Finding and opening a patient record

D-Hconnect automatically maintains a list of patients that receive care from each organization. The "My Patients" list is the union of all patient lists your account is authorized to access. Quickly and easily search that list in Patient Search. You can search either from your list(s) or from all patients. Note that to Search All Patients, you will need to provide more demographic information to seek a match (See below)

① Click **Patient**

② Enter name in format LASTNAME, FIRSTNAME using first few letters of each

TIP: Click *Recent* tab to see the list of 25 most recently accessed patients

TIP: Shorter patient lists will appear listed on this page. You can scroll through, or search using just the first few letters of the last and first name

| PATIENT NAME	MRN	SR MRN	Sex	DOB	Street Address
AMB-POC, Child Aetna	75002258-4		F	01/20/2008	6 Rip Road
Caves, Reef D	75002358-2		M	11/12/1970	4 Bzablock Ln
Meghan, Testing	75002333-5		F	07/15/1985	1 Main St
Nr-Poc, Carbon	75003017-3		F	05/24/1988	
NR-POC, Deceased Leb	75002304-6		M	11/22/1918	
Poc-Amb, Medicare Female	75002320-2		F	02/09/1950	PO BOX 954

Finding and opening a patient record: *Search My Patients*

D-Hconnect automatically maintains a list of patients that receive care from your organization.
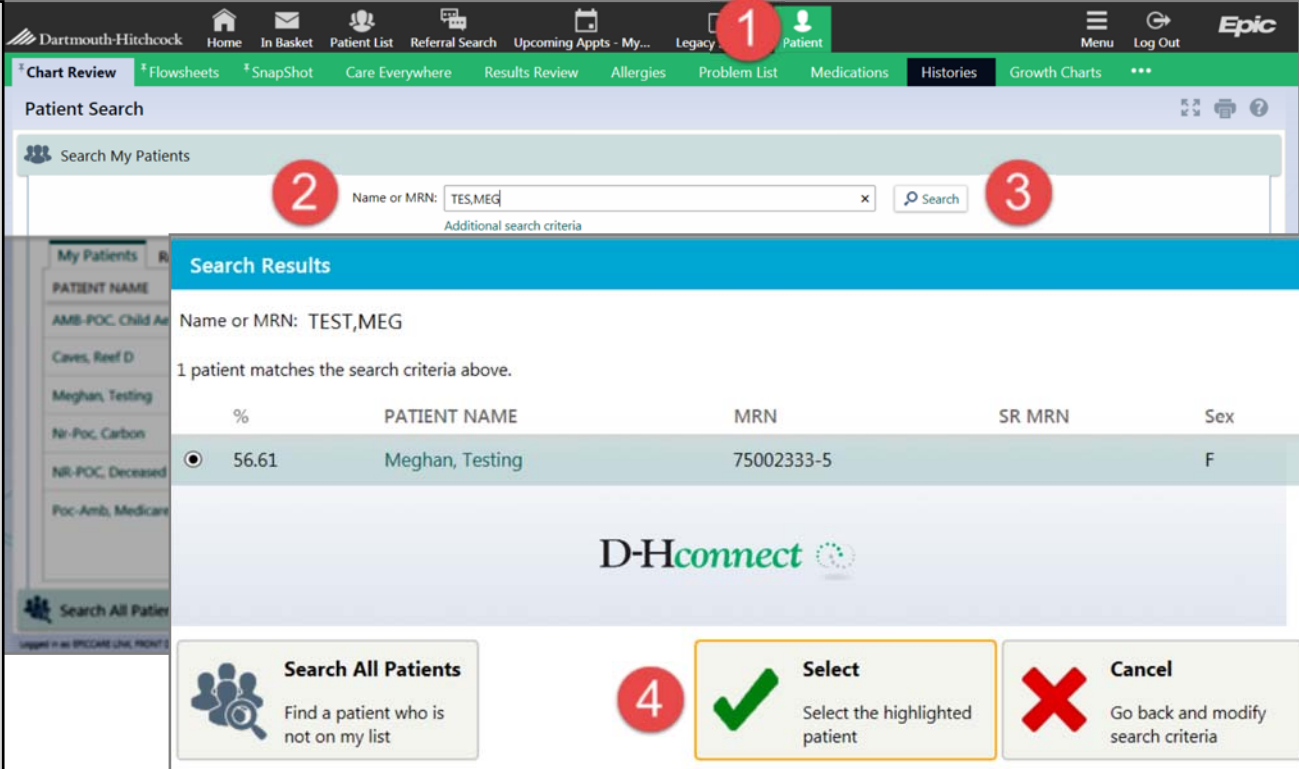
Quickly and easily search that list following the steps below:

1 Click **Patient** button

2 Enter patient name (format: LASTNAME, FIRSTNAME)

*TIP: You can use just the first few letters in **Search My Patients** (e.g. LAS, FIR)*

3 Click **Search**

4 If demographics match, click **Select** to open chart

If demographics do not match, or no result is returned click **Search All Patients**

If search returns more than one match, click the radio button beside the name matching your patient. Carefully review the patient information to ensure that you open the intended chart

Finding and opening a patient record: *Search All Patients*

If the patient is not found in your My Patients list, you can add them to the list(s) of patients you can access with **Search All Patients**.

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1 Enter patient name (format: LASTNAME, FIRSTNAME)

2 Select Sex

3 Enter Birthdate

4 Click *Search* 🔍 Search

If demographics match, click *Select* to open chart

You will be prompted to select or add a reason for accessing the chart.

👥 Search My Patients

👥 Search All Patients

Fill out the required fields to gain access to a patient. Enter the full name as LastName, Firstname MI (e.g. Doe, John M).

Patient Select

Name (Last, First): TESTING, MEGAN   **1**   Sex: Female   **2**

⚠ Last 4 digits of SSN: Birthdate: 7/15/1985   **3**

4   🔍 Search   ⚲ Clear

If you have the last four digits of the patient's SSN, or their middle initial, you can enter these to further narrow search results

D-Hconnect

NOTE: If more than one institution or practice has authorized you to access their patients' Dartmouth-Hitchcock records using DHconnect, you will be prompted to select which list(s) to add the patient to. Other users at this site will then also see the patient on their *My Patients* lists.

All DHconnect Users—Finding a Patient