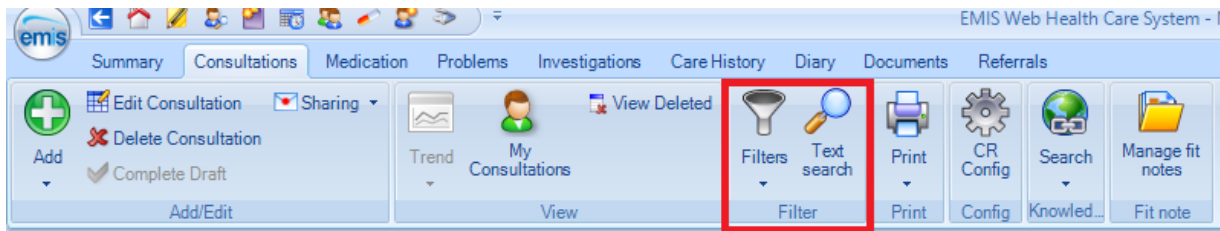


Partners in improving local health

## NECS Clinical Systems Specialist Team

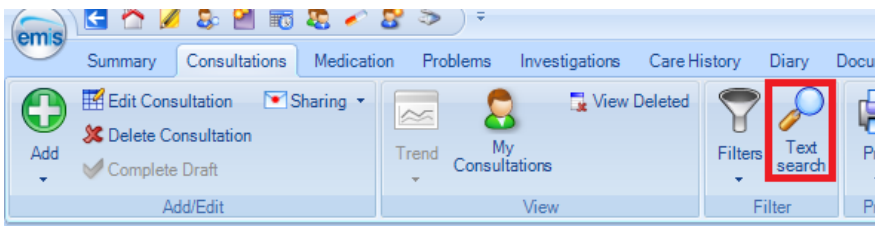
# EMIS Web – Patient Record Filter and Search

The filter section of the ribbon can be used to show specific data within the Patient's record. This can be used from the Consultations, Medication, Problems, Investigations, Care History, Documents and Referrals Tabs.

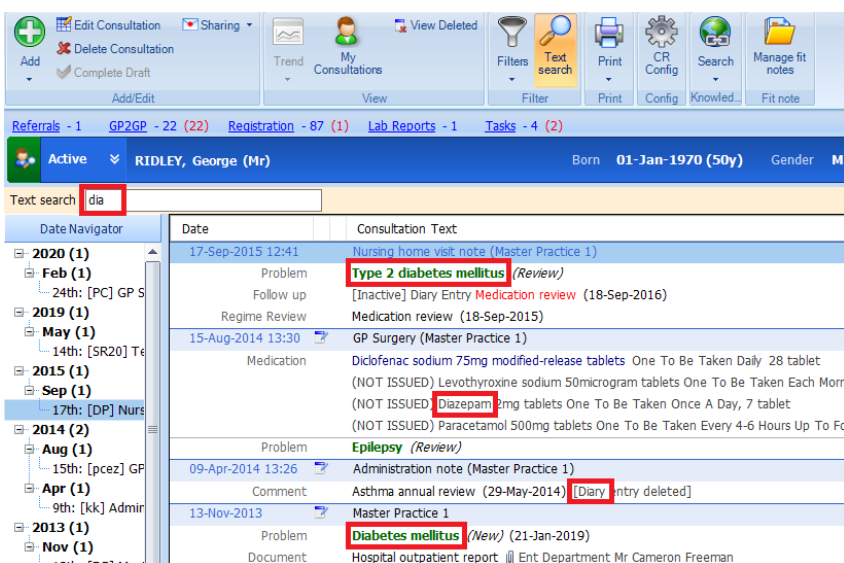


### Searching the Patient Care Record

1. Select **Text search** on the ribbon



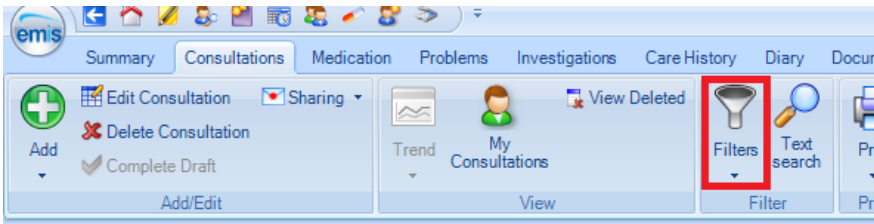
2. Start typing your required **Text search** details and the record will filter the data



