



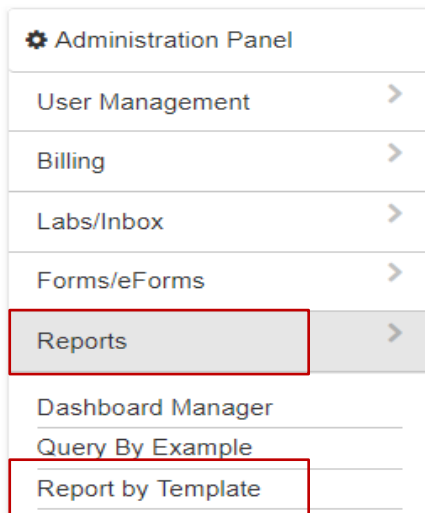
Practice Support Program

OSCAR: REPORT BY TEMPLATE

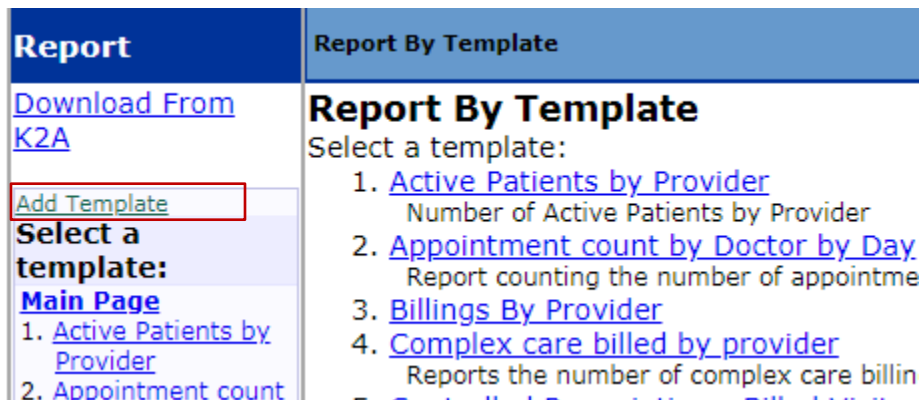
Adding a New Report
Deleting an Old Report
Exporting a Report

Upload a Report by Template in Oscar

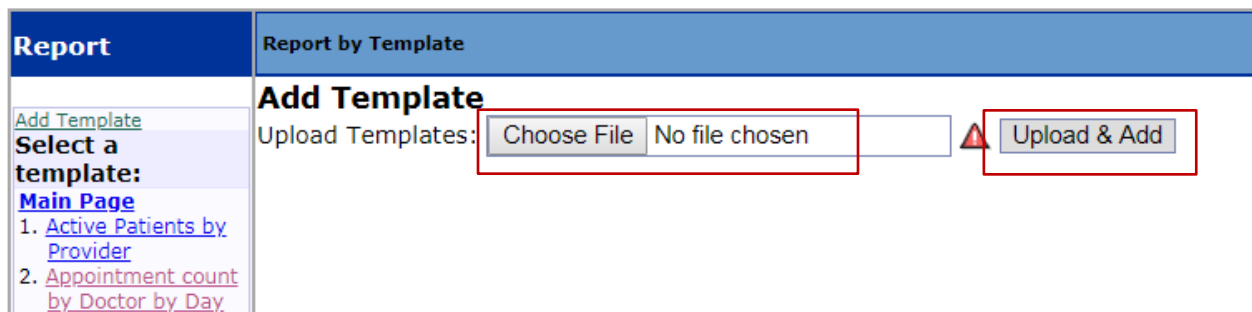
In Admin select Reports then Report by Template:



Select Add Template (in Version 12 this is at the bottom of the list)



Select Choose File – find the RBT on your desktop or USB - then Upload & Add



To delete a template you no longer want

Select the report you want to delete – select Delete Template

Report	Report By Template
Add Template Select a template: Main Page 1. Active Patients by Provider	Active Patients by Provider Number of Active Patients by Provider Step 1: Generate Query Run Query View Template XML Edit Template Delete Template Export Template to K2A

To export or share a report by template

You can share your templates with other Oscar users. Note – occasionally a shared report that works on one instance of Oscar won't work on another – the OSP (for the clinic where it isn't working) should be able to fix this.

Find the report you want to share – Select View Template.

Report	Report By Template
Add Template Select a template: Main Page 1. Active Patients by Provider	Active Patients by Provider Number of Active Patients by Provider Step 1: Generate Query Run Query View Template XML Edit Template Delete Template Export Template to K2A

Copy the text & paste it into a **text** file like notepad for Windows or TextEdit for Apple. It will not work if you put it into a word-processing file, **it must be a text file**. You can now email it or copy the file onto a USB & share it.

```
Active Patients by Provider
Number of Active Patients by Provider

<report title="Active Patients by Provider" description="Number of Active Patients by Provider" active="1">
<query>
SELECT provider.first_name AS `First`,
       provider.last_name AS `Provider Last`,
       COUNT(demographic.demographic_no) AS `Active`
FROM demographic INNER JOIN provider ON demographic.provider_no = provider.provider_no
WHERE demographic.patient_status = 'AC'
GROUP BY provider.provider_no
ORDER BY `Provider Last` ASC
</query>
</report>
```