
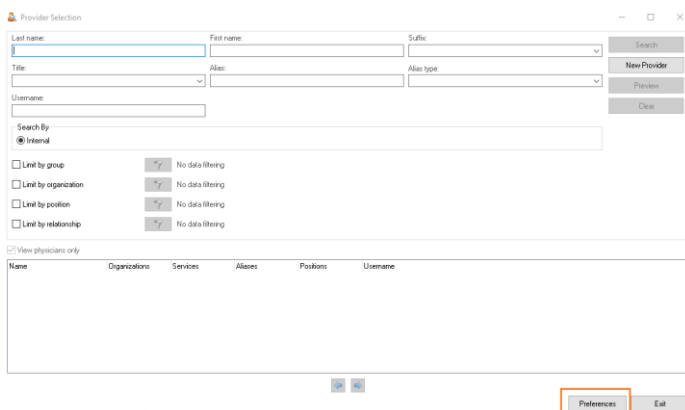


All clerks have access to add an application called **PPR PROVIDER LOOKUP** to their App Bars. This is the new equivalent to the Provider Dictionary in Meditech (222).

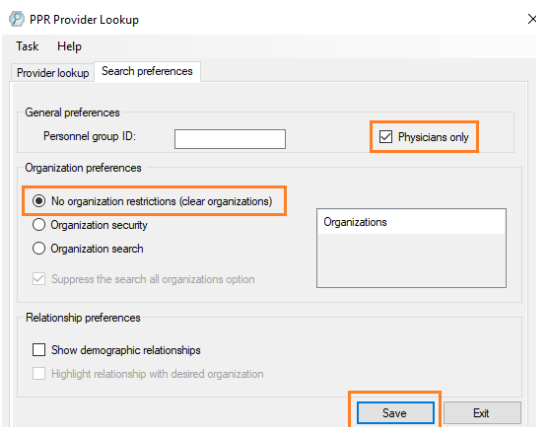
1. Customize your App Bar and look for **PPR Provider Lookup**  **PPR Provider Lookup**. Select the box to the left of the application name and click OK. The application will now be on your App Bar.

2. From the App Bar, click on the application icon. 

3. When the application opens, click on the **Preferences** button in the bottom-right (you only need to complete these steps once).



4. In the preferences screen, select **Physicians only** and **No organization restrictions** and then click save.





## PPR PROVIDER LOOKUP (PROVIDER DICTIONARY) HOSPITAL INFORMATION SYSTEM (HIS)

- In order for these changes to stick, you need to close out of the application and re-open it. Click **Exit** to completely close out of the application then launch it again from your app bar.
- Now you can search a provider and view internal and external entries. To view more details, click on the desired name in the list, and then select **Preview**

Name	Organizations	Services	Aliases	Positions	Username
Smith, Aaron			Billing Number+01...	External Office	
Smith, Alison, NP			Billing Number+02...	External Office	
Smith, Andrew A.N			Billing Number+02...	External Office	
Smith, Amold Irwin			CPSD Number+2...	External Office	
Smith, Ben			Billing Number+02...	External Office	
Smith, Crystal			Billing Number+01...	External Office	
Smith, Danielle, NP			Billing Number+02...	Nurse Practitioner	SMIDANN
Smith, Donald G.			Billing Number+18...	External Office	SMIDIG
Smith, Graham Henderson			Billing Number+01...	External Office	

- A window will open with more details on the selected provider.

Item	Value
Name	Smith, Alison, NP
Username	
Physician	Yes
Aliases	
Billing Number	728472
CND Number	18078303
Phone	
Business	5198369440
Address	
Business	Guelph FHT-Norfolk 305 Suite 305-85 Norfolk Street Guelph, Ontario N1H 4J4
E-mail	