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How to quickly find the correct patient in MEDITECH MAGIC

   If you're like so many others out here and often find yourself looking for a needle in a hay-stack or just a better way of retrieving a specific range of data, then you'll like these tips on locating patients in various MEDITECH Magic patient routines. Even if you already know each of these, please share it with everyone at your facility. I can't tell you how many times I've distributed this to our User's Groups and each time, some of the same people say, year after year: "Wow, thanks. I wish you had shared this sooner." (insert frustrated smiley face here).

   This is a consolidated version of the documentation you'd see on-line within your MEDITECH Client if you were to press the **Shift**+**F8** key while your cursor is on any number of patient lookup fields.

In Admitting:

Ex: I am looking for this patient-

Acct. Number	LName,FName	Unit/MedRec Number
X000005124	TESTWHITE,SCOTT	U#H0000175

I can use any of the following methods to locate the record:

* The patient's name, using up to 30 characters, in LASTNAME,FIRSTNAME format

* The patient's account number, for patients with an active patient account

* The patient's primary unit number, prefaced by a U#

* The patient's social security number, prefaced by a pound sign (#) Soc Sec #123-45-6789

* Another number (i.e., a unit number assigned by another facility or a number assigned by a department, service, etc.), prefaced by a U#

* The patient's insurance policy number, prefaced by a P#

* The patient's last name or partial last name followed by `/S', this will `seed' the Lookup. When a patient Lookup is initiated, only patient accounts whose 'SCH' or 'PRE/REG/ADM' dates match the date range set in the ADM parameters will appear in the Lookup.

Cont…..

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Even if responses are entered for these new default date range parameters, the user still retains the ability to seed the patient Lookup with '/S' and thus enter his/her own particular date range for the Lookup being performed. This will override the default responses defined in the parameters.

  TESTWHITE,SCOTT/S   this will pull up this Pop-up screen

   'SCH' status   'PRE' 'ADM' and 'REG' status

From Res Date 07/14/03   From Res/Adm/Svc Date   BEGINNING
Thru Res Date 09/12/03   Thru Res/Adm/Svc Date   END

However, the next time a Lookup is initiated, if the user fails to seed the Lookup with '/S', the default parameters, as defined for the facility in the ADM parameters, will define the date ranges for the Lookup.

In Order Entry:

You can try many of the options used in Admitting or... Try typing L space A3 then press the Look-up Key. You'll see all patients registered to that floor.

In Pharmacy:

You can use many of the Admitting options or...
Try L\A3 then hit the look-up key.
Try using the RX number R#759 for RX # 0000759
Try using the Room Number R\310 for our pt. in room 310 bed 1

In Radiology:

Here are some of the options you have for locating the RIGHT patient in RAD.
SAA#000000895
X000005124 TESTWHITE,SCOTT U#H0000175

Try typing H175 at the Patient prompt
(notice that you don't have to type in the preceding 0000000's)

Or Soc. Secur. #123-45-6789

Or the Exam number preceded by an X - X895
(notice that you don't have to type in the preceding 0000000's)

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