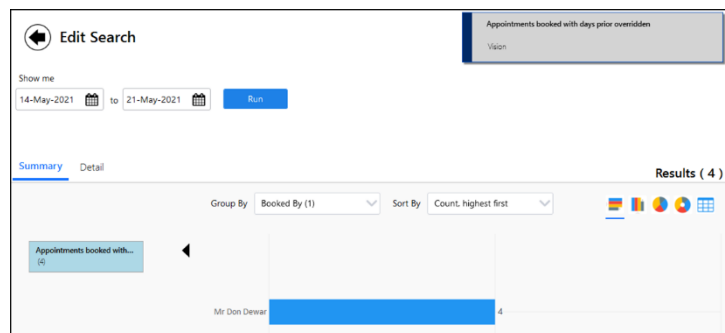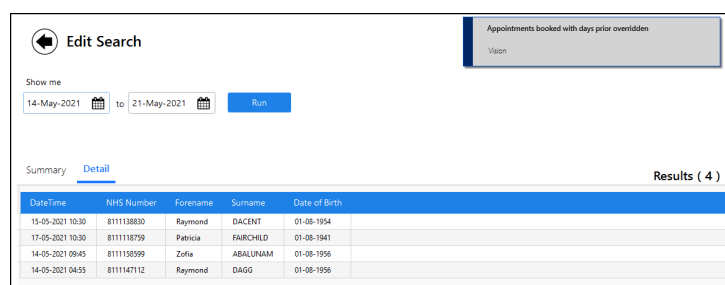# Appointments Reporting 1.7

**Appointments Reporting release 1.7** contains the following new features and improvements:

## New Report

- **Appointments booked with days prior overridden** - View the appointments booked during a specified time frame where the **Days Prior** restriction is overridden. This report contains the following:

  - **Summary** - Displays a summary of the appointments booked during the specified time frame where the **Days Prior** restriction is overridden. In this example it is grouped by who made the booking:

    

  - **Detail** - Displays the list of appointments made where the **Days Prior** restriction is overridden and which patients were booked into them:

# Updates to existing reports

- **Utilisation and DNA rates** - This report now contains the following:
  - **Summary** - Displays the utilisation and DNA data per day of week for the specified date range:

| Day of the Week | Available | Booked | Not Booked | DNA | Utilisation Rate | DNA Rate |
|---|---|---|---|---|---|---|
| Monday | 121 | 0 | 121 | 0 | 0.00% | 0.00% |
| Tuesday | 18 | 0 | 18 | 0 | 0.00% | 0.00% |
| Wednesday | 12 | 0 | 12 | 0 | 0.00% | 0.00% |
| Thursday | 12 | 3 | 9 | 3 | 25.00% | 100.00% |
| Friday | 3 | 1 | 2 | 1 | 33.33% | 100.00% |
| Total | 166 | 4 | 162 | 4 | 2.41% | 100.00% |

  - **Detail** - Displays a list of patients with appointments booked for the specified date range:

| DateTime | NHS Number | Forename | Surname | Date of Birth |
|---|---|---|---|---|
| 13-05-2021 08:20 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 13-05-2021 08:10 | 4111187498 | Raymond | DAGG | 02-11-1996 |
| 13-05-2021 08:00 | 4111261353 | Youcef | AGAR | 22-09-2010 |
| 13-05-2021 08:50 | 4111223583 | Patricia | FAIRCHILD | 12-04-1939 |
| 13-05-2021 08:40 | 4111266177 | Caroline | TALBOT | 22-09-2013 |
| 13-05-2021 08:30 | 4111188257 | Paul | EARL | 17-12-2003 |
| 07-05-2021 09:10 | 4111176119 | Vanessa | DAD | 25-03-2001 |

> **Note** - This report does not include **Special Bookings**.

