

# Hospital List

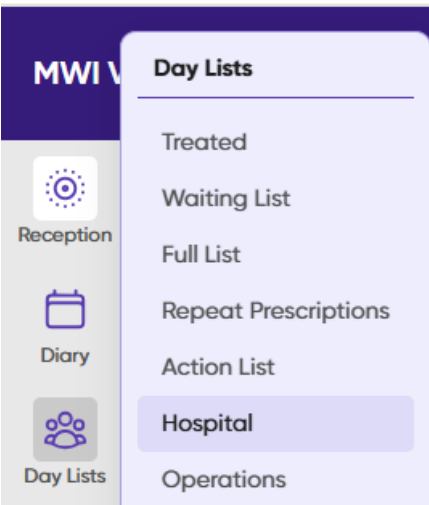
21/07/2025 11:46 am BST

## Summary

The Hospital List displays all hospitalised patients. Any Hospital bookings remain on the Hospital List until they are discharged.

## Details

The Hospital List can be accessed via the 'Day Lists' button from Primary Navigation on the left-hand side.

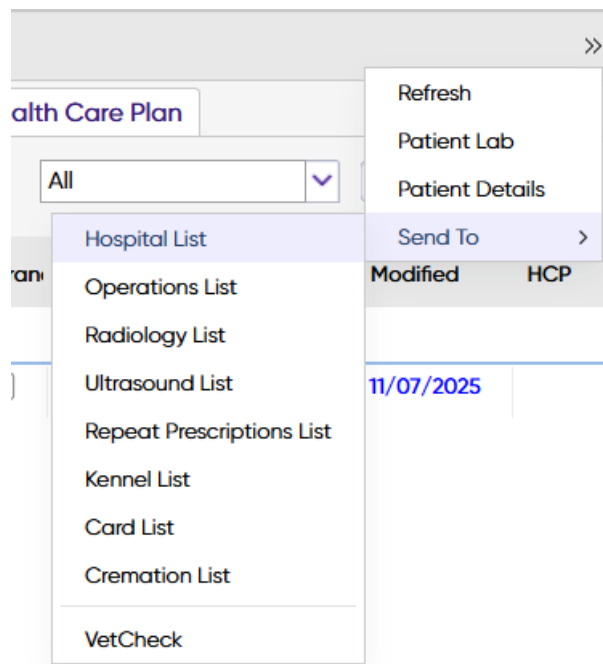


Hospital															Activities Administration	
Arrived Memo Discharge Accounts Payments Make Appt. Surgeon Refresh																
To	11/07/2025					Surgeon	All	Site	Esher SA	Category	All	<input type="checkbox"/> Show Discharged				
		Date	Length	Client	Patient	Breed	Surgeon	Reason	D	BT	IN	Arrived	Int. Sta...	EDD	Site	Location
1		23/11/2024	0	Noble	Cleo	DSH	Hospital ...	IVFT overnight							Esher	7 Redstar...
2		11/07/2025	0	Lowe	Morris	Cross Bre...	Hospital ...	HGE							Esher	18 WF2 W...
		Appointment Note		First Opinion Vet												
		O's coming 1pm to visit														

## Adding a Patient to the Hospital List

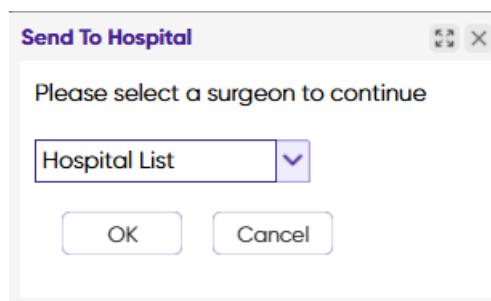
### From Treatment Screen

1. From the Treatment screen, select the arrows in the top right of the screen. Select 'Send To' and select 'Hospital List'
2. This will send the patient onto the Hospital list for today's date



## Dispensing Treatment

1. From the Treatment screen, when adding a treatment, certain treatment codes can be configured to display a prompt to 'Send To Hospital List'.
2. Selecting 'Yes' to this prompt will send the patient to the Hospital List for today's date, prompting the user to input the reason.



## From the Diary Screen

In order to use this option, you will need to have a Hospital column setup in the Diary screen. Once this has been set-up, you can add to the Hospital List via the Diary screen.

1. Navigate to the Diary screen and locate the 'Hospital column'.
2. Specify a 'Reason' for the action and Save the 'appointment'.
3. The entry will display in the Diary screen and on the 'Hospital' Daylist.

Hospital List ▼

Appointment

Morris (Canine, Cross Breed  
(Miscellaneous))  
Lowe  
HGE  
  
OL

## Using the Hospital List

There are several options available to be used in the Hospital List when right-clicking on a patient:

Button	Description / Function
Set Arrived	Sets the patient as arrived.
Set Failed to Show	Sets the patient as failed to show. This will appear GREY in the Hospital List and the Diary.
Set Cancelled	Sets the patient as cancelled. This will appear in a NEUTRAL BROWN colour in the Hospital List and the Diary.
Set Treated	The appointment will change to BLUE to indicate the client has been treated.
In Overnight	A flag used to indicate a patient is staying overnight.
Blood Test	A flag used to indicate if the patient requires a blood test.
Set As Emergency	Sets the appointment as an emergency. This will show a red and white cross in the third column in the Hospital List and puts a red banner around the appointment in the Diary with a red and white cross.
Set Priority	Allows you to set a priority against an appointment.
Set Paid	The appointment turns GREEN in the Hospital List and Diary.
Set Discharged	Removes the patient from the Hospital List. They will now appear when you select 'Show Discharged'
Discharge Non Overnight Bookings	Any records not flagged as 'In Overnight' will be discharged.
Ambulance Driver Memo	Store Information against a patient for the driver's attention.

Appointment Memo	Adds an 'M' to the third column on the Hospital List, to indicate there is a memo attached.
Edit Appointment	Allows the user to change the appointment reason & note.
Delete Appointment	Removes the appointment from the Hospital List and Diary.
Print Hospitalisation Form	Generates a hospitalisation document for the patient.
View Appointment Trail	Displays an audit trail for the selected appointment.
Send To Kennel	Sends the Patient to a <a href="#">Kennel</a> .
Send To VetCheck	Send the patient to VetCheck if the integration is in use
Arrive and Send To VetCheck	Arrive the patient and send to VetCheck if the integration is in use.
Clipper	Adds the Patient to <a href="#">Clipper</a>
Add Weight	Allows the user to add the patients weight.
Payments	Triggers the Payment workflow.
Show Referrals	Shows any referral practice information.
Consent	Generate a <a href="#">Consent form</a> for the patient.
Set EDD	Specify an Estimated Discharge Date (EDD) for the Patient.
View History	Displays the Patient's Treatment history in a pop-up window.
View PACS	Navigates to your practice's PACS system. For more information, see <a href="#">PACS</a> .

## Filtering the Hospital List

The Hospital List can be filtered by Date, Surgeon, Site, Client Category and/or Discharged Patients.

## Exporting the Hospital List

The Hospital list can be printed, emailed or exported to CSV file.

