

MWI Pet Reporting

15/07/2025 11:55 am BST

Summary

There are a couple of Reports that can be generated from MWI Pet and in Merlin. There are also a few visuals in Merlin to show that new clients and pets have been registered via MWI Pet.

Details

This page will detail how to run MWI Pet reports in the MWI Pet Portal and in Merlin and also the visuals seen in Merlin.

To see an overview of your practice's MWI Pet activity, please see [MWI Pet > Admin Set Up > Admin Home page](#) for more information.

In Merlin, it is possible to generate a report to view how many clients and pets have registered with MWI Pet. To do this, navigate to [Reports > Report Wizard](#), enter the criteria and select 'List'.

Report

✕ Clear 📁 Load 💾 Save 📋 List Max Records:

📊 Standard Reports ✨ Report Wizard

Display

☒ CLIENT ☒ PATIENT

Client

Surname To

First Name To

Address To

Address 2 To

Town To

County To

Postcode To

Client Category ...

Client Site ...

Registered 📅 To 📅

Last Checked 📅 To 📅

Consent Expiry 📅 To 📅

Purge Date 📅 To 📅

Deactivated Clients ☒ all ☐ yes ☐ no

Purged Clients ☒ all ☐ yes ☐ no

Has Online Access ☐ all ☒ yes ☐ no

It is also possible in Merlin to run a Standard Report which will display any cancelled appointments via MWI Pet.

Report

Standard Reports **Report Wizard**

Date From: 16/06/2025 Work Location: [All]

Date To: 15/07/2025 Client Site: Esher

Client Category: [All] Report Category: Audit

Report Format: PDF Select Favourite Select Recent

Audit Report Deleted Appointments Run Report

Report Description
Lists appointments deleted within the dates specified.
Date: Appointment Date

For more information on running a Standard Report, please see [Reporting > Standard Reports](#).

When a new or existing practice client has registered via MWI Pet, a log of this will display in their Communication tab:

Reception			
Clear	Save	Modify	Deactivate
New Document		Accounts	Payme
Client Details	Additional Info	Notes	Documents
Communication			
Date Sent	Time S...	Communication	
24/04/2025	15:36	Moz has been registered online	
24/04/2025	15:35	New client has registered online	

Globe icons will appear in several areas of Merlin, including:

- Shown in summary bar if client has online access
- Shown in the appointment columns if booked via the portal
- Shown in the repeat prescription column if requested via the portal
- Shown next to the patient registration date to indicate they were registered via the portal