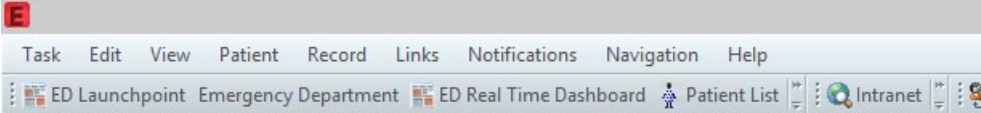
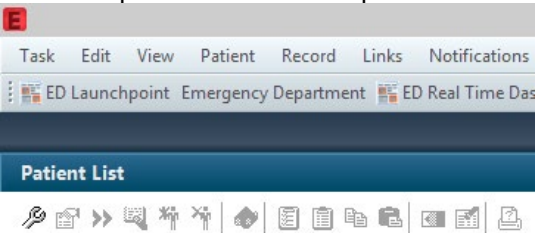
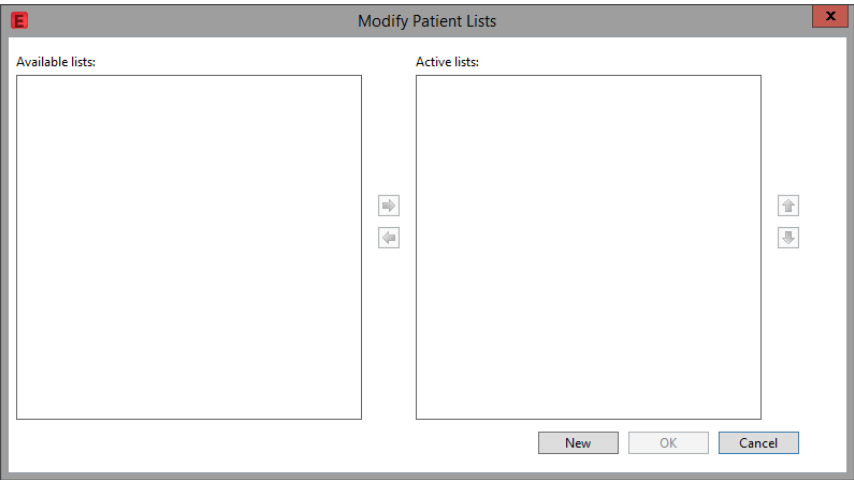
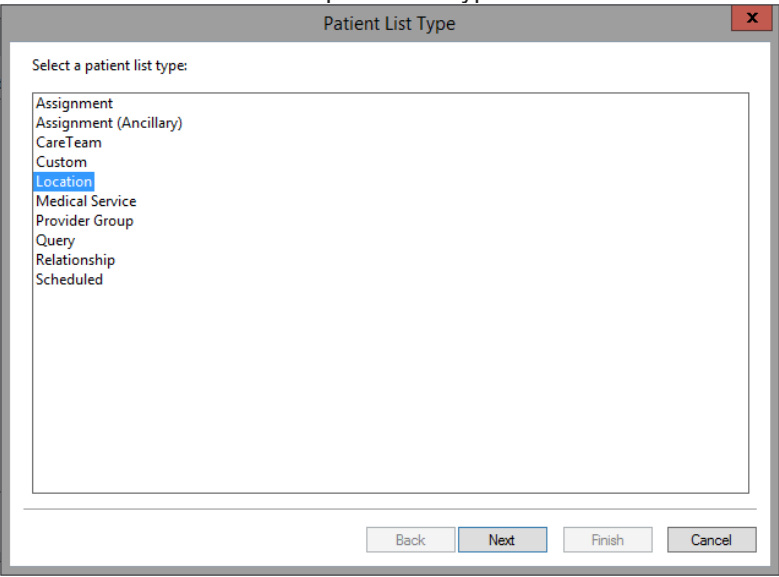
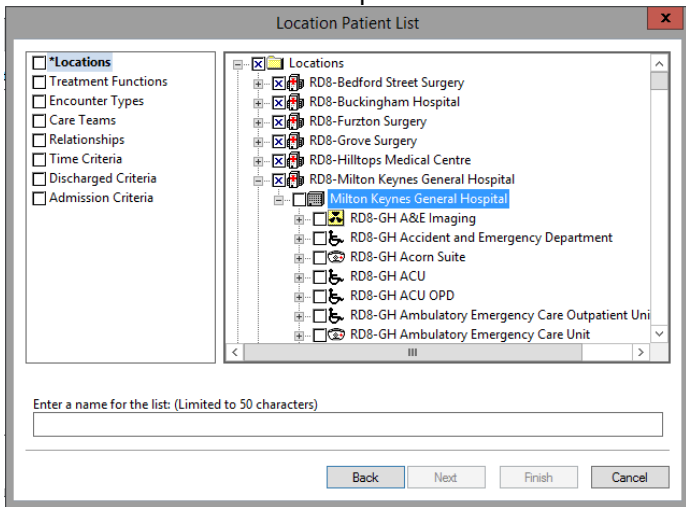


