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 **New Request** button from the side bar	
Enter the patient's hospital number into the **Search Value** field	The **Search Type** automatically detects that a hospital number is being entered
Click on **Search for patient**	
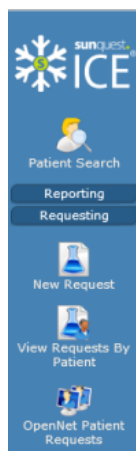
Select the patient from the **Search Results** list

Search Results		
Hosp No.	Surname	Forename
C2059857 ICE15	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.