NORTHWEST
Kidney Centers

Clarity Tip Sheet:

How to Search for a Specific Note in Report Wizard

Instructions:

- Go to Clarity>Reports>Report Wizard
  - You will have two options to search for Notes. You can search by Clinic(s) or for a specific Patient(s)

- How to search by Clinic(s):
  - Click on Clinic
  - Select the report **Notes by Patient**
    - This report will show the summary of all the patients who have had the Note Type(s) entered during the date range
  - For Patient Shift no changes, keep "Select Value"
  - For Date Range select any option available/needed
  - Select Advanced Mode>Next
  - A list of Note Types will show
  - Select the Note Type(s) by clicking the appropriate boxes
  - Click Next
  - Select the clinic you need, including AKI
  - Click Run Reports
    - The report will include the summary of notes by date for each patient.

- How to search for Notes for a specific Patient:
    - This report will display the Note Type(s) and the details of the body of the note(s), but each patient is displayed on a separate page if you use Advanced Mode to add more patients/clinics
    - Click on patient
    - Select the report **Notes**
    - For Date Range select any option available/needed
    - Select Advanced Mode>Next
    - Select the Note Type(s) by clicking the appropriate boxes
    - Click Next
        - To run the report for single patient, click Add to Selection
        - To run for multiple patients or change the clinic, select the clinic, click Show Patient, and select from there
    - Click Run Reports

How to search by Clinic(s):

Northwest Kidney Centers

Basic Mode

○ Clinic ○ Patient ○ Custom ○ Batch Reports

	Category	Report Name	
Add		*A Vit D	More Info
Add		*Access Bleeding Times	More Info
Add		*Access Education From RTCs	More Info
Add	Vascular Accesses	*Access Flow Rates	More Info
Add		*Access Surveillance-Venous Pressures at 200 QB	More Info
Add	Vascular Accesses	*Accesses by Physician	More Info
Add		*After Visit Summary	More Info
Add	Medications	*Allergies by Patient	More Info
Add	Anemia	*Anemia Adjustment	More Info
Add		*Antiseptic Used	More Info

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 of 25   Next ➤ Last ≫

* Indicates a Clinic Report

Selected Reports

Select Value
*Notes by Patient

Remove Selected

Date Range	This Month ▾
Start	
End	

Click on Next ➡️ Next

☐ Save Changes   Batch Name: [_____]

Output Type: PDF ▾   Run Reports   Save

Add to Selection

☐ **Basic Mode**

Note Types

☑ Call Before You Go
☐ Care Manager
☐ CKD - Education Services
☐ Nurse Assessment (CIA)
☐ CKD - General/Other
☐ Clinic Manager/Supervisor Rounding
☐ Dialysis Tech
☐ Dialysis Upon Request
☐ Dietitian
☐ EOC
☐ General Physician Order
☐ Home - Lab Review
☐ Home - Missed Treatment/Clinic Visit
☐ Home - On-Call
☐ Home - Physician Encounter
☐ Home - Supply/Equipment
☐ Home - Telephone Encounter
☐ Home - Training
☐ Home - Visit
☐ IDT (Interdisciplinary Team)
☐ Immunization
☐ Infection Prevention Manager
☐ Kidney Palliative Care Note
☐ MD In-Center Note
☐ MD Office Visit

Select any Note Type(s) from this list, then click Next

Previous   Next

☐ Save Changes   Batch Name: [_____]

Output Type: PDF ▾   Run Reports   Save

Basic Mode

Clinic

Scribner Kidney Center	**Add**	Select Value
SCU-Seattle Kidney Center		Auburn Kidney Center
SeaTac Kidney Center		xAKI-Auburn Kidney Center
Snoqualmie Ridge Kidney Center	**Remove**	
xAKI-Auburn Kidney Center		

☐ Only display events from chosen clinics.

> Select any Clinic you need, including AKI, then click Run Reports. Use Add/Remove to change the clinics.

