

How can I pull a report showing all referrals?

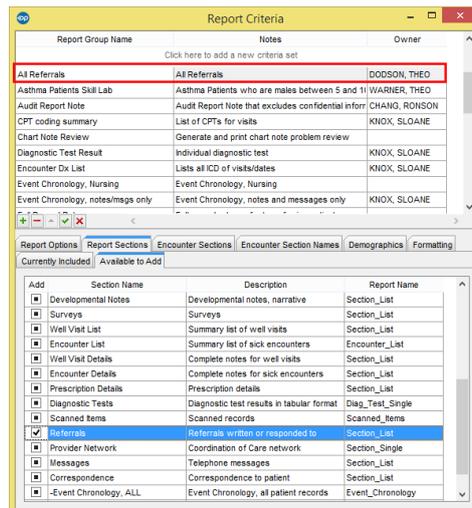
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Overview

There are two options to consider when wanting to pull a report showing all referrals. The first is to create a report using Event Chronology. The second is to run an SQL using Database Viewer.

Create Event Chronology Report

1. Click the **Chron** button on the Smart Toolbar.
2. Click the **Edit** button located to the right of the Report Criteria field. The Report Criteria window will open.
 - a. Click the **Insert Record** button  to add a new report.
 - b. In the Report Group Name field, enter a name for your report. For example, "All Referrals".
 - c. Enter a note (optional).
 - d. Click the **Post Edit**  button to save.
 - e. With the new report name highlighted, click the **Report Sections** tab in the lower section of the window.
 - f. Click the **Available to add** tab.
 - g. Locate the Report Section called Referrals, and click the corresponding checkbox.



- h. Click the **Post Edit** button to save.
 - i. Close the Report Criteria window.
3. Complete the following criteria:
 - Patient(s): All
 - Report Criteria: Select the report you created in the steps above.
 - Report Dates: Select the appropriate option from All, Latest number of months, or enter a specific date range.
 - Click **Search**.

Run SQL in Database Viewer

Click [here](#) for an SQL that will show total referrals including tracking entries and response.