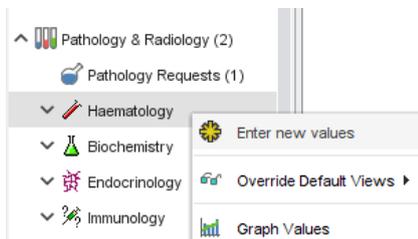


Partners in improving local health

NECS Clinical Systems Specialist Team SystemOne – Summarising: Adding a Numeric

Enter Numeric Values from a Pathology Template

1. Open the **Pathology & Radiology** node
2. Right click on the desired group of values and select **Enter new values**.

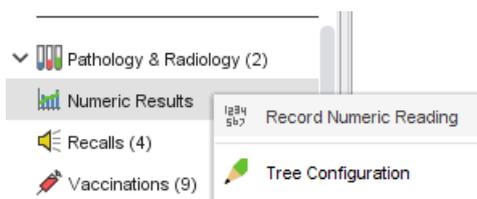


3. Enter the required numeric values as appropriate and then click **Ok**.

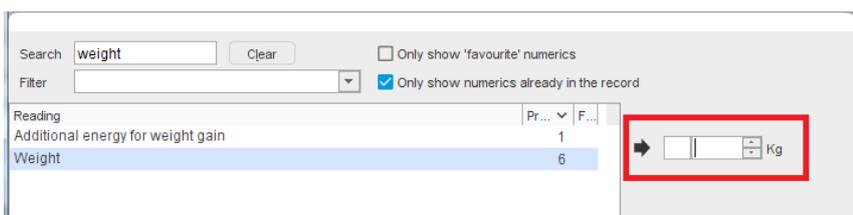
Note: Custom Data entry templates may also have been setup for you by the practice. These could be located on the toolbar and/or in the clinical tree.

Enter Numeric Values Manually

1. Right click on **Numeric Results** on the clinical tree and select **Record Numeric Reading**.



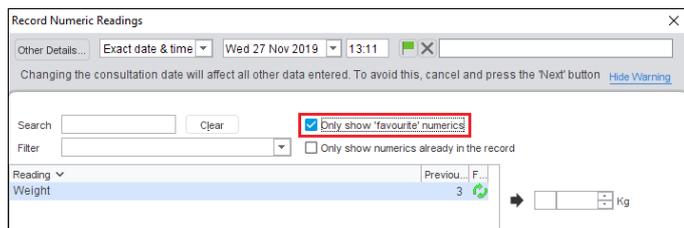
2. Type the name of the reading you wish to enter into the **Search** box e.g. "Weight" and press **Enter**.



3. Highlight the correct type of numeric and then type the value into the small white box on the right hand side.

4. If you wish to add the current type of numeric to a list of favourites click the **Add to Favourites** button whilst the correct numeric is highlighted.

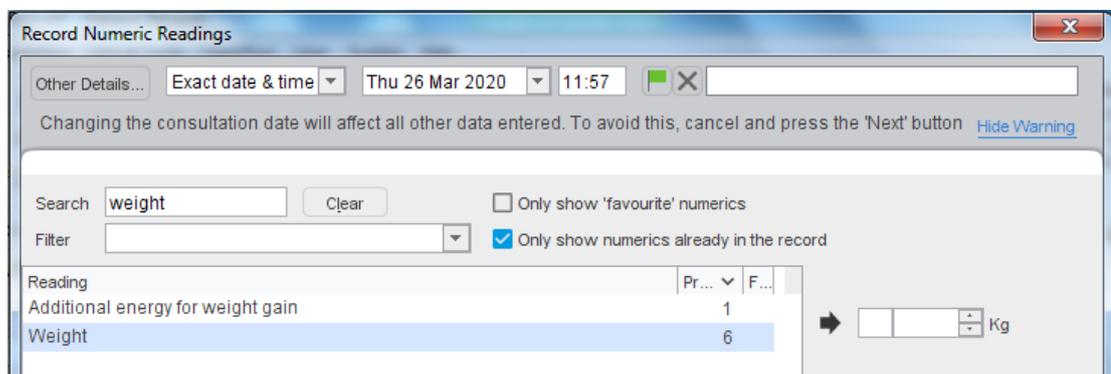
Note: To show the favourites list click the **Only show 'favourite' numerics** tick box.



5. Once finished, click **Ok** or **Ok & Another** (if present).

Amend Entry Dates

Each time you add numeric data to a patient's record you can amend the date using the **Other Details** section at the top of the screen.



If you are adding several pieces of data with different dates you will need to save each entry before changing the date or use **Next Event** between each date change.

You can do this by either by:

- a. Clicking **Save** and reopening the record or
- b. Clicking the Next button or Next Event button. This will save the entry and allow you to add the next one for a different date.