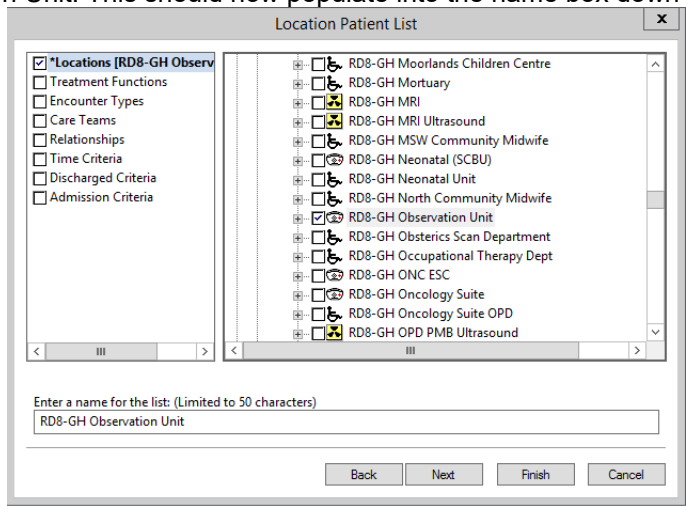
ED - CREATING A PATIENT LIST FOR OBSERVATION UNIT

1.	<p>From anywhere within the FirstNet application, select Patient List from the toolbar at the top of the screen.</p> 
2.	<p>Click on the spanner icon in the top left hand corner.</p> 
3.	<p>Click on New.</p> 
4.	<p>Click on Location for patient list type and select Next.</p> 

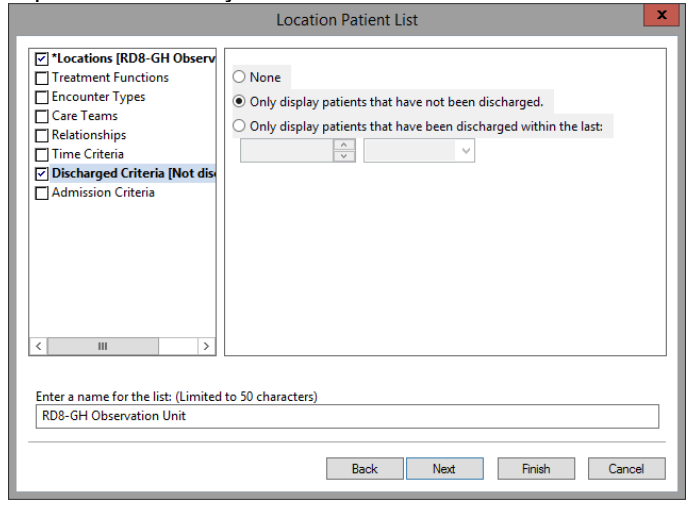
5. Open up the Locations folder on the right by double clicking it and again double click RD8 – Milton Keynes General Hospital to open, followed by Milton Keynes General Hospital. This opens up all the locations in the Hospital for selection.