- **Staff availability, utilisation and DNA** - This report displays the following:
  - **Summary** - Displays the utilisation and DNA data, per clinician for the specified date range:

| Clinician | HCP Type | Available | Booked | Not Booked | DNA | Utilisation Rate | DNA Rate |
|---|---|---|---|---|---|---|---|
| Bishop Brian Demo | gp | 109 | 0 | 109 | 0 | 0.00% | 0.00% |
| Dr Bob Ash | gp | 12 | 0 | 12 | 0 | 0.00% | 0.00% |
| Dr Rob Roy | gp | 21 | 1 | 20 | 1 | 4.76% | 100.00% |
| Dr Shirley Anderson | other_hcp | 24 | 6 | 18 | 5 | 25.00% | 83.33% |
| Total | | 166 | 7 | 159 | 6 | 4.22% | 85.71% |

  - **Detail** - Displays a list of patients seen over the specified date range:

| DateTime | NHS Number | Forename | Surname | Date of Birth |
|---|---|---|---|---|
| 13-05-2021 08:20 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 13-05-2021 08:10 | 4111187498 | Raymond | DAGG | 02-11-1996 |
| 13-05-2021 08:00 | 4111261353 | Youcef | AGAR | 22-09-2010 |
| 13-05-2021 08:50 | 4111223583 | Patricia | FAIRCHILD | 12-04-1939 |
| 13-05-2021 08:40 | 4111266177 | Caroline | TALBOT | 22-09-2013 |
| 13-05-2021 08:30 | 4111188257 | Paul | EARL | 17-12-2003 |
| 07-05-2021 09:10 | 4111176119 | Vanessa | DAD | 25-03-2001 |

- **Appointment Method** - This report contains the following:

  - **Summary** - Displays the utilisation and DNA data by appointment booking method. This is taken from the **Delivery Channel** setting on the **Slot Types** screen:

    | Appointment Method | Available | Booked | Not Booked | DNA | Utilisation Rate | DNA Rate |
    |---|---|---|---|---|---|---|
    | In-person | 235 | 2 | 233 | 2 | 0.85% | 100.00% |
    | Telephone | 733 | 0 | 733 | 0 | 0.00% | 0.00% |
    | Video | 2 | 0 | 2 | 0 | 0.00% | 0.00% |
    | Total | 970 | 2 | 968 | 2 | 0.21% | 100.00% |

    See [Adding a Slot Type](#) for more details (opens the **Appointments Setup** help centre).

  - **Detail** - Displays a list of patients seen over the specified date range:

    | DateTime | NHS Number | Forename | Surname | Date of Birth |
    |---|---|---|---|---|
    | 13-05-2021 08:20 | 4111157513 | Paul | EARLS | 30-04-1959 |
    | 13-05-2021 08:10 | 4111187498 | Raymond | DAGG | 02-11-1996 |
    | 13-05-2021 08:00 | 4111261353 | Youcef | AGAR | 22-09-2010 |
    | 13-05-2021 08:50 | 4111223583 | Patricia | FAIRCHILD | 12-04-1939 |
    | 13-05-2021 08:40 | 4111266177 | Caroline | TALBOT | 22-09-2013 |
    | 13-05-2021 08:30 | 4111188257 | Paul | EARL | 17-12-2003 |
    | 07-05-2021 09:10 | 4111176119 | Vanessa | DAD | 25-03-2001 |

- **Age, Sex of patients for appointments** - This report contains the following:

    - **Summary** - Displays the utilisation and DNA data by age and sex of the patient over the specified date range:

| Age Range | Sex | Booked | DNA | DNA Rate | % of Appts utilised by group |
|---|---|---|---|---|---|
| < 1 | | 0 | 0 | 0.00% | 0.00% |
| 1-5 | | 0 | 0 | 0.00% | 0.00% |
| 16-45 | Female | 2 | 2 | 100.00% | 16.67% |
| 16-45 | Male | 3 | 3 | 100.00% | 25.00% |
| 46-64 | Female | 1 | 1 | 100.00% | 8.33% |
| 46-64 | Male | 1 | 1 | 100.00% | 8.33% |
| 6-15 | Female | 2 | 2 | 100.00% | 16.67% |
| 6-15 | Male | 1 | 1 | 100.00% | 8.33% |
| 65-81 | Female | 1 | 1 | 100.00% | 8.33% |
| 81+ | Female | 1 | 0 | 0.00% | 8.33% |

