

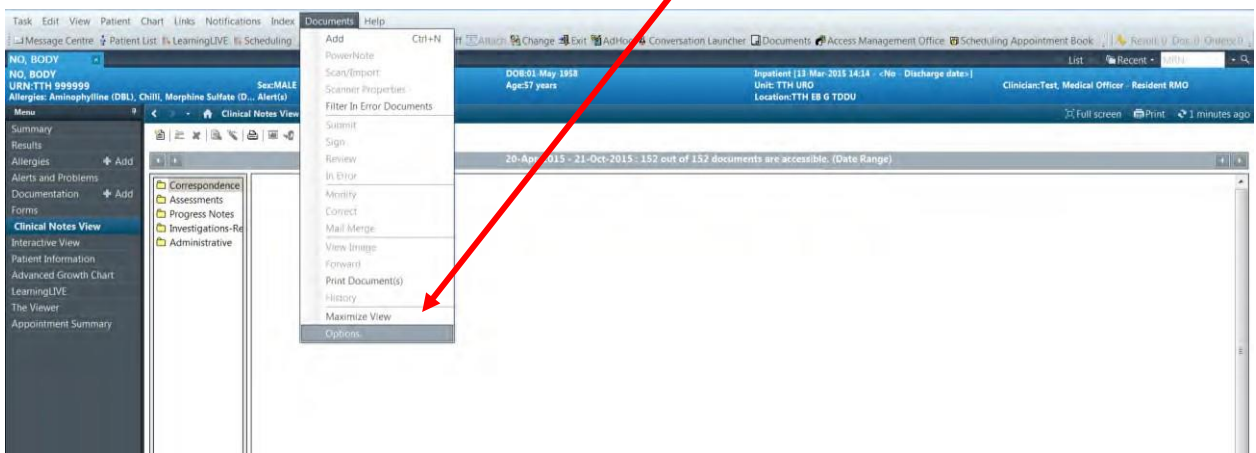
Changing the date range in ieMR's clinical notes view

When viewing documents via Clinical Notes View, the default date range is six months. Now that the ieMR has been live in Townsville for more than six months, you may not be seeing all the documents for that patient (although you can still see all documents in the Documentation view).

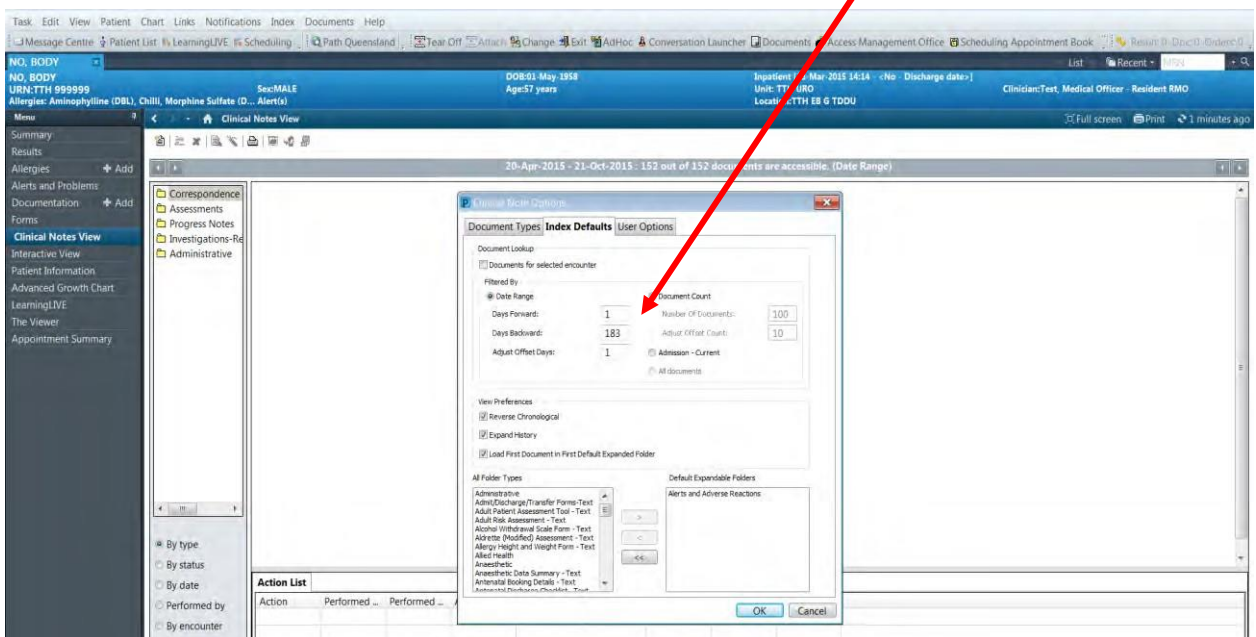
You can extend the date range permanently, but note that the longer the time period, the more documents the system tries to pull down, the slower it may be. You can also change the date range temporarily, but this setting expires at the end of that session.

