# NextGen® Report Request

<table>
<thead>
<tr>
<th>Practice Name/ Number</th>
<th>Date Submitted</th>
<th>Period/ Data Range of Information Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Priority (High, Med, Low)</th>
<th>Date Needed (allow 2 weeks)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Requestor’s Name:**

Fax completed form to (513) 636-0504, Attention: Community Practice Services Support

Use the area below to graphically show how you what the data displayed

---

**Filter / sort data by what columns:**

1. __________
2. __________
3. __________
4. __________

**Total/Subtotal Information (data columns tallied):**

[Blank space for graphical representation]

**Description of Report (What data fields do you need displayed for your report):**

[Blank space for description]

**Reason for Request (this is helpful to know since other practices may need or already requested the same report):**

[Blank space for reason]

---

**Office Use Only**

<table>
<thead>
<tr>
<th>Approved:</th>
<th>Yes</th>
<th>No (explain)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Received</td>
<td>Date Logged</td>
<td>Ticket Number</td>
</tr>
<tr>
<td>------------</td>
<td>-------------</td>
<td>---------------</td>
</tr>
</tbody>
</table>

**Report Type:**

- [ ] NextGen Memorized
- [ ] Crystal Report
- [ ] SQL Report

**Completed By**

Source Code Location/Name:

G:/SQL/

**Comments:**

[Blank space for comments]

---

*Patient data is not shared unless express written authorization is obtained by Community Practice Services.*

---

Rev. 4/18/2012 JTL