



A Training Guide for Users_{v2.5}


Version 0.9

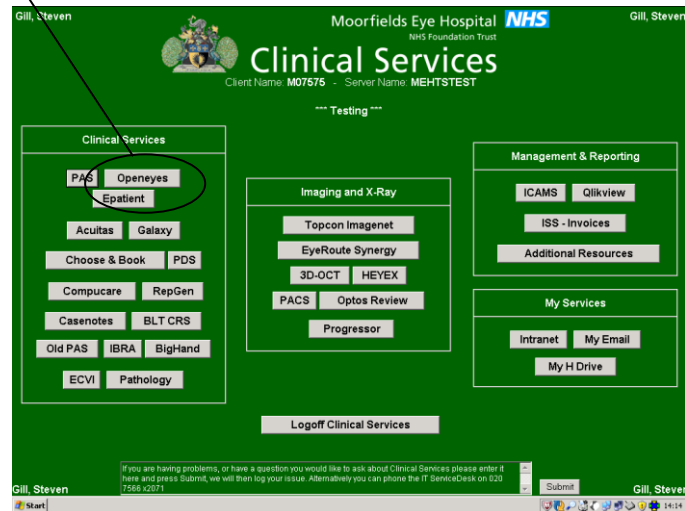
In-Patient Theatre Booking

November 2011



1.1 Find the OpenEyes

icon on your desk top  or go to the Clinical Services Screen



1.2 Click the icon or the OpenEyes access button.

1.3 The OpenEyes login screen will appear .Enter your username and password (this is the same password to logon to your terminal)

OpenEyes

Please login

Username:

[Forgotten your username?](#)

Password:

[Forgotten your password?](#)

Site:

Login

Login Help
User name and password are case sensitive. "A" is different to "a".
Ensure that CAPS LOCK is off.

Do you require a username and password?
Contact the helpdesk:
Telephone: 01234 12343567 ext. 0000
Email: helpdesk@openeyes.org.uk

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OpenEyes



1.4 Select the site where you are located e.g. City Road

1.5 Click 'Login'



The OpenEyes Home Page will open:



2.0 How to Find a Patient in OpenEyes:

If you know the patient's hospital (medical records) number, enter it into the 'Search by Hospital Number' box and click 'Find Patient'.

OpenEyes Patient search

Hi Bob Andrews (not you?) Home Theatre Management Logout
Selected firm: Abou-Rayyah Yassir (Adnexal)

Find a patient. Either by hospital number or by personal details. You must know their surname.

Search by hospital number: Find Patient

Or, search by person details

First name: NHS #:
First name is required for example: 111-222-3333

Last name: Gender: ☐ Male ☐ Female
Last name is required if known

Date of birth: / /
dd / mm / yyyy

Find Patient

Do you need help with OpenEyes?
Before you contact the helpdesk...
Is there a "Super User" in your office available? (A "Super User" is...)
Have you checked the [Quick Reference Guide](#)?

Searching by patient details.
Although the Last Name is required it doesn't have to be complete. For example if you search for "Smi...", the results will include all last names starting with "Smi...". Any other information you can add will help narrow the search results.

Still need help?
Contact the helpdesk:
Telephone: 01234 12343567 ext. 0000
Email: helpdesk@openeyes.org.uk

If you do not have the medical records number, you must search by name, D.O.B., and gender. The first and last names are required to search in this manner.

Then click:

Find Patient

2.1 The Patient Summary Screen will open:

OpenEyes Chay, Close 1000001 View Summary

Hi Bob Andrews (not you?) Home Theatre Management Logout
Selected firm: Abou-Rayyah Yassir (Adnexal)

Patient Summary

Personal Details:

First name(s): Chay
Last name: Close
Address: Unknown
Date of Birth: 2nd November, 1920 (Age 90)
Gender: Female

Contact Details:

Telephone: 04130 4541610
Email: Unknown
Next of Kin: Unknown

All Episodes open 1 | closed 0

Start Date	End Date	Firm	Specialty	Eye	Diagnosis
29/09/11		Aylward Bill	Vitreoretinal	Right	Mature cataract

[View all Episodes, Summaries and Events](#)

Online Help
[Quick Reference Guide](#)



