

Entering a SSN Number Patient – Sunquest ONLY clients (i.e. IWIRC)

Example Client Info:

IWIRC
Illinois Work Injury Resource Center

Methodist

Methodist Medical Center of Illinois
(309) 672-4911 / (800) 540-8601
Fax: (309) 672-4184

Devendra V. Trivedi, MD, Laboratory Medical Director

IWIRC 05469 (309) 497-0300
736 SW Washington St, 2A
Peoria IL 61602

S.S#: 123-45-6789
DOB: 01/01/1900 Sex: Female
Collection DT/TM: 10/04/16 at 0837 hours
Ordering Physician: Dr. D. Hauter

Ordering Physician _____ Collection DT / TM _____

Referring Physician _____

Diagnosis Code: (Required) _____

Bill to: Office Account _____
Patient / Insurance _____
Medicare # _____
Medicaid # _____

Primary Insurance: Complete all information
Policy Holder Name: _____
Policy ID # _____ Group: _____
Insurance Company: _____
Address: _____
City/State/Zip Code: _____

When creating a patient, enter the Patient ID as follows: (example on the right)

Patient ID:

- 1) **PM**
- 2) **Client number**
- 3) **Month day year of DOB**

Example: **PM5469010100**

Order Entry

Order options: Orders

Lookup by: Patient Name

Demographics

PEORIA METHODIST MEDICAL

Hospital ID: PRM

Patient ID: PM5469010100 **Create**

The Patient information: (example on the right)

- 1) Patient Name: SSN,PM.
- 2) DOB and Gender as normal.
- 3) For patients with a SSN as a name, the patients SSN is required to be entered under the Soc Sec# field. Number is entered with no dashes.

Patient name	123456789,PM
Date of birth/Age	01/01/1900
Sex	FEMALE
AKA name	
Real name	
Soc Sec #	123456789
STREET ADDRESS...	
STREET ADDRESS...	
CITY	

Entering a American Red Cross Speicmen – Sunquest ONLY

Example Client Info:

When creating a patient, enter the Patient ID as follows: (example on the right)

Patient ID:

- 1) **PM**
- 2) **Client number**
- 3) **Patient Name**

Example: **PM0001E1234V56**

The Patient information: (example on the right)

- 1) Patient Name: Numbers/Letters on the req,AR.
- 2) DOB: default DOB of 01/01/1900
- 3) Sex: Unknown

Patient name	E1234V56,AR
Date of birth/Age	01/01/1900
Sex	UNKNOWN
AKA name	