Log in, View Census Screen & Home Tab	
Double click on ICCA	E C C C C C C C C C C C C C C C C C C C
Make sure you know your single sign on password , and ideally have a single sign on 'tap in' card	Records Service Records Service Records Service Records Service Records Service
If you've used single sign on then you'll be logged on automatically. If not, you'll be asked for your Username and password – this is your active directory password (i.e. the one you use to log in to any trust computer	
SSO will populate login details automatically	
If you're not using SSO, enter your Username & Password and click on OK	PHILIPS Healtbcare Distribution Very-harrism ey-harrism sezenthscuk [Default] [SysRool] Cancel OK

Log in, View Census Screen & Home Tab		
Click on the unit required, (e.g. CHICHESTER ICU)	Care Units My Patients MORTHING ICU CHICHESTER ICU CHICHESTER ICU MORTHING UNIT MORTHING OUTREACH CHICHESTER OUTREACH	
Census for required unit will open and patients are listed Please do not admit	Census for TRAINING UNIT Image: Census for TRAINING UNIT <	
patient in ICCA - Nursing Staff admit via PAS Select the Home tab	PHILIPS Home	
The Home tab includes the Find Patient button (binoculars) which allows you to view admitted and discharged patients and also Vertical / Horizontal Split if you want to split the screen into two	Home Census XLinks Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census Image: Census	
Select the Census tab	PHILIPS Home Census	
Census icons become activated depending on the patient or bed you have selected	Home Census XLinks Admit Stat Accept Transfer Move/Swap Discharge Re-Admit from Cancel Non-CIS Unit Discharge My Patients Commands Bed Management My Patients Commands	

Log in, View Census Screen & Home Tab	
Select the XLinks tab	PHILIPS Home Census XLinks
XLinks icons will show i.e. Reports Page for Handover Sheet and if you're in a patient chart you can see icons for other systems including BNF , Evolve and PACS	Reports Resources XLinks Image: Comparison of the second seco