- 2.2** Remember to check the patient details to be certain that you have the correct patient.
- 2.3** The Patient Summary Screen will show all **episodes**, closed and open associated with this patient. (A closed episode, with a start and end date represents a period of clinical care under a consultant that has finished, an open episode indicates on-going clinical care **N.B.** a patient may have more than one episode open at the same time if the patient is under the care of more than one consultant or specialty. A current i.e. open episode has a start date but no end date)

OpenEyes **Lucinda, Smith** 1008504 [View Summary](#)

Hi **Bob Andrews** (not you?) [Home](#) [Theatre Management](#) [Logout](#)

Selected firm: **Adnan Tufail (Medical Retina Service)**

Patient Summary

Personal Details:

First name(s): Lucinda
Last name: Smith
Address: 87, Smith Crescent
Staplecross
Humberside
XE20 7BN
Date of Birth: 19th May, 1934 (Age 77)
Gender: Female

Contact Details:

Telephone: 03129 9177228
Email: Lucinda.Smith@hotmail.com
Next of Kin: Unknown

All Episodes open 3 | closed 8

Start Date	End Date	Firm	Specialty	Eye	Diagnosis
25/09/2011		Adnan Tufail	Medical Retina	Both	Choroidal haemorrhage
23/09/2011		Alexander Ionides	Accident and Emergency Service	Left	Choroidal haemorrhage
22/09/2011	27/09/2011	Adnan Tufail	Corneal	Both	Choroidal haemorrhage
23/08/2011		Alexander Ionides	Accident and Emergency Service	Left	Choroidal haemorrhage
22/05/2011	25/08/2011	Adnan Tufail	Corneal	Both	Choroidal haemorrhage
19/04/2011	23/08/2011	Alexander Ionides	Accident and Emergency Service	Left	Choroidal haemorrhage
16/01/2011	07/02/2011	Adnan Tufail	Corneal	Both	Choroidal haemorrhage
19/04/2011	23/08/2011	Alexander Ionides	Accident and Emergency Service	Left	Choroidal haemorrhage
16/01/2011	07/02/2011	Adnan Tufail	Corneal	Both	Choroidal haemorrhage
19/04/2011	23/08/2011	Alexander Ionides	Accident and Emergency Service	Left	Choroidal haemorrhage
16/01/2011	07/02/2011	Adnan Tufail	Corneal	Both	Choroidal

Open Episode

Closed Episode



It is also important to check that the Selected Firm corresponds to the consultant you are booking the procedure under:

OpenEyes Chay, Close 1000001 View Summary

Hi Bob Andrews (not you?) Home Theatre Management Logout

Selected firm: Abou-Rayyah Yassir (Adnexal)

Patient Summary

Personal Details:

First name(s):	Chay
Last name:	Close
Address:	Unknown
Date of Birth:	2nd November, 1920 (Age 90)
Gender:	Female

Contact Details:

Telephone:	04130 4541610
Email:	Unknown
Next of Kin:	Unknown

All Episodes open 1 | closed 0

Start Date	End Date	Firm	Speciality	Eye	Diagnosis
29/09/11		Aylward Bill	Vitreoretinal	Right	Mature cataract

[View all Episodes, Summaries and Events](#)

[Online Help](#)
[Quick Reference Guide](#)

This can be changed by clicking the dropdown box to display the list of consultant firms:

OpenEyes Hi Bob Andrews (not you?) Home Theatre Management Logout

Selected firm: Abou-Rayyah Yassir (Adnexal)

Patient search

Find a patient. Either by hospital number or by personal details. You must know their surname.

Search by hospital number: 1000001

Or, search by person details

First name: NHS #: for example: 111-222-3333

Last name: Gender: if known

Date of birth: / / dd / mm / yyyy

Do you need help with OpenEyes?
Before you contact the helpdesk...
Is there a "Super User" in your office available? (A "Super User" is...)
Have you checked the [Quick Reference Guide](#)?

Searching by patient details.
Although the Last Name is required it doesn't have to be complete. For example if you search for "Smi", the results will include all last names starting with "Smi...". Any other information you can add will help narrow the search results.

