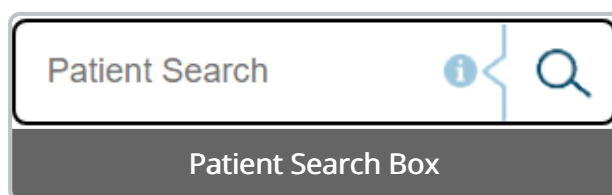


# Patient Search

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## Summary

Patient Search in the [Patients](#) tab allows you to search for specific patients by typing a patient first name and/or last name, a phone number as 10 consecutive digits, a Patient ID, or an email address and then press *Enter* or click the **Search** icon. 🔍

The image shows a UI element for patient search. It consists of a white rectangular box with rounded corners. Inside the box, the text "Patient Search" is on the left. To the right of the text are two icons: a blue circle with a white lowercase 'i' (information icon) and a magnifying glass icon. Below this white box is a dark gray rectangular bar with the text "Patient Search Box" in white.

Leave the *Patient Search* box empty and then click **Search** to produce a list of all active patients within your practice.

Patients found in any search may be messaged at one time by clicking **SEND MESSAGE TO ALL PATIENTS BELOW**.

Your results will be shown on the right side of the screen. More than one patient may appear in the search results, so select the patient you want and click the underlined patient name to review the *Patient Details* of a specific patient.

The *Patient Details* screen shows patient information, communication history, scheduled appointments, and previous appointments.

You can perform a number of actions from the *Patient Details* screen. See [Patient Details](#) article for more information.

