



## Patient Info

Enter patient demographic and contact information by filling out each available field with information that you have available for your patient.

Every patient must have an age. When you enter a date of birth, the system will auto-calculate age. If you do not have a DOB for your patient, clicking the ESTIMATE box will allow you to input a number estimate.

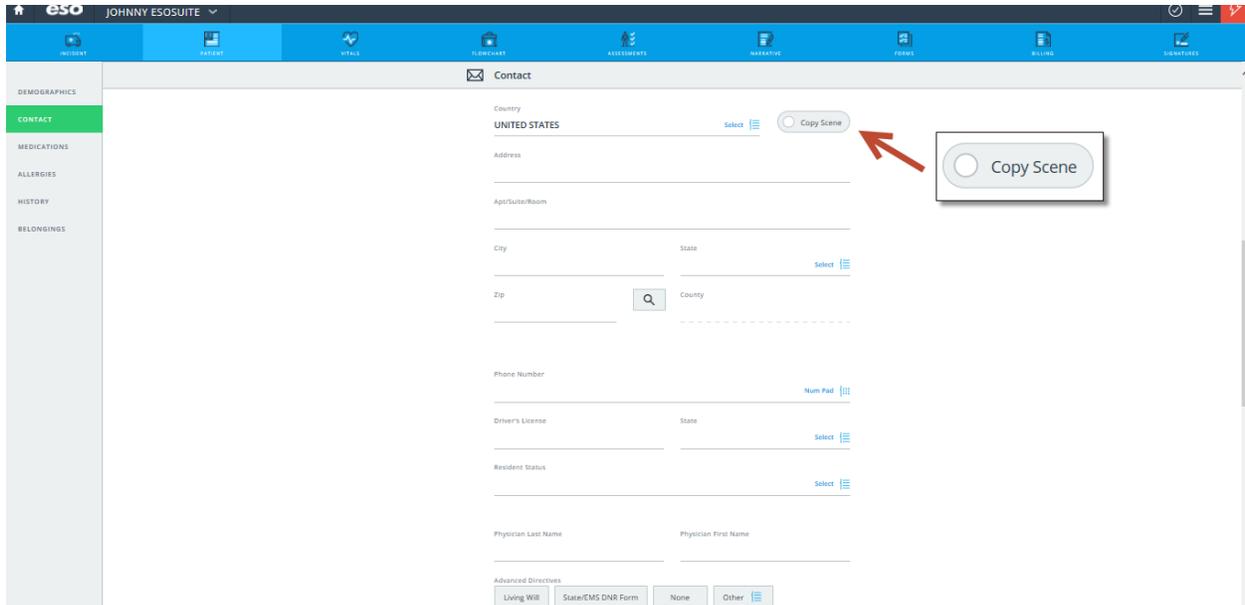
Weight in pounds will convert to kilograms and vice versa.

The screenshot shows the 'Demographics' form for a patient named JOHNNY ESOSUITE. The form includes the following fields and options:

- First Name:** JOHNNY
- Middle Name:** (empty)
- Last Name:** ESOSUITE
- Social Security Number:** (empty) with a 'Num Pad' button.
- Date of Birth:** (empty) with a 'Num Pad' button.
- Age:** (empty) with an 'Estimate Age' radio button.
- Weight:** (empty) with 'lbs' and 'kg' units and 'Num Pad' buttons.
- Pediatric Color Coding:** (empty) with a 'Select' button.
- Gender:** Male (selected), Female
- Race:** White, Black, Other, Other (dropdown)
- Ethnicity:** Hispanic or Latino, Not Hispanic or Latino

A 'Patient Import' box is visible on the right side of the form, containing the text: 'Requires 2 of these 3 fields: Last Name, SSN, and DOB' and a 'Search' button.

Click the "Copy Scene" box to auto-populate the patient address with the current incident address. Reminder – you can use the zip code and city look-ups via the magnifying glass to facilitate city, state, and county population.



