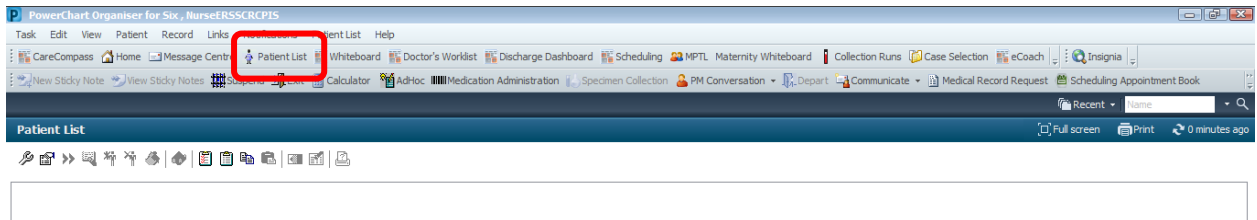# SETTING PATIENT LISTS TO SHOW INPATIENTS ONLY
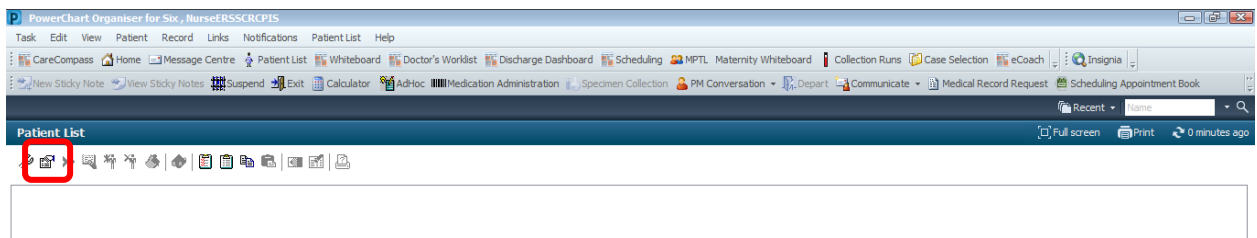
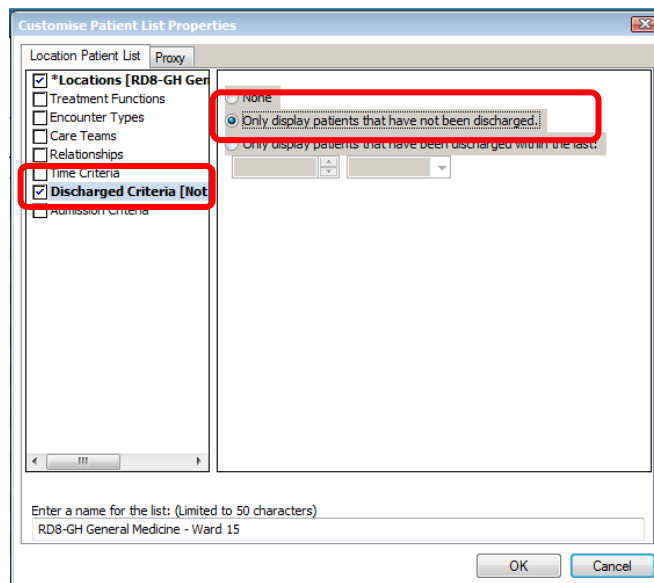|	
1	To set up your patient list, so that it only shows current inpatients and not the recently discharged. First go to the patient list icon on the tool bar:
2	You will need to adjust your preferences to filter out all patients other than your current inpatients. Select the 'Properties' Icon:
3	Click the discharge criteria option and select Only patients that have not been discharged

4	In the encounter types field, select inpatient and click OK: