



Patient Search

You can search for patients in VITLAccess from the Patient Search section of the Clinician Dashboard that displays upon login. VITLAccess uses advanced patient matching algorithms and will return patients including married or maiden names, and names that sound like, or are spelled like, the name you entered.

Patient Search screen

The Patient Search screen is displayed below.

Last name	First name	Middle name	DOB	Age	Gender	MRN	Facility	PT Records Available	HIE Consent

- Enter at least two identifying factors such as a patient's first and last name, or last name and date of birth into the patient search fields. The more information you provide, the more likely VITLAccess is to return a match. A middle initial may also be added: after typing the first name, add a space followed by the middle initial. A patient that has a two letter first or last name will require a date of birth in addition to their name.
- Click the **Search** button.

Patient Search results

An example of a Patient Search result is displayed below.

Last name	First name	Middle name	DOB	Age	Gender	MRN	Facility	PT Records Available	HIE Consent
> VITLPERSON	ONE		05/03/1966	55	Male			All	

- The search results will be displayed in the box below the search fields.
- If searching for a patient using the correct name and date of birth does not yield results in the Patient Search section, the Vermont Health Information Exchange may not have the patient's record.
- Patients that have opted out of sharing their information will appear in **red**. **These records may only be accessed in the event of a Medical Emergency, through a process called breaking glass. More information about this can be found in the VITLAccess user manual.**
- Selecting the caret next to a name will expand to display additional information about the patient.

To access the Patient Charts screen

- Click on the name of the patient in the Patient Search section or from the recently viewed patients list.