

IPBM DEPARTMENT USER GUIDE

TABLE OF CONTENTS

DESCRIPTION	PAGE
Patient Services	
Register Patient	2
Admit Patient(IPD)	4
Create OPD Consultation(OPD)	7
Search Patient	9
Advance Search	10
Comprehensive	12
Consultation	13
Update Consultation	14
Admission	16
Update Admission	18
Forms	
OPD Clinical Form Sheet	20
Certificate of Confinement	21
Inpatient Clinical Cover Sheet	22
Medical Certificate	23
View/Print Death Cert	26
Medical Records	
ICD/ICPM	27
Cancel Death	30
Cancel Discharge	30
Received Patient Chart	31

REGISTER PATIENT

1. To register click **IPBM** menu.
2. Click REGISTER PATIENT service.

Institute of Psychiatry and Behavioral Medicine

<ul style="list-style-type: none">HomeAdmissionEROPDPHSIPBM	2. ←	<table><tr><th colspan="2">Patient Services</th></tr><tr><td> Register patient</td><td>Register new patient data</td></tr><tr><td> Search patients</td><td>Search patient information</td></tr><tr><td> Advanced Search</td><td>Full-featured patient searching</td></tr><tr><td> Comprehensive</td><td>Comprehensive patient information</td></tr></table>	Patient Services		 Register patient	Register new patient data	 Search patients	Search patient information	 Advanced Search	Full-featured patient searching	 Comprehensive	Comprehensive patient information
Patient Services												
 Register patient	Register new patient data											
 Search patients	Search patient information											
 Advanced Search	Full-featured patient searching											
 Comprehensive	Comprehensive patient information											

→ **1.**

3. Encode patient information on the text boxes. All fields with marked red asterisk (*) are mandatory.
4. You can upload photo by clicking the **BROWSE** button and choose your desired picture.
5. You can also take a new photo by clicking **TAKE PICTURE** button using a web cam.

Person Registration

New Patient Search Advance Search

Registration Date: 10/23/2017 [mm/dd/yyyy]
Registration Time: 03:26 P.M. [hh:mm]

IPBM HOMIS Information

HOMIS ID:

Picture Preview

4. ← **Browse...** No file selected. **Take Picture!** → **5.**


Personal Details

* Family Name	<input type="text"/>
* Given Name	<input type="text"/>
Middle Name	<input type="text"/>
* Date of Birth	<input type="text"/> [mm/dd/yyyy] <input type="text"/> year(s) old <input type="checkbox"/> Temp Birthday**
Place of Birth	<input type="text"/>
* Sex	<input type="radio"/> Male <input type="radio"/> Female
Civil Status	<input type="radio"/> Child <input type="radio"/> Single <input type="radio"/> Married <input type="radio"/> Divorced <input type="radio"/> Widowed <input type="radio"/> Separated


→ **3.**

6. Click the **Address Wizard** to locate patient address.

Address:

House No./Street	<input type="text"/>	
Barangay's Name	<input type="text" value="-Not Provided-"/>	
Municipality/City's Name	<input type="text" value="DAVAO CITY"/>	ZIP Code <input type="text" value="8000"/>
Province's Name	<input type="text" value="DAVAO DEL SUR"/>	
Region's Name	<input type="text" value="Region XI"/>	

6.


7. Since we selected the Region XI; all the barangay, Municipality/City, Province and Zip code will be inside the Address Wizard. Once you already found the correct location just click the  button.

Address Wizard Close Tray

☒ Barangay ☐ Municipality/City ☐ Province ☐ Zip Code ☐ All

Search keyword Search Refresh!


Showing 1-1 of 1 item(s) Refresh



Code	Name	Full Address	Location	
B-522	BARANGAY 76-A	BARANGAY 76-A, DAVAO CITY, DAVAO DEL SUR 8000	Baranggay	

7.

8. When finished, click SAVE.

9. If data entered is incorrect, and you want to clear the fields, click **RESET DATA**.

8.  Search patient's data
 Advanced Search

9.

ADMIT PATIENT

1. To admit IPBM patient, click IPBM menu at the left side of the page.
2. Click **SEARCH PATIENTS** service to search patient.

Institute of Psychiatry and Behavioral Medicine

Patient Services	
Register patient	Register new patient data
Search patients	Search patient information
Advanced Search	Full-featured patient searching
Comprehensive	Comprehensive patient information

Triage	
Consultation	IPBM Consultation
Admission	IPBM Admission

3. Input patient's **HRN, FAMILY NAME, or DATE OF BIRTH**.
4. Click **SEARCH** button.

Person Registration - Search

New Patient **Search** Advance Search

Enter a search key (Health Record Number, Family Name, or Date of Birth).
To search all paid patients as of today, just leave the search textbox blank.

3014315 **Search**

Tips & tricks

5. Patient information will display upon hitting the search button.
6. Click **IPBM ADMISSION** to add patient's consultation details.

Person Registration

New Patient **Search** Advance Search

HRN: 3014315
Registration Date: 10/25/2017
Registration Time: 4:02 PM

IPBM HOMIS Information
HOMIS ID:

Personal Details
Family Name: ABEAR
Given Name: RAPHAEL
Date of Birth: 03/16/1973 44.71 YEAR(S) OLD
Place of Birth: SPMC
Sex: MALE
Civil Status: MARRIED
Religion: NOT INDICATED
Contact No.:

Picture Preview

Options for this person

- IPBM Consultation
- IPBM Admission**
- List of Case Nos
- Medical History

7. Fill out all required fields (*).

IPBM-IPD	
Search	Advance Search
New Patient	
HRN	3014315
HOMIS ID:	
Case Number	Not yet admitted
Bar Code	
Admission Date:	10/25/2017 [mm/dd/yyyy]
Admission Time:	09:00 P.M. [hh:mm]
Title:	
Family Name:	Abear
Given Name:	Raphael
Age:	44 years
Date of Birth:	03/16/1973
Occupation:	Not Indicated
Blood Group:	
Vital Signs	Blood Pressure (BP) <input type="text"/> / <input type="text"/> mm Hg Temperature (T) <input type="text"/> °C Weight (W) <input type="text"/> kg Resp. Rate (RR) <input type="text"/> br/m Pulse Rate (PR) <input type="text"/> b/m
Address:	NOT PROVIDED, DAVAO CITY 8000 DAVAO DEL SUR
Admission class:	IPBM-IPD

- Click dropdown box to select type of **ACCOMODATION**.
- Click dropdown box to select type of **ROOM**.
- Choose and click vacant **BED**.