The screenshot shows the 'Contact' form in the ESO patient management system. The form includes fields for Country (UNITED STATES), Address, Apt/Suite/Room, City, State, Zip, and County. A 'Copy Scene' button is located next to the Country field, and a red arrow points to it. A callout box with a 'Copy Scene' button is also shown to the right of the main form. The form also includes fields for Phone Number, Driver's License, Resident Status, Physician Last Name, and Physician First Name. At the bottom, there are 'Advanced Directives' options: Living Will, State/EMS DNR Form, None, and Other.

The patient's name will be displayed at the top of the screen.



## Patient Look Up

If you think a patient was transported by your organization on a previous occasion (and the function has been enabled in the Admin console), you can look up the patient:

Enter the patient's last name, date of birth, and/or social security number (you must enter two of these three types of patient demographics).

Click on "Search."





## Demographics

First Name

EMO

Middle Name

Last Name

PHILLIPS

Social Security Number

Num Pad

Date of Birth

mm/dd/yyyy

Num Pad

### Patient Import

Requires 2 of these 3 fields:  
Last Name, SSN, and DOB

Search

After clicking on the look-up, a prompt will ask if you want to use this patient data, if found.

If you click the “Yes” button, the Patient Data fields as well as any previously entered medications/allergies, medical history, and/or billing information will auto-fill. If a patient has been seen multiple times, the information provided will be from the most recent patient encounter. All data is editable.

**Confirm**

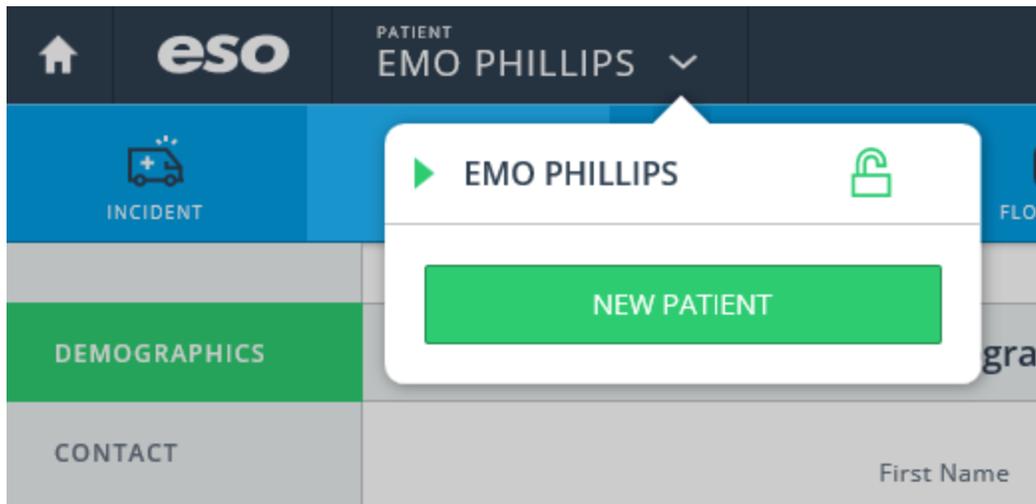
Existing information is available for this patient. Would you like to use it?

Last Service Date	Patient Name	SSN	Date of Birth
06/04/2014	DOE, JOHN		01/01/1966



## Adding an Additional Patient

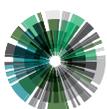
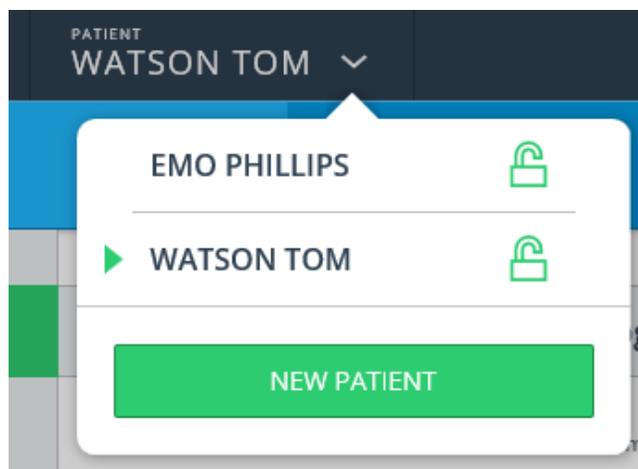
To document an additional patient on a call, click the Down Arrow next to the patients' name. Select "New Patient" and the demographic data will clear so that you may enter the new patient information.



