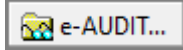


SYMPHONY – HOW TO USE eAUDIT

e-AUDIT can be used to carry out a simple search for all patients who attended A&E on a given date.

Click on the **e-AUDIT** button next to the hospital list



The e-AUDIT screen displays

The screenshot shows the 'Attendance Dates and Details' search interface. It includes a dropdown for 'Department(s) to search in' with 'Royal Sussex' selected. There are input fields for 'Patient Details' (Numbers, Forename, Date Of Birth, Surname, Sex, Age +/- Years). The 'Attendance Dates' section has checkboxes for 'Only return patients with attendances within the following range' and date/time pickers for 'Arrived on or after' (29 September 2021, 00:00) and 'Arrived on or before' (29 September 2021, 16:25). The 'Search Results Output Format' section has radio buttons for 'List of Attendances' (selected), 'List of Patients', and 'Count', along with a checkbox for 'Include diagnosis information'. A 'Search From' dropdown is set to 'Current Database (SymphonySQLTest.bsuh.nhs.uk\EMIS_SYM_BSUH_TRAINING)'. Buttons for 'Cancel', '< Back', 'Next >', and 'Search' are at the bottom.

Select:

- the hospital(s) to search within
- the required patient (if reqd.)
- the required dates (if reqd.)

Leave on **List of Attendances** then click **Search**

The **Search Results** display

The screenshot shows the 'e-AUDIT Search Results' window. It displays a table with columns: Name, Date Of Birth, Arrival Date, Att Number, Presenting Complaint, Left Dept Date, Discharge Outcome, Discharged To, and Tot. The table contains several rows of patient data. At the bottom, there is a status bar that reads '5 Attendances meeting search criteria, including 0 Re-attendance' and a 'Close' button.

Name	Date Of Birth	Arrival Date	Att Number	Presenting Complaint	Left Dept Date	Discharge Outcome	Discharged To	Tot
Dalglish, William (Mr.)	05/05/1983	12/05/2021 09:10	RSCH-21-000	Knockpath				
River, Willow (Miss)	27/04/1983	12/05/2021 09:00	RSCH-21-000	B.L. ankle				
Herrbert, Jeffrey (Mr.)	21/01/1926	12/05/2021 08:45	RSCH-21-000	HI				
Virank, Ka (Dr.)	27/04/1975	12/05/2021 07:00	RSCH-21-000	Abdo pain	17/05/2021 10:13	Home - no follow up		440
Gowan, Henry (Mr.)	12/07/1955	12/05/2021 06:00	RSCH-21-000	SOB	13/05/2021 15:58	Admission	RSCH - Catherine James	

Any of the columns can be sorted by clicking on the column heading.

The results can be exported to Excel by clicking on the Excel button.

It is possible to set up more complex search criteria but progressing through a number of the **Next** buttons. *This is covered in the appropriate Symphony Clinical eLearning course.*