Selected firm dropdown list:

- Abou-Rayyah Yassir (Adnexal)
- Abou-Rayyah Yassir (Paediatrics)
- Acheson James (Neuro-ophthalmology)
- Acheson James (Strabismus)
- Adams Gill (Paediatrics)
- Adams Gill (Strabismus)
- Adams Gill (Primary Care)
- Ali Nadeem (Paediatrics)
- Allan Bruce (Refractive)
- Allan Bruce (Primary Care)
- Allan Bruce (Cataract)
- Allan Bruce (External)
- Andrews Richard (Medical Retina)
- Andrews Richard (Accident & Emergency)
- Andrews Richard (Primary Care)
- Aylward Bill (Accident & Emergency)
- Aylward Bill (Vitreoretinal)
- Bainbridge James (Vitreoretinal)
- Barnes Jonathan (Strabismus)
- Barton Keith (Glaucoma)
- Beaconsfield Michelle (Adnexal)
- Bessant David (Cataract)
- Bessant David (Primary Care)
- Bessant David (Medical Retina)
- Brookes John (Glaucoma)
- Charteris David (Vitreoretinal)
- Child Christopher (Strabismus)
- Clarke Jonathan (Glaucoma)
- Cohen Victoria (Oncology)
- Cunningham Carol (Cataract)
- Dahlmann-Noor Annegret (Strabismus)
- Daniel Claire (Adnexal)
- Daniel Claire (Accident & Emergency)
- Daniel Rhod (Primary Care)
- Dart John (External)



3.0 Booking a Procedure:

Having found the patient and the firm you wish to book under, open the correct encounter or click 'View all Episodes, Summaries and Events':

OpenEyes Violet, Hodgkinson 1000005 [View Summary](#) Hi Bob Andrews (not you?) [Home](#) [Theatre Management](#) [Logout](#)
Selected firm: Abou-Rayyah Yassir (Adnexal)

Patient Summary

Personal Details:

First name(s):	Violet
Last name:	Hodgkinson
Address:	Unknown
Date of Birth:	10th January, 1958 (Age 53)
Gender:	Female

Contact Details:

Telephone:	01669 3963563
Email:	Unknown
Next of Kin:	Unknown

All Episodes open 1 | closed 0

Start Date	End Date	Firm	Specialty	Eye	Diagnosis
30/09/11		Abou-Rayyah Yassir	Adnexal	Left	Mature cataract

[View all Episodes, Summaries and Events](#)

[Online Help](#)
[Quick Reference Guide](#)

3.1 Click 'Add New Event'

OpenEyes Paula, Beck 1000002 [View Summary](#) Hi Bob Andrews (not you?) [Home](#) [Diary](#) [Waiting List](#) [Logout](#)
Selected firm: Aylward Bill (Vitreoretinal)

Episodes & Events [+ add new Event](#)

29.09.2011 [Details](#) [View mode](#)

Vitreoretinal
29/09/2011

Episode Summary (Vitreoretinal)

Start date:
29th September, 2011

Principal eye:
Right

End date:
(still open)

Principal diagnosis:
Macular retinal cyst

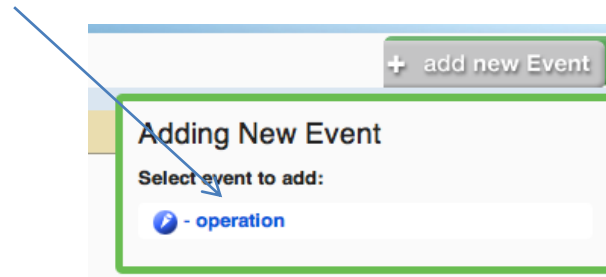
Specialty:
Vitreoretinal

Consultant firm:
Aylward Bill

[Close Episode](#)



3.2 Click 'operation' in the event menu (the only choice for this release)



3.3 The book Operation Page will open :

OpenEyes Lindsay, Alden 1000006 [View Summary](#) Hi Bob Andrews (not you?) [Home](#) [Diary](#) [Waiting List](#) [Logout](#)
Selected firm: Allan Bruce (Cataract)

Episodes & Events + add new Event

30.09.2011 Details
Adnexal
30/09/2011
01/10/2011

Book Operation
Lindsay Alden (1000006)

Select diagnosis

Select eye(s): ☒ Right ☐ Left ☐ Both

Selected diagnosis: [Modify](#)

Operation details

Select eye(s): ☒ Right ☐ Left ☐ Both

Add procedure:
Type the first few characters of a procedure.
Click to select the required procedure.

