Concerto Access

1. Once you have logged into the Northland DHB network via Citrix select the Concerto icon



2. You should have the following login page



- 3. Enter the same username and password as you were given to login to the NDHB network
- 4. When you login you should get the following page displayed



Information on how to change the home page is located at the bottom of this guideline



NORTHLAND DISTRICT HEALTH BOARD

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6. This will open up the search page – enter the NHI number of your resident and select search

† Be						Demographic Search 8:21 25/3			
TracyD	Search Criteria								
Help 🔏 Home	NHI		Patient Name						
Logout				First Name(s)	Surname				
Patients	Date of Birth	v 🐔							
Knowledge Resources	Sex	O Male O Female All							
*	Output a family	and M Estimate from the state of the state o				Recet Search			
Concerto Training	Select a favorite	search Y Enter a new tavorite search				KOCK SCHOL			
Worklists	Search Results					_			
Patient Handouts	Enter search cri	teria above and hit 'Search'				•			
Links									
Common									
Messaging SMT Searches									
Shared Care									

7. The patient Summary page opens displaying all the demographic information

Showing all documents A	Miew By I category T Look Fi	e I	1.4.1	Clear	
	Demographics				
C Encounter History	ZZZ5000 TEST, AG	AIN (MRS)			Print
Outpatient Events	Dationt Aliance		Domont	mbles	
Theatre Events	Patient Allases	CAM	Demogra	Female	
Surgical Bookings	Alias SMITH TEST	N, 5MIN	Date of Bi	101 Jan 1959 / 52 va	are)
By Episode List	Allas allin, ical		Ethnicity	NZ MAORI	
Concelled events (11)			arrived.	142 141010	
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Deleted Clocal Documents (1)	Patient Contact Details	OAD MALANCADEL 044	Primary	TEET ELD CLINICIA	
Historical Clinical Documents (1)	Poetal	OAD WINANGARES 011	Clinic	MAJANGADELHOSE	ITAL
Laboratory (49)	Address HOSPITAL R	D WHANGAREI 0110	Address	WHANGAREI HOSP	TAL BASE
Radiology (54)	Home Phone 091234567		Phone	4343434	
	Relationship Phone	s s			
	Inpatient Location				
	Clinician	Hospital	-	Nard	
	DR ALAN DAVIS	WHANGAREI HO	SPITAL	WARD 14	
	MR PETER MILSOM	KAITAIA HOSPITA		KTA GENERAL WARD	
	Local Allergies & Alerts				
	Details	Severity	Onset Dat	0	
	PENICILLIN	Warning	24/01/2011		
	NHI Medical Warnings				
	Severity	Entry Time	Onset Date	Description	
	Warning	6/4/2011	24/1/2011	PENICILLIN	



• To the left of the demographic information there is the patient history and document folders

Select the 'Clinical Documents' or 'Clinical Documents Regional' folder



• Displayed are the document folders – the number in () is the number of documents that the folder contains. If a folder is not displayed it means there are no documents available.



** Documents displayed in green italics are still in draft format





- 10. To change the home page displayed at login Select the following
- Common / My Details / Home Page Select 'Demographic Search' from the dropdown box / and Save (located on the right side in this section)



Note: You will only need to do this once - At your next login it will take you directly to the demographic search page as shown in number 6

If you have any further questions please email either Tracy or Andrea and we will try to assist you.

Tracy.donker@northlanddhb.org.nz OR Andrea.taylor@northlanddhb.org.nz