



HEPMA USER ALERT



Similarly Named Patients presented when searching by CHI

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To: ALL USERS of NHS GGC&C HEPMA system

Situation

- When using the CHI number to search for patients, users are presented a list of similarly named patients on the same ward and asked to check and select the correct patient from the list.
- Individual user preferences within the HEPMA application can be set to stop the display of similarly named patients when searching by a unique identifier i.e. the CHI number.

Background

- Users can search for a patient by name, hospital ward, national number (CHI) or hospital number

Patient name		National number	
Hospital ward		Hospital number	

- Users are encouraged to search by national number, using the CHI number to reduce the risk of wrong patient selection. On searching HEPMA presents a list of similarly named patients on the same ward to the user and requests that the user confirms their patient selection.



There are similarly named patients on the same ward. Please confirm your selection.

- This function is intended to reduce the risk of wrong patient selection when searching by name or ward.

Template Written by	Rob Puckett	Template Approved by		Version No	1.0
Job Title	Lead HEPMA Pharmacist	Job Title			
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- Currently the default behaviour of HEPMA will cause the similarly named patients to be presented to the user, even when searching by the CHI number.

Assessment

- It is recognised that the best practice for selecting patient is to search by the CHI number where possible; which reduces the risk of selecting a similarly named patient in error,
- The current default behaviour within HEPMA, presents a list of similarly named patients after searching by the CHI number
- It is not possible to change this default at system level to prevent the similarly named patients from presenting when searching by the CHI number, however, this can be changed in "My Account" settings in HEPMA and allows individuals to switch this function off.

My Account

Communication zone

User Details

User Password

User Personalisation - EPMA

Prescription (default) Sort Order

- ☐ A to Z
- ☐ Z to A
- ☒ Date Time Last Modified/Created (recommended)
- ☐ BNF Chapter
- ☐ Order Start Date Time

Override Similarly-Named Patient

- ☒ Do not display similarly-named patient warning when searching on unique identifiers

Default Patient Location Group (Search)

Actions Required

It is recommended that all HEPMA Users change their User Personalisation by following these steps:

- Log In to HEPMA
- Select **My Account**, from top right of the screen next to Logout button
- Select **User Personalisation** from options on Left hand side
- Select **Override Similarly Named Patient** option
- Press **Save**

Similarly named patients will continue to be presented when searching by name or ward but not when using a Unique Identifier.

Prescribers	All users – action needed
Nursing Teams	All users – action needed
Medical Teams	All users – action needed
Pharmacy Teams	All users – action needed

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<u>Distribution group</u>	<u>Circulated for: Awareness / Information / Action / Not Applicable</u> <i>(State Action required)</i>
GGC HEPMA Team	Action
GGC ADTC SUM	Awareness
GGC PSM Team	Not Applicable
GGC Digital Health Care Records Group	Awareness
GGC HEPMA Clinical Reference Group	Awareness

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