Consultant required? ☐ Yes ☒ No

Anaesthetic type: ☒ Topical ☐ LA ☐ LA with cover ☐ LAS ☐ GA

3.4 Select the correct eye and click 'Modify' to enter a diagnosis:

Book Operation

Select diagnosis

Select eye(s): ☒ Right ☐ Left ☐ Both

Selected diagnosis: [Modify](#)



3.6 The enter diagnosis box will appear,

Select a commonly used diagnosis ▾ or type the first few characters of a diagnosis

Either select a common diagnosis from the drop down box or type the first few characters e.g. 'cat' of the diagnosis you wish to enter and a dynamic list will appear, click to choose the diagnosis:

cat

- Mature cataract
- Anterior subcapsular polar cataract
- Atopic cataract
- Posterior subcapsular polar senile cataract
- Embryonal nuclear cataract
- Total traumatic cataract
- Calcified cataract

3.7 In the operation details box, Select the correct eye and enter the name of the procedure you wish to book:

Operation details

Select eye(s): ☒ Right ☐ Left ☐ Both

Add procedure: type the first few characters of a procedure

Type the first few characters of a procedure.
Click to select the required procedure.

Begin by entering the first few characters of the procedure name and a dynamic drop box will appear, choose your procedure by clicking on it.



cat

- Mature cataract
- Anterior subcapsular polar cataract
- Atopic cataract
- Posterior subcapsular polar senile cataract
- Embryonal nuclear cataract
- Total traumatic cataract
- Calcified cataract
- Combined form of senile cataract

The procedure selected will appear below in the procedures added list, you may continue to add further procedures to the list:

Procedures Added	Duration
Cataract extraction + IOL - phako+IOL remove	30
Calculated Total Duration:	30
Estimated Total Duration:	<input type="text" value="30"/>

Each procedure added shows with an associated duration time, as more are added the time totals to show the necessary surgery time required for the whole operation:

Procedures Added	Duration
Cataract extraction + IOL - phako+IOL remove	30
Biopsy of lid - Lid biopsy remove	45
Calculated Total Duration:	75
Estimated Total Duration:	<input type="text" value="75"/>

3.8 Next complete the other operation details:

Consultant required?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Anaesthetic type:	<input checked="" type="radio"/> Topical <input type="radio"/> LA <input type="radio"/> LA with cover <input type="radio"/> LAS <input type="radio"/> GA
Overnight Stay required?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Decision Date:	<input type="text" value="2011-10-24"/>
Add comments:	<input type="text" value="Patient is very deaf and cannot lay flat."/>



The decision date will automatically default to today's date, a calendar will appear if the box is clicked allowing a date in the past to be selected.

3.9 Appropriate alerts or comments may be added to the comments box e.g. allergies.

Add comments:

3.10 In the schedule operation options box, select either the 'as soon as possible' or 'within timeframe specified by patient',

Schedule Operation

Schedule options: ☒ As soon as possible ☐ Within timeframe specified by patient

[Save & Schedule later](#) [Save & Schedule now](#)

3.11 Select the appropriate green button to either make a partial booking 'save and schedule later' or 'save and schedule now' to go on and add a TCI date to the booking. (a partial booking places the patient on the waiting list for all the operation details specified. The scheduling may then take place at a later date)

Selecting 'Save &Schedule later' will show a partial booking summary screen:

OpenEyes

Lindsay, Alden
1000005

Hi Bob Andrews (not you?)
Selected firm: Allan Bruce (Cataract)

Episodes & Events

+ add new Event

30.09.2011
Adnexal
30/09/2011
01/10/2011

24.10.2011
Cataract
24/10/2011

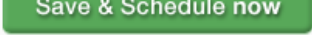
Operation (Pending)
Diagnosis
Right Mature cataract (disorder)
Operation
phako+IOL (30 minutes)
Lid biopsy (45 minutes)