Accommodation:	IPBM MALE WARD	For inpatient
Room:	6 : ISOLATION ROOM	
Area:		
Date and Time (From):	10/25/2017 [mm/dd/yyyy]	10:33 P.M. [hh:mm]
Bed:	1 Vacant <input checked="" type="radio"/> 2 Occupied <input type="radio"/>	

- Input **Admitting Diagnosis** on the box.
- Click dropdown box to select **Admitting Physician**.

Attending Department:	IPBM
Admitting Diagnosis:	
Admitting Physician:	-Select a Doctor-
Admitting Department:	IPBM

- F. Click and select **Condition at other Institution**.
- G. Click and select **Results from Other Institution**.
- H. Click and select **Disposition from Other Institution**.

Condition at Other Institution:	<input checked="" type="radio"/> Conscious <input type="radio"/> Semi-conscious <input type="radio"/> Unconscious	← F.
Results from Other Institution:	<input type="radio"/> Recovered <input checked="" type="radio"/> Improved <input type="radio"/> Unimproved <input type="radio"/> Died	← G.
Disposition from Other Institution:	<input checked="" type="radio"/> Admitted <input type="radio"/> Discharged <input type="radio"/> Transferred <input type="radio"/> HAMA <input type="radio"/> Absconded/PNF <input type="radio"/> For OPD	← H.

- I. To admit the patient, click **SAVE** button.
- J. Click **CANCEL** to abandon patient admission.

 I.		J. → 
---	---	---

IPBM OPD Consultation

1. To Consult click IPBM menu.
2. Click **Search Patient**.

The screenshot shows the IPBM OPD Consultation interface. On the left is a vertical navigation menu with items: Home, Admission, ER, OPD, PHS, IPBM (highlighted with a red box and a green arrow pointing to '1.'), Medical Records, Doctors, and Nurses. The main header is 'Institute of Psychiatry and Behavioral Medicine'. Below the header is a 'Patient Services' table:

Patient Services	
Register patient	Register new patient data
Search patients (highlighted with a red box and a green arrow pointing to '2.')/td> <td>Search patient information</td>	Search patient information
Advanced Search	Full-featured patient searching
Comprehensive	Comprehensive patient information

3. Input patient **HRN, FAMILY NAME** or **DATE OF BIRTH**.
4. Click **SEARCH** button to search the patient.




The screenshot shows the search input area. At the top are three buttons: 'New Patient', 'Search' (highlighted in orange), and 'Advance Search'. Below is a search box containing 'sav,sam' (highlighted with a red box and a green arrow pointing to '3.'). To the right of the search box is a 'Search' button (highlighted with a red box and a green arrow pointing to '4.'). Below the search box is a link for 'Tips & tricks'. Above the search box is instructional text: 'Enter a search key (Health Record Number, Family Name, or Date of Birth). To search all paid patients as of today, just leave the search textbox blank.'

5. Click IPBM Consultation.

The screenshot shows the patient search results page. At the top are three buttons: 'New Patient', 'Search' (highlighted in orange), and 'Advance Search'. Below is a patient information card for HRN 2071088. The card shows 'Registration Date' as 06/09/2009 and 'Registration Time' as 11:40 AM. Below the card is a section for 'IPBM HOMIS Information' with a 'HOMIS ID' field. Below that is a 'Personal Details' section with a 'Family Name' field containing 'SAVELLON'. To the right of the patient information card is a 'Picture Preview' box (highlighted with a red box and a green arrow pointing to '5.'). To the right of the 'Picture Preview' box is a list of 'Options for this person' (highlighted with a red box and a green arrow pointing to '5.'). The options are: 'IPBM Consultation' (highlighted with a red box), 'IPBM Admission', 'List of Case Nos.', and 'Medical History'.

6. Fill out all required fields (*).
- A. Click **SAVE** to save Consultation
 - B. Click **CANCEL** to cancel Consultation.





Admission class:	IPBM-OPD	→ 6.
OR Number:	<input type="text"/>	
Confidential:	<input type="checkbox"/>	
Consulting Physician:	-Select a Doctor-	
Consulting Clinic:	IPBM	
Chief Complaint:	<input type="text"/>	
History of Smoking:	<input type="radio"/> YES <input type="radio"/> NO <input type="radio"/> N/A	
Alcohol Drinker:	<input type="radio"/> YES <input type="radio"/> NO <input type="radio"/> N/A	
Encoded By:	Segworks Personnel	
Department:	Health Information Management Depart	

 → **A.**  **B.** ← 

SEARCH PATIENT

1. To search registered patient, click **SEARCH PATIENT**.

Institute of Psychiatry and Behavioral Medicine

Patient Services		
1. ←		Register patient
		Search patients
		Advanced Search
		Comprehensive
		Register new patient data
		Search patient information
		Full-featured patient searching
		Comprehensive patient information

2. Input patient **HRN, FAMILY NAME** or **DATE OF BIRTH**.

- A. Click **SEARCH** button to search the patient.

Person Registration - Search

New Patient Search Advance Search

2. ←

Enter a search key (Health Record Number, Family Name, or Date of Birth).
To search all paid patients as of today, just leave the search textbox blank.

del Search

Tips & tricks

A. ↓

- B. Patient's personal information appears.

- C. To view patient's encounter, click **LIST OF CASE NUMBERS** option.

HRN 3014315

Registration Date 10/25/2017

Registration Time 4:02 PM

IPBM HOMIS Information

HOMIS ID

Personal Details

Family Name ABEAR

Given Name RAPHAEL

Date of Birth 03/16/1973 44.61 YEAR(S) OLD

Place of Birth SPMC

Sex MALE

Civil Status MARRIED

Religion NOT INDICATED

Contact No.

Picture Preview

Options for this person

List of Case Nos.


Medical History

B. ←

C. ↑


- D. Patient's list of encounters will be shown in details upon hitting the **LIST OF CASE NUMBERS**.