Shift

Select Value	**Add**	Select Value
1st Shift Mon-Wed-Fri		All Shifts
1st Shift Tue-Thu-Sat	**Remove**	
2nd Shift Mon-Wed-Fri		
2nd Shift Tue-Thu-Sat		

Patient Status

No Admit	**Add**	Select Value
Pending Start		Inpatient
Select Value	**Remove**	Outpatient Chronic
CKD		Transient Active
Home Acute (AKI)		Home Dialysis

Care Provider

Select Value	**Add**	Select Value
Abad, Margielyn		
Abanero, Joshua	**Remove**	
Abel, Jay Marie		
Abero, Charmaine		

Group Select Value

Select Value	**Add**	Select Value
	Remove	

Selected Patients

Select Value

Show Patients

Remove Patients

Remove All

Previous

☐ Save Changes   Batch Name: _____

Output Type: PDF ▾   **Run Reports**   **Save**
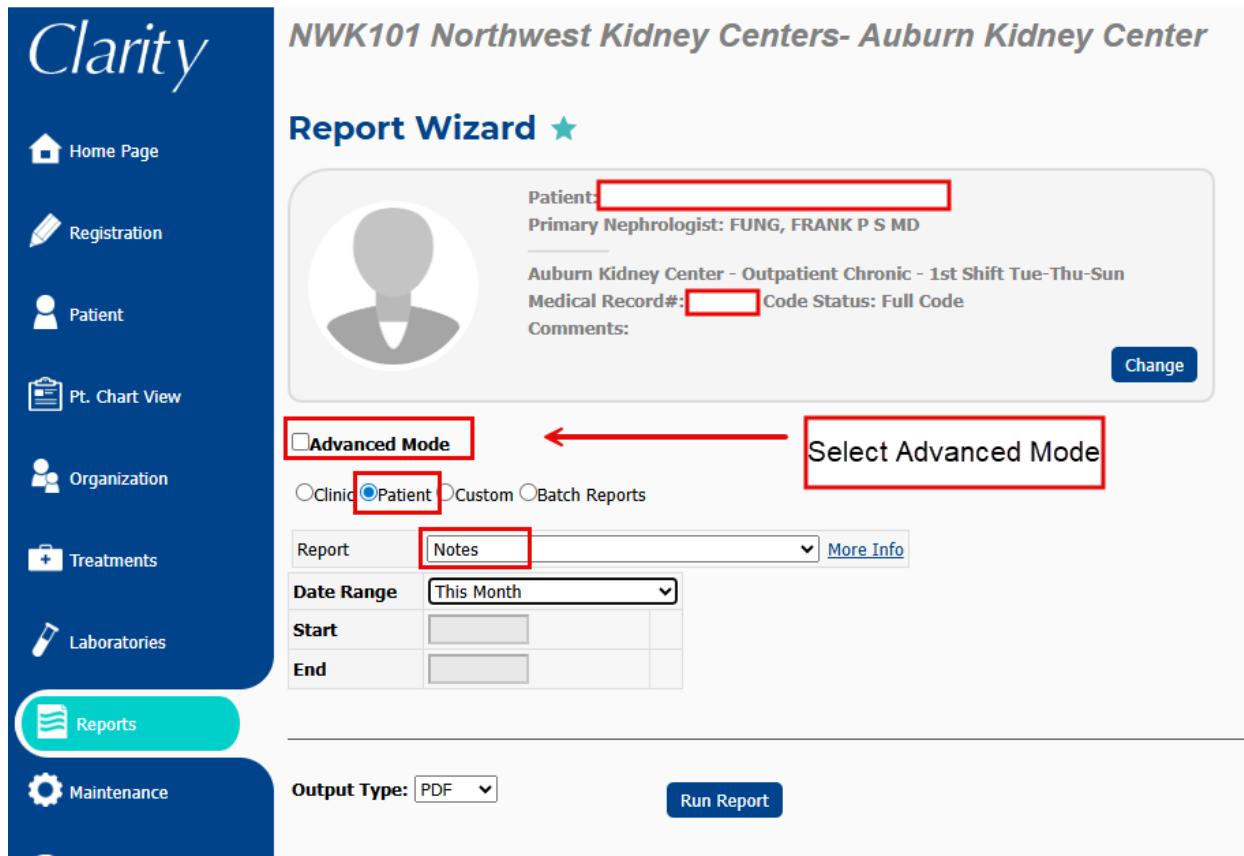