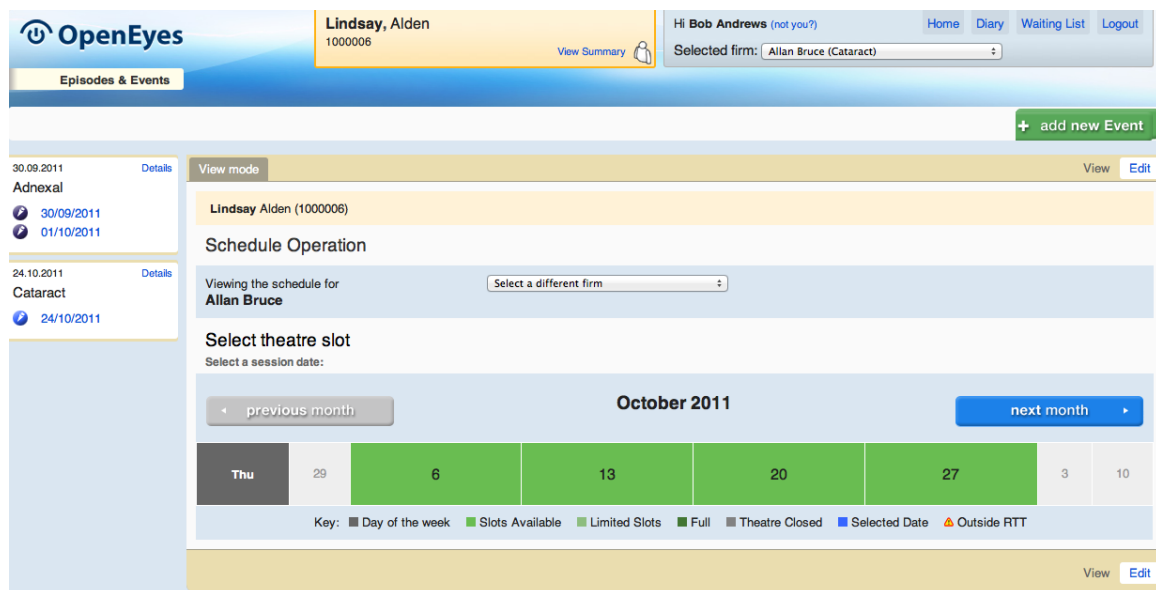
[Print invitation letter](#) [Print reminder letter](#) [Print GP refer back letter](#) [Schedule now](#)
[Cancel Operation](#)

The print buttons will allow the appropriate letters to be produced.

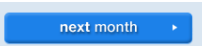


Scheduling an operation:

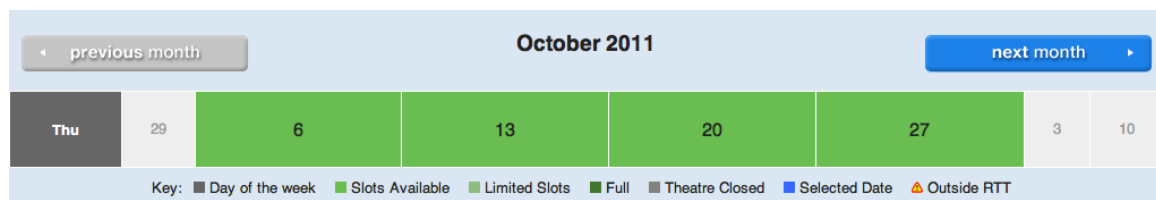
4.1 Clicking the  button, will open the schedule operation screen:



The screenshot shows the 'OpenEyes' interface for scheduling an operation. The top navigation bar includes the user's name 'Lindsay, Alden' and a 'Save & Schedule now' button. The main content area is titled 'Schedule Operation' and displays a calendar for October 2011. The calendar shows dates 6, 13, 20, and 27 in green, indicating available slots. A key at the bottom explains the color coding: Day of the week, Slots Available, Limited Slots, Full, Theatre Closed, Selected Date, and Outside RTT.

The theatre diary dates for the selected surgeon will appear. Clicking 'select a different firm' will open a different consultant's theatre diary. The available dates show in a row, click  to view more dates in the future.

The diary dates are colour coded as shown below the dates:



This close-up view of the calendar shows the dates 6, 13, 20, and 27 in green. The key at the bottom indicates that green represents 'Slots Available'. The key also includes 'Limited Slots' (light green), 'Full' (dark green), 'Theatre Closed' (grey), 'Selected Date' (blue), and 'Outside RTT' (orange triangle).

Green dates show theatre slots with enough time for the procedure you wish to book, **limited slots** indicates theatre time available but with insufficient remaining time for the scheduling you wish to make, dates beyond the Trust's Target display an exclamation mark indicating a date that will not be **RTT compliant**.



