

2025

# SystmOne - Patient Record - Hide patient identifiers

USER GUIDE

PRIMARY CARE SYSTEMS TEAM

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## Introduction

This user guide is aimed at providing staff with an understanding of SystmOne Online Anonymised Patient Data when viewing a record. Users logged in to their SystmOne Unit, can access various clear and comprehensive help and support resources.

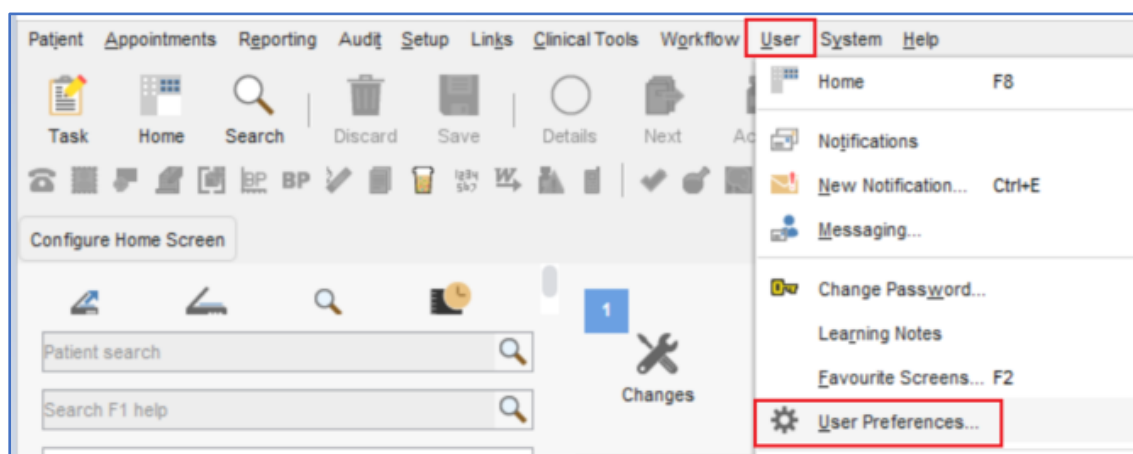
Staff will still require specific role-based training and this is highly recommended.

It is the legal responsibility to protect patient confidentiality. The responsibility for safeguarding and using confidential information appropriately rests with each organisation.

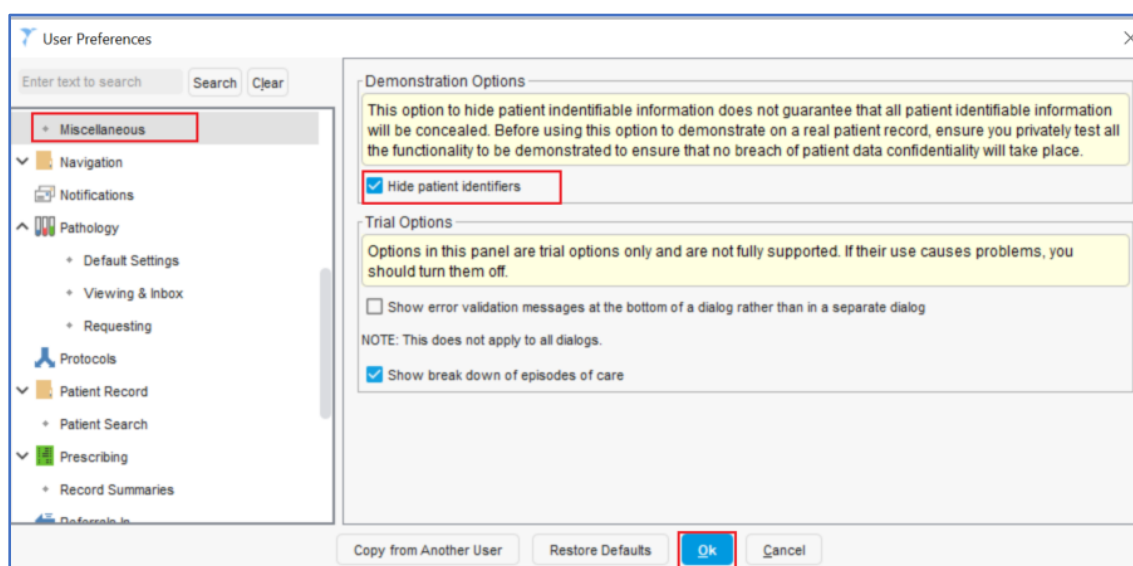
## Hide patient identifiers

This feature will hide the Patient Demographic box when viewing patient records in SystmOne

- Select **User > User Preferences** from the **Main Menu**

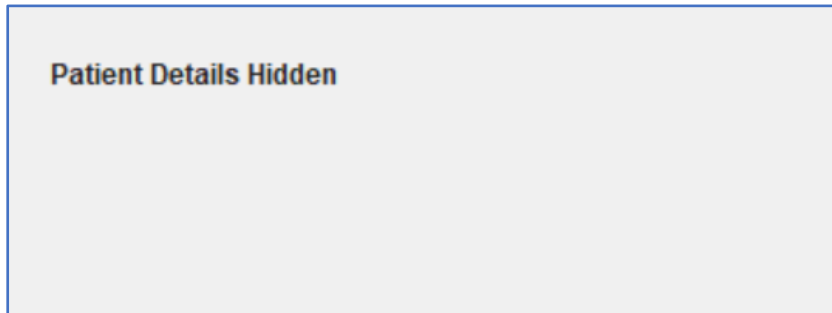


- Select the **Miscellaneous** node from the tree
- Select **Hide patient identifiers** and click **Ok**



When you retrieve a patient record, the demographic box will be shown with the patient details hidden

Note: If you already have a patient record open, you will need to Save/Discard before this user preference is effective



Note: Remember to go back to User Preferences and deselect Hide patient identifiers to enable you to view the Patient Demographic box

### Disclaimer:

*To the best of our knowledge and using the available information, this guidance is correct at the time of publishing.*

Please do not hesitate to contact us if you have any queries via the IT Service Desk:

Phone: 0203 350 4050 or Email: [nhsnwl.servicedesk@nhs.net](mailto:nhsnwl.servicedesk@nhs.net)