

# ArcBITS Newsletter

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**ArcSys Hot Tip**

Have you had a situation where the Wintegrate screen covers the whole desktop and you can't get to anything else unless you minimize? This is called "Screen on Top" and can be easily remedied. Before logging on to Red Planet, do a right-click at the top of the Wintegrate window. Uncheck the pull down choice that says "Screen on Top".

**Wildcard**

A new feature is available for all Red Planet applications starting with release 2.2.18. This feature allows you to invoke the Wildcard search from the field where you are normally doing your search.

As you recall, if you were looking for a patient named Hansen, you would normally enter HANSEN in the Patient field. The cross reference that is displayed will more than likely be those people whose first name starts with "A". If you were looking for Burt Hansen, you would enter **HANSEN BU**. The general rule is that you only have to *type as much* as what makes the name *unique*. That is, you wouldn't have to type HANSEN BURT.

To invoke the new wildcard search from the Patient field, *include a period* at the end of the phrase you are typing. That is, you would type **HANS BU.** to invoke wildcard. The beauty of the wildcard search is that the order of the words does not matter! Typing **BU HANS.** would produce the same search result.

The wildcard search looks at the fields that are displayed in the cross reference. If your patient cross reference shows first name, last name, address, city, social security, birthday and phone, then the wildcard pattern matching will look in each of these fields.

If you wanted to see the Smiths whose phone number or address has 7844, type in **SMITH 7844.** in the patient field. If you want to see patients born in April 1917, enter in **?04 1917.** in the patient field (the ? is needed because of all numerics).

The wildcard search is very helpful on looking up diagnoses (or SNOMEDs) because the order of words is different between ICD9 and ICD10. Entering **ESSE HYPER.** would produce:

	A	B	C
<input type="checkbox"/>	1 642.0	*BENIGN ESSENTIAL HYPERTENSION COMPLICATING PREGNANCY CHILDBIRTH AND T	9
<input type="checkbox"/>	2 401	*ESSENTIAL HYPERTENSION	9
<input type="checkbox"/>	3 642.03	ANTEPARTUM BENIGN ESSENTIAL HYPERTENSION	9
<input type="checkbox"/>	4 642.00	BENIGN ESSENTIAL HYPERTENSION COMPLICATING PREGNANCY CHILDBIRTH AND TI	9
<input type="checkbox"/>	5 642.01	BENIGN ESSENTIAL HYPERTENSION WITH DELIVERY	9
<input type="checkbox"/>	6 642.02	BENIGN ESSENTIAL HYPERTENSION WITH DELIVERY WITH POSTPARTUM COMPLICAT	9
<input type="checkbox"/>	7 I10	ESSENTIAL (PRIMARY) HYPERTENSION	10
<input type="checkbox"/>	8 642.04	POSTPARTUM BENIGN ESSENTIAL HYPERTENSION	9
<input type="checkbox"/>	9 O10.02	PRE-EXISTING ESSENTIAL HYPERTENSION COMPLICATING CHILDBIRTH	10
<input type="checkbox"/>	10 O10.011	PRE-EXISTING ESSENTIAL HYPERTENSION COMPLICATING PREGNANCY, FIRST TRIM	10
<input type="checkbox"/>	11 O10.012	PRE-EXISTING ESSENTIAL HYPERTENSION COMPLICATING PREGNANCY, SECOND TRI	10
<input type="checkbox"/>	12 O10.013	PRE-EXISTING ESSENTIAL HYPERTENSION COMPLICATING PREGNANCY, THIRD TRIM	10
<input type="checkbox"/>	13 O10.019	PRE-EXISTING ESSENTIAL HYPERTENSION COMPLICATING PREGNANCY, UNSPECIFIE	10



## Cross Reference Setup



Setting up which fields are to be displayed is an easy function for the super user. The first step is to go into the File Builder process, FB. (Alternately, click on the Key icon on the menu and then choose File Builder.) Click on the desired file. The most common choices are ATP (appointment type), BH (batch history), CM (client/patient master), DX (diagnoses), HP (hospitals, pharmacies, locations), IM (insurance), MEP (month ending periods), PM (providers), RX (prescriptions) and TM (CPT/transaction codes).

Click on the option Crossreference, click Ok.

Each file can have up to 4 cross references. For purposes of this demonstration, use 1.

The screen at the left is then filled. **Description** refers to a descriptive name for the cross reference. **Sort by fields** specifies which field names are used in controlling how the data is to be organized. **Display fields** indicates which field names are to be displayed for the cross reference.

On clicking Ok, the cross reference file is rebuilt. You can then go into the associated screen and see if things appear as desired.

## Setting Up Default Wildcard

In the event you find that wildcard searches are much easier to work with than the standard lookup, you can opt to have all of your searches automatically default to wildcard. This can be set by the super user going into the Company Builder screen and looking for the field "Use wildcard searching" at the bottom of the screen, setting the flag to Y and clicking Ok.