



Tips & Tricks Weekly



Searching the Chart

◆ Tips for Searching the chart tab

- Use the magnifying glass to search partial words.
- Useful when looking for health maintenance item.

The screenshot shows the ETSU chart interface with the 'Chart' tab selected. The search bar contains the text 'flu'. The date filter is set to 'Any Encounter Date'. The results show '1 of 522 Chart Items (4 Invalid and 299 Audit Items) - Filters Applied'. Under the 'Diagnostics' section, there is an entry for 'sFlu Vaccine - Miller, Rita; Enc: 11-Oct-2021 - Image Encounter - Miller, Rita (Internal Medicine)'. Red arrows point to the search bar, the date filter, and the magnifying glass icon.

- Be sure to make your default sections **All** if you need all the data for a patient, particularly in primary care.
- This has be set as the Default on every tab: Notes, Labs, Radiology, Procedures/Pathology, Chart.

- Click **Make Default**.

The screenshot shows the ETSU chart interface with the 'Chart' tab selected. The search bar is empty. The date filter is set to 'Any Encounter Date'. The results show '47 of 163 Chart Items (9 Invalid and 84 Audit Items)'. Under the 'Notes' section, there is an entry for 'Physical Therapy Evaluation (Physical Therapy Evaluation) - Livingston, Amanda; Enc: 11-Oct-2021 - Image Encounter - Livingston, Amanda (Internal Medicine)'. A red arrow points to the 'Make Default' button.