Subpoena Tool

Check access to Subpoena Tool:

Main screen > Setup > Users > Select a user > Edit > Set Permissions > Subpoena Toll = Allow access

Export records:

Main screen > Utilities > Subpoena Tool > Search for a patient > Set up export parameters > Print or Export

Export Records

1. Exported XML files will need to be imported into Bp Premier to view the record.

2. HTML files can be viewed in any browser.

3. Deleted records are indicated as such in all exported formats.

4. Significant data within that date range will be included in the exported file. Items without clinically significant dates are exported by default.

5. Untick particular items that you do not want to include in the export.

> All user confidential information will be included in the exported file.

Subpoena Patient Export - Mrs. Bonnie Ines Bush

Subpoena Output Format
- ● Printer ○ XML [1] ○ HTML [2] ○ PDF

Records to Include
- ☑ All data types   Note: All users confidential items will be included
- ☐ Include deleted records [3]

Dates to Include
- ● All Dates   ○ Selected Dates   14/06/2022 to 14/06/2023 [4]

Clinical Data to Include
- ☑ On screen comment ☑ Allergies/Adverse reactions ☑ Family History ☑ Social History

Current filter: Deleted items are excluded; [5]

☑ Past history	Select — All items selected	☑ Visit notes	Select — All items selected
☑ Current medications	Select — All items selected	☑ Past prescriptions	Select — All items selected
☑ Immunisations	Select — All items selected	☑ Observations	Select — All items selected
☑ Requests	Select — All items selected	☑ Investigations	Select — All items selected
☑ Correspondence in	Select — All items selected	☑ Correspondence out	Select — All items selected
☑ Clinical images	Select — All items selected	☑ EPC reports	Select — All items selected
☑ Reminders	Select — All items selected	☑ Actions	Select — All items selected
☑ Cervical screening	Select — All items selected	☑ Obstetric history	Select — All items selected

View   Export   Print   Cancel

Subpoena PDF Export - Errors

Export Errors

Section	ID	Date	Title	Error	When
Correspondence In	58	09/03/2023	Event Summary	Unsupported file type (CDA) - Page 1/1	Exporting
Correspondence In	60	09/03/2023	Advance Care Planning Document	Unsupported file type (CDA) - Page 1/1	Exporting

Copy To Clipboard   Close

Documents that cannot be exported to PDF will be displayed in the error window.

Manually review and export these documents from the Patient's record.

An audit of the export will be added to the Patient's today's notes.

Bp Premier