

Delete a Procedure

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Once a procedure has been added, it can be deleted.

1. [Search](#) for a Patient.
2. Click **Show**.
3. In the Main Menu, click **Admissions**.
4. From the list of admissions, select the **ARN** (hyperlink) of the admission
5. Scroll down to Procedures
6. Select the **Edit** button next to the procedure you will to edit
7. The Edit Procedure screen will display for the selected Procedure. Note: Existing Procedures will also display for reference.
8. For selected Procedure, select the **Delete** button
9. A message asking 'Are you sure? ' will display
10. Select **OK** to confirm
 - a. A green message will display: Procedure was successfully removed.
11. Any lower priority procedure entries will