After entering new information and switching tabs, note that the additional patient name has been added to the upper tool bar. Information specific to the incident will copy for this patient on the incident detail page. Patient specific information (i.e. Disposition, at patient side time, etc.) will not auto-populate.

The arrow next to the name below indicates which patient is currently active on your screen. You can easily toggle between the patients.

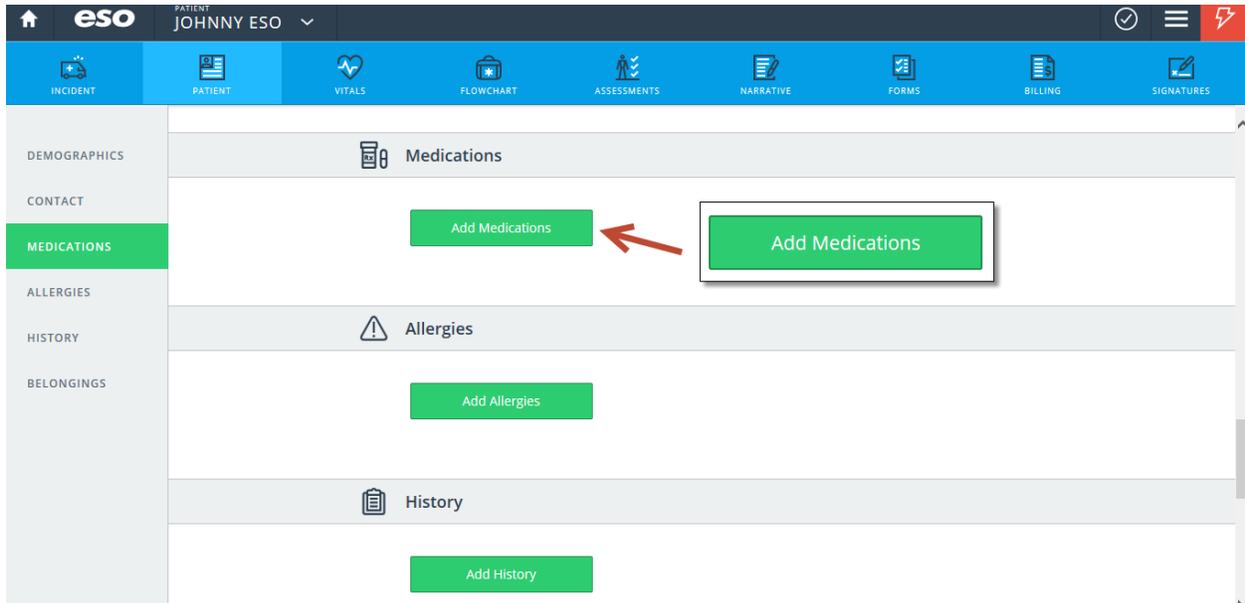
Add additional patients as needed.