4.2 Click the date you wish to select. The date will highlight blue and a screen showing details for that date will appear:

previous month **October 2011** next month

Thu	29	6	13	20	27	3	10
-----	----	---	----	----	----	---	----

Key: ■ Day of the week ■ Slots Available ■ Limited Slots ■ Full ■ Theatre Closed ■ Selected Date ▲ Outside RTT

Select a session time:
Theatre Two (Moorfields at St Ann's hospital, Tottenham)

08:30 - 13:00
(270 min available)

View Edit

The theatre details, start and finish times and the operating time still available will be shown. Click the theatre detail box :

Theatre Two (Moorfields at St Ann's hospital, Tottenham)

08:30 - 13:00
(270 min available)

Other operations in this session: 270 min available

Operation list overview	Date: October 13, 2011	Session time: 08:30 - 13:00
0 bookings currently scheduled		

Admission Time: 07:30 Session comments:

Date/Time currently selected: 13 October 2011, 08:30 - 13:00

Confirm slot Cancel Operation

Details of any procedures already booked ,the admission time for the patient and any theatre session comments will appear.

4.3 To schedule the patient into the slot click:

Confirm slot

4.4 A summary screen will appear :

OpenEyes Lindsay, Alden 1000006 View Summary

Hi Bob Andrews (not you?) Home Diary Waiting List Logout

Selected firm: Allan Bruce (Cataract)

Episodes & Events

+ add new Event

30.09.2011 Details View mode View Edit

Adnexal

30/09/2011

01/10/2011

24.10.2011 Details

Cataract

24/10/2011

Operation (Scheduled)

Diagnosis

Right Mature cataract (disorder)

Operation

phako+IOL (30 minutes)

Lid biopsy (45 minutes)

Session

08:30:00 - 13:00:00 13th October, 2011, Allan Bruce (Cataract)

Print letter Reschedule now Reschedule later Cancel Operation

View Edit



4.5 Click the appropriate option:



5.0 Rescheduling an Operation

5.1 In your home screen, select the appropriate firm /consultant under whom the booking has been made.

5.2 Find the patient who requires a revised TCI date: see 2.0-2.1

5.3 Click 'view all Episodes, Summaries and Events'

OpenEyes Violet, Hodgkinson 1000005 [View Summary](#) Hi Bob Andrews (not you?) [Home](#) [Theatre Management](#) [Logout](#)
Selected firm: Abou-Rayyah Yassir (Adnexal)

Patient Summary

Personal Details:

First name(s):	Violet
Last name:	Hodgkinson
Address:	Unknown
Date of Birth:	10th January, 1958 (Age 53)
Gender:	Female

Contact Details:

Telephone:	01669 3963563
Email:	Unknown
Next of Kin:	Unknown

All Episodes open 1 | closed 0

Start Date	End Date	Firm	Specialty	Eye	Diagnosis
30/09/11		Abou-Rayyah Yassir	Adnexal	Left	Mature cataract

[View all Episodes, Summaries and Events](#)

[Online Help](#)
[Quick Reference Guide](#)

5.4 The patient's Episodes and Events screen opens:

OpenEyes Paula, Beck 1000002 [View Summary](#) Hi Bob Andrews (not you?) [Home](#) [Diary](#) [Waiting List](#) [Logout](#)
Selected firm: Aylward Bill (Vitreoretinal)

Episodes & Events [+ add new Event](#)

29.09.2011 [Details](#) [View mode](#)

Vitreoretinal

29/09/2011

Episode Summary (Vitreoretinal)

Start date: 29th September, 2011

Principal eye: Right

End date: (still open)

Principal diagnosis: Macular retinal cyst

Specialty: Vitreoretinal

Consultant firm: Aylward Bill

[Close Episode](#)

(Close episode button not being used in this version)

Click the appropriate operation



5.5 The operation view mode screen opens:

The screenshot shows the OpenEyes interface. At the top, the patient's name 'Lindsay, Alden' and ID '1000006' are displayed. The user 'Hi Bob Andrews' is logged in. The 'Selected firm' is 'Allan Bruce (Cataract)'. The main content area is titled 'Operation (Scheduled)' and shows the diagnosis 'Right Mature cataract (disorder)'. The operation details are 'phako+IOL (30 minutes)' and 'Lid biopsy (45 minutes)'. The session is scheduled for '08:30:00 - 13:00:00 13th October, 2011, Allan Bruce (Cataract)'. At the bottom, there are four buttons: 'Print letter' (blue), 'Reschedule now' (green), 'Reschedule later' (green), and 'Cancel Operation' (red). Arrows from the text blocks below point to these buttons.

