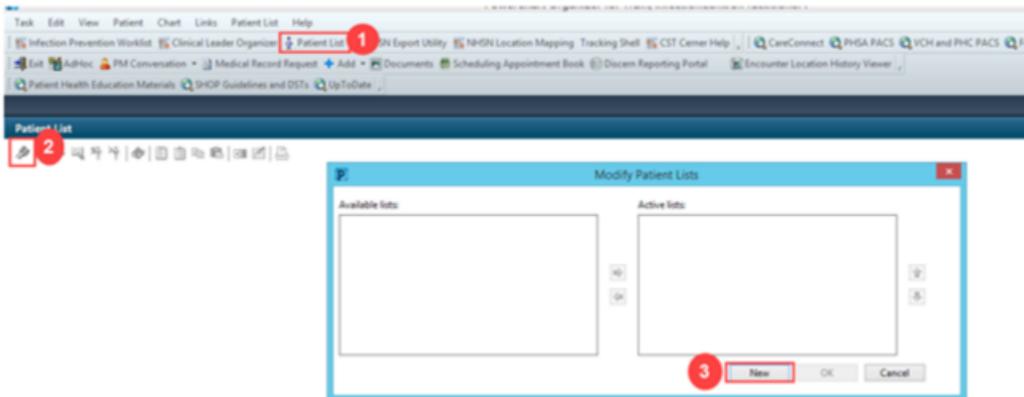


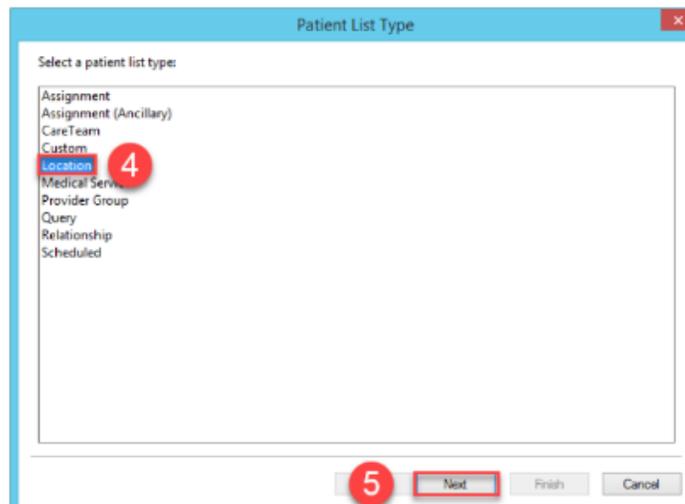
Location Patient List displays a list of patients associated to a particular location or list of locations. The list of patients is based on the patient census. The **Location Patient List** set up also applies to the **Clinical Leader Organizer**, another tool that allows you to review patient information at the multi-patient level.

Follow the steps below to set up a **Location Patient List**:

1. Select the **Patient List**  **Patient List** button on the toolbar.
2. Click the **List Maintenance**  icon.
3. In the **Modify Patient Lists** window, click **New**.