## [Adding Medications/Allergies/History](#)

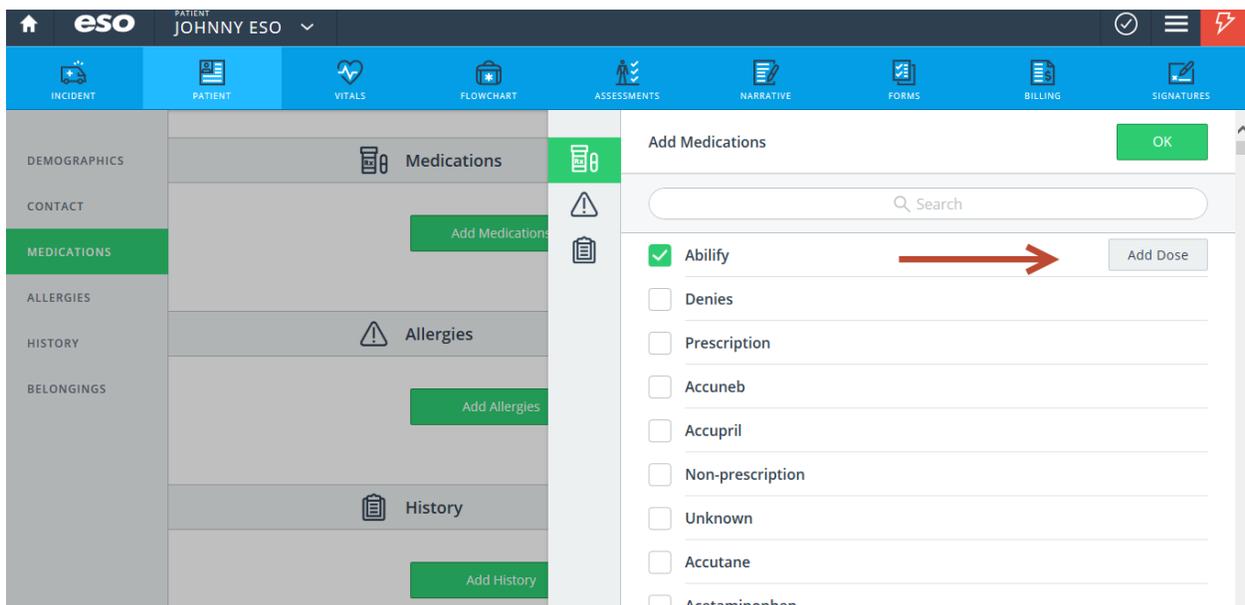
To add Medications, Allergies or History:

Select the ADD button for the desired section.

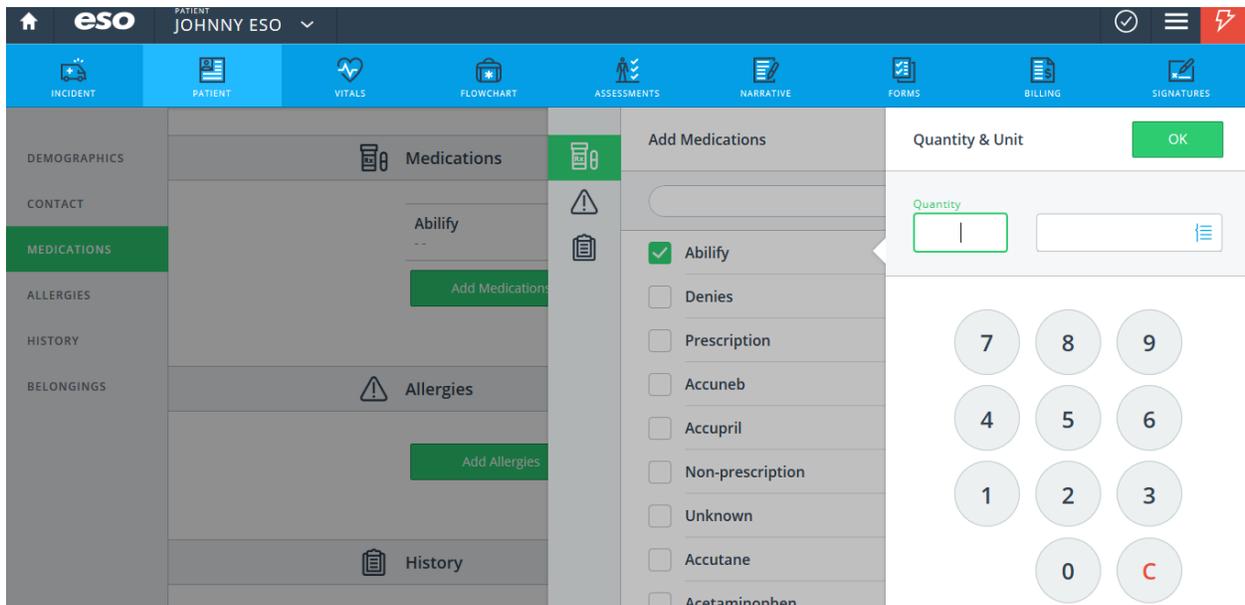


**NOTE:** You will see icons for Medication, Allergies and History in the Jump link on the left. You can enter those by selecting the icon or you can finish with one section and Add Allergies or History from the main view.