5.6 Click 'Reschedule now' (removes the existing TCI and allows a new TCI to be scheduled) or:

5.7 Click 'Reschedule later' (removes the existing TCI and places the booking back onto the waiting list in pending status for scheduling at a later date)

6.0 Cancelling an Operation

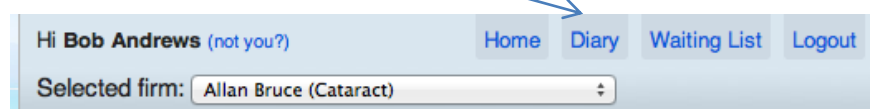
N.B The red cancel operation button will remove an existing TCI from the theatre diary and also remove the booking from the waiting list.



7.0 Viewing the Theatre Diary

The theatre diaries for all sites can be viewed through the Diary screen. This allows the user to view information that has been entered in 'session comments' relating to each theatre and also to view the cases booked in each theatre session.

7.1 Click the 'Diary' button to access the theatre diaries:



7.2 The Theatre diary screen will open:

OpenEyes

Hi Bob Andrews (not you?) Home Diary Waiting List Logout

Selected firm: Cunningham Carol (Cataract)

Theatre Schedules

Use the filters below to view Theatre schedules:

Search schedules by:

Site:	Theatre:	Firm:	Specialty:	Ward:
All sites	All theatres	All firms	All specialties	All wards

☐ Today ☐ This week ☐ This month ☐ or select date range: [] to []

Search

7.3 The theatre diary can be viewed by filtering site, theatre firm, specialty and ward.

Site:

- All sites
- ✓ City Road
- Bedford
- Ealing
- Northwick Park
- St George's
- Mile End
- Potters Bar
- Queen Mary's
- St Ann's
- Bridge lane
- Boots
- Loxford
- Wandsworth
- Teddington
- Upney lane
- Visioncare
- Croydon
- Homerton
- Harlow
- Watford

Theatre:

- ✓ All theatres
- Theatre One
- Theatre Two
- Theatre Three
- Theatre Four
- Theatre Five
- Theatre Six
- Theatre Seven
- Theatre Eight
- Theatre 9
- Emergency Theatre
- Refractive Laser

Ward:

- ✓ All wards
- Childrens
- Mackellar
- Minor Ops Bay
- Refractive laser
- Sedgwick



7.4 Click

Search

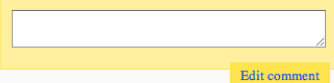
7.5 The diary will open according to the filters selected:

Theatre Seven

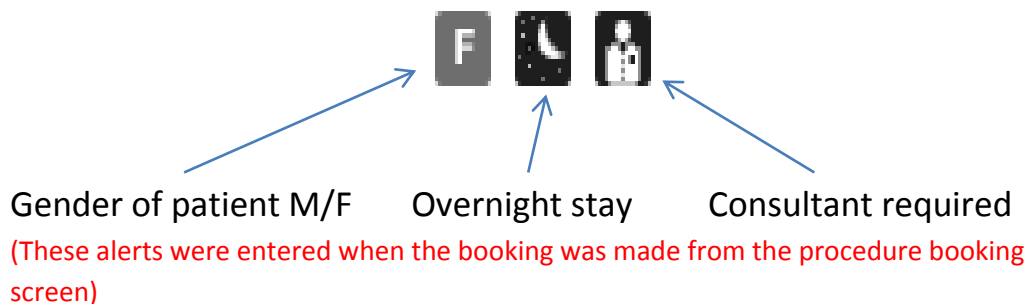
26 Oct 2011 - Wednesday, 08:30 - 13:00 for Aylward Bill (Vitreoretinal)

Start	Hospital #	Patient (Age)	[Eye] Operation	Ward	Alerts
00:00	1000008	Abraham Canham (78)	[L] Delamination	Mackellar	M
00:00	1000001	Chay Close (91)	[R] Cataract extraction + IOL	Sedgwick	F
00:00	1000001	Chay Close (91)	[R] Phakoemulsification	Sedgwick	F
07:30	1000088	Kendra Colville (51)	[R] Biopsy of lid	Sedgwick	F

Time unallocated: 135 min

 [Edit comment](#)

It displays the date selected, the theatre and the operating list for that session along with the admission time for each patient and the admitting ward. The alerts column displays:



The yellow note indicates that there are alert comments against the patient's booked procedure. Hovering over the icon will display the comments.

