## **Find a Patient**

The Clinical Module has been designed for viewing, editing, or creating new patient records, as well as details related to patient cases.

Step 1: Select the Clinical tab. This will direct the browser to the Find Patient screen.

HHLPSS	-	-			SELECT A PATIENT
Poisoning Surveillance System	Home	Clinical	Environmental	Reports	
Find Patient	Sec. 1	Sec. 1			
Clinical Letters	Find	Patient			

Step 2: Search for a patient record by typing in part or all of the last name, first name, and if needed, other patient information you have available. Click the **Search** button.

HHLPSS Healthy Homes and Lead Poisoning Surveillance System	Home Clinical	Environmental	Reports		SELECT A PATIENT	
Find Patient	Cardia Para					1
Glinical Letters	Find Patient					
Patient Info	HHLPSS ID	Local ID	Stellar/Mid	grated ID		
Patient Address						
Blood Lead Tests	1.00					
Case Details	Last Name		First Name			
Case Exposure						
Associated Persons	SSN	Medicaid ID	DOB	Jurisdiction		
Other Blood Tests				All Jurisdiction		
Other Medical						
Chelation	Address					
Notes	1			For best results, enter j	ust the street number	
Patient Attachments	City	Zip		or just the street name.		
				-		
	Phone					
	Search					

**Step 3:** Select the correct patient. If the patient is listed in the search results, select the patient's name to open the Patient Information screen.

HHLPSS	(OLANTERN, JILL) DOB: 1/1/2016 ID#: 2018924 JURI .: DEPARTMENT OF PUBLIC HEALTH FOR MADISON AND DANE C							
Healthy Homes and Lead Poisoning Surveillance System	Home Clinical	Environmental		Reports				
Find Patient		HHLPSS	Date of	Local				
Clinical Letters	Name	ID	Birth	ID	Address	Case Status	Jurisdiction	
Patient Info	Jack OLantern	2018878	10/31/2017		1403 PRAIRIE ROSE Dr Su	Open	Department of Pub	
Patient Address	Jill OLantern	2018924	1/1/2016		1403 Prairie Rose Dr Sun	Open	Department of Pub	
Blood Lead Tests	1							
Case Details								
Case Exposure								
Associated Persons								

Step 3 (continued): If the results don't match your patient (you got too many results, the wrong results, or no results were returned), click the Revise Search button near the bottom of the page, which will return you to the search screen to enter additional search criteria,



## **Patient Information**

Step 4: View or edit the patient demographic information. The patient's name, date of birth, and HHLPSS ID number are displayed at the top of the page (highlighted in yellow). This is useful to verify you are in the correct record, especially when looking up more than one patient.

HHLPSS Healthy Homes and Lead Poisoning Surveillance System	(OLANTERN, Home Cli	JILL) DOB: 1 nical En	1/1/2016 ID#: 201 vironmental	8924 Juri Reports	.: DEPAR TIMENT	OF PUBLIC HEALTH FOR MADISON AND DAVE C
Find Patient Clinical Letters	Last Name AK	A F	First Name Jill		Middle Name Middle	Case Type (Case Status) State Case (Open)
Patient Info     Family Mambara Patient Address	DOB 01/01/2016	<b>Cu</b> 2`	rrent Age Yrs. 10 Mos.	Sex Female	Twi	n Local ID No. Medical Rec
Blood Lead Tests Case Details Case Exposure	Ethnicity S	Select	Race Unknow	Select		Max Blood Pb 12.4 # Reports 2
Associated Persons Other Blood Tests Other Medical	-					SSN Medicaid ID
Chelation Notes Patient Attachments	Country of Birth	~	State/Province		Languaç	ge Interview in English?
	Number 1403	Direction	Street Prairie Rose		Ty	pe Direction Apt. No.
	City Sun Prairie		County Dane	$\sim$	State	Zip 53590
	Census Tract 011600	Parcel No.		District		Follow -up received
	Guardian Phone		Guardian First N	lame	Gua	ardian Last Name
Helj Save	Patient Phone					
Rever Print Screen	t					

**Note:** Fields that have grayed-out text and background cannot be edited. Text boxes that can be edited have **black** text or **black** borders, and a white background.

**Step 5:** Click the **Save** button in the bottom left corner menu to save any edits you make to patient details. If you leave the page without saving, your changes will be lost.

	Patient Phone
Help	
Save	
Revert	
Print Screen	
Log Out	

**Step 6:** Click the **Revert** button to cancel your changes before saving and revert to the prior values.

	Patient Phone	
Help		
Save		
Rever	0	
Print Screer		
Log Ou		

Step 7: Click the Log Out button to end a HHLPSS session.

	Patient Phone	
Help		
Save		
Revert		
Print Screen		
Log Out		

## Questions

Please contact the HHLPSS coordinator at 608-266-5817 or email <u>DHS Lead Poisoning Prevention</u>.



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