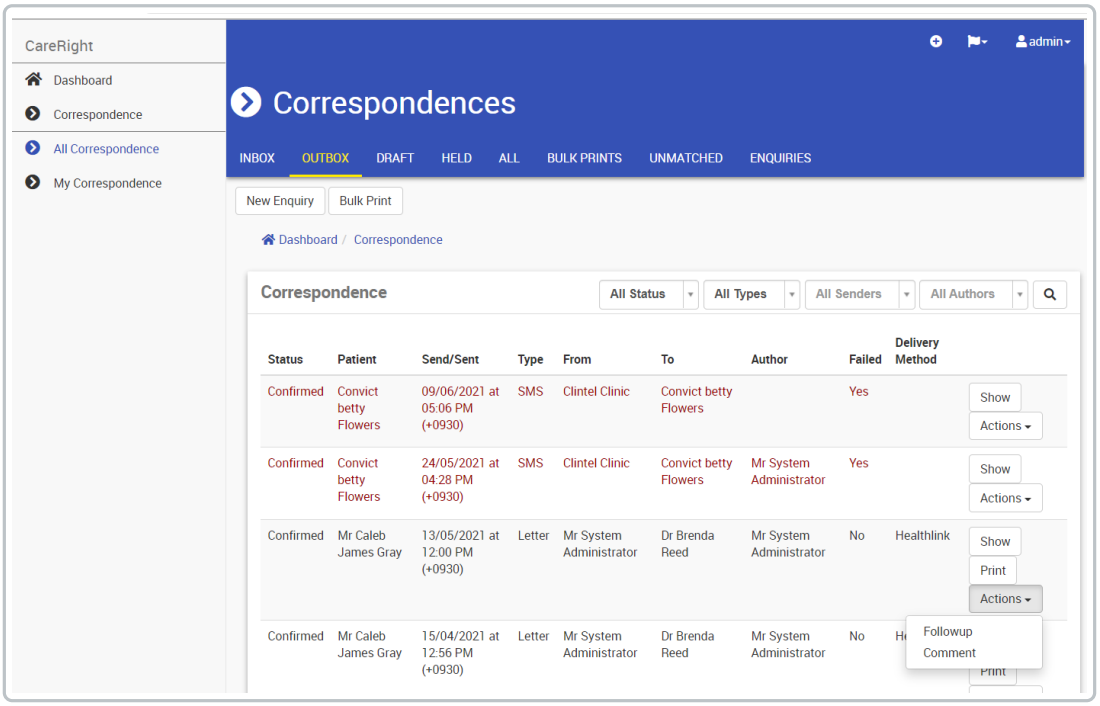
Correspondence Tab - Outbox

Last Modified on 02/09/2024 1:55 pm ACST

Outbox - Global/Location/Provider Interface

The Outbox will list all the outgoing correspondence (SMS, Letter, Email) for all locations/Selected location (Location interface), including **delivery failures**.

The actions available are **Show**, **Delete/Recall** (Only for failed correspondences), **Print**, **Followup** or **Comment**.

