

OSCAR Pro – Create a Query for Patients age between 6 month and 5 years old.

• From the main menu in the appointment screen in OSCAR, select **Report**.

Schedule Caseload Resources Searce Report Biling Inbox³⁸

Figure 1: Ribbon found at the top of your screen in OSCAR

• From the Report List, select Demographic Report Tool

RE	PORT LIST		Help	Al
1	EDB List 05	From 2022-5-17	To 2022-5-17 CREATE REPORT	
2	Active Patient List			
3	Day Sheet	MDLastOne, MDOne	✓	
	*All appointments Non Rostered Only 🗆	From 2022-5-17	To 2022-5-17 8 am ~ - 8 pm ~	
	*Print Day Sheet for only new appointments	2022-5-17 🗸		
	*Lab Day Sheet	2022-5-17 🗸		
	*Billing Day Sheet	2022-5-17 🗸		
4	Tabular-style Daysheet	2022-5-17		
5	Bad Appt Sheet	MDLastOne, MDOne	✓ 2022-5-17 ✓	
6	Patient Chart List	MDLastOne, MDOne	~	
_	Old Patient List	MDL astOne_MDOne	age >	
1	Old Patient List	MDLastone, MDOne	65	
8	No Show Appointment List	MDLastOne, MDOne	Start Date:	
9	Consultation Report		_	
10	Laboratory Requisition Report			
11	Demographic Report Tool			
12	Demographic Set Edit			
13	Ontario Prevention Report			
14	Demographic Study List			

Figure 2: Report List highlighting the Demographic Report Tool

- In the window, select the following items that will be used as the criteria for creating a **query** to search for patients between the ages of 6 months and 5 years old.
- In the Search For column select: (other fields can be selected depending on individual clinic need)
 - Demographic #
 - o Last Name
 - o First Name
 - o Phone
 - o Phone 2
 - o Email
 - Year of Birth
 - Month of Birth
 - Date of Birth
 - o Sex



- In the Where section, select:
 - o ages between from the dropdown and enter 6m and 5
 - **MRP** to identify the **physician** for whom the report will be created.
 - **AC** to identify Active patients.

Search For	Where								
Demographic #	AGE	ages between	~	6m 5	Age Style: Exact: 💿 In the year 🔿 As of : 🔤 🔤				
Last Name	First Name			Last Name					
 Address City 	Roster Status	FS NR RO TE							
Province	Sex	NO SEX SPECIFIED *	~						
Postal Code Phone	Provider No	Arispe, Esteban 🗆 G	Gazawa	iy, Laure 🗆 McCoy, Ha	ank 🗆 MDLastOne, MDOne 🗹 John, Smith 🗆 oscardoc, doctor 🗆				
 Phone 2 Email 	Patient Status	AC Active - Enrolled A	Active -	FFS ALTC - Active LTC					
 Year of Birth Month of Birth Date of Birth HIN 	Demographic ID(s):								
U HIN	Order By	NO ORDER ¥							
Roster Status	Limit Results to:	NO LIMIT 🗸							
Patient Status									
Date Joined									
Chart #									
Provider #									
Provider Name									
Z Sex									
End Date									
Eff. Date									
Pcn indicator									
Health Card Type									
HC Expiry Date									
Family Doctor									
Newsletter									
Save Query Run Query									

Figure 3 Highlighting selections to create query

- Click on the **Run Query** button.
- Scroll down to view results.

Save Query Run Query												
earch Returned : 2 Results												
et Name:		Save Patient S	et									
Demographic #	# Last Name	First Name	Phone	Phone 2	Email	Year of Birth	Month of Birth	Date of Birth	Sex			
1098	JOHNSON	SALLY	905-			2021	11	21	F			
1079	PTLASTTHREE	PTTHREE	519-555-3456			2018	05	03	0			

• Follow the procedures above to create a separate patient set for each physician.