Charge Capture Powered by MDTech

Manual Admission

Last Modified on 03/15/2023 10:46 pm CDT

Any user has access to manually admit a patient to the census.

1. From the census, select the "+" icon in the upper right corner.

Edit	≔ Censu	ıs 🛨
Q Enter first and/or last name		
G		1 >
Grayson, Dic 09-04-1969 ©P	k	N/A 09-04-2019 Stacy S.
J		1 >
Jones, Betty 05-01-1975 Note		N/A 05-01-2022
L		1 >
Lewis, Miran 02-02-2002 Note	da	mrnmirandalewis 09-07-2022 Stacy S.
М		2 >
Macaroni, Sa 01-20-1998	lvatore	N/A 05-03-2022 Stacy S.
Malfoy, Drace 04-04-1972	D	N/A 04-04-2022 & Matt S.
Ρ		3 >
Patient, Test	Today Tuesday	09-08-2022 F

2. Next, select the location where the patient is admitted and fill out the rest of the required information - patient name, date of birth, account number, etc. Note that admit date will automatically populate to current day, be sure to edit this if necessary. When finished, press the save icon in the upper right corner. The patient will then populate on the census to enter charges on as normal.

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Location	
Pick a Location	>
Patient Information	
Date of Birth	Required
First Name	Required
Last Name	Required
Encounter Information	
Admit Date	2023-03-07
Account #	Required
Room/Bed	