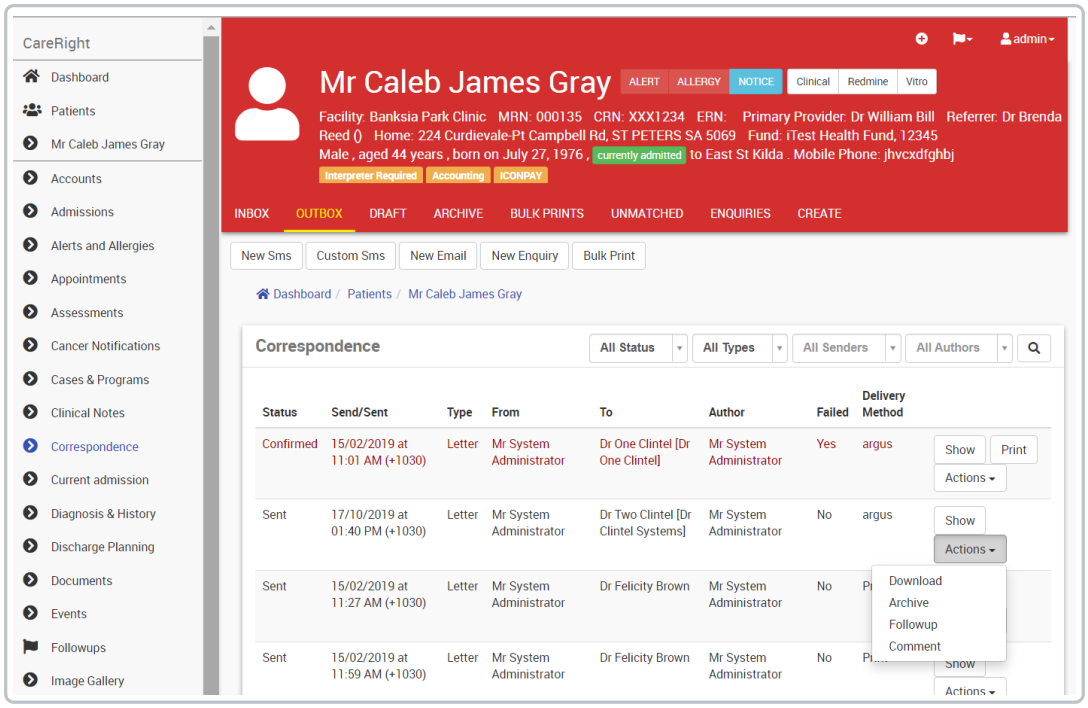


Outbox - Patient Interface

The Outbox will list all the outgoing correspondences(SMS, Letter, Email) for the specific patient chosen, including the failed ones.

CareRight can be configured to send reminders by SMS or Email via Appointment Triggers, that will also appear in the outbox.

Actions available include **Show**, **Download/reprint**, **Archive**, **Follow up** or **Comment.**


CareRight
Dashboard
Patients
Mr Caleb James Gray
Accounts
Admissions
Alerts and Allergies
Appointments
Assessments
Cancer Notifications
Cases & Programs
Clinical Notes
Correspondence
Current admission
Diagnosis & History
Discharge Planning
Documents
Events
Followups
Image Gallery
admin
Mr Caleb James Gray
ALERT
ALLERGY
NOTICE
Clinical
Redmine
Vitro
Facility: Banksia Park Clinic MRN: 000135 CRN: XXX1234 ERN: Primary Provider: Dr William Bill Referrer: Dr Brenda Reed () Home: 224 Curdievale-Pt Campbell Rd, ST PETERS SA 5069 Fund: iTest Health Fund, 12345
Male , aged 44 years , born on July 27, 1976 , currently admitted to East St Kilda . Mobile Phone: jhvcxdfghbj
Interpreter Required
Accounting
ICONPAY
INBOX
OUTBOX
DRAFT
ARCHIVE
BULK PRINTS
UNMATCHED
ENQUIRIES
CREATE
New Sms
Custom Sms
New Email
New Enquiry
Bulk Print
Dashboard / Patients / Mr Caleb James Gray
Correspondence
All Status
All Types
All Senders
All Authors
Status
Send/Sent
Type
From
To
Author
Failed
Delivery Method
Confirmed
15/02/2019 at 11:01 AM (+1030)
Letter
Mr System Administrator
Dr One Clintel [Dr One Clintel]
Mr System Administrator
Yes
argus
Show
Print
Actions
Sent
17/10/2019 at 01:40 PM (+1030)
Letter
Mr System Administrator
Dr Two Clintel [Dr Clintel Systems]
Mr System Administrator
No
argus
Show
Actions
Download
Archive
Followup
Comment
Sent
15/02/2019 at 11:27 AM (+1030)
Letter
Mr System Administrator
Dr Felicity Brown
Mr System Administrator
No
Sent
15/02/2019 at 11:59 AM (+1030)
Letter
Mr System Administrator
Dr Felicity Brown
Mr System Administrator
No