

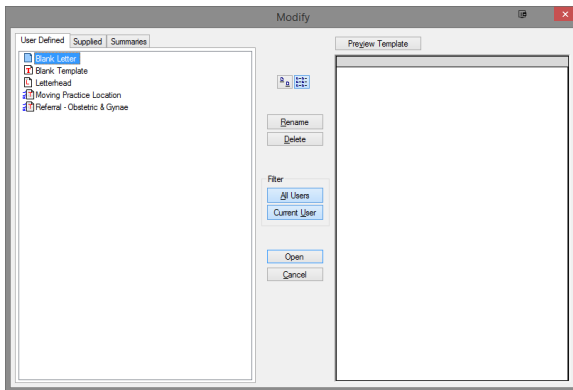
# Attaching Previous Results in Medical Director

When creating a template, include the merge field '**Investigation Results (selected)**' Which can be found under the '**Summary**' heading as shown below. Alternatively, '**Investigation Results (All)**' will include all previous results without asking the user to select which ones to include.

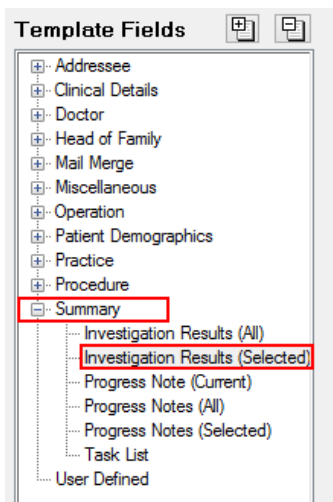
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## Template Setup

1. To set up your template, open **Letter Writer** in Medical Director.
2. Select **File**, and **Modify Template**.



3. Select the template you wish to modify and click **Open**.
4. On the right hand side, There will be a panel titled '**Template Fields**.' From this panel select the **Summary** option, and double click '**Investigation Results**' to add it to the template.

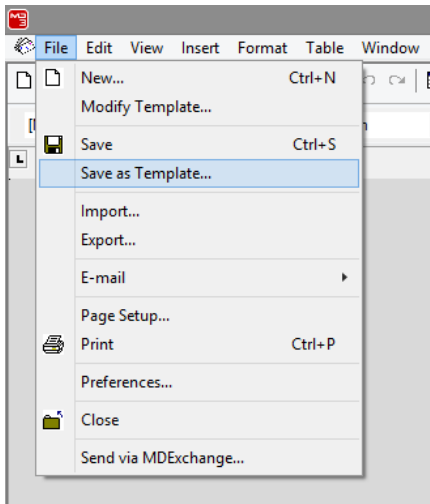


5. Once the section is added, it will look similar to the below image.

**Previous History/Results**

<<Summary:Investigation Results (Selected)>>

6. Save the template by clicking **File**, **Save as Template**.

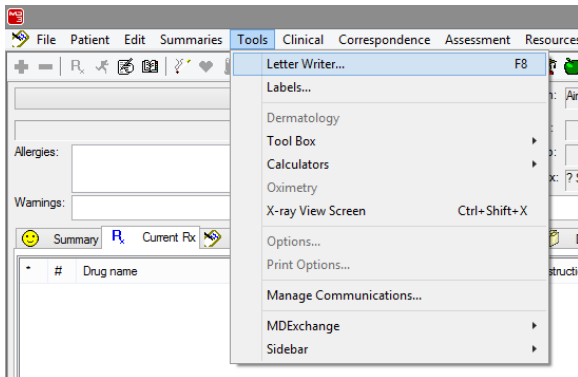


7. Give The template a name and select OK.

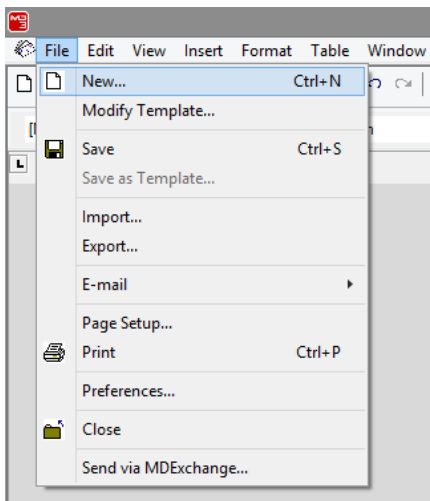
## Importing Data into the Referral

When the template is used to create a referral, the user will be prompted to select which previous results they wish to include.

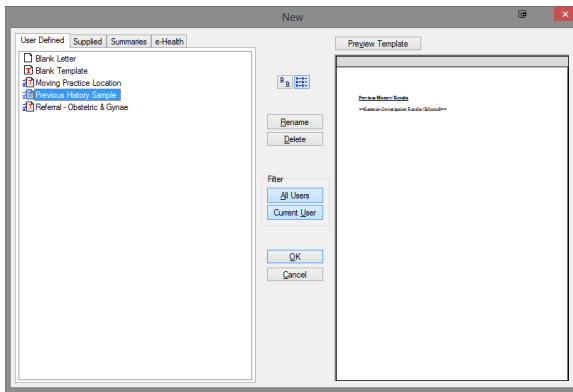
1. From the patients file, Select **Tools**, and **Letter Writer**.



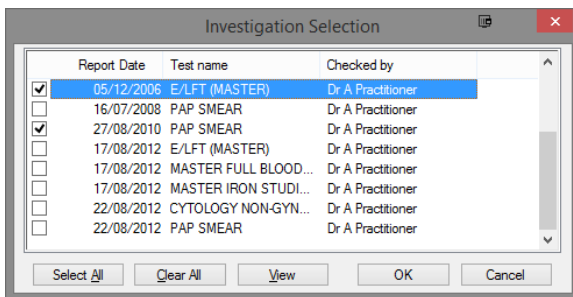
2. Within Letter Writer, select **File**, and **New**.



3. Select the template you have just created and click **Open**.



4. The **Investigation selection** window will appear. Select the results you wish to include, and select **OK**.



5. The selected results will automatically be added to the document as shown below.