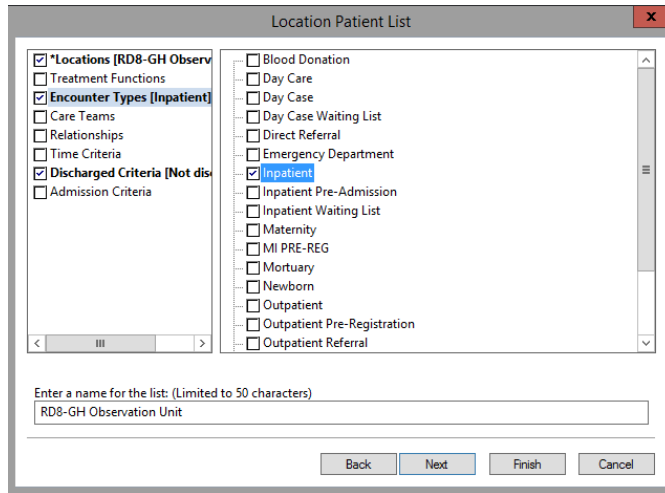
6. Find the Observation Unit amongst the list of locations. Place a tick in the box next to RD8-GH Observation Unit. This should now populate into the name box down the bottom.



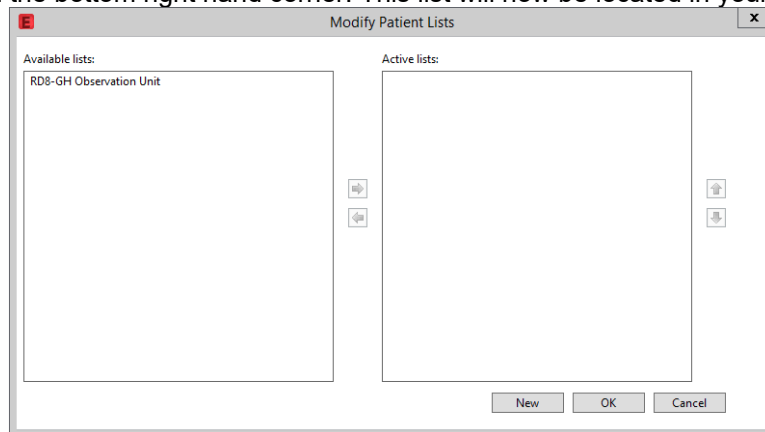
7. Select Discharged Criteria from the left hand side. Once you have the discharge options displaying, click on the second option down 'Only display patients that have not been discharged'. If you do not select this you will see all patients currently in this location as well as those discharged from it.



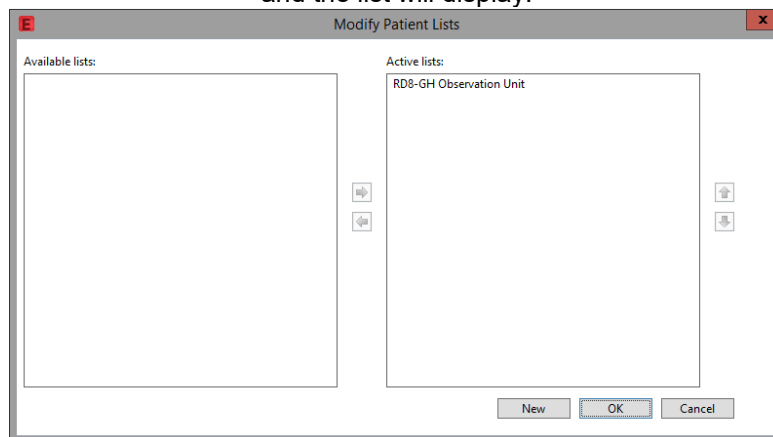
8. Finally select Encounter Types from the left hand side. On the right hand side select the encounter types you wish to see. As this is an inpatient location you should only need inpatient. However, you do not have to set this.



9. Click Finish in the bottom right hand corner. This list will now be located in your Available lists.



10. Highlight the list on the left, and use the arrow in the middle to move it into the Active lists. Then click OK and the list will display.



RD8-GH Observation Unit

RD8-GH Observation Unit - Inpatient - Not discharged Hide lowest priority patients

VIP/Sec Name	Room	Bed Ward	Building/Facility	DOB	Age	Gender/MBN	FIN	Length of Stay	Temp Location	Treatment Function	Admitted	Discharged	Lead Clinician	Admitting Clinician	Consulting Clinician	General Practitioner	Visit Status	Reason for Visit	
WEIGHT DEPARTMENT			RD8-GH OBSERVATION UNIT																