

1. Forgot Password? Functionality

Forgot Password functionality is available in the new imMTrax. If you can't remember your password, simply select "Forgot Password?", enter your username and select submit. An email with a link to reset your password will be sent to the email listed in your user account. The link expires in five minutes! Contact the MT IZ Program, (406) 444-5580, if no email is received.

2. First and Last Name Fields Switched

In the new imMTrax, the first name field is listed first and the last name field is listed second on the patient search screen.

The order is opposite of how the first and last name fields are listed in the old imMTrax.

3. Patient Search: Add "Wild card"

Use the best practice patient search by entering the first three letters of the first and last name, followed by adding a "wild card" sign (%). Not including the wild card symbol will result in the system looking for absolute values based on what was inserted.

Patient Name: John Smith

Enter this: JOH%, SMI%

Do not enter this: JOH, SMI

4. SIIS Patient ID

The SIIS Patient ID is similar to the imMTrax ID in the old imMTrax. A user can search a patient using the SIIS Patient ID. The SIIS Patient ID is located at the top of the Patient Demographic portion of the record. The SIIS ID field is also available to search a patient using the SIIS ID. **All patients will be assigned a new patient ID in the new imMTrax.**

5. School Form

All users can access the HES 101 (school form) once you search and select a patient record, then click the Patient Specific Reports panel, located at the bottom of the demographic portion of the record. Click the School Form hyperlink.