Registration No.	3014315
Title:	
Family Name:	Abear
Given Name:	Raphael
Date of Birth:	03/16/1973
Sex:	Male
Blood Group:	



Options for this person ?
[List of Case Nos.](#)
[Medical History](#)





Date	Case No.	Admission Type	Department	Discharge date
✓ 10/25/2017 04:10PM	201720000013	IPBM - IPD	IPBM	


 **D.**

ADVANCE SEARCH

- Advanced Search is use when you are not certain on whose patient you are searching.
Click this service for advanced searching.

Institute of Psychiatry and Behavioral Medicine

Patient Services		
	Register patient	Register new patient data
	Search patients	Search patient information
	Advanced Search	Full-featured patient searching
	Comprehensive	Comprehensive patient information

1. 

- You can use all the fields that you are one thing sure about the patient's information.
You can input the REGISTRATION DATE FROM and TO as well as the FAMILY NAME and GIVEN NAME.

Person Registration - Advanced Search

New Patient	Search	Advance Search
-------------	--------	----------------

Patient ID	<input type="text"/>
Registered By	<input type="text"/>
Registration Date	<input type="text"/> [mm/dd/yyyy]
Personal Details:	
IPBM HOMIS ID	<input type="text"/>
Family Name	<input type="text"/>
Given Name	<input type="text"/>
Middle Name	<input type="text"/>
Date of Birth	<input type="text"/> [mm/dd/yyyy]
Place of Birth	<input type="text"/>
Sex:	<input type="radio"/> Male <input type="radio"/> Female
Civil Status	<input type="radio"/> Single <input type="radio"/> Married <input type="radio"/> Divorced <input type="radio"/> Widowed <input type="radio"/> Separated
Religion	<input type="text"/>
Address:	
House No./Street	<input type="text"/> Address Wizard
Baranasi's Name	<input type="text"/> ..Not Provided..

→ 2.

A. Click **SEARCH** button.







← A.

B. List of patients will be generated upon hitting the search button.

Sex	Family Name	Given Name	Date of Birth	Barangay	Muni/City	ZIP Code	HRN	Registration Date
♂	ABEAR	AERON LLOYD	08/10/2003	TALOMO DIST.	DAVAO CITY	8000	1297130	07/25/2008
♀	ABEAR	AGRIPINA	06/23/1938	NOT PROVIDED	DAVAO CITY	8000	686687	07/25/2008
♀	ABEAR	AIMIE	05/30/1989	MANDUG	DAVAO CITY	8000	2616101 ♥ Inpatient	05/21/2014
♀	ABEAR	ALAINE MHAY	05/23/1998	NOT PROVIDED	DAVAO CITY	8000	1029302	07/25/2008
♂	ABEAR	ALAN	05/30/1976	SASA	DAVAO CITY	8000	1201574	07/25/2008
♂	ABEAR	ALAN JR	03/03/2002	SASA	DAVAO CITY	8000	1325177 ♥ ER	07/25/2008
♂	ABEAR	ALAN, JR.	03/03/2006	SASA	DAVAO CITY	8000	2009393 ♥ ER	11/27/2008
♂	ABEAR	ALBERTO	11/11/1963	TUGBOK	DAVAO CITY	8000	2836322 ♥ Outpatient	05/10/2016
♀	ABEAR	ALEJANDRA	02/08/1949	NOT PROVIDED	DAVAO CITY	8000	1483027	07/25/2008
♂	ABEAR	ALEX	01/18/1975	NOT PROVIDED	DAVAO CITY	8000	1319075	07/25/2008
♂	ABEAR	ALEXANDER LEXEIS	06/15/2008	SASA	DAVAO CITY	8000	1599597 ♥ Inpatient	07/25/2008
♂	ABEAR	ALEXANDER SR.	07/19/1972	AGDAO	DAVAO CITY	8000	1619387 ♥ ER	10/13/2008
♂	ABEAR	ALEXANDER, JR.	11/10/2002	AGDAO	DAVAO CITY	8000	1415232 ♥ Inpatient	07/25/2008
♂	ABEAR	ALEXIS BRIAN	06/19/2010	BUNAWAN	DAVAO CITY	8000	2252114 ♥ Outpatient	12/29/2010
♂	ABEAR	ALFONSO	01/20/1940	MANDUG	DAVAO CITY	8000	1161483 ♥ Outpatient	07/25/2008

COMPREHENSIVE SEARCH

1. To search all the transaction of the patient under a certain department, click **COMPREHENSIVE**.

Patient Services	
 Register patient	Register new patient data
 Search patients	Search patient information
 Advanced Search	Full-featured patient searching
 Comprehensive	Comprehensive patient information

1

- Input **HRN, FAMILY NAME** or **DATE OF BIRTH** of the patient.
- Choose **department** by clicking radio button.
- Click **SEARCH** button.

Person Registration - Comprehensive Search

2.

Enter a search key (Health Record Number, Family Name, or Date of Birth).

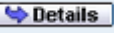
abear,raphael

Tips & tricks

☐ All ☐ IPBM - OPD ☒ IPBM - IPD

4.


3.

- Searched patient will display.
- Click this  button to show patient hospital history.

Case Number	HRN	Sex	Family Name	Given Name	Date of Birth	Admission	Location	Discharge Date	Details	View
201720000013	3014315	IPBM-IPD	Abear	Raphael	03/16/1973	10/25/2017	IPBM-IPD	STILL IN		

5.



6.

- Patient hospital history appears upon hitting the details.
- Click this  icon to view patient's diagnosis encounter.

Hospital Number	3014315
Patient's Name	Raphael Abear

Search History

Showing 1-1 out of 1 record(s)


Case Number	Date Admitted	Time	Location/Clinics	Department	Request	Attending Doctor	Diagnosis
201720000013	10/25/2017	04:10:00 PM	IPBM	IPBM		Paulo Woodruff A. Gonzalez	

7.

8.

CONSULTATION

- If the patient is already registered in IPBM Consultation. You can search the patient by clicking the **CONSULTATION** service.

Triage	
 Consultation	IPBM Consultation

1.

- Input **Case Number**, **Name (last name, first name)** or **Encounter date** in the text box.
- Click **SEARCH** button.

Triage - IPBM Consultation :: Search (Institute of Psychiatry and Behavioral Medicine)		
Search	Advance Search	New Patient

Enter a search key (case number, name (last name,first name), or encounter date (MM/DD/YYYY)).