    - **Details** - Displays a list of patients seen over the specified date range:

| DateTime | NHS Number | Forename | Surname | Date of Birth |
|---|---|---|---|---|
| 13-05-2021 08:20 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 13-05-2021 08:10 | 4111187498 | Raymond | DAGG | 02-11-1996 |
| 13-05-2021 08:00 | 4111261353 | Youcef | AGAR | 22-09-2010 |
| 13-05-2021 08:50 | 4111223583 | Patricia | FAIRCHILD | 12-04-1939 |
| 13-05-2021 08:40 | 4111266177 | Caroline | TALBOT | 22-09-2013 |
| 13-05-2021 08:30 | 4111188257 | Paul | EARL | 17-12-2003 |
| 07-05-2021 09:10 | 4111176119 | Vanessa | DAD | 25-03-2001 |
| 12-05-2021 16:30 | 4111261604 | John | LAKE | 26-05-1996 |
| 12-05-2021 16:20 | 4111193080 | Katica | JACK | 28-08-1973 |
| 12-05-2021 16:10 | 4111224164 | Eileen | RACZ | 25-04-2006 |
| 12-05-2021 16:00 | 4111251226 | Avis | WADDINGTON | 28-05-1990 |
| 12-05-2021 16:40 | 4111199542 | Jane | MACDONALD | 28-05-1955 |

- **More than one appointment in timeframe** - This report contains the following:

    - **Summary** - Displays the patient's ID and date of birth with the number of appointments they have in the specified time frame:

| Patient ID | Patient Dob | No of Appts |
|---|---|---|
| 11770 | 2006-11-06 | 5 |
| 12754 | 1973-08-28 | 2 |
| 4093 | 1981-12-05 | 9 |
| 1008 | 1957-04-11 | 5 |

    - **Details** - Displays the list of appointments for the patient's that have more than one appointment in the specified time frame:

| DateTime | NHS Number | Forename | Surname | Date of Birth |
|---|---|---|---|---|
| 17-05-2021 12:40 | 4111246923 | Francis | PAGET | 05-12-1981 |
| 17-05-2021 12:30 | 4111194230 | John | LAKHANPAL | 06-11-2006 |
| 18-05-2021 12:40 | 4111193080 | Katica | JACK | 28-08-1973 |
| 18-05-2021 12:30 | 4111194044 | Joseph | KANE | 11-04-1957 |
| 18-05-2021 12:20 | 4111246923 | Francis | PAGET | 05-12-1981 |
| 18-05-2021 12:10 | 4111194230 | John | LAKHANPAL | 06-11-2006 |
| 19-05-2021 12:20 | 4111246923 | Francis | PAGET | 05-12-1981 |
| 19-05-2021 12:10 | 4111246923 | Francis | PAGET | 05-12-1981 |
| 19-05-2021 12:40 | 4111194230 | John | LAKHANPAL | 06-11-2006 |
| 19-05-2021 12:30 | 4111194044 | Joseph | KANE | 11-04-1957 |
| 20-05-2021 12:40 | 4111194230 | John | LAKHANPAL | 06-11-2006 |
| 20-05-2021 12:30 | 4111194044 | Joseph | KANE | 11-04-1957 |
| 20-05-2021 12:20 | 4111246923 | Francis | PAGET | 05-12-1981 |
| 20-05-2021 12:10 | 4111246923 | Francis | PAGET | 05-12-1981 |
| 21-05-2021 12:20 | 4111246923 | Francis | PAGET | 05-12-1981 |
| 21-05-2021 12:10 | 4111194044 | Joseph | KANE | 11-04-1957 |

