Adding an Operator Name to the Patient Registration Field

1. From the MI Apps (e.soft) Command Module, pull down the Options menu and select Configuration.

2. Double click the Patient Registration icon.

3. Once the Registration Configuration panel opens, select the Entering Data tab. Pull down the entry menu and select 1. Operator.

4. Type the technologist name or initials in the field box.

5. You can select to have No default, Use first entry as default, or Keep selection from previous for the entry for the entry.

6. Click OK to accept the changes.

7. To register the patient with the operator name, pull down Patient and select Register.
8. After entering your patient information, select the field 1. Operator. Select the operator name or initials from the pull down menu.

9. Left click the Exam button to complete the registration.