You can scroll to the desired Medication(s) or use the list search to type in a name and have it take you to the medication. Select one or many medications.



Once a medication is selected, “Add Dose” option will be available (if active in your admin console).

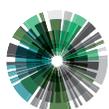
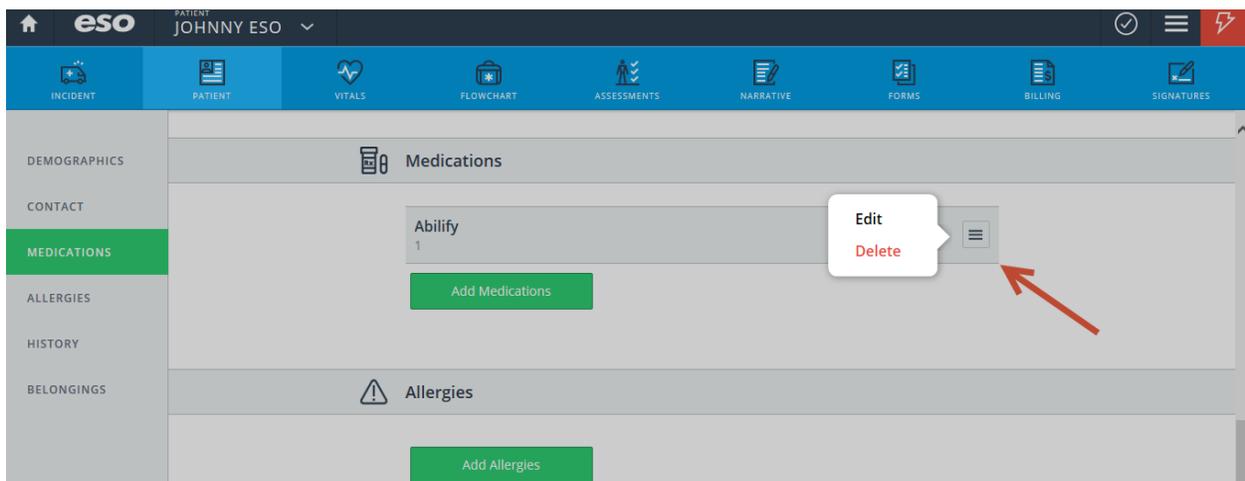


Add dose gives the user the option to enter the quantity and measure of the medication the patient is taking. Select “OK” to confirm your entry.

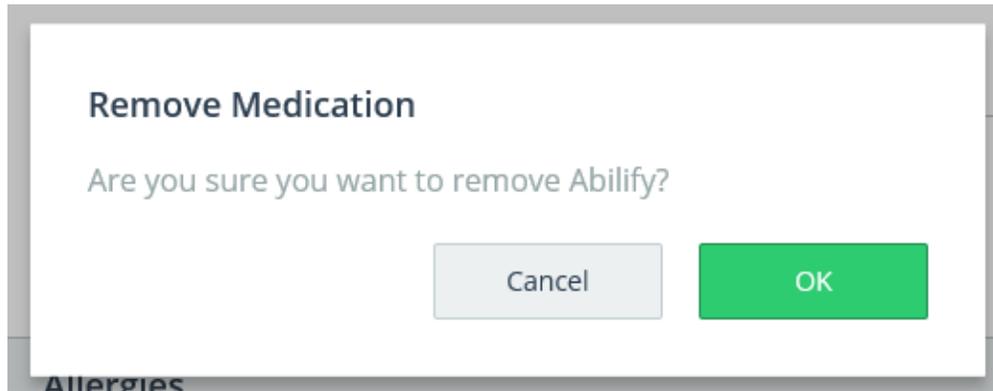
When you have completed all of your medications select “OK” again to return to the main screen.

If you prefer to enter Allergies and History at this time, select the icon in the jump link section instead of “OK” to continue documenting.

To Edit or Delete an entry, select the row menu on the right.