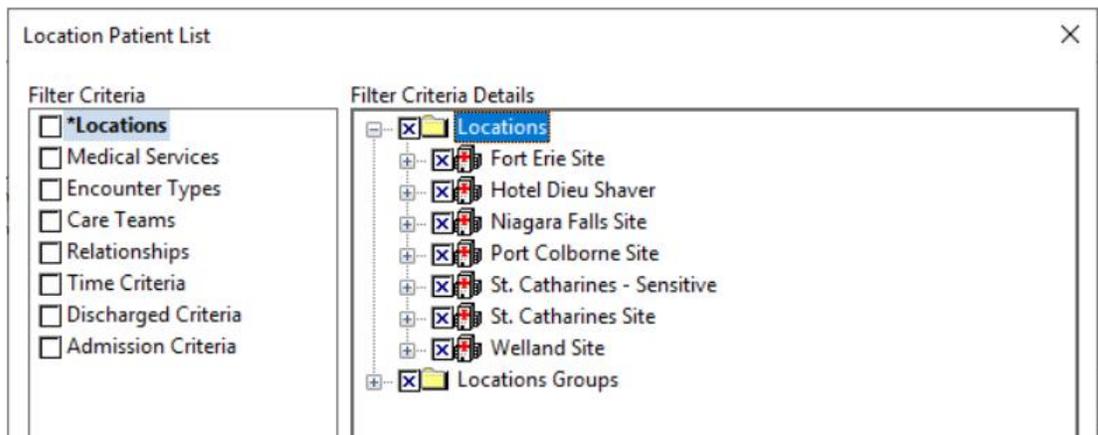


4. In the **Patient List Type** window, select **Location**.
5. Click **Next**.



6. In the **Location Patient List** window, expand the **Locations** folder by clicking the **Plus Sign**

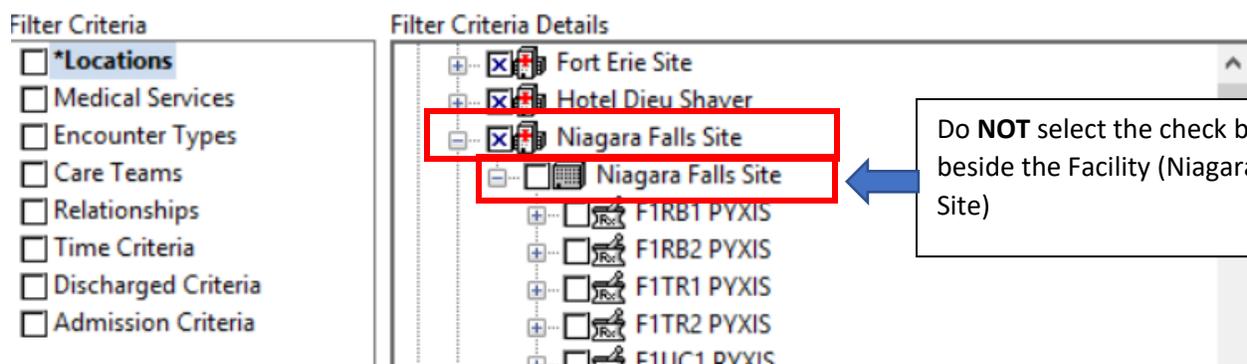
 . A location tree will display.



7. Click the next **Plus Sign** of whichever Location you are interested in, to expand a list of units in that Hospital



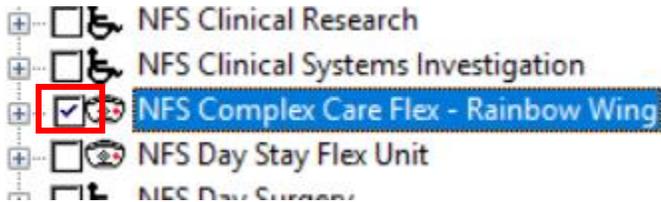
WARNING: DO NOT put a checkmark in the tick box beside the facility (e.g. LGH Lions Gate Hospital). If you do so, the system will load all the patients from the selected facility in your Location Patient List. This not only slows down the system, but also freezes your screen.





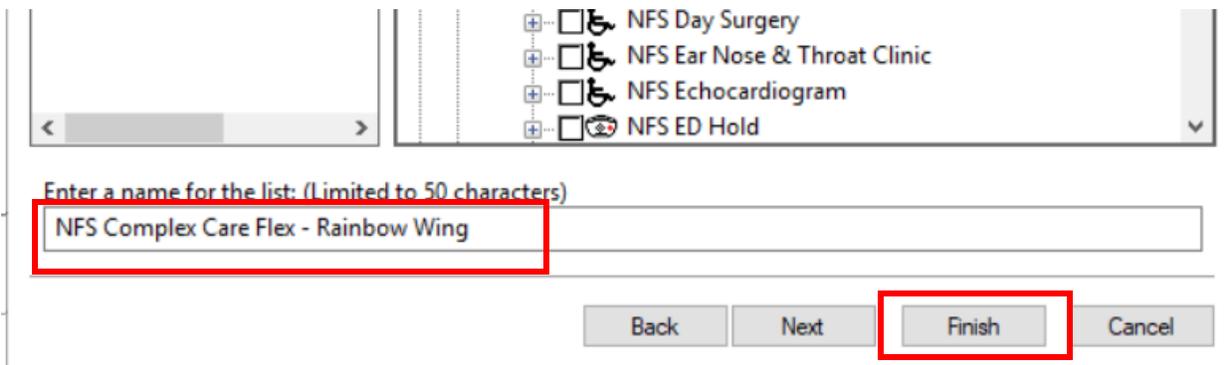
SET UP LOCATION LIST HOSPITAL INFORMATION SYSTEM (HIS)

8. Select (checkmark) the **Unit** you would like to load the patients in



9. **Location Patient Lists** are automatically **named** for the location you selected. However, you can edit the **name** and add your Initials.

