New Request and Searching for a Patient	
This crib sheet shows you how to Make a New Request & Search for a Patient	
Click on the <b>New</b> <b>Request</b> button from the side bar	survates Patient Search Reporting Requesting Requesting New Request We Requests By Patient CopenRet Patient Requests
Enter the patient's hospital number into the <b>Search Value</b> field	The <b>Search Type</b> automatically detects that a hospital number is being entered
Click on <b>Search for</b> patient	Search Value       C2059857       Search for patient         Search Type       NHS number       Patient name       Hospital Number       Date of birth       Advanced Search
Select the patient from the Search Results list	
Search Results Hosp No. C2059857 ICE15	Surname     Forename       T123     BLANK
You would then select the appropriate tab to request the tests e.g. Radiology, Blood Sciences Acute etc). This will be explained in the next crib sheets. Please Note If you want to search for a different patient at anytime, please click on Patient Search. This will then automatically close the current patient record.	