## **Managing PAT2CAT Filters**

Once a filter has been created, the filter criteria can't be changed in PAT CAT. Filters can be accessed by clicking on the CAT4 Filters icon:



This will show a list of all existing PAT2CAT filters including the details such as summary, reason, date created and status:



Clicking on an existing filter will expand the details and show the 'Edit' button.

The practice list at the bottom of the filter details is colour coded and once a practice has loaded and applied the filter at least once, the colour will change from red to green. This provides important feedback if the PAT2CAT filters are used by the targeted practices!



Filter criteria, once created, can't be changed but it can be made inactive or deleted, using the drop-down status menu or the 'Delete' button on the bottom left. You can also change the Summary and the Reason text fields if required.

