

**NEDSS Training Exercises for**

**Module 2: Search and Create**

**Overview:**

* This module contains one exercise, #2, with two parts.
* When you have finished, email your training lead your responses.

**Exercise #2 Instructions**

**Part 1: SEARCHING**

Log in to NEDSS. Search using the **first 3 letters** of the last name and **first 3** letters of the first name for: **Burly Bear**. Click on Search

1. How many names appeared on the result screen?

Click on HOME. Now enter the **complete** last and first name and click on SEARCH.

1. How many names appeared on the result screen?

**Part 2: CREATING A NEW PATIENT FILE**

1. Using a made-up name, search the name.
2. If there are no Search Results, what do you click on next to create a patient file?
3. New Search
4. Home
5. Add New
6. Now, create a new patient file with a patient name of your choice. In the basic demographics, give them an address with a city, state, and zip. Also enter a DOB and marital status.
7. In the Basic Demographic Data page, in the Ethnicity drop down box, how many written options are there (don’t count the blank option)?
8. 4
9. 3
10. 2
11. Once you have completed the Basic Demographic Data page, click Submit. Provide the name and DOB of the patient you created:
12. What have you just created after completing #5?:
13. Patient medical record
14. Patient file
15. Tuberculosis investigation
16. Disease condition