

# MWI Pet Reporting

24/04/2025 4:13 pm BST

## Summary

There are a couple of Reports that can be generated from MWI Pet and in Merlin. There are also a few visuals in Merlin to show that new clients and pets have been registered via MWI Pet.

## Details

This page will detail how to run MWI Pet reports in the MWI Pet Portal and in Merlin and also the visuals seen in Merlin.

To see an overview of your practice's MWI Pet activity, please see [MWI Pet > Admin Set Up > Admin Home page](#) for more information.

In Merlin, it is possible to generate a report to view how many clients and pets have registered with MWI Pet. To do this, navigate to [Utilities > Reports > Report Wizard](#), enter the criteria and select 'List'.

Report [ User - jupiter : Site - Esher : Profile - Esher ]

Clear Load Save List Max Records:

Standard Reports Report Wizard

Display

☒ CLIENT ☒ PATIENT

Client

Surname To

First Name To

Address To

Address 2 To

Town To

County To

Postcode To

Client Category

Client Site Esher

Registered To

Last Checked To

Consent Expiry To

Purge Date To

De-Activated Clients ☒ all ☐ yes ☐ no

Purged Clients ☒ all ☐ yes ☐ no

Has Online Access ☐ all ☒ yes ☐ no

Clear

It is also possible in Merlin to run a Standard Report which will display any cancelled appointments via MWI Pet.

For more information on running a Standard Report, please see [Reporting > Standard Reports](#).

When a new or existing practice client has registered via MWI Pet, a log of this will display in their Communication tab:

	Date Sent	Time S...	Communication
	11/10/2024	16:48	Morris has been registered online
	11/10/2024	16:39	Existing client has signed up for online access
	17/09/2024	14:22	Fox has been registered online

Globe icons will appear in several areas of Merlin, including:

- Shown in summary bar if client has online access
- Shown in the appointment columns if booked via the portal
- Shown in the repeat prescription column if requested via the portal
- Shown next to the patient registration date to indicate they were registered via the portal