201720000015

Search

2.

- Search patient's **CONSULTATION DATA** will display.

Consultation Data (201720000015)	
Search	Advance Search
New Patient	
HRN 3014316 HOMIS ID: Case Number 201720000015 Bar Code  Consultation Date: 10/25/2017 Consultation Time: 8:11 PM Title: Family Name: kobe Given Name: bryant Age: 25 years Date of Birth: 10/20/1992 Occupation: Not Indicated Blood Group: Not Indicated Vital Signs Address: NOT PROVIDED, DAVAO CITY 8000 DAVAO DEL SUR Admission class: IPBM - OPD OR Number: test123 Confidential: NO Consulting Physician: Consulting Clinic: IPBM	Options for this person  Show Person  Registration  Update Person  Registration  DB Record's History  Vital Signs  Cancel Consultation  List of Case Nos.

- To view patient admission history, click **CONSULTATION HISTORY** button.

 **Consultation History**

- Patient 's admission history.

Patient Admission History		
Hospital Number	3014316	
Patient's Name	bryant kobe	
Search History		
<div> First < Previous </div> <div> Next > Last </div>		
Case Number	Date Admitted	Location
No admission history available...		

Update Consultation Data

- If the patient is already registered in IPBM Consultation. You can search the patient by clicking the **CONSULTATION**.

- Home
- Admission
- ER
- OPD
- PHS
- IPBM**
- Medical Records
- Doctors
- Nursing
- OR
- Laboratories
- Blood Bank

Institute of Psychiatry and Behavioral Medicine

Patient Services

	Register patient	Register new patient data
	Search patients	Search patient information
	Advanced Search	Full-featured patient search
	Comprehensive	Comprehensive patient info

Triage

	Consultation	IPBM Consultation
	Admission	IPBM Admission

- Input **Case Number, Name (last name, first name) or Encounter date** in the text box.
- Click **SEARCH** button.

2.

Enter a search key (case number, name (last name,first name), or encounter date (MM/DD/YYYY)).

201720000119

Search

3.

- Search patient's **CONSULTATION DATA** will display.

Consultation Data (201720000119)

Search

Advance Search

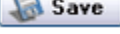
New Patient

HRN	2964118		<div>Options for this person </div> <ul style="list-style-type: none"> Show Person Registration Update Person Registration DB Record's History OPD Clinical Form Sheet Vital Signs Cancel Consultation List of Case Nos.
HOMIS ID:			
Case Number	201720000119		
Bar Code			
Consultation Date:	11/28/2017		<div>Picture Preview</div>
Consultation Time:	4:48 PM		
Title:			
Family Name:	incodnico		
Given Name:	jake		
Age:	26 years		Sex: Male
Date of Birth:	11/20/1991		Place of Birth:
Occupation:	Not Indicated		Religion: Rastafarianism
Blood Group:	Not Indicated		
Vital Signs	Blood Pressure	<input type="text"/> / <input type="text"/>	Resp. Rate (RR) <input type="text"/>
	Temperature (T)	<input type="text"/>	Pulse Rate (PR) <input type="text"/>
	Weight (W)	<input type="text"/>	
Address:	AGDAO, DAVAO CITY 8000 DAVAO DEL SUR		
Admission class:	IPBM - OPD		
OR Number:	test		
Confidential:	NO		
Consulting Physician:	Dr. AISA KATRINA V. FRANCISCO		

- Click **Update Data** to Update Consultation Data.

5.



6. When the patient's data is already updated, Click, Click  to save the updated data.

7. Click  to cancel update data.



6.



7.



ADMISSION

1. If the patient is already registered in IPBM Admission. You can search the patient by clicking the **ADMISSION**.

Institute of Psychiatry and Behavioral Medicine

- Home
- Admission
- ER
- OPD
- PHS
- IPBM**
- Medical Records
- Doctors
- Nursing
- OR
- Laboratories
- Blood Bank

Patient Services

	Register patient	Register new patient data
	Search patients	Search patient information
	Advanced Search	Full-featured patient search
	Comprehensive	Comprehensive patient information

Triage

	Consultation	IPBM Consultation
	Admission	IPBM Admission

2. Input Case Number, Name (last name, first name) or Encounter date in the text box.
3. Click **SEARCH** button.

Triage - IPBM Admission :: Search (Institute of Psychiatry and Behavioral Medicine)

Search Advance Search New Patient

Enter a search key (case number, name (last name,first name), or encounter date (MM/DD/YYYY)).

Search

4. Search patient's **ADMISSION DATA** will display.

Admission Data (201720000029)

Search Advance Search New Patient

HRN	3014439			
HOMIS ID:				
Case Number	201720000029			
Bar Code				
Admission Date:	11/14/2017			
Admission Time:	7:21 PM			
Title:				
Family Name:	huala			
Given Name:	nicolas			
Age:	26 years			
Date of Birth:	11/14/1991			
Occupation:	Not Indicated			
Blood Group:	Not Indicated			
Vital Signs	Blood Pressure	<input type="text"/>	Resp. Rate (RR)	<input type="text"/>
	Temperature (T)	<input type="text"/>	Pulse Rate (PR)	<input type="text"/>
	Weight (W)	<input type="text"/>		
Address:	BARANGAY 12-B, DAVAO CITY 8000 DAVAO DEL SUR			
Admission class:	IPBM - IPD			

Options for this person

- Show Person Registration
- Update Person Registration
- DB Record's History
- Inpatient Clinical Cover Sheet
- Cert. of Confinement
- Vital Signs
- Cancel this admission
- List of Case Nos.

5. To view patient admission history, click **ADMISSION HISTORY** button.

Admission History

6. Patient's Admission History.

Patient Admission History

Hospital Number

3014439

Patient's Name

nicolas haula

Search History

First Previous

Next Last

Case Number	Date Admitted	Location
No admission history available...		