**Choosing Delete will prompt you with a confirmation message.**

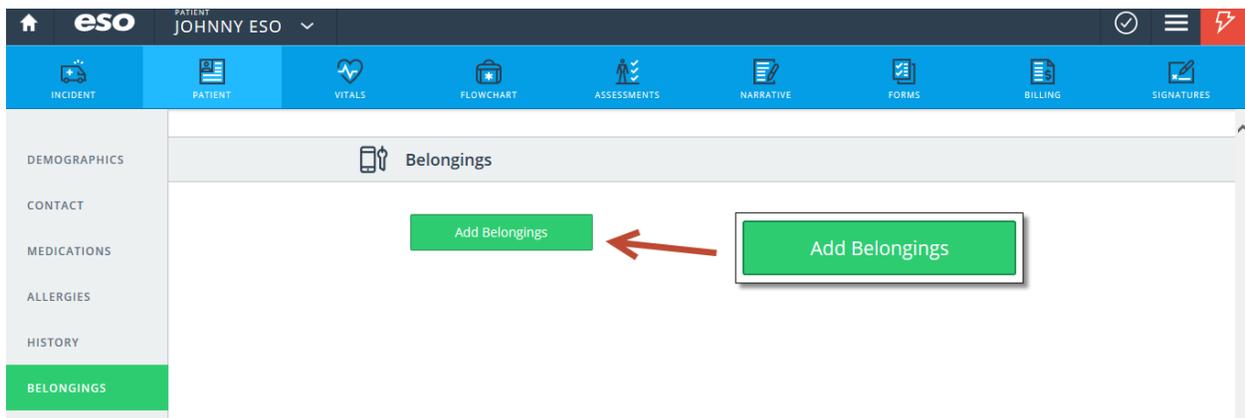


**Select “OK” to Delete or Cancel to continue without deleting.**

### Documenting Personal Items

**From the Patient Information screen, you can easily log any patient personal belongings that change hands during an incident:**

