

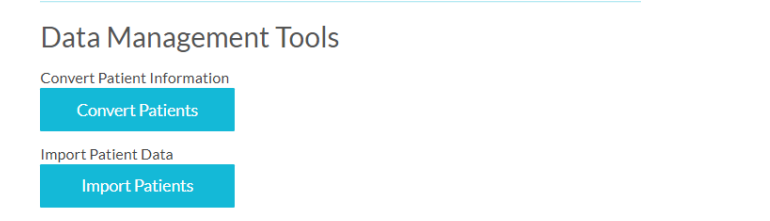
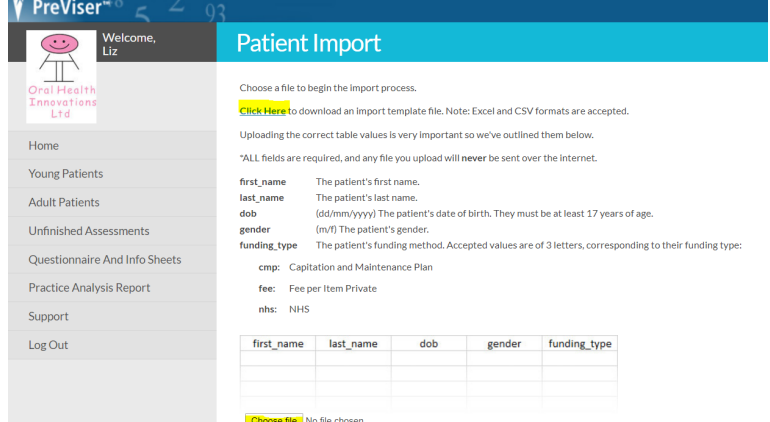
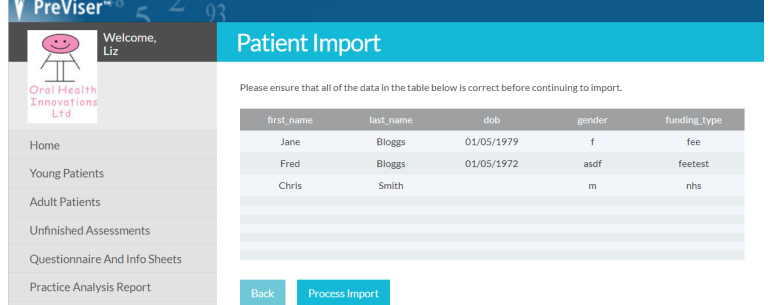
## Patient Data Import

Each time you perform an assessment on a patient who has not previously had a DEPPA, you first have to create a new patient record. We have just made this process easier.

If you can download a list of the patients from your practice management software for whom you would like DEPPA records set up, you can now upload these in bulk to DEPPA.

Please note that your patients' personal data is not uploaded to the internet so there is not a data security risk. This data is encrypted locally in your browser before transmission to PreViser using the encryption key that you created.

To upload your patient data:

<p>Go to the Support tab in DEPPA and scroll to the bottom where you will see Data Management tools and the option Import Patient Data. Click on the blue button below.</p>	
<p>The patient import screen notes the data elements that are required. There is an Excel template that you can download (Click here) to populate with your patients, names, DOB, gender and funding type. Once you have done this, save it and select Choose File.</p>	
<p>Once you have selected your file, it will populate this screen with your patient details. Check the data and if correct, select Process Import</p>	
<p>If you have any duplicates or missing data, these patients will be excluded from the upload</p>	