

# Queue Patient Module

This module provides more information about the patient including the billing details, specified patient category (Paying, non-paying and special schemes), payment categories. In this module a user is able to:

1. Search for patient
2. Enter patient details
3. Queue the patients for different rooms: Triage/OPD/Special Clinic etc

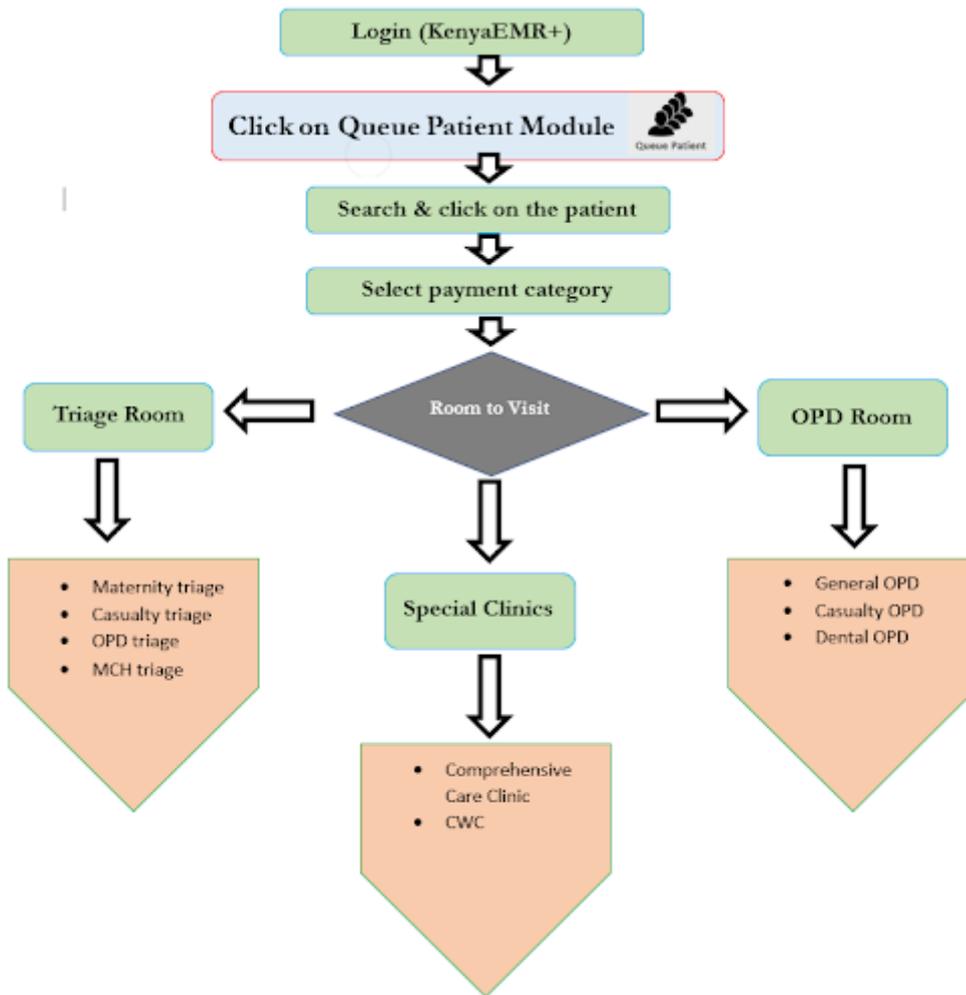
To access this module, click on the “Queue Patient” icon on ‘Home’ screen as displayed below

<insert screenshot>

## Queue Patient Module Workflow

**Go to [Appendix 3: Queue Patient Module Workflow](#) to view Queue Patient module workflow**

The figure below illustrates the workflow in the queue patient module.



## Search a Patient

On clicking the Queue patient icon, a user is able to search a patient by typing the first three characters of the patient name on the “ID or name” text box that is on the left-pane of the screen, This will display a list of possible patients that you are searching for, then click on the patient from the list below.

<insert screenshot>

## Queue patients

After selecting the patient, you will be able to queue the patient according to;

1. Patients category
2. Paying category
3. Visit type
4. Room to visit
5. Visit information

By selecting the patient details accordingly, then click on the Green Finish button as per screenshot below;

<insert screenshot>

After selecting the details, click on the green 'finish' button on the above screen then a receipt will be displayed as appears below.

Click on the purple 'print' button to print the receipt which is issued to the patient.

<insert screenshot>

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Revision #3

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