PAS Patient Registration - Recording School Details

Recording School Details

To enter a new contact type **N** for New and press the return key.

Contact Type, - Enter **E** for Emergency and press the return key.

Press the return key **Surname** field and complete as many details as possible including the name of the Head teacher.

Relationship, – enter either **Headmaster, Headmistress or the Head teacher**, whichever is appropriate and then continue to add the School address and Phone number.

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RCUR3                    PATIENT CONTACT (NOK)              CACHÉ TEST MJL

 Current name: EMERGE, NONHS                      DOB: 01-JAN-1960  Sex: F  W

1. Contact type(s)    [S ] School
                      [  ]
                      [  ]
                      [  ]
2. Surname            [                    ]
3. Forename           [                    ]
4. Sex                [ ]                  5. Age in years [   ]
6. Relationship       [                 ]
7. Home Address       [                    ]
                      [                    ]
                      [                    ]
                      [                    ]
8. Postcode           [         ]
9. Home Phone         [                 ]
10.Work Phone         [                 ]
11.Comments      [                                          ]
                 [                                          ]

Accept/Change/ReJect [     ]
```

Type **Ay** to Accept and press the return key.