**Scroll to “Belongings” or use the Jump Link to take you to the Belongings Section.**



**Select “Add Belongings”**



esolutions  
 PATIENT JOHNNY ESO

INCIDENT PATIENT VITALS FLOWCHART ASSESSMENTS NARRATIVE FORMS BILLING SIGNATURES

DEMOGRAPHICS CONTACT MEDICATIONS ALLERGIES HISTORY BELONGINGS

Belongings

Add Belongings

Belongings OK

Search

- Cell Phone/Pager
- Jewelry
- Keys
- Medications
- Watch
- Purse/Wallet
- Other

**Choose from the list provided in the Shelf and select “OK” when finished.**

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 PATIENT JOHNNY ESO

INCIDENT PATIENT VITALS FLOWCHART ASSESSMENTS NARRATIVE FORMS BILLING SIGNATURES

DEMOGRAPHICS CONTACT MEDICATIONS ALLERGIES HISTORY BELONGINGS

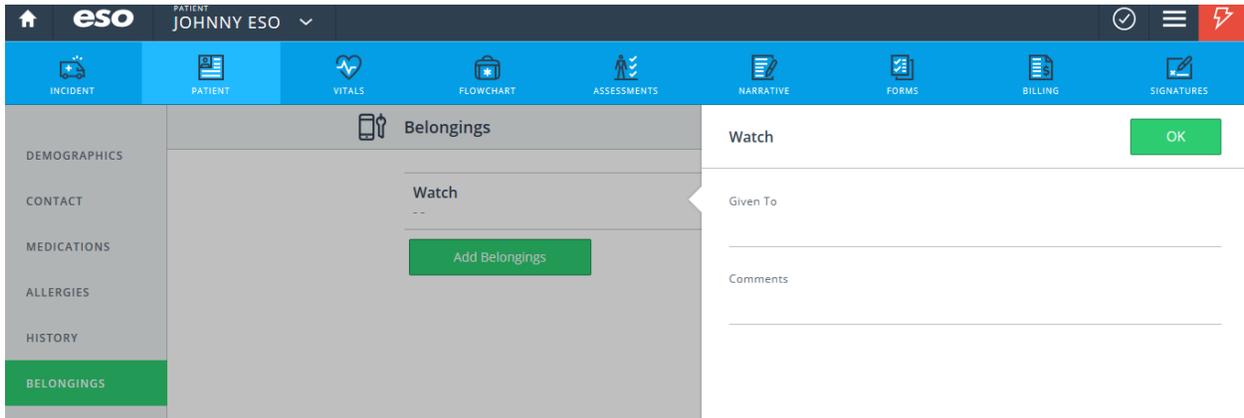
Belongings

Watch Details

Add Belongings



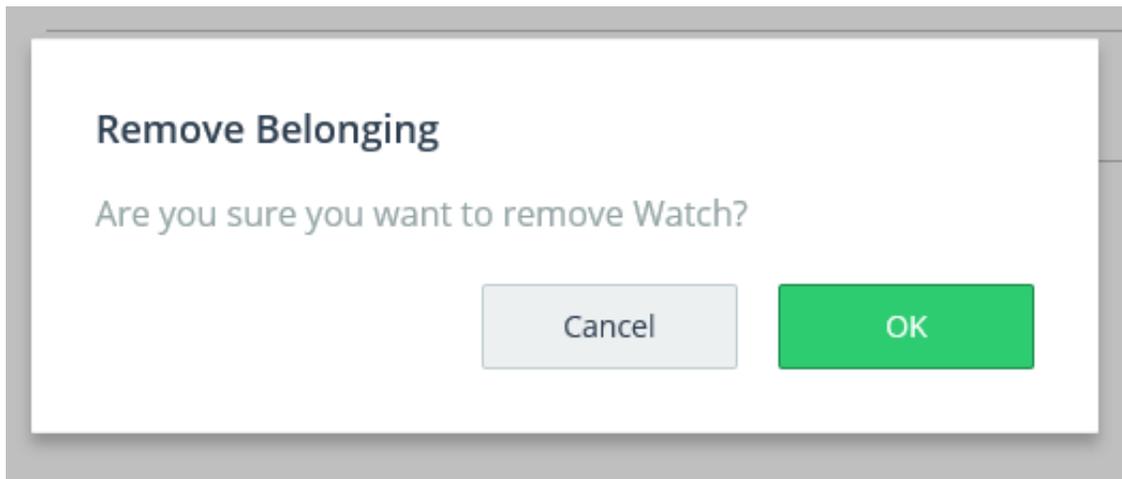
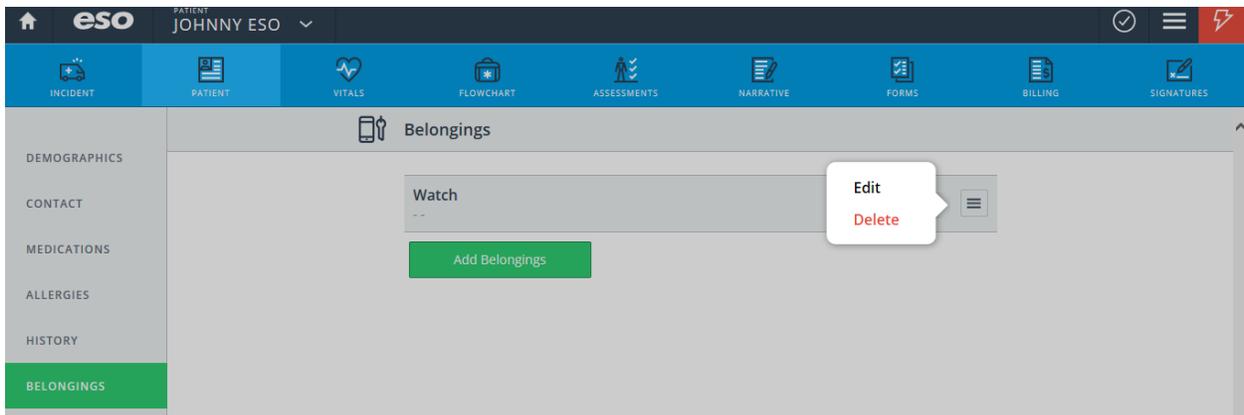
To enter additional information select “Details.”



Selecting “Details” will open up a Shelf to enter additional information related to the Belonging.

Selecting the Row Menu on the right will allow you to Edit or Delete the information related to that Belonging.

Selecting “Delete” will prompt the user to confirm the deletion of the Belonging.



Choose “OK” to Delete or “Cancel” to continue without Deleting.