Permanent Date Change

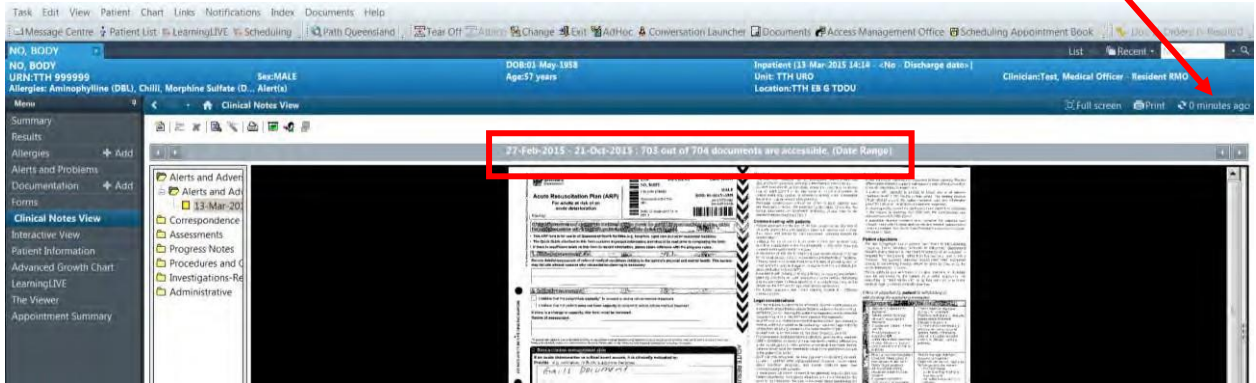
To change be in clinical notes view and go to Documents, choose Options



In Options choose the second tab Index Defaults and choose days backwards, then select OK.

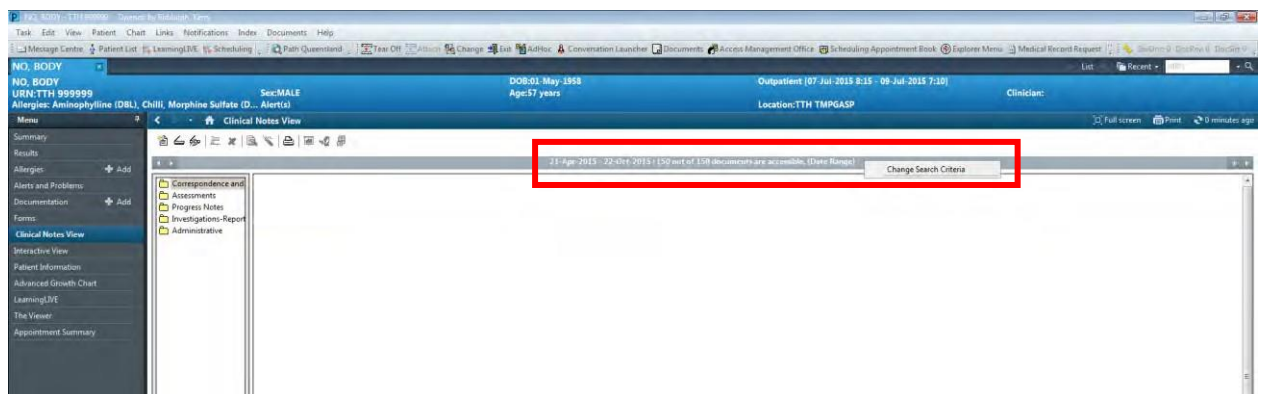


The Date Range will now be extended for the selected period. Remember to click Refresh to pull through any additional documents.

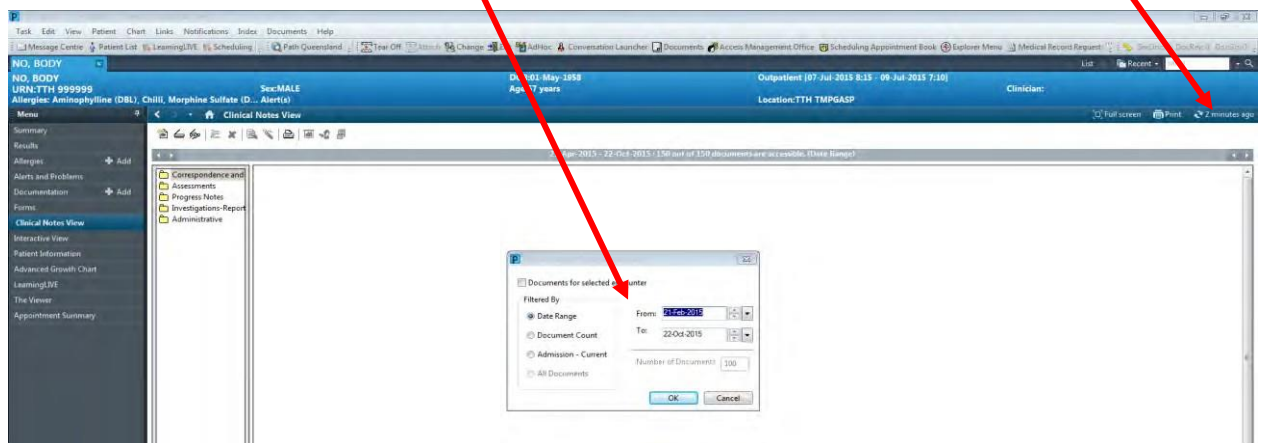


Temporary Date Change

Right click in date field in clinical notes view, then click on change search criteria.



Select the date range required in the calendars, then select OK. Remember to click Refresh to pull through any additional documents.



The Date Range will now be extended for the selected period.