The theatre session comment box can be edited from this screen:

 [Edit comment](#)



8.0 Viewing the Waiting List

8.1 The entire waiting list can be viewed or searched using the filters.

Click: Waiting List

Hi Bob Andrews (not you?) Home Diary **Waiting List** Logout
Selected firm: Allan Bruce (Cataract)

Waiting List

Use the filters below to find patients:

Search Waiting Lists by:

Service:	Firm:	Type:
All specialties	All firms	Any

Search

Search Results:

Do you need help with OpenEyes?
Before you contact the helpdesk...
Is there a "Super User" in your office available? (A "Super User" is...)
Have you checked the Quick Reference Guide?

Searching by patient details.
Although the Last Name is required it doesn't have to be complete. For example if you search for "Smi", the results will include all last names starting with "Smi...". Any other information you can add will help narrow the search results.

Still need help?
Contact the helpdesk:
Telephone: 01234 12343567 ext. 0000
Email: helpdesk@openeyes.org.uk

8.2 The waiting list screen appears:

Hi Bob Andrews (not you?) Home Diary **Waiting List** Logout
Selected firm: Allan Bruce (Cataract)

Waiting List

Use the filters below to find patients:

Search Waiting Lists by:

Service:	Firm:	Type:
All specialties	All firms	Any

Search

Search Results:

Do you need help with OpenEyes?
Before you contact the helpdesk...
Is there a "Super User" in your office available? (A "Super User" is...)
Have you checked the Quick Reference Guide?

Searching by patient details.
Although the Last Name is required it doesn't have to be complete. For example if you search for "Smi", the results will include all last names starting with "Smi...". Any other information you can add will help narrow the search results.

Still need help?
Contact the helpdesk:
Telephone: 01234 12343567 ext. 0000
Email: helpdesk@openeyes.org.uk

Search by Service

by Consultant

by Type of booking

8.3 Click



8.4 The required list will display:

Search Waiting Lists by:

Service:	Firm:	Type:
<input type="text" value="All specialties"/>	<input type="text" value="All firms"/>	<input type="text" value="Any"/>

Search Results:

Letter status	Hospital #	Patient	Procedures	Eye	Firm	Decision Date	Book Status
X	1002074	Tracy Jones	SR resect	Right	Aylward Bill (Accident & Emergency)	Tuesday 27th September 2011	Pending
X	1002074	Tracy Jones	Bleph both lids	Right	Dahlmann-Noor Annegret (Strabismus)	Tuesday 27th September 2011	Pending
1	1001221	Ruth Brock	phako+IOL	Right	Abou-Rayyah Yassir (Adnexal)	Thursday 29th September 2011	Pending
1	1000001	Chay Close	Phako, IOL	Right	Aylward Bill (Vitreoretinal)	Thursday 29th September 2011	Pending
1	1000003	Meredith Rhett	phako+IOL	Right	Miller Michael (Cataract)	Thursday 29th September 2011	Pending
1	1000002	Paula Beck	Vity	Right	Aylward Bill (Vitreoretinal)	Thursday 29th September 2011	Pending
1	1000019	Violet Daley	Orbital decomp, Lid recon & graft	Right	Abou-Rayyah Yassir (Adnexal)	Monday 3rd October 2011	Pending
1	1000008	Abraham Canham	phako+IOL	Right	Abou-Rayyah Yassir (Adnexal)	Thursday 6th October 2011	Pending
1	1000017	Randolph Tomlin	phako+IOL	Right	Abou-Rayyah Yassir (Adnexal)	Thursday 6th October 2011	Pending
1	1000021	Kate Norton	phako+IOL	Right	Abou-Rayyah Yassir (Adnexal)	Thursday 6th October 2011	Pending

To access an individual's patient record, click the blue patient name.