

PAS BEA - BEA Display

This function will allow you to view a list of patients who are waiting on the B E A for a particular consultant. From here you can select a patient and amend the B E A registration screen and allocate a TCI.

Select B E A Display (**HWLD**) from the menu.

Consultant ,– Enter the consultant code if known. Alternatively enter the first 3 letters of the consultant surname and press **F1** for Help.

Specialty ,– This will default to the appropriate code. However if the consultant has more than one specialty use **F1** and select the appropriate specialty.

List Code .– If you want to view all of the lists simply return through this field and it will default to All Lists. However if you wish to view a particular list enter the appropriate code or use **F1** and select from the options available to you.

Order by ,– There are 3 options.

Ay ,– Alphabetically.

C,– Chronologically.

N,– Number.

Select the view you would like.

To view the list in its' entirety enter **LD** (List Display), return and the next screen will display the B E A list requested.

If you need to streamline the list you view, e . g . if you only wanted to view the Routine patients that are able to accept a short notice cancellation select **FC** (Further Criteria) and complete the relevant data fields.

Type **Ay** and press return to Accept and the next screen will display the B E A list requested.

The screen will contain the patient name, unit number, e . g . CR, sex, date of birth, urgency, date on list (D o L), to be seen by/review by date and procedure. There are also a number of other columns, which are described below.

D N ,- This is the number of times the patient has DNA'd a date to come in.

C H ,- Cancelled by hospital.

C P ,- Cancelled by patient.

S N ,- If the patient is able to accept a short notice cancellation.

D F ,- Deferred List – No longer used.

P O A ,- Pre Op Assessment – **Y** indicates that this is required.

>>> ,- More information is available. **Ctrl + F6** to view patients contact number.

Online URL: <https://elearning.cornwall.nhs.uk/site/kb/article.php?id=26>