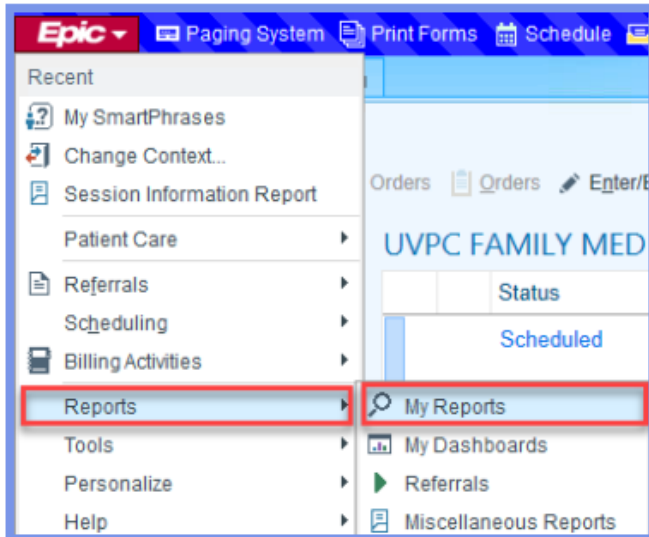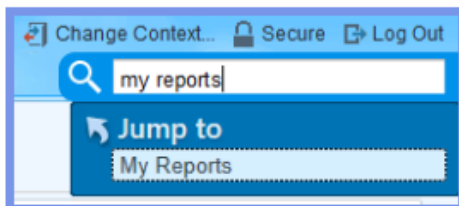# EPIC TIPSHEET: EPIC Data Pull Procedure Report

This tip sheet explains how to run a procedure report per surgeon/surgical team and date range.

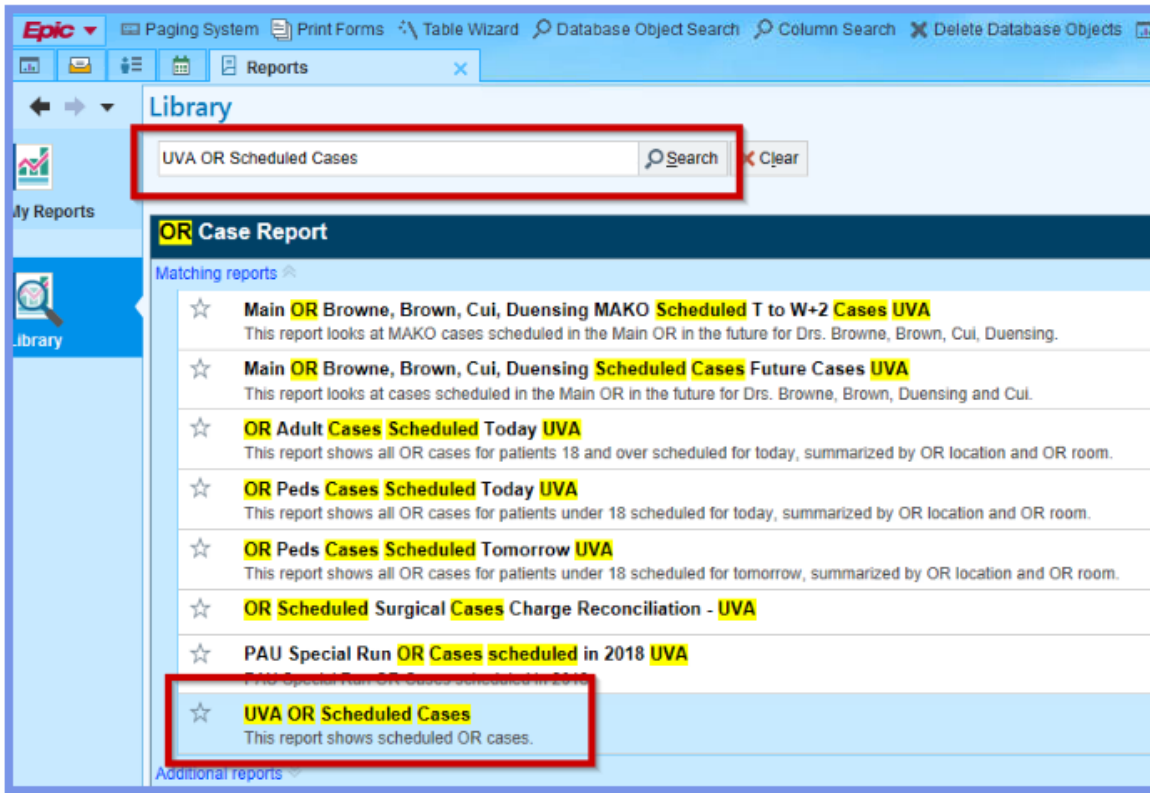There are two ways to access My Reports:

- Epic Button > Reports > **My Reports**

- Epic Search field > Enter **My Reports**

1. Select the **Library** tab. Type **UVA OR Scheduled Cases** inside the search field and press enter.
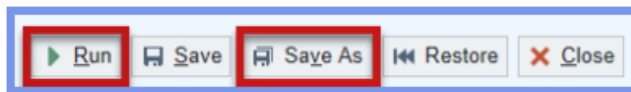

2. Hover over the name of the report and click **Edit**, to change the criteria of the report to only show specific surgeons and date ranges.

