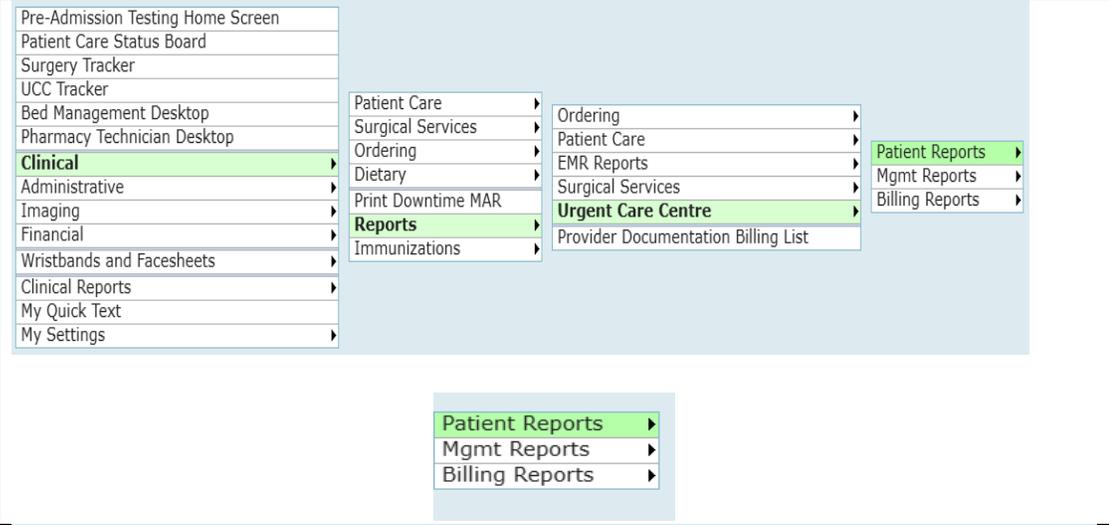
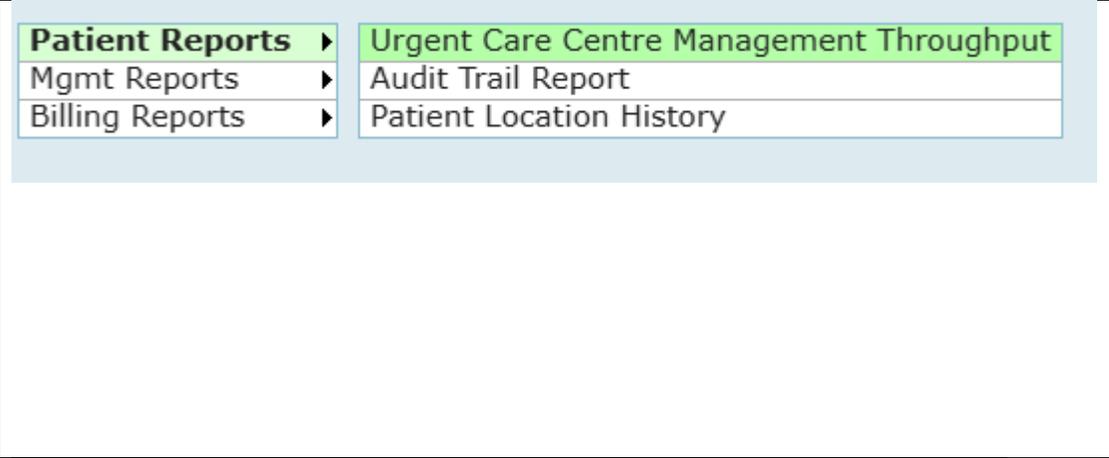
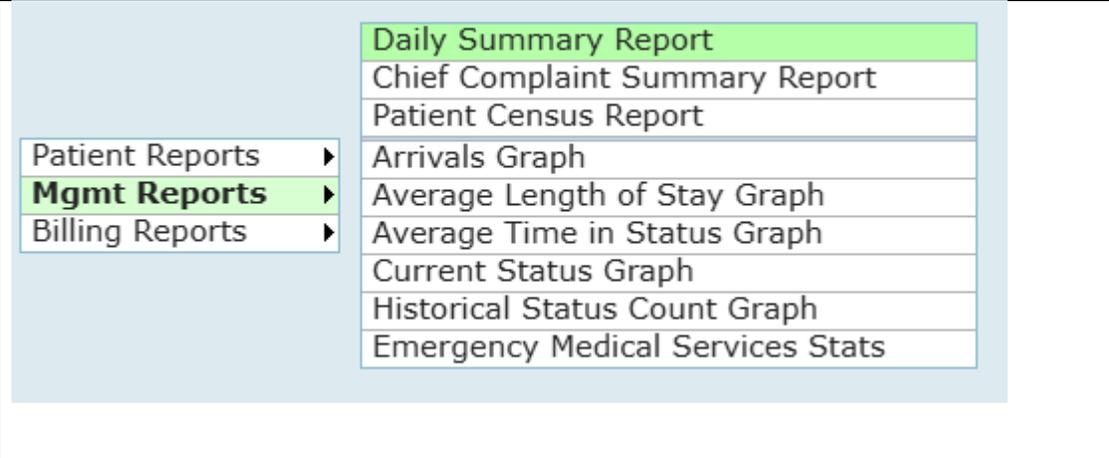


Expanse Tip Sheet

Accessing UCC reports

 <p>The screenshot shows the main menu on the left with 'Clinical' selected. A sub-menu is open for 'Clinical', with 'Reports' selected. A further sub-menu is open for 'Reports', with 'Urgent Care Centre' selected. A final sub-menu is open for 'Urgent Care Centre', with 'Patient Reports' selected. Below this, a separate menu shows 'Patient Reports', 'Mgmt Reports', and 'Billing Reports' with 'Patient Reports' selected.</p>	<p>From the main menu follow the pathway:</p> <p>Clinical>>Reports>>Urgent care centre</p> <p>Choose which type of reports you want to see: Patient reports Mgmt (management reports) Or Billing reports</p>
 <p>The screenshot shows the 'Patient Reports' sub-menu with three options: 'Patient Reports', 'Mgmt Reports', and 'Billing Reports'. To the right, a list of report types is shown: 'Urgent Care Centre Management Throughput', 'Audit Trail Report', and 'Patient Location History'.</p>	<p>On patient reports you can find these options.</p>
 <p>The screenshot shows the 'Mgmt Reports' sub-menu with three options: 'Mgmt Reports', 'Patient Reports', and 'Billing Reports'. To the right, a list of report types is shown: 'Daily Summary Report', 'Chief Complaint Summary Report', 'Patient Census Report', 'Arrivals Graph', 'Average Length of Stay Graph', 'Average Time in Status Graph', 'Current Status Graph', 'Historical Status Count Graph', and 'Emergency Medical Services Stats'.</p>	<p>On the management reports you can find these options</p> <p>Note: The emergency medical service stats is not available as it monitors ambulance times so not applicable to UCC</p>

- Patient Reports ▶
- Mgmt Reports ▶
- Billing Reports ▶**

- Billing Report By Date**
- Billing Report By Patient

* Include
 All
 Select

Facility

Arrival Dates

* From Date 14/10/25
* Thru Date 14/10/25
Include Patient Detail

Run Report

Many reports will prompt the user to utilize filters mainly the facility and time ranges in which they want the report to be run.

Once you are happy with the selected filters click on run report and your chosen report format (pdf or graph, etc.) will display.