7. To update data of the patient, click **Update Data** button.

 Update Data

Update Admission Data

1. If the patient is already registered in IPBM Admission. You can search the patient by clicking the **ADMISSION**.

Institute of Psychiatry and Behavioral Medicine

- Home
- Admission
- ER
- OPD
- PHS
- IPBM**
- Medical Records
- Doctors
- Nursing
- OR
- Laboratories
- Blood Bank

Patient Services

Register patient	Register new patient data
Search patients	Search patient information
Advanced Search	Full-featured patient search
Comprehensive	Comprehensive patient information

Triage

Consultation	IPBM Consultation
Admission	IPBM Admission

2. Input Case Number, Name (last name, first name) or Encounter date in the text box.
3. Click **SEARCH** button.

Enter a search key (case number, name (last name, first name), or encounter date (MM/DD/YYYY)).

2661521 **Search**

4. Search patient's **ADMISSION DATA** will display.

Admission Data (201720000077)

Search **Advance Search** **New Patient**

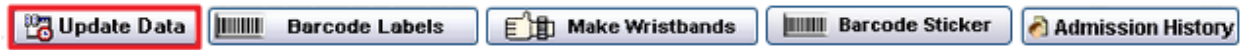
HRN	2661521												
HOMIS ID:													
Case Number	201720000077												
Bar Code													
Admission Date:	11/13/2017												
Admission Time:	09:27 AM												
Title:													
Family Name:	ABEAR												
Given Name:	RAPHAEL												
Middle Name:	ROXAS												
Age:	43 years												
Date of Birth:	03/10/1974												
Occupation:	Landlord												
Blood Group:	Not Indicated												
Vital Signs	<table border="1"> <tr> <td>Blood Pressure</td> <td><input type="text"/></td> <td>Resp. Rate (RR)</td> <td><input type="text"/></td> </tr> <tr> <td>Temperature (T)</td> <td><input type="text"/></td> <td>Pulse Rate (PR)</td> <td><input type="text"/></td> </tr> <tr> <td>Weight (W)</td> <td><input type="text"/></td> <td></td> <td></td> </tr> </table>	Blood Pressure	<input type="text"/>	Resp. Rate (RR)	<input type="text"/>	Temperature (T)	<input type="text"/>	Pulse Rate (PR)	<input type="text"/>	Weight (W)	<input type="text"/>		
Blood Pressure	<input type="text"/>	Resp. Rate (RR)	<input type="text"/>										
Temperature (T)	<input type="text"/>	Pulse Rate (PR)	<input type="text"/>										
Weight (W)	<input type="text"/>												
Address:	502 SOUTH ST. DBP VILL., MATINA, DAVAO CITY 8000 DAVAO DEL SUR												
Admission class:	IPBM - IPD												


Options for this person

- Show Person
- Registration
- Update Person
- Registration
- DB Record's History
- Inpatient Clinical
- Cover Sheet
- Cert. of Confinement
- Vital Signs
- Cancel this admission
- List of Case Nos.

5. To **Update Data**, you can see at the bottom of the **Admission Data** the update data button.

5.




6. When the patient's data is already updated, Click, Click  to save the updated data.


7. Click  to cancel update data.




1. After Consulting the patient in OPD, you will see in the upper right the **Options for this Person**.
2. Click **OPD Clinical form sheet**.











Consultation Data (201720000119)

Search		Advance Search		New Patient	
HRN	2964118				
HOMIS ID:					
Case Number	201720000119				
Bar Code					
Consultation Date:	11/28/2017				
Consultation Time:	4:48 PM				
Title:					
Family Name:	incodnico				
Given Name:	jake				
Age:	26 years				
Date of Birth:	11/20/1991				
Occupation:	Not Indicated				
Blood Group:	Not Indicated				
Vital Signs		Blood Pressure <input type="text"/> / <input type="text"/> Resp. Rate (RR) <input type="text"/> Temperature (T) <input type="text"/> Pulse Rate (PR) <input type="text"/> Weight (W) <input type="text"/>			




Picture Preview

Options for this person 

-  Show Person
-  Registration
-  Update Person
-  Registration
-  DB Record's History
-  **OPD Clinical Form Sheet**
-  Medical Certificate
-  Vital Signs
-  Cancel Consultation
-  List of Case Nos.

3. Click to see in full screen.
4. Click to print.
5. Click to download.

1 of 1 Automatic Zoom



Republic of the Philippines
DEPARTMENT OF HEALTH
SOUTHERN PHILIPPINES MEDICAL CENTER
J.P. Laurel Bajada, Davao City
Outpatient Preventive Care Center Clinical Form

SPMC-F-MRO-01A

Case No. : **201720000119**

Consultation Date and Time : **11/28/2017 4:48 PM**

Department : **IPBM**

HRN : **2964118**

HOMIS ID:

Last Name INCODNICO	First Name JAKE	Middle Name	Maiden Name
-------------------------------	---------------------------	-------------	-------------

Age : 26 years old Sex : MALE Civil Status : SINGLE Contact Number :

Address : AGDAO, DAVAO CITY

Country of Nationality : FILIPINO Religion : RASTAFARIANISM Occupation : NOT INDICATED

Birth Place : Birth Date : 11/20/1991

Name of Father :	Name of Mother :	Name of Guardian :
Name of Spouse :	Employer :	MSS CLASS :

OR Number : **test**

Amount Paid : Php 0.00

History of Smoking : ☐ YES ☒ NO ☐ N/A

Alcohol Drinker : ☐ YES ☒ NO ☐ N/A


Certificate of Confinement

Only IPD IPBM patients can use **Certificate of Confinement**.

1. After admitting the patient, you will see in the upper right the **Options for this person**.
2. Click **Cert. of Confinement**.

