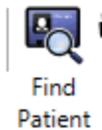


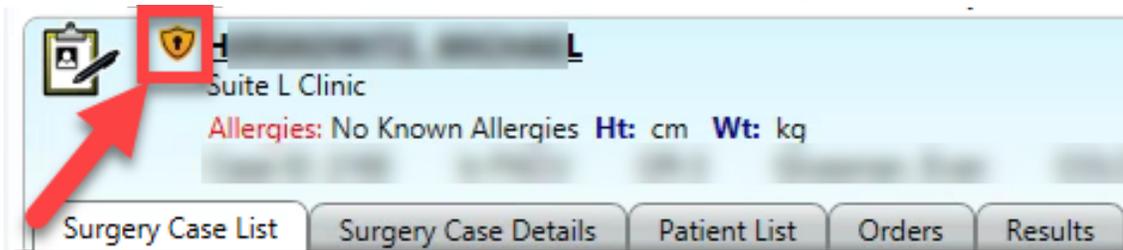
Adding Private Patients to Case List

If a patient is not showing up on a surgery case list, it's because that patient is considered a private patient. First identify if a patient is a private patient

1. Search for the patient by clicking the **Find Patient** tool



2. Look for the **Private Status** icon next to the patients name indicating this is a private patient



3. After finding the patient with the **Private Status** icon, click the **Refresh Screen** tool. The patients name will display on the case list with the criteria that matches with the patient. Example. If the patient is due for surgery **Today**, the patient will then be display on Case List with a criteria set to show today's cases.