10. Click **Finish**

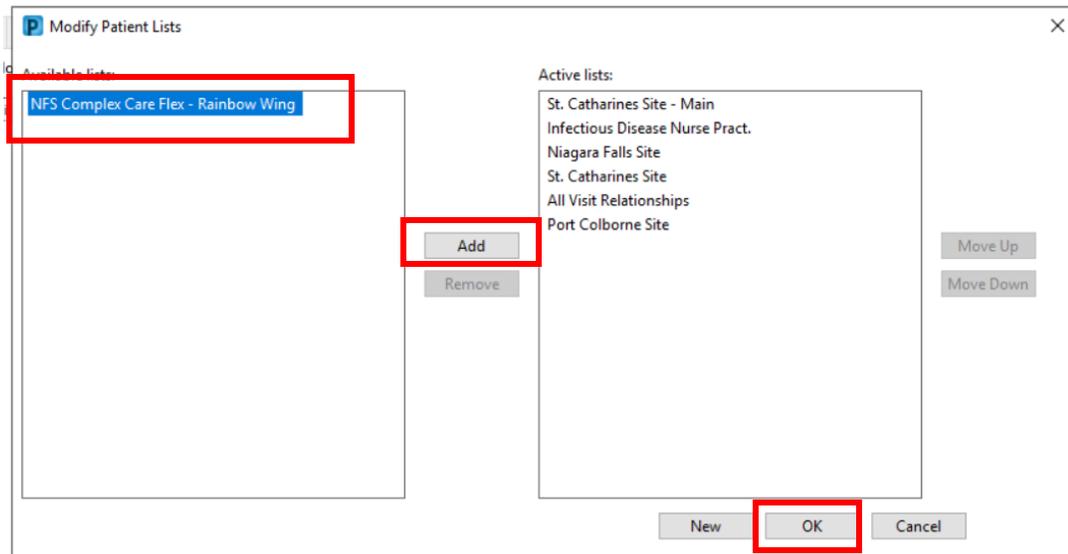


Return to the **Modify Patient Lists** window. Your selected unit is now displayed in the **Available Lists** pane. You will activate this patient list.

11. Select the location List that you have set up from the **Available lists:** the select on the left pane

12. Click the **“ADD”** icon to move the selected unit to the **Active Lists** pane on the right side of the Modify Patient Lists window.

13. Click **“OK”**





SET UP LOCATION LIST HOSPITAL INFORMATION SYSTEM (HIS)

Patient List

1 LGH 6 East - LI

All Patients - LGH 6 East

Patient Name	Location	MRN	Encounter #	Age	DOB	Gender/Admit Date	Reason for Visit	Attending Provider	Encounter Type	Medical Service	Length of Stay	Primary Care Provider
MITCHELNE, BARRY	LGH 6E 622 06	768102158	0768019102158 01	81 years	09-Sep-1939	Male	19-Aug-2019 04:56 PRT An 80 year old male with fever and productive cough.	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
MITCHELNE, RUSSELL	LGH 6E 622 05	768102158	0768019102158 01	81 years	09-Sep-1939	Male	19-Aug-2019 04:56 PRT An 80 year old male with fever and productive cough.	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
MITCHELNE, WARNE	LGH 6E 622 04	768102157	0768019102157 01	81 years	09-Sep-1939	Male	19-Aug-2019 04:56 PRT An 80 year old male with fever and productive cough.	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
ICF-Patterson, Ike	LGH 6E 810 01	768107909	0768019107909 02	68 years	05-Sep-1952	Male	19-Aug-2019 04:55 PRT Respiratory Distress	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
ICF-Patterson, Dallas	LGH 6E 808 02	768107908	0768019107908 02	68 years	05-Sep-1952	Male	19-Aug-2019 04:55 PRT Respiratory Distress	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
ICF-Patterson, Wesley	LGH 6E 808 01	768107907	0768019107907 02	68 years	05-Sep-1952	Male	19-Aug-2019 04:55 PRT Respiratory Distress	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
ICF-Patterson, Priscilla	LGH 6E 806 01	768107905	0768019107905 01	79 years	05-Sep-1941	Female	19-Aug-2019 04:55 PRT Abdominal pain and nausea and vomiting	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
ICF-Patterson, Miranda	LGH 6E 804 04	768107904	0768019107904 01	79 years	05-Sep-1941	Female	19-Aug-2019 04:55 PRT Abdominal pain and nausea and vomiting	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med
ICF-Patterson, Janice	LGH 6E 804 03	768107903	0768019107903 01	79 years	05-Sep-1941	Female	19-Aug-2019 04:55 PRT Abdominal pain and nausea and vomiting	Train, General Medicine-Physician31, MD	Inpatient	General Internal Medicine	556.5 Days	Train, General Med

NOTES:

- Once the **Location Patient List** has been created, it will stay in your CST Cerner account until it is manually deleted.
- To remove the **Location Patient List**, move a selected unit back to the **Available List** pane. Then right click on the selected unit and click **Delete Patient List**.
- The list of patients in the **Location Patient List** is not modifiable in CST Cerner as it is based on patient census.
- Discharged patient is automatically removed from the **Location Patient List** when the current encounter has been discharged.

You can also **Customize the Columns** that you would like to see on your list

14. On the Top right select the  icon to customize the columns

Patient List

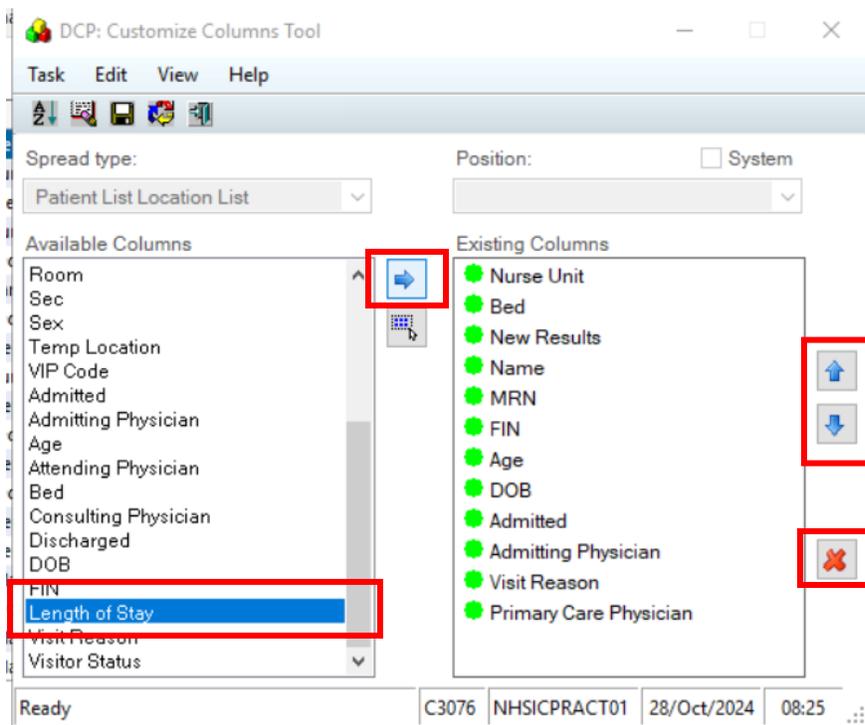
St. Catharines Site - Main Infectious Disease Nurse P **Customize Columns** te St. Catharines Site All Visit Relationships Port Colborn

All Patients - NFS Complex Care Flex - Rainbow Wing

Nurse Unit	Bed	Name	MRN	FIN	Age	DOB	Admitted	Admitting Physician
NF CCFLX	B	SYSTEMESTTWO, IPACADMINTHREE	11054095	22-005221	25 years	25/Sep/1999	25/Sep/2024 22:09	Test, Doctor One
NF CCFLX	A	SYSTEMTEST, IPACADMINISIX	11002530	22-002697	39 years	13/Jun/1985	13/Jun/2024 15:19	TEST, PROVIDER INTERFAC

15. In the same manner as before, select from the **Available Columns** and move them to the **Existing Columns**

16. Change the order columns are displayed using the up and down arrows (when you have one of the Existing Columns Selected) and the  to remove selected columns from the **Existing Columns** arrows (when you have one of the Existing Columns Selected)



16. once you are happy with the columns displayed, select the Save Icon  and then the Exit Icon  so your list is saved to your account

