

# Setting a default filter

A saved filter can also be set as a default so it will be automatically loaded when CAT4 opens. From the 'Default Filter' drop-down list choose the filter you would like to have preloaded.

General

Ethnicity

Conditions

Medications

Results

Patient Name

Patient Status

Providers

Saved Filters

Filter Name	Description
Chlamydia Age Range	Filtering By: Age >= 16 Age <= 29
Active Patients with Diabetes	Filtering By: Active Patient Conditions : Diabetes - Yes

Save New Filter

Edit

Delete

Default Filter:

none

none

Chlamydia Age Range

Active Patients with Diabetes

Best Practice, Live Database; Extract Date: 13/11/2013 8:11 PM; Filtering By: Active Patient Conditions : Diabetes - Yes

Figure 35: Selecting a default filter

On reopening CAT4 the 'Default Filter' is preloaded. If you wish to clear the preloaded filter click the 'Clear Filters' button

Save New Filter

Edit

Delete

Default Filter:

Active Patients with Diabetes

Best Practice, Live Database; Filtering By: Conditions (Diabetes - Yes), Active Patient

Figure 36: The default filter is preloaded on opening CAT