HOW TO READ A REPORT ON TOMCAT

Once in the opening screen select the patient you want by using the hospital number or name key

![Patient View](image)

Once selected, double click on name or press return to open record for that patient

![Patient View](image)

Record then opens and highlight the report you wish to view by scrolling with the blue bar.

![Procedure List](image)

Echo of 9/5 is highlighted. To read the clinical report, go to top grey margin and click on **Clinical** to open report.
The clinical report is now open. To make it readable click small arrow by printer sign then preview which will bring up a version that can be easily read and then printed out.

The version should look like this:

Paediatric Echo

Patient Name: Miss Fl  

Procedure Date: 09/05/2008

Hospital No:

Patient Details

Name  

Procedure Details

Clinical Details

Any problems please contact Tomcat on 1208