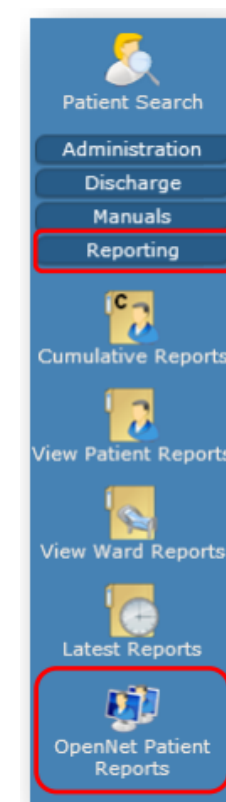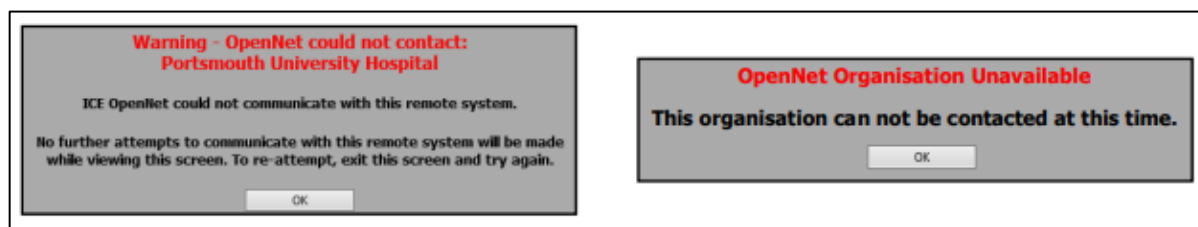# Finding ICE Results from Other Hospitals

Access OpenNet

1. Click on **Patient Search**
2. Enter a hospital number, NHS number or name
3. Click **Search for Patient**
4. Click on the patient's name
5. Click on the **Reporting** tab
6. Click **OpenNet Patient Reports**
7. This may take a little while to load as ICE will communicate with each hospital's server
8. If a hospital's servers are temporarily unavailable or not working, one of two different messages will appear

Linking

If OpenNet finds a matching patient, and you are the first person to search for that patient, you must link the patient's record from the other hospitals so that you can view their reports

1. Click **Select** to link the match or click **Reject Matches** (this will reject all matches)
2. If OpenNet is unable to find the patient at one or more hospitals a warning screen will be displayed for each hospital

Note: linking only lasts for 30 days, after this period the record(s) will be automatically un-linked and will have to be linked again for future searches

After ICE contacts the servers at other participating hospitals, ICE will display the **Linked Patients** toolbar. You can navigate to other hospital records by selecting the hospital from the list on the left

Viewing Reports

Once the patient record has been successfully linked, OpenNet will display all the patient's test results. The results are shown in date order with the newest at the top

1. You can filter the report by using the filter options at the top:

    *   **Filter by Speciality** – this will allow you to see a speciality type of test, i.e., Microbiolgy, Radiology, Cardiology etc

    *   **Show** – choose between filed and unfiled reports

    *   **Select an organisation** – narrow the search down by hospital

    *   **Show reports up to** – this defaults to today, click on the calendar icon to change the date

    *   **Show reports from** – click the calendar icon to search

    Note: only one of the date filers can be used at a time

2. There may be more than one page of results, use the **Earlier reports** and **Later reports** buttons to move backwards and forwards

3. To see the report for a test, click on the test and a box will appear, once finished, click the **Close** button to go back to the list

4. If you see this icon in the first column, this means that there are abnormal results in this test

5. Once finished either click the cross, top right, to close the ICE screen, or, if you wish to create a request for this patient, click **Services** and **Order Test**