Admission Data (201720000023)

Search Advance Search New Patient

HRN	2661521												
HOMIS ID:													
Case Number	201720000023												
Bar Code													
Admission Date:	11/08/2017												
Admission Time:	1:25 PM												
Title:													
Family Name:	ABEAR												
Given Name:	RAPHAEL												
Middle Name:	ROXAS												
Age:	43 years												
Date of Birth:	03/18/1974												
Occupation:	None												
Blood Group:	Not Indicated												
Vital Signs	<table><tr><td>Blood Pressure</td><td><input type="text"/></td><td>Resp. Rate (RR)</td><td><input type="text"/></td></tr><tr><td>Temperature (T)</td><td><input type="text"/></td><td>Pulse Rate (PR)</td><td><input type="text"/></td></tr><tr><td>Weight (W)</td><td><input type="text"/></td><td></td><td></td></tr></table>	Blood Pressure	<input type="text"/>	Resp. Rate (RR)	<input type="text"/>	Temperature (T)	<input type="text"/>	Pulse Rate (PR)	<input type="text"/>	Weight (W)	<input type="text"/>		
Blood Pressure	<input type="text"/>	Resp. Rate (RR)	<input type="text"/>										
Temperature (T)	<input type="text"/>	Pulse Rate (PR)	<input type="text"/>										
Weight (W)	<input type="text"/>												
Address:	502 SOUTH ST. DBP VILL., MATINA, DAVAO CITY 8000 DAVAO DEL SUR												

Sex: Male Place of Birth: Davao City Religion: Roman Catholic*

1. ← **Options for this person**

- Show Person
- Registration
- Update Person
- Registration
- DB Record's History
- Inpatient Clinical Cover Sheet
- Cert. of Confinement**
- Vital Signs
- Cancel this admission
- List of Case Nos.

2. ← **Picture Preview**

3. Fill out the necessary details.
4. Click **SAVE** to save data.

4. ←

Certificate Type	:	<input type="radio"/> Medicolegal <input checked="" type="radio"/> Non-Medicolegal
Signatory	:	<input checked="" type="radio"/> Doctor <input type="radio"/> Medical Record Officer
Consulting/Attending Doctor	:	Benignos, Marilou Q. , MD
Attending Doctors	:	<div></div>
Purpose	:	<div></div>
Requested By	:	<div></div>
Relation to Patient	:	<div></div>

5. ← **Save** **Cancel**

INPATIENT CLINICAL COVER SHEET

1. After admitting the patient, you will see in the upper right the **Options for this person**.
2. Click **INPATIENT CLINICAL COVER SHEET**.

Admission Data (201720000023)

Search	Advance Search	New Patient
HRN	2661521	
HOMIS ID:		
Case Number	201720000023	
Bar Code		
Admission Date:	11/08/2017	
Admission Time:	1:25 PM	
Title:		
Family Name:	ABEAR	
Given Name:	RAPHAEL	
Middle Name:	ROXAS	
Age:	43 years	
Date of Birth:	03/18/1974	
Occupation:	None	
Blood Group:	Not Indicated	
Vital Signs	Blood Pressure	<input type="text"/> / <input type="text"/>
	Temperature (T)	<input type="text"/>
	Weight (W)	<input type="text"/>
	Resp. Rate (RR)	<input type="text"/>
Address:	502 SOUTH ST. DBP VILL., MATINA, DAVAO CITY 8000 DAVAO DEL SUR	
	Admission class: IPBM - IPD	


Picture Preview

1. Options for this person
 2. Inpatient Clinical Cover Sheet

Options for this person

- Show Person Registration
- Update Person Registration
- DB Record's History
- Inpatient Clinical Cover Sheet**
- Cert. of Confinement
- Vital Signs
- Cancel this admission
- List of Case Nos.

3. Click to see in full screen cover sheet.
4. Click to print cover sheet.
5. Click to download cover sheet.



Republic of the Philippines
 DEPARTMENT OF HEALTH
SOUTHERN PHILIPPINES MEDICAL CENTER
 J.P. Laurel Bajada, Davao City
Clinical Cover Sheet



SPMC-F-MRI-01A
 IPBM Department

HRN : 2661521		Case No. : 201720000023		HOMIS ID:	
Last Name ABEAR		First Name RAPHAEL		Middle Name (Maiden Name) ROXAS	
Age : 43 years old		Sex : MALE		Civil Status : MARRIED	
Address : 502 SOUTH ST. DBP VILL., MATINA, DAVAO CITY					
Nationality : FILIPINO		Religion : ROMAN CATHOLIC*		Occupation : NONE	
Birth Place : DAVAO CITY		Birth Date : 03/18/1974		Department : IPBM	
Name of Father : URIEL		Name of Mother (Maiden Name): CARMELITA		Name of Guardian : N/A	
Name of Spouse : PAMELA		MSS CLASS :		Type of Admission: [] New [X] Old [] Former OPD	
Informant's Name :		Relation to Patient :		Referred By: DR.AISA KATRINA V. FRANCISCO	
Admitting Dr. : DR.AISA KATRINA V. FRANCISCO					
Admitting Clerk : SEGWORKS PERSONNEL					

3. 

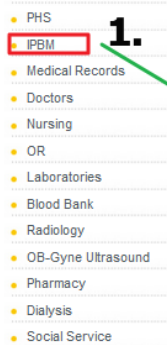
4. 

5. 

Medical Certificate

You can only use medical certificate if the patient is **discharge**.

1. Click **ICD/ICPM** to create patients medical certificate.



Triage	
Consultation	IPBM Consultation
Admission	IPBM Admission

Department Services	
Pharmacy	Create new pharmacy request
Cashier	Process payments for hospital cost center requests
Social Service	Classify patient
Billing	Process billing of admitted patient

Medical Records	
ICD/ICPM	Patient ICD/ICPM encoding

2. Input **CASE NUMBER, NAME** (last name, first name) to search patient.

3. Click **SEARCH** button.

2.

Enter a search key (e.g., family name or date of birth):


3.

☒ Search for HRN too.
 ☐ Search for Case Nos. too.

☐ Without ICD-10
 ☐ Without ICPM

☐ Discharged Without Final ICD-10
 ☐ Discharged With Final ICD-10

☐ Still Admitted Without Final ICD-10
 ☐ Still Admitted With Final ICD-10

4. Click  button to redirect to the patient **MEDICAL CERTIFICATE HISTORY**.

Patient ID	Case Number	Status	Encounter Date	Clinic/Department	Sex	Family Name	Given Name	Date of Birth	Select
2661521	201720000023	IPBM - IPD	11/08/2017 1:25 PM	Davao Mental Hospital	♂	ABEAR	RAPHAEL	03/18/1974	

5. Click **Medical Certificate**.

4.

5.

This patient is already discharged

Case No.	201720000023
Title:	
Family Name:	ABEAR
Given Name:	RAPHAEL
Middle Name:	ROXAS
Date of Birth:	03/18/1974
Sex:	Male
Encounter Type:	IPBM - IPD
Date Discharged :	11/10/2017 Time : 11:11 AM
Date Chart Received :	not yet
PhilHealth Member? :	NO

No medical history record for ABEAR yet.

