

Partners in improving local health

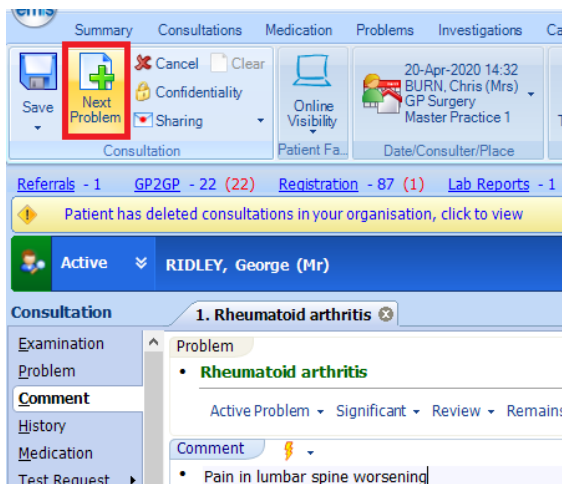
NECS Clinical Systems Specialist Team

## EMIS Web Consultation – Multiple Consultations

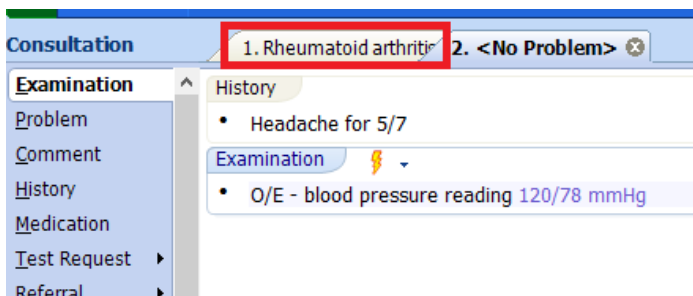
Multiple consultations can be in use for one or more patients.

### Adding a second Consultation for a Patient

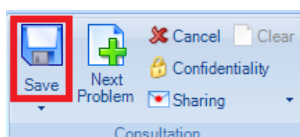
1. If you have started a **Consultation** and the patient has an unrelated health concern, click **Next Problem**



2. An additional tab will display **2. <No Problem>**. Add your **Consultation** data as required
3. Click the relevant Tab to switch between the Consultations if you wish to add more data i.e. medication relevant to the first problem



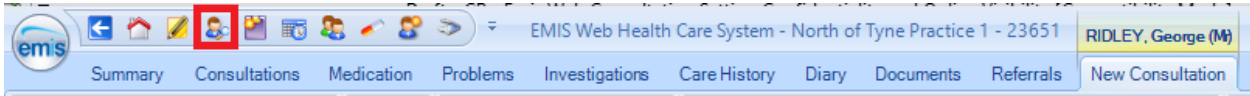
4. **Save** the consultations



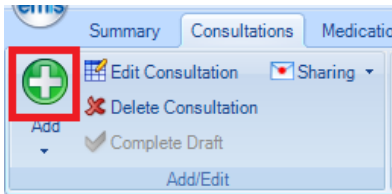
## Consultations for Multiple Patients

Consultations can be entered simultaneously on up to four Patient Records if necessary, always check which patient is active when you are adding the data.

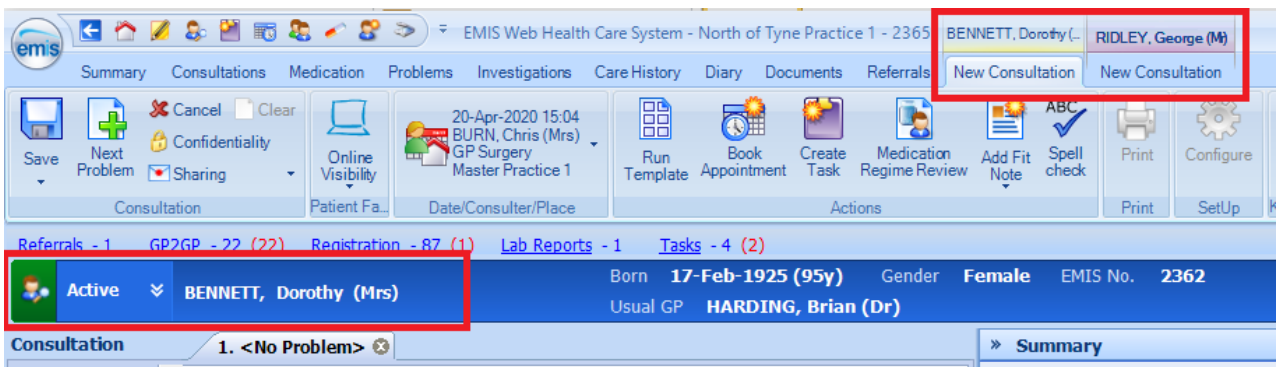
1. With a **Consultation** open in an active Patient, click **Find a Patient** to open a second Consultation



2. Add a **Consultation**



3. The Patients will both now show at the top of the ribbon, the active patient will show in the **Patient Precis Bar**, enter the consultations as required



4. Switch between the Patient Records by selecting the relevant name tab above the ribbon
5. **Save** each of the consultations once complete

