PAS Outpatients - Additional Pending List Information

Additional Pending List Information

Once the Pending List details have been entered, the following prompts can be used.

Reorder (**R E O**) allows the user to view change the list they are viewing e.g. the order the list is displayed or change the consultant holding the list.

You can use the **F2** key to move to any of the fields once R E O has been selected.

Type **O** for Other, then press the return key and the following options will be available.

- New Dates (**N D**), - This allows the user to enter different dates to search by.
- New List (**N L**), - Allows the user to select another Pending List to view.
- Transfer (**T R Ay**), - This function will allow the user to transfer a patient from one consultant list to another **within** the same specialty.
- Cross Hospital Booking (**C H B**), - Allows the user to book an appointment to another hospital. When selected the next screen will ask you to choose which hospital to book the appointment e.g. Falmouth. Select the appropriate option, return and continue to make the appointment.

Online URL: https://elearning.cornwall.nhs.uk/site/kb/article.php?id=111