

QUICK REFERENCE GUIDE

Accessing Patient/Inmate Information via PatientCare 360®



Instructions for Accessing Additional Records

1. Search your patient/inmate name or date of birth in the Patient Search Bar.

A screenshot of the Patient Search interface. It features a search bar with the text "Test, Patient" and a blue "Search" button. Below the search bar is a link for "Advanced Search".

2. When searching for a patient/inmate in PatientCare 360 for the first time, corrections users will not have a mapped provider relationship yet or be known as a connected provider for this patient/inmate. The "Additional Records May Be Available" screen is common for your user type. In this scenario, we recommend you select "New Patient" as shown on next page.

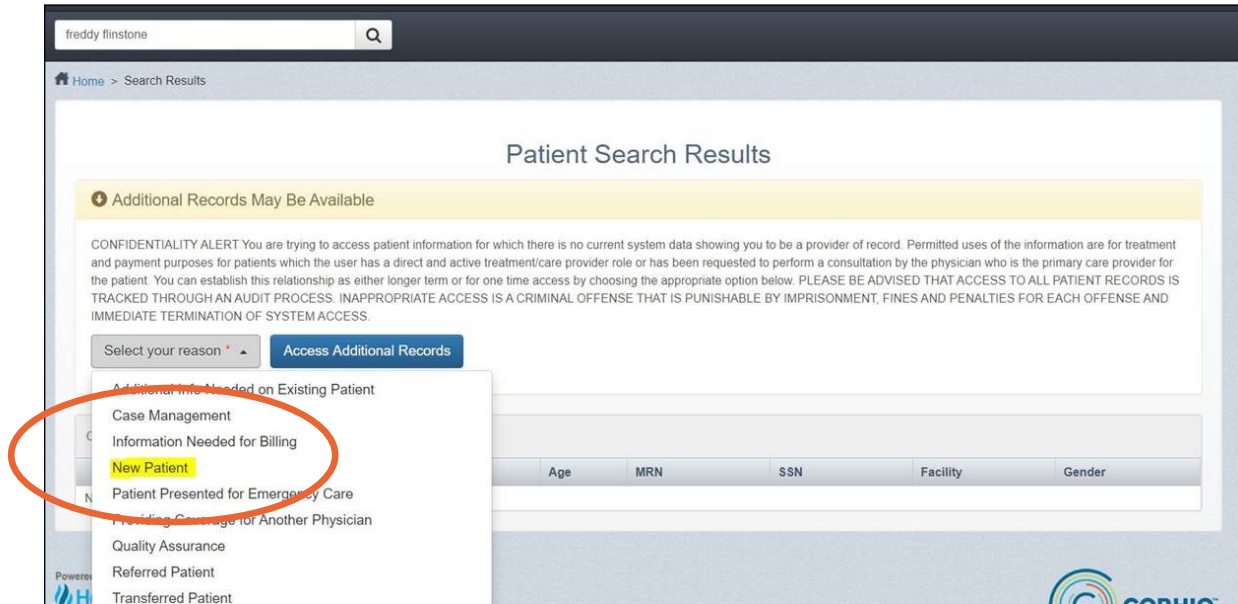
A screenshot of the Patient Search Results page. At the top, a search bar contains "freddy flinstone". Below it, the page title is "Patient Search Results". A yellow banner reads "Additional Records May Be Available". Below the banner is a confidentiality alert: "CONFIDENTIALITY ALERT You are trying to access patient information for which there is no current system data showing you to be a provider of record. Permitted uses of the information are for treatment and payment purposes for patients which the user has a direct and active treatment/care provider role or has been requested to perform a consultation by the physician who is the primary care provider for the patient. You can establish this relationship as either longer term or for one time access by choosing the appropriate option below. PLEASE BE ADVISED THAT ACCESS TO ALL PATIENT RECORDS IS TRACKED THROUGH AN AUDIT PROCESS. INAPPROPRIATE ACCESS IS A CRIMINAL OFFENSE THAT IS PUNISHABLE BY IMPRISONMENT, FINES AND PENALTIES FOR EACH OFFENSE AND IMMEDIATE TERMINATION OF SYSTEM ACCESS." Below the alert is a dropdown menu labeled "Select your reason" and a blue button labeled "Access Additional Records". At the bottom, there is a table header with columns: Patient Name, DOB, Age, MRN, SSN, Facility, and Gender. Below the header, it says "No records to display".

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Accessing Images via PatientCare 360®



4. Select "New Patient" as your reason, then click on Access Additional Records. If you are checking ER/Admission records and the inmate has been in your facility, we recommend that you select "Additional Info Needed on Existing Patient."



5. Once you see Results populate in the list below, you can ignore the "Additional Records May Be Available" message at the top of the screen and click the name below you would like to view.

