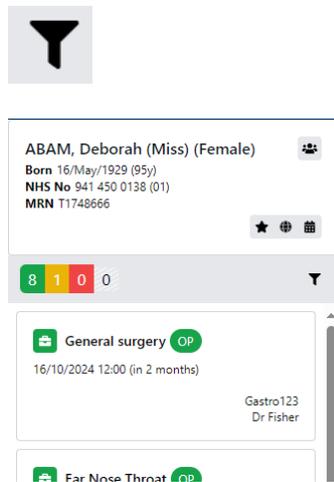


## MEDVIEWER – FILTER THE ENCOUNTERS VIEW

The Encounter View can become quite full and therefore scrolling through the patient's encounters becomes inefficient. Luckily, you can filter this view.

Whilst in a patient's Health Record, click the **Funnel** icon at the top of the Encounter View



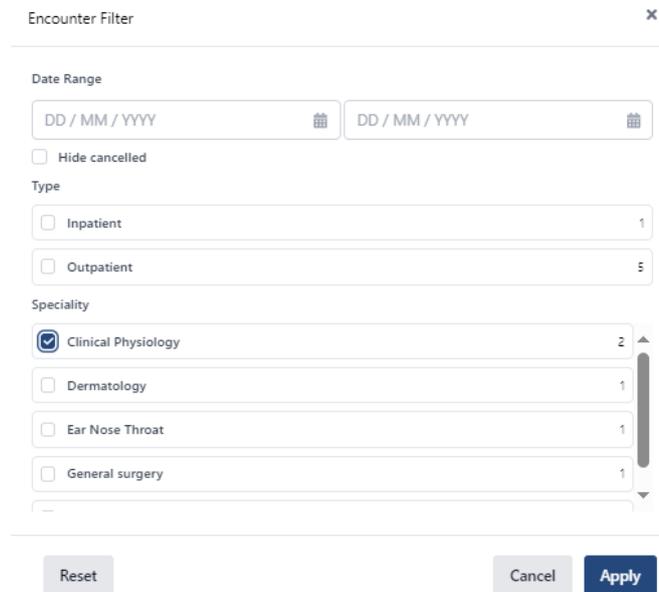
ABAM, Deborah (Miss) (Female)  
Born 16/May/1929 (95y)  
NHS No 941 450 0138 (01)  
MRN T1748666

8 1 0 0

General surgery OP  
16/10/2024 12:00 (in 2 months)  
Gastro123  
Dr Fisher

Ear Nose Throat OP

The **Encounter Filter** pop-up window displays:



Encounter Filter

Date Range  
DD / MM / YYYY DD / MM / YYYY

Hide cancelled

Type  
 Inpatient 1  
 Outpatient 5

Speciality  
 Clinical Physiology 2  
 Dermatology 1  
 Ear Nose Throat 1  
 General surgery 1

Reset Cancel Apply

Set the following:

**Date Range** – From and To dates

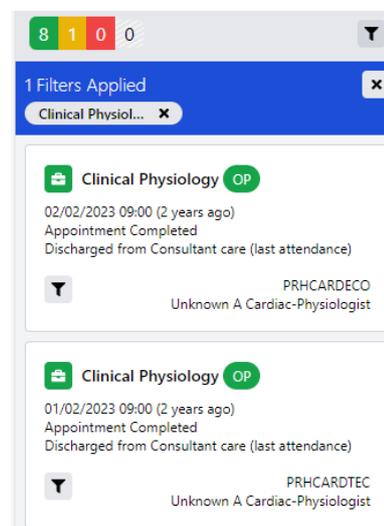
**Encounter Type** – Inpatient, Outpatient but only if in their PAS record

**Speciality** – Only the specialties that appear in their PAS record

**Please note:** there is also a tickbox if you wish to hide all Cancelled Outpatient appointments. Set accordingly.

Click **Apply** to filter the Encounter View

Only the Episodes meeting the above criteria display:



8 1 0 0

1 Filters Applied  
Clinical Physiol...

Clinical Physiology OP  
02/02/2023 09:00 (2 years ago)  
Appointment Completed  
Discharged from Consultant care (last attendance)  
PRHCARDECO  
Unknown A Cardiac-Physiologist

Clinical Physiology OP  
01/02/2023 09:00 (2 years ago)  
Appointment Completed  
Discharged from Consultant care (last attendance)  
PRHCARTEC  
Unknown A Cardiac-Physiologist

	<p>If you wish to remove the Encounter View filter(s) you can:</p> <ul style="list-style-type: none"><li>• Click on the <b>x</b> in each pill</li><li>• Click on the <b>X</b> in the Blue Filter bar, to clear more than one filter at the same time</li></ul>
<p>Now you can reach the Encounter functions like Filter to only view pages from this encounter, print forms/cover sheets for this encounter and direct upload a file to this encounter.</p>	