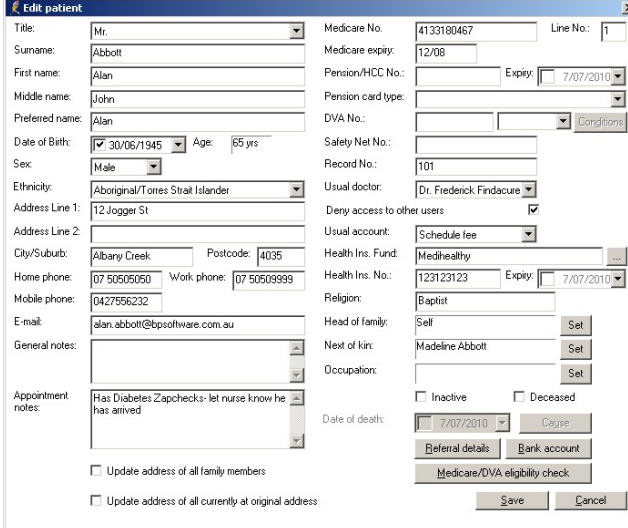


## Flag a Patient File (BP)

To flag simply means to highlight or bring attention to. When the flagging the file the intended audience needs to be considered.

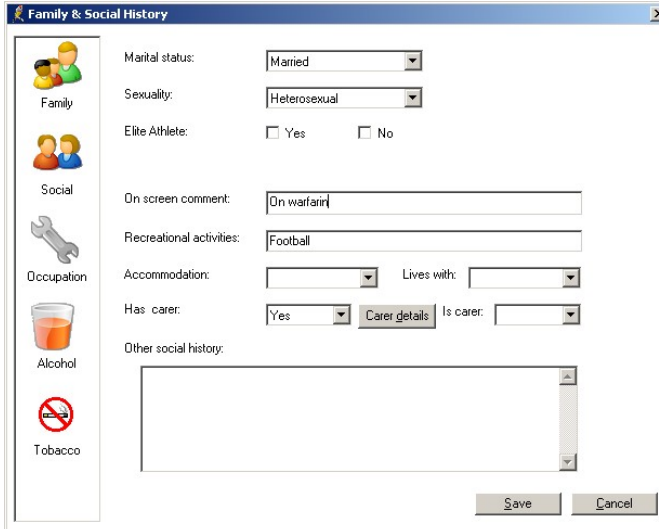
If you were flagging to bring to the receptionists attention you would use the appointment notes:



The screenshot shows the 'Edit patient' form with the following details:

- Title: Mr.
- Surname: Abbott
- First name: Alan
- Middle name: John
- Preferred name: Alan
- Date of Birth: 30/06/1945, Age: 65 yrs
- Sex: Male
- Ethnicity: Aboriginal/Torres Strait Islander
- Address Line 1: 12 Jogger St
- City/Suburb: Albany Creek, Postcode: 4035
- Home phone: 07 50609050, Work phone: 07 50609999
- Mobile phone: 0427566232
- E-mail: alan.abbott@bpssoftware.com.au
- Medicare No.: 4133180467, Medicare expiry: 12/08
- Pension/HCC No.: [blank], Expiry: 7/07/2010
- Health Ins. No.: 123123123, Expiry: 7/07/2010
- Religion: Baptist
- Head of family: Self
- Next of kin: Madeline Abbott
- Occupation: [blank]
- Appointment notes: Has Diabetes Zapchecks- let nurse know he has arrived

If you wish to bring the item to attention of clinical staff then you could add the message to on screen comment by double clicking on the comment box to open the Family & Social History tab (see below) or to the [recall and reminder system](#).



The screenshot shows the 'Family & Social History' form with the following details:

- Marital status: Married
- Sexuality: Heterosexual
- Elite Athlete: No
- On screen comment: On warfarin
- Recreational activities: Football
- Accommodation: [blank], Lives with: [blank]
- Has carer: Yes, Carer details: [blank], Is carer: [blank]
- Other social history: [blank text area]