

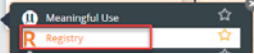
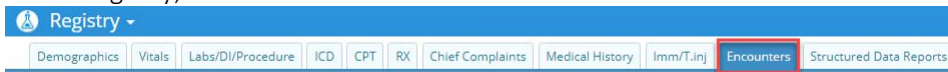



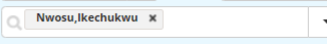
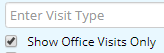

Web-Enabled and Non-Web-Enabled Patient List

Web-Enabled Patient list:

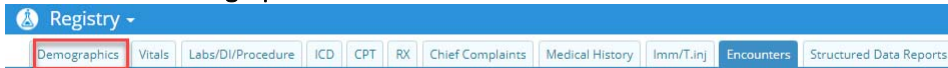
To provide post-visit patient education, you will need to know which patients were web-enabled. The following steps will illustrate how to create this list.

1. In the right chart panel, click 'Registry'  and then click 'Registry'  
2. In the Registry, click on the 'Encounters' Tab

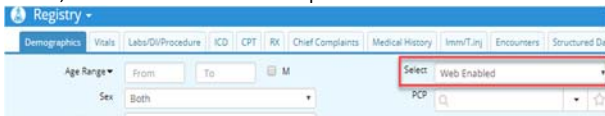



3. Enter the **Date Range** 
4. Next, select the **Provider** 
5. Select 'Show Office Visits Only' 
6. Click 'Run New'  and you will see a list of patients.

7. Click on the 'Demographics' Tab

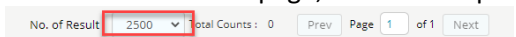


8. Next, click the 'Select' drop-down menu and select 'Web enabled'.

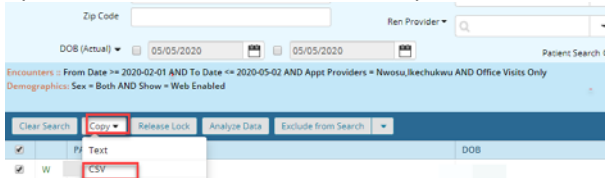


9. Click 'Run Subset'  and you will see a list of web-enabled patients.

10. At the bottom of the page, click the drop down menu next to 'No. of Result' and select '2500'



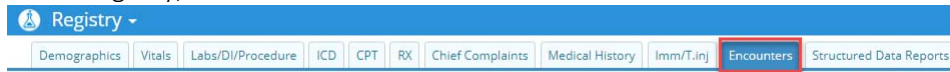
11. Go to the middle of the Registry page and click 'Copy', then click 'CSV.' An excel document will open with the list of web-enabled patients for the provider searched.



Non-Web-Enabled Patient List:

You will need a list of non-web-enabled patients **every 48 Hours** to make sure that they are web-enabled. The following steps will illustrate how to create this list.

1. In the right chart panel, click 'Registry' and then click 'Registry'
2. In the Registry, click on the 'Encounters' Tab

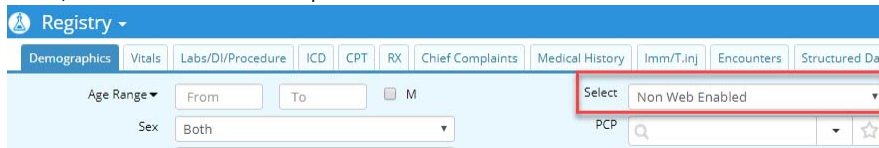


3. Enter the **Date Range**
4. Next select the **Provider**
5. Select 'Show Office Visits Only'
6. Click 'Run New' and you will see a list of patients.

7. Click on the 'Demographics' Tab

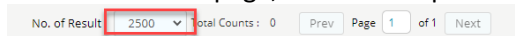


8. Next, click the 'Select' drop-down menu and select 'Non Web Enabled'.



9. Click 'Run Subset' and you will see a list of non web-enabled patients.

10. At bottom of the page, click the drop-down menu next to 'No. of Result' and select '2500'



11. Go to the middle of the Registry page and click 'Copy', then click 'CSV'. An excel document will open with the list of non-web-enabled patients for the provider searched.

