


Neway Tip Sheet: New Patient Search Feature

Effective Date: 03/31/2025


What is changing: All NKC staff with Neway eLabs access are now able to search across the organization to locate patients who are newly added, returning to NKC, or transferring between facilities.

Instructions:

- Log into Neway eLabs website from any internet browser
<https://elabs.newayhealthtech.com/#/nkc>
- Click the 'Login with Microsoft' button
- From any NKC location, select the home icon in the top left corner
- Select 'Management'
- Click 'Search'
- Select 'Patient' in the 'Search For' dropdown
- Search by first name, last name, or both



NKC Patient Unassigned Location ▼

 Search

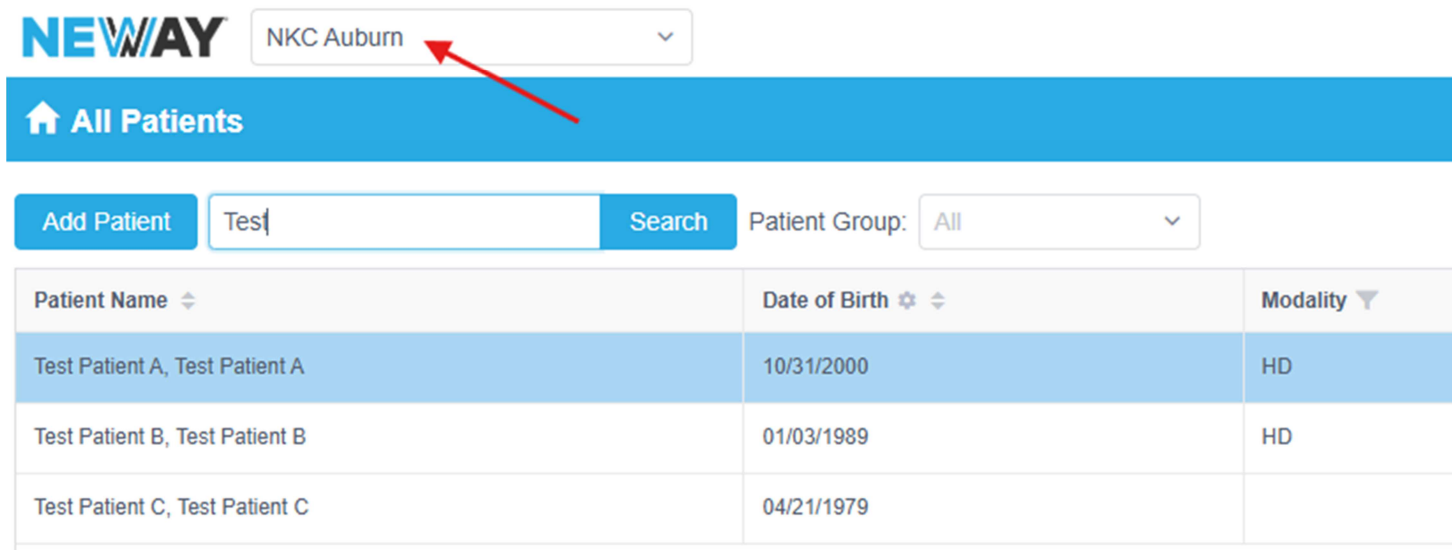
Patient ▼

Test

Search

Organization Name	Facility Name	Patient Name
Northwest Kidney Centers	NKC Seattle	test, test
Northwest Kidney Centers	NKC Auburn	Test Patient A, Test Patient A
Northwest Kidney Centers	NKC Auburn	Test Patient B, Test Patient B
Northwest Kidney Centers	NKC Auburn	Test Patient C, Test Patient C

- Once your patient has been identified, use the clinic location dropdown to navigate to the facility that is currently assigned to the patient



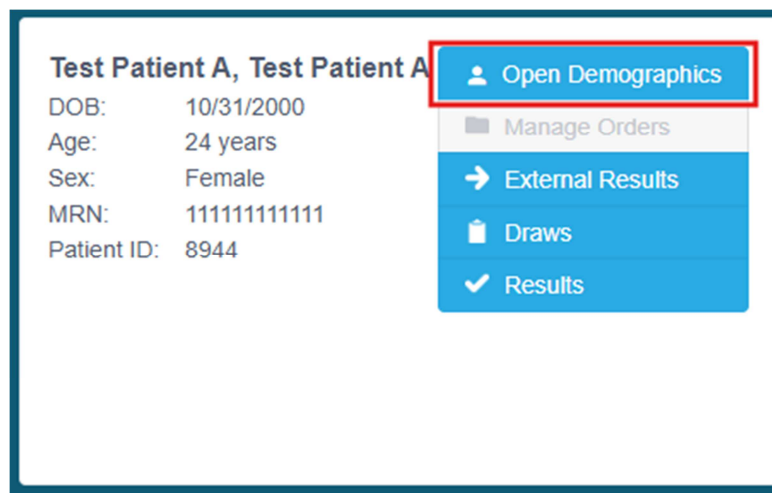
NEWAY NKC Auburn

All Patients

Add Patient Test Search Patient Group: All

Patient Name	Date of Birth	Modality
Test Patient A, Test Patient A	10/31/2000	HD
Test Patient B, Test Patient B	01/03/1989	HD
Test Patient C, Test Patient C	04/21/1979	

- Select the patient from the facility 'All Patients' list
- Select 'Open Demographics'



Test Patient A, Test Patient A

DOB: 10/31/2000
Age: 24 years
Sex: Female
MRN: 111111111111
Patient ID: 8944

- Open Demographics
- Manage Orders
- External Results
- Draws
- Results

- Click the 'Facility' tab
- Select 'Change Facility' to transfer the patient to your desired location
- NOTE:** if patient's status is **inactive**, first update their status to active or pending verification to update the facility assignment