3. Selecting **Edit** will open Report Settings. Click on the double arrows on the right above each criterion to open up and edit.
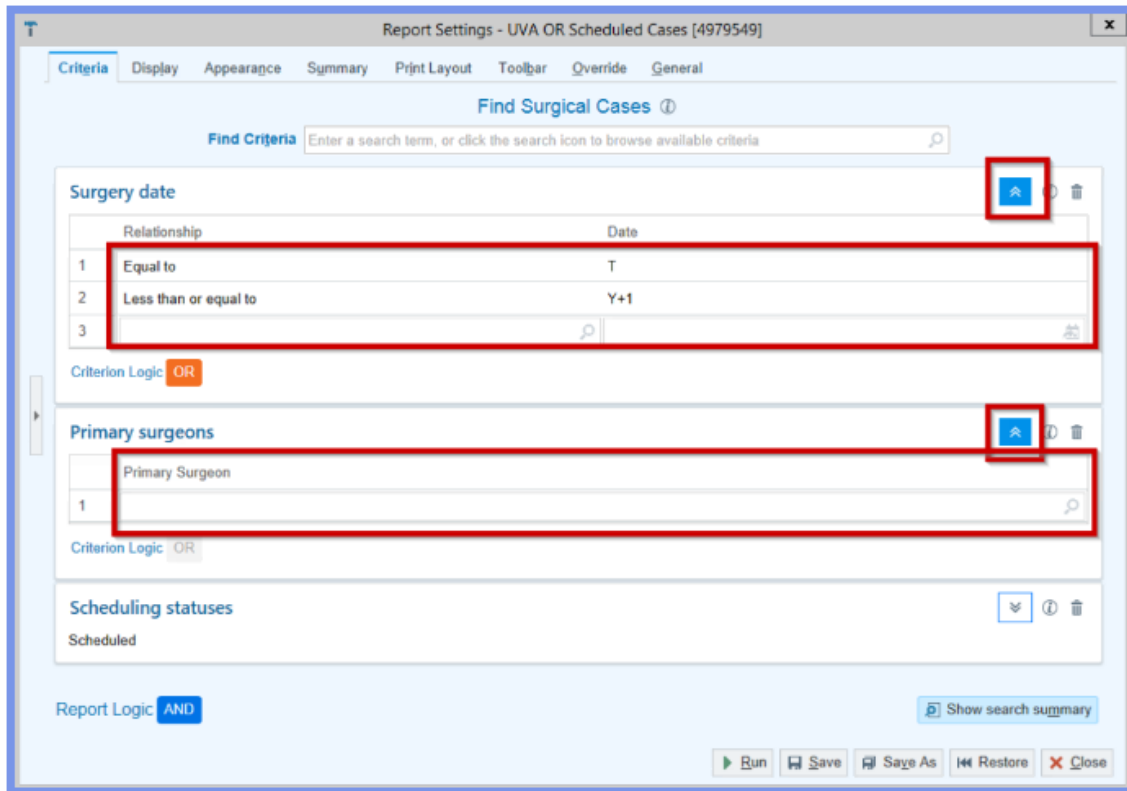
4. Once the criterion has been selected, select **Run**. (Use Save As if you want to save a private copy of the report).

5. Once the report has run, you can use the **Filter** button on the left side to filter any of the columns (i.e. Case Procedures).

6. Next, enter the **value** for the filter you have selected and click **Accept**.

7. To change the report settings and save/export the results, click the **three dots** on the upper right side of the report.
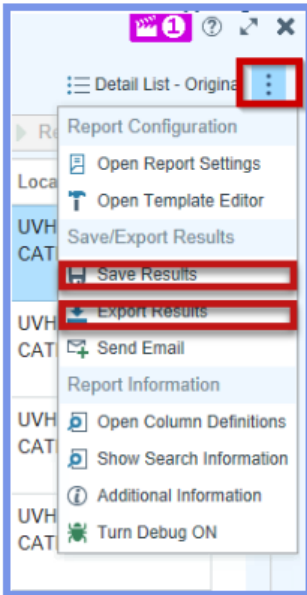
8. Completed UVA OR Scheduled Cases Report

UVA OR Scheduled Cases [12196600] as of Fri 6/3/2022 12:07 PM

Open Case   Open Chart

Filter

Date	Patient Name	Lead Surgeon	Service	Case Procedures	Patient Class	Location
03/07/2011		Invasive Cardiologist Cardiant, Md [E11851]	Cardiovascular	CARDIAC CATHETERIZATION [1180000026]	Inpatient	UVHE CARDIAC CATH AND EP LABS
03/07/2011		Michael Ragosta, Md [29192]	Cardiovascular	CARDIAC CATHETERIZATION [1180000026]	Inpatient	UVHE CARDIAC CATH AND EP LABS
03/07/2011		Michael Ragosta, Md [29192]	Cardiovascular	CARDIAC CATHETERIZATION [1180000026]	Inpatient	UVHE CARDIAC CATH AND EP LABS
03/07/2011		Michael Ragosta, Md [29192]	Cardiovascular	CARDIAC CATHETERIZATION [1180000026]	Inpatient	UVHE CARDIAC CATH AND EP LABS
03/07/2011		Invasive Cardiologist Cardiant, Md [E11851]	Cardiovascular	CARDIOVERSION / DEFIBRILLATION [1180000025]	Inpatient	UVHE CARDIAC TRANSITION
03/07/2011		Michael Ragosta, Md [29192]	Cardiovascular	CARDIAC CATHETERIZATION [1180000026]	Inpatient	UVHE CARDIAC CATH AND EP LABS
03/07/2011		Michael Ragosta, Md [29192]	Cardiovascular	CARDIAC CATHETERIZATION [1180000026]	Inpatient	UVHE CARDIAC CATH AND EP LABS
03/07/2011		Invasive Cardiologist Cardiant, Md [E11851]	Cardiovascular	CARDIAC CATHETERIZATION	Outpatient	UVHE CARDIAC CATH AND EP LABS