CRStar Insights
Combining Patients

If a patient has accidentally been entered multiple times in the database, creating duplicate cases, these cases can be combined. The Combine feature is located in the Abstract Management Module under the Abstract Utilities tab and Combine Patients.

For example, Andrea Colon has been entered twice for the same primary but for two different hospitals. These abstracts need to be combined to create one patient record.
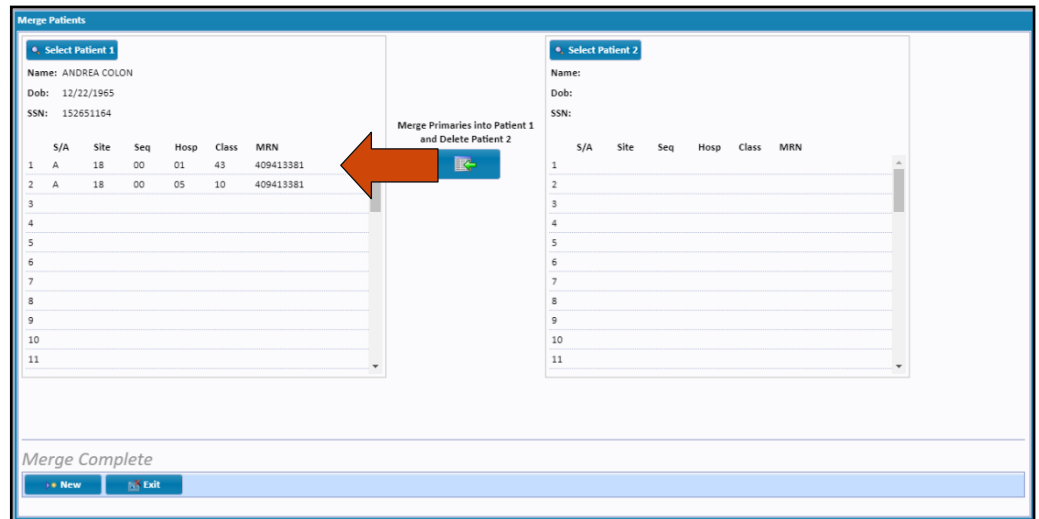
Records: 3

S/A	SSN	MRN	Last Name	First Name	Middle Name	DOB	Site	Seq	Topo	Histology	Laterality	Dx Date	Hosp	Class	Patient Status	Last Contact
A	152651164	409413381	COLON	ANDREA		12/22/1965	18	00	C187	81403	0	04/23/2012	01	43	1	
A	152484164	416643334	COLON	ANDREA		06/05/1948	18	00	C180	81403	0	09/24/2013	01	43	1	10/14/2013
A	152651164	409413381	COLON	ANDREA		12/22/1965	18	00	C187	81403	0	04/23/2012	05	10	1	

1. To combine a patient, go to Abstract Management, Abstract Utilities, and then Combine Patients.
   Note: See Page 3 for Helpful Hints when combining patients.

HealthCatalyst

2. Click Select Patient 1. This will take the user to the Lookup Screen to select the patient to be combined with Patient 2.
3. Click Select Patient 2. This will take the user to the Lookup Screen to select the patient to be combined with Patient 1.
4. In the center of the screen, click Merge Primaries into Patient 1. Delete Patient 2.
5. After combining Patient 2 with Patient 1, and deleting Patient 2, the user will see that the merge was completed.

The Patient Screen after the cases are combined
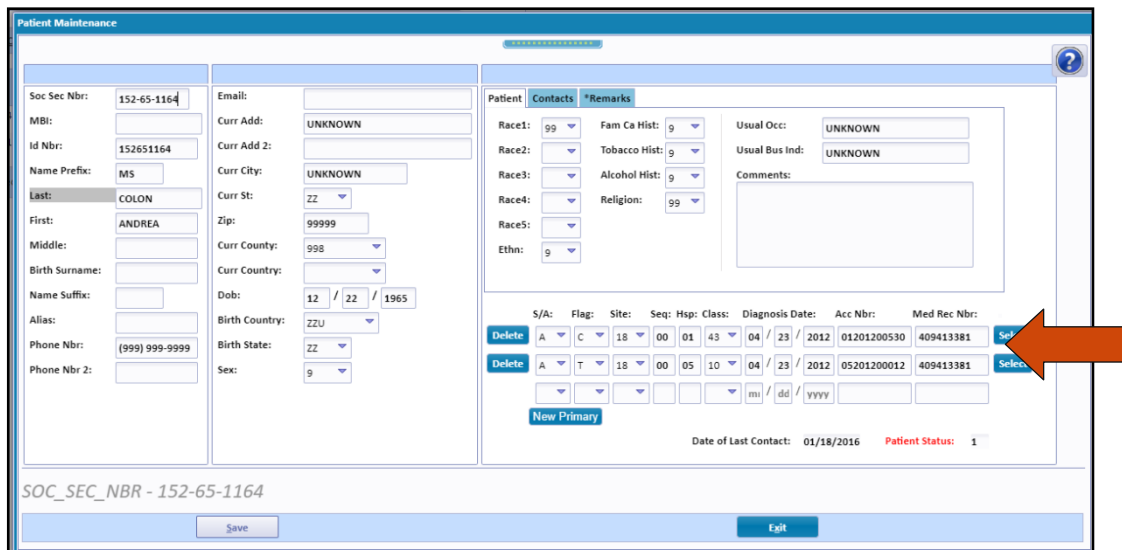
The Lookup Screen after the cases are combined

S/A	SSN	MRN	Last Name	First Name	Middle Name	DOB	Site	Seq	Topo	Histology	Laterality	Dx Date	Hosp	Class	Patient Status	Last Contact
A	152484164	416643334	COLON	ANDREA		06/05/1948	18	00	C180	81403	0	09/24/2013	01	43	1	10/14/2013
A	152651164	409413381	COLON	ANDREA		12/22/1965	18	00	C187	81403	0	04/23/2012	01	43	1	01/18/2016
A		409413381					18	00	C187	81403	0	04/23/2012	05	10		

Helpful Hints when Combining Patients

- When combining cases, the system is merging primaries to eliminate duplicate cases. It is important for the user to closely evaluate which case should be kept and which should be combined and deleted.
- It is also very important to ensure that the patients being combined are the same patient, not different patients with similar names.
- Only one patient can be combined at a time.
- Patient 1 should be considered the case to keep.
- Patient 2 is the case that will be combined with Patient 1 and deleted.
- If the user is trying to combine two cases and either the name, DOB or Social Security # do not match, a warning message will pop up. The user should review the case to ensure that it is the same case.
- Any information the user wishes to retain from the Patient Screen for Patient 2 should be entered on the Patient Screen for Patient 1 prior to combining. For example, if the user wishes to retain the comments from Patient 2, they can be copied and pasted into the comment field for Patient 1.
- All screens are primary specific. Any information following the Patient Screen will copy over or combine as is.
- After combining a case, review treatment and follow-up information for same primaries shared between hospitals.
- Review sequence numbers for accuracy after combining patients.
- A backup is not required before combining patients since you are not actually deleting the abstract but combining the primaries together. The only information that is deleted is the information on the Patient Screen of Patient 2.

Support Available at www.mycrstar.com