View Requests by Clinician		
This crib sheet shows you how to View Requests by Clinician		
Select View Requests by Location	View Requests By Location	
The list of requests display by your default location e.g. SRH – Main Outpatients	Location:       SRH - Main Outpatients         Status:       [ALL] (excludes deleted requests)         User       [All users]         Days:       1       Start Date:       End Date:         Days:       1       Start Date:       End Date:         C209987       T123, BLANK       Female       28 Nov 1961       25 Jun 2020 01:57       25 Jun 2020 07:59         C209857       T123, BLANK       Female       28 Nov 1961       25 Jun 2020 07:59       25 Jun 2020 07:55         C209857       T123, BLANK       Female       28 Nov 1961       24 Jun 2020 14:55       24 Jun 2020 14:37         C2059857       T123, BLANK       Female       28 Nov 1961       24 Jun 2020 14:55       24 Jun 2020 14:37         C2059857       T123, BLANK       Female       28 Nov 1961       24 Jun 2020 14:35       24 Jun 2020 14:35         C2059857       T123, BLANK       Female       28 Nov 1961       24 Jun 2020 14:35       24 Jun 2020 14:35         C2059857       T123, BLANK       Female       28 Nov 1961       24 Jun 2020 14:35       24 Jun 2020 14:35         C2059857       T123, BLANK       Female       28 Nov 1961       24 Jun 2020 14:35       24 Jun 2020 14:35         C2059857       T123, BLANK       Female       28 Nov 1	
Filtering by User		
This option gives you requests by the clinician that has requested it		
Select the button	User [All users]	
Click to enter the users <b>Username</b> or <b>Surname</b>		
Click on Search	Select User Web page Dialogue  Search by By User Name  Show Inactive Users	
Select the user	UsernameFull NameDescriptionStatusEly-HarrisMMarc Ely-HarrisActiveEly-HarrisRRichard Ely-HarrisActive	
Click on <b>Search</b>	Any requests made by the user will show	
To put the filter back to all users, select the button		
Select [All users]	[All users]	
Filtering by Requesting Doctor		
This option gives you requests by responsible consultant. The Requesting Doctor is the Responsible Consultant, whereas the request could have been made by a junior on the		

View Requests by Clinician	
Click on the <b>Requesting</b> <b>Doctor</b> drop down	Requesting Doctor:       [Show All]         You can start typing the Requesting Doctor's Surname and it will drop down to that position
Select the Requesting Doctor	Requesting Doctor:       Tricia Breach, Tae BS Dr, Toe BS Dr, Sample type:       Tricia Breach, Tae BS Dr, Turnini, E. Dr (W20), Turnini, Dr Mark Udezue CL Dr, Udezue CL Dr, Udezue CL Dr, Udezue CL Dr, Udezue Dr, Udezue Dr, Udezue Dr, Udezue Dr, Udezue Dr, Udezue Dr, Udezue Dr, Udezue Dr, Udezue AD, Der Star, Dr Richard John Van Diest E Dr, Varma, Dr Ajth Varma, Dr Ajth Varma, Dr Ajth Varma, Pr Ajth Varma, Pr Ajth Varma, Baszaie Wrenn, Mr Sauze Verma N Dr,
Select Search	
Select a request to view more details	
Select View Order	Rules Web page Dialogue       ×         Edit Request       Delete Request         Complete Request       Complete Request         Complete Request       Complete Request         Write Report       Sample New         Book Appointment       View Order         Reorder       Reorder         Reorder       Reorder         Cancel       Cancel    Further details are available from this page and also the option to print the details if required
Select Return to list	Return to list