[Edit Record](#)

[Cancel](#) [Inpatient Clinical Cover Sheet](#)

Options for this person

- [Medical Certificate](#)
- [History of Confinement](#)
- [Cancel Discharge](#)

6. Click Create New Medical Certificate button to create new patient medical certificate.

MEDICAL CERTIFICATE HISTORY

Patient Details

Patient Name: ABEAR, RAPHAEL ROXAS Age: 43 Birth Date: 03/18/1974

HRN: 2661521 Sex: Male Civil Status: married

Search Encounter: [Search]

Showing 0-0 out of 0 record(s).

Date Prepared	Case Number	Date Admitted	Department	Doctor	Prepared by	Details
No encounters with medical certificate...						

Create New Medical Certificate → **6.**


7. Click this  icon to create new details of patient medical certificate.

List of Encounters

Hospital Number: 2661521 Patient's Name: RAPHAEL ROXAS ABEAR

Search History: [Search]

Showing 1-1 out of 1 record(s).

Case Number	Referral Number	Department	Admission Type	Date Admitted	Create New
201720000023		IPBM	IPD	2017-11-08	

7.

8. After Completing fill out data, Click Print to **view/print Medical Certificate**.

9. Click **Update** to update medical certificate data.
10. Click **Cancel** to cancel medical certificate.



11. Click to view full screen.
12. Click to print.
13. Click to download.

11. 12. 13.

Republic of the Philippines
Department of Health
SOUTHERN PHILIPPINES MEDICAL CENTER
Institute of Psychiatry and Behavioral Medicine
(SPMC-IPBM)

[] Medico [X] Non Medico

HRN: 2661521
Homis ID: _____
Case No.: 201720000077
Date: Nov 29, 2017

Criminal/Civil Case No.: _____
Court: _____
Judge: _____

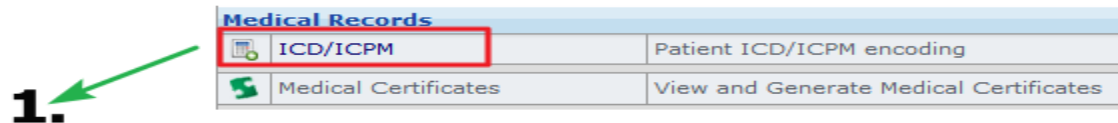
MEDICAL CERTIFICATE

TO WHOM IT MAY CONCERN:

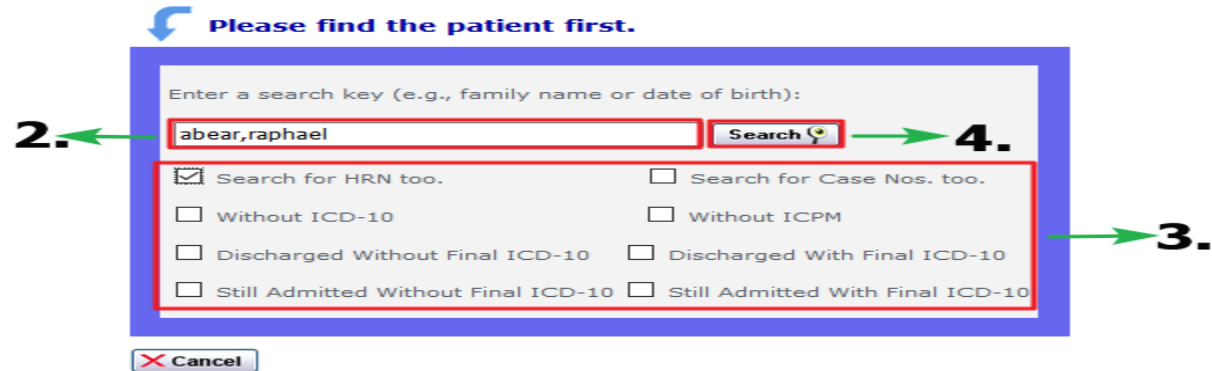
THIS is to certify that patient ABEAR, RAPHAEL ROXAS, 43 years of age, MALE, MARRIED and a resident of 502 SOUTH ST. DBP VILL., MATINA, DAVAO CITY DAVAO DEL SUR was seen / examined / admitted in this institution on/from Nov 13, 2017 with the following finding/diagnosis.

View/Print Death Certificate

1. To create Death Certificate of the patient, Click **ICD/ICPM**.



2. Input **FAMILY NAME, HRN** or **DATE OF BIRTH**.
3. Select from the options to filter the result.
4. Click **SEARCH** button.



5. Searched patient will display, click the icon to view patient medical history.

The search found 1 relevant data. Showing 1 to 1.
Legend : cancelled transaction

Patient ID	Case Number	Status	Encounter Date	Clinic/Department	Sex	Family Name	Given Name	Date of Birth	Select
2661521	201720000077	IPBM - IPD	11/13/2017 09:27 AM	IPBM Psychiatry		Abear	Raphael †	03/18/1974	

5.

6. Click Death Certificate and fill in required data.

Search

⚠ This patient is already discharged and already dead.

Case No.	201720000077
Title:	
Family Name:	ABEAR
Given Name:	RAPHAEL
Middle Name:	ROKAS
Date of Birth:	03/18/1974 † 11/29/2017
Sex:	Male
Encounter Type:	IPBM-IPD
Date Discharged :	11/29/2017 Time : 07:00 AM
Date Chart Received :	11/28/2017
PhilHealth Member? :	NO

No medical history record for ABEAR yet.

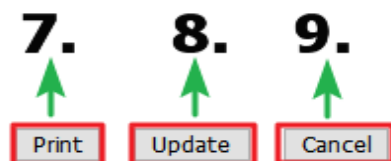
Edit Record

Cancel IPBM Inpatient Clinical Cover Sheet

Options for this person

- Death Certificate **6.**
- Death Certificate(New)
- Erroneous Entry on Death Certificate
- Medical Certificate
- History of Confinement
- Received Patient's Chart
- Cancel Discharge
- Cancel Death

7. After fill in data, Click **PRINT** to print.
8. Click **UPDATE** to update.
9. Click **CANCEL** to cancel.



ICD/ICPM

1. To create inpatient diagnosis and discharge patient, click **ICD/ICPM**.



2. Input **FAMILY NAME, HRN** or **DATE OF BIRTH**.
3. Select from the options to filter the result.
4. Click **SEARCH** button.

