

This quick reference provides instructions for viewing patient demographic information in Alberta Netcare Portal (ANP).

TIP If you notice an error in a patient's demographic data, refer to the quick reference [How to Submit a Data Inquiry](#).

Options for Viewing Patient Demographics

NOTE Access to the following applications and functionalities is dependent on your ANP user role.

Person Directory (PD)



PD is considered the source of truth for patient demographic data and Alberta Health Care Insurance Plan (AHCIP) information. Users can view and update patient demographics directly in PD. To learn how to update patient demographics in PD, refer to the quick reference [How to Update Demographic Data](#).

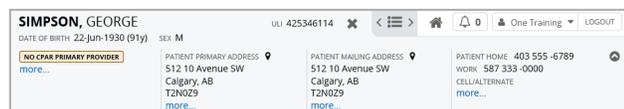
Search Results Information

To help you identify the correct patient, patient search results appear as follows:

PHN / ULI	Name	Birthdate	Age	Gender	Address	Town/City	Phone No
42534-6114	SIMPSON, George	22-Jun-1930	88 years	M	512 10 Avenue SW	Calgary	403 555-6789

If it is the correct patient, click anywhere on the line with the patient's name to open their record.

Context Banner



When you open a patient's record their demographic information is displayed at the top of the page. Click to expand.

My Patient Layout



My Patient Layout serves as the landing page when accessing a patient's record. By default, it provides a snapshot of the patient's demographic information, which includes first and last name, age, gender, address and phone number(s). The patient's AHCIP eligibility start date is also indicated. (To view eligibility history, you must have PD access.)

For an expanded view of patient demographics, click **More**. To return to the basic view, click **Back**.

More...

The expanded view includes:

- Medical Record Numbers (MRN) or additional Unique Lifetime Identifiers (ULI)/Personal Health Numbers (PHN)
- Temporary mailing address(es)
- Patient alias(es)
- Previous identifying health numbers
- Contact phone numbers

To print My Patient Layout, click **Print** in the basic or expanded view.

TIP To learn how to customize My Patient Layout, refer to the quick reference [How to Customize User Preferences](#).