text-align: center;">First Prev 1 Next Last</p> <p style="text-align: center;">Patients per page: <input type="text" value="25"/></p> </div> <div style="border: 2px solid #0070c0; padding: 10px; margin-top: 10px;"> <div style="display: flex; align-items: center;">  <p>If you have access to the surgeon, the case will open. If you do not have access to the surgeon, an alert will pop up indicating you are unable to access</p> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <p style="background-color: #ff0000; color: white; padding: 2px;">Alert</p> <p style="font-size: small;">Unable to access patient. Please try again or contact an administrator.</p> <p style="text-align: center;"><input type="button" value="OK"/></p> </div> </div>	Search Results (1 Completed Patients Matching Last Name "tutu")						Name	Novari ID	Provider	Procedure(s)	Decision to Treat Date	Surgery Date	Tutu, Toucan	P0000000210	Dr. Burnell, Colin	AMPUTATION DIGIT (Right)	08/21/2023	11/06/2023
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