Please find the patient first.

Enter a search key (e.g., family name or date of birth):

☒ Search for HRN too. ☐ Search for Case Nos. too.

☐ Without ICD-10 ☐ Without ICPM

☐ Discharged Without Final ICD-10 ☐ Discharged With Final ICD-10


☐ Still Admitted Without Final ICD-10 ☐ Still Admitted With Final ICD-10

5. Searched patient will display, click the icon to view patient medical history.


The search found 1 relevant data. Showing 1 to 1.
 Legend : cancelled transaction

Patient ID	Case Number	Status	Encounter Date	Clinic/Department	Sex	Family Name	Given Name	Date of Birth	Select
2661521	201720000077	▼ IPBM - IPD	11/13/2017 09:27 AM	IPBM Psychiatry	♂	Abear	Raphael ↑	03/18/1974	

6. Patient's medical history.

7. Click this  **Enter new record** button to create new diagnosis and discharge the patient at the same time.

Case No.	201720000029
Title:	
Family Name:	dela cruz
Given Name:	Juan
Date of Birth:	01/01/1990
Sex:	Male
Encounter Type:	IPBM-IPD
Date Discharged :	still in
Date Chart Received :	not yet
PhilHealth Member? :	NO

 **Enter new record** → **7.**

8. Fill out all mandatory fields (*).
 9. To add diagnosis, enter diagnosis description.
 A. Click ADD button to add the selected diagnosis.

***Diagnosis** → **8.**

-No Doctor Available-	IPBM
ICD code	Principal Diagnosis <input checked="" type="checkbox"/> ICD: <input type="text"/>
F20.8	Other schizophrenia
MARILOU Q. BENIGNOS	
Add <input checked="" type="checkbox"/>	

9. → A.

- B. To remove selected diagnosis, click this ☒ button.

ICD code	Principal Diagnosis <input checked="" type="checkbox"/> ICD: <input type="text"/>	Add
F20.8	Other schizophrenia	MARILOU Q. BENIGNOS
		<input checked="" type="checkbox"/>

B. →

- C. Click this ☐ button to choose the result of the patient
 D. Click this ☐ button to choose patient **disposition**.
 E. Set the **discharge date**.
 F. Input **discharge time**.
 G. Click **SAVE & DISCHARGE** button to successfully discharge the patient.

* Result	<input type="radio"/> Recovered <input type="radio"/> Improved <input type="radio"/> Unimproved	<input checked="" type="radio"/> Died <input type="radio"/> Autopsy <input type="radio"/> No Autopsy
* Disposition	<input type="radio"/> Discharged <input type="radio"/> Transferred <input type="radio"/> DAMA	<input type="radio"/> Absconded
* Discharge Date/Time	E. → <input type="text" value="10/26/2017"/> [mm/dd/yyyy]	<input type="text" value="12:00"/> <input type="text" value="A.M."/> F.
G. → <input type="button" value="Save & Discharge"/>		

- H. Patient now tag as already discharged.

⚠ This patient is already discharged	
Case No.	2017200000029
Title:	H.
Family Name:	dela cruz
Given Name:	Juan
Date of Birth:	01/01/1990
Sex:	Male
Encounter Type:	IPBM-IPD
Date Discharged :	10/26/2017 Time : 12:00 AM
Date Chart Received :	not yet
PhilHealth Member? :	NO

CANCEL DEATH

1. Click cancel death to cancel.

⚠ This patient is already discharged and already dead.

Case No.	201720000077
Title:	
Family Name:	Abear
Given Name:	Raphael
Middle Name:	Roxas
Date of Birth:	03/18/1974 † 11/29/2017
Sex:	Male
Encounter Type:	IPBM-IPD
Date Discharged :	11/29/2017 Time : 07:00 AM
Date Chart Received :	11/28/2017
PhilHealth Member? :	NO

No medical history record for Abear yet.

[Edit Record](#)

[Cancel](#) [IPBM Inpatient Clinical Cover Sheet](#)

Options for this person ⓘ

- [Death Certificate](#)
- [Death Certificate\(New\)](#)
- [Erroneous Entry on Death Certificate](#)
- [Medical Certificate](#)
- [History of Confinement](#)
- [Received Patient's Chart](#)
- [Cancel Discharge](#)
- [Cancel Death](#) → **1.**

CANCEL DISCHARGE

1. Click cancel discharge to cancel.

⚠ This patient is already discharged

Case No.	201720000077
Title:	
Family Name:	Abear
Given Name:	Raphael
Middle Name:	Roxas
Date of Birth:	03/18/1974
Sex:	Male
Encounter Type:	IPBM-IPD
Date Discharged :	11/29/2017 Time : 07:00 AM
Date Chart Received :	11/28/2017
PhilHealth Member? :	NO

No medical history record for Abear yet.

[Edit Record](#)

[Cancel](#) [IPBM Inpatient Clinical Cover Sheet](#)

Options for this person ⓘ

- [Medical Certificate](#)
- [History of Confinement](#)
- [Received Patient's Chart](#)
- [Cancel Discharge](#) → **1.**

Received Patient Chart

This can only be use if the patient is **discharge**.

1. Click **Received Patient Chart**.

⚠ This patient is already discharged

Case No.	201720000077
Title:	
Family Name:	Abear
Given Name:	Raphael
Middle Name:	Roxas
Date of Birth:	03/18/1974
Sex:	Male
Encounter Type:	IPBM-IPD
Date Discharged :	11/29/2017 Time : 12:00 AM
Date Chart Received :	not yet
PhilHealth Member? :	NO

No medical history record for Abear yet.

[Edit Record](#)

[Cancel](#) [IPBM Inpatient Clinical Cover Sheet](#)

Options for this person

- [Medical Certificate](#)
- [History of Confinement](#)
- [Received Patient's Chart](#)**
- [Cancel Discharge](#)

1.

2. Set the date **Receive Patient's Chart**.
3. Click **Ok**.

2.

Received date [mm/dd/YYYY]

11/29/2017

3.

OK Cancel