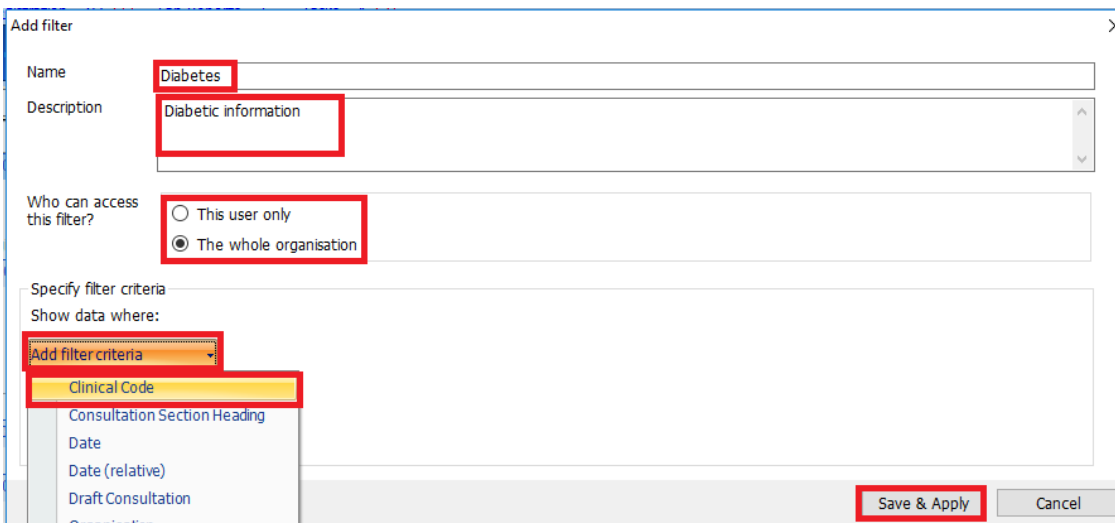
3. Use the cross in the filter bar once you are finished with the text search to return to the whole record.

## Care Record Filters

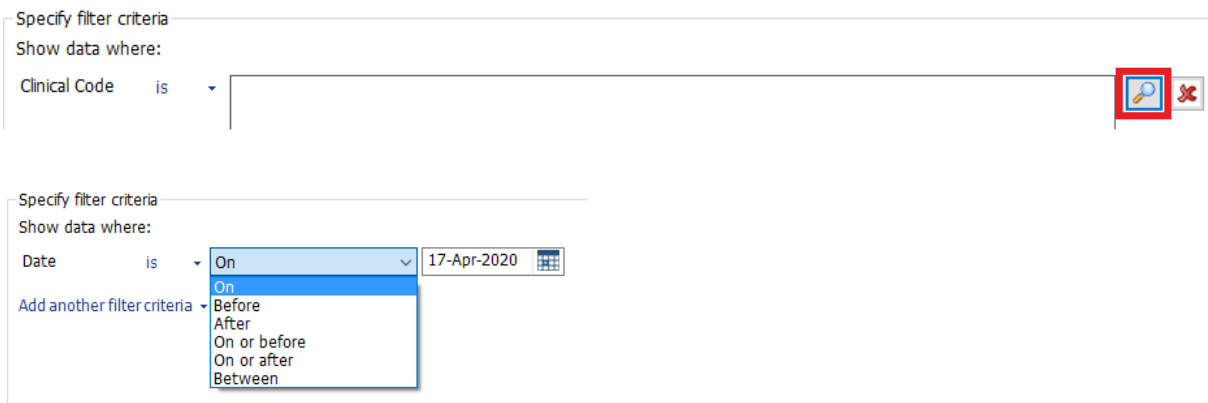
1. Select **Filters** on the ribbon



2. Type in a **Name**, **Description**, select **Who can access this filter** and **Specify filter criteria** as required



3. Search for the required data depending on your selected criteria



4. Click **Save & Apply** the filter can be found by selecting the bottom section of the filter

