

Deleting an Image

Last Modified on 10/05/2019 10:38 am ACST

Notes regarding the deletion of images:

- CareRight allows for images to be "Deleted" if they are added in error.
- The image will still appear under the patient's Image Gallery to ensure an audit trail is kept.
- Deleted images can be viewed in the Image Gallery → Deleted tab.
- Images can be restored if they are deleted by mistake.

To Delete an Image

1. [Search](#) for a patient.
2. Click **Show**.
3. In the Main Menu, click **Image Gallery**.
4. Click on the thumbnail of an image.
5. From the Image Comparison screen, click the **Delete** button (on the right hand side).
 - a. When the Image Comparison screen is next loaded, the deleted image will not appear - only current images will display.
6. Click **Exit**.

To Restore an Image

1. Search for a patient.
 2. Click Show.
 3. In the Main Menu, click Image Gallery.
 4. Click the **Deleted Tab**
 5. Click on the thumbnail of an image.
 6. From the Image Comparison screen, click **Undelete**.
 7. Click **Exit**.
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