Notes by Patient

Northwest Kidney Centers - Z-UNKNOWN

Report Date: 07/29/2025 12:45PM local (UTC -05:00) am4

Date Range: 07/01/2025 - 07/31/2025

Patient	Date	Type	Summary
TEST, MOUSE			
	07/29/2025	Call Before You Go	Pt plans to go to ER
TESTTEST, TIME T			
	07/28/2025	Call Before You Go	Pt plans to go to ER

How to search for Notes for a specific Patient:

☐ **Basic Mode**

○ Clinic ● Patient ○ Custom ○ Batch Reports

	Category	Report Name	
Add	Vascular Accesses	Access History	More Info
Add	Trends	Anticoagulation Trends	More Info
Add	Billing	Billable Items & Justifications	More Info
Add	Billing	Billing Worksheet - Expanded	More Info
Add	Trends	Blood Pressure Trends	More Info
Add		Chona POC rounding Trends	More Info
Add	Trends	Clearance Trends	More Info
Add		CrownWeb Trends	More Info
Add	General Patient	Death Information	More Info
Add	Treatments	Dialysis Prescription	More Info

1 2 3 4 5 6 7 of 7   Next ➢ Last ≫

Selected Reports

Select Value
Notes

Remove Selected

Date Range	This Month
Start	
End	

Click on Next → Next

☐ Save Changes   Batch Name: [_____]

Output Type: PDF   Run Reports   Save

Medical Record # 893b59 Code Status: Full Code
Comments:

Change

Add to Selection ← Click Add to Selection to include the individual patient listed at the top or

☐ Basic Mode

To select multiple patients:

Select the Clinic(s) you need, click on Show Patients and select the patient(s) from there

Clinic

Select Value		Select Value
0 - Pending Admissions	Add	Auburn Kidney Center
Auburn Kidney Center		
Bellevue Kidney Center	Remove	
Broadway Kidney Center		

☐ Only display events from chosen clinics.

Shift

Select Value		Select Value
1st Shift Mon-Wed-Fri	Add	All Shifts
1st Shift Tue-Thu-Sat		
2nd Shift Mon-Wed-Fri	Remove	
2nd Shift Tue-Thu-Sat		

Selected Patients

Select Value

Patient Status

No Admit		Select Value
Pending Start	Add	Inpatient
Select Value		Outpatient Chronic
CKD	Remove	Transient Active
Home Acute (AKI)		Home Dialysis

Show Patients

Remove Patients

Remove All

Care Provider

Select Value		Select Value
Abad, Margielyn	Add	
Abanero, Joshua		
Abel, Jay Marie	Remove	
Abero, Charmaine		

Group Select Value ▼

Select Value		Select Value
	Add	
	Remove	

Previous

☐ Save Changes   Batch Name: [_____]

Output Type: PDF ▼   **Run Reports** ← Click Run Reports when ready   **Save**

Notes

TEST, MOUSE

Northwest Kidney Centers - Z-UNKNOWN

DOB: 01/01/1948 - 77
Med Rec: 640030
Report Date: 07/29/2025 12:54PM local (UTC -05:00) am4
Nephrologist: TEKESTE, MICHAEL MD

Date Range: 07/01/2025 - 07/31/2025

07/29/2025 12:37 Call Before You Go: Pt plans to go to ER
experiencing SOB, N/V, advised to go to ER.