- **More than one DNA or cancellation** - This report contains the following:
  - **Summary** - Displays the patient's ID and date of birth with the number of DNAs and cancellations in the specified time frame:

| Patient ID | Patient Dob | DNAs | Cancellations |
|---|---|---|---|
| 11013 | 2003-12-17 | 1 | 0 |
| 11681 | 1996-05-26 | 1 | 0 |
| 11790 | 2006-09-02 | 1 | 0 |
| 12463 | 1996-11-02 | 1 | 0 |
| 12754 | 1973-08-28 | 1 | 0 |
| 12841 | 2010-09-22 | 1 | 0 |
| 14059 | 2013-09-22 | 1 | 0 |
| 14370 | 2014-06-05 | 1 | 0 |
| 2632 | 1936-01-09 | 1 | 0 |
| 6522 | 1959-04-30 | 6 | 2 |
| 6980 | 1975-05-25 | 1 | 0 |
| 953 | 1990-05-28 | 0 | 1 |
| 3354 | 1955-05-28 | 1 | 0 |

  - **Details** - Displays the list of appointments for the patient's that have more than one DNA or cancellation in the specified time frame:

| DateTime | NHS Number | Forename | Surname | Date of Birth |
|---|---|---|---|---|
| 13-05-2021 08:20 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 13-05-2021 08:10 | 4111187498 | Raymond | DAGG | 02-11-1996 |
| 13-05-2021 08:00 | 4111261353 | Youcef | AGAR | 22-09-2010 |
| 13-05-2021 09:00 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 13-05-2021 08:40 | 4111266177 | Caroline | TALBOT | 22-09-2013 |
| 13-05-2021 08:30 | 4111188257 | Paul | EARL | 17-12-2003 |
| 13-05-2021 09:40 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 13-05-2021 09:20 | 4111252915 | Edward | RAMSDEN | 02-09-2006 |
| 13-05-2021 09:10 | 4111195199 | Zena | ABDALLA | 09-01-1936 |
| 13-05-2021 09:50 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 14-05-2021 08:40 | 4111229697 | Jonathan | KEANE | 25-05-1975 |
| 14-05-2021 09:20 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 14-05-2021 09:10 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 14-05-2021 09:00 | 4111250033 | Vera | BANCROFT | 05-06-2014 |
| 14-05-2021 09:40 | 4111157513 | Paul | EARLS | 30-04-1959 |
| 14-05-2021 09:30 | 4111157513 | Paul | EARLS | 30-04-1959 |

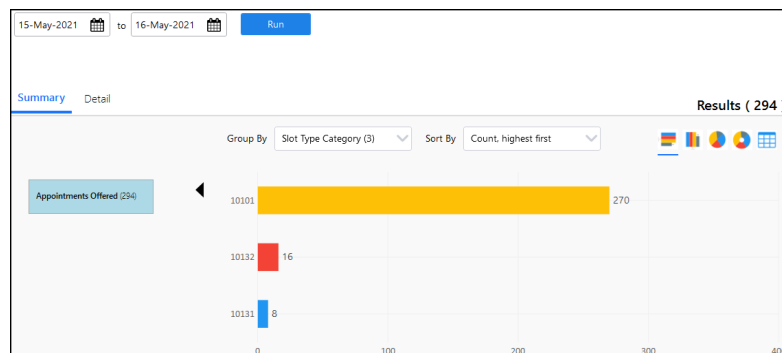- **3rd, 4th and 5th available appointment by staff member** - This report contains the following:
  - **Summary** - Displays how many days in advance of the report date are the book owners 3rd, 4th and 5th available appointment. In this example Bob Ash has his 3rd, 4th and 5th available appointments on the 8th day from the report date:

| Staff Member | third | fourth | fifth |
|---|---|---|---|
| Alison Rowan | | | |
| Andrew Demo | | | |
| Beth Burns | | | |
| Bob Ash | 8 | 8 | 8 |
| Bob Bryson | | | |
| Bob Demo | | | |
| Bobb Adams | | | |
| Calvin Demo | | | |
| Charlie Chan | | | |
| Chris Cheshire | | | |

# Appointments Offered Report

You can now group by:

- **Slot Type Category**:



- **GP Connect**: