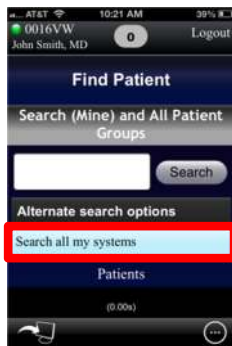


# IQMax Patient Searching and Association (Follow – Me)



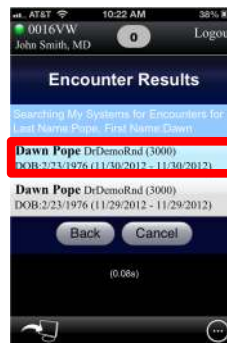
1. Tap the **Search** button on the Patient List.



2. On the Find Patient Screen, tap "Search all my systems".



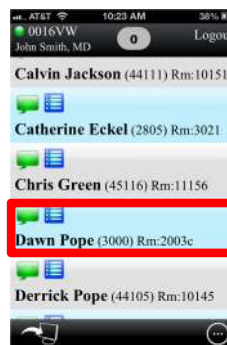
3. Enter criteria in **at least two** search fields and tap the "Search" button. **Note:** The "Scope" drop-down allows you to select how far in the past to search. The default search scope is 1 day.



4. Tap on the Patient Encounter that you wish to add to your list.



5. Tap the "Associate" button at the bottom of the screen to add the patient encounter to your list. Then tap "Patients" at the top of the screen to return to the Patient List.



6. Confirm that the patient was successfully added to your Patient List.

**Note:** The newly associated patient(s) will remain on your daily list until they are either discharged or disassociated; at which point you may access the patient by changing the date view to view historical encounters or the "Include all dates in search" option in Patient Search. For more information regarding changing the date view and Patient Search, please refer to the full IQPatients User Specialist Manual.