

Filter

Filtering is a useful way to only show relevant data. You can apply a combination of filters to narrow your view to a more restricted data set.

Using the ATS Accuracy Chart as an example, the following filters can be applied to narrow down the view:

- Presenting Problem
- Disposition
- Age Range
- Date Range

For checkbox list filters, the **All** option is selected by default. To select specific items, you must first uncheck the **All** option and then select one or a combination of items.

The image shows two screenshots of a filter interface. The left screenshot shows a list of checkboxes with 'All' selected (checked) and the following options unchecked: Abnormal Heart Beat, Abnormal results, Abrasion, and Allergic reaction. The right screenshot shows 'All' unchecked and the following options checked: Abnormal Heart Beat, Abrasion, and Altered level of consciousness. 'Abnormal results' and 'Allergic reaction' are still unchecked.

The Age Range filter allow the following types of input:

- Less than e.g. -14 (14 years or younger)
- Greater than e.g. +65 (65 years or over)
- A range e.g. 16-18 (16 years inclusive to 18 years inclusive)

The image shows a filter bar with the following settings: Presenting Problem: Injury - Fracture Suspected; Disposition: Admit to ward; Age Range: 16-18; Date Range: 2017-05-16 to 2017-06-15. The 'Age Range' field is highlighted with a red box.



By default, the data set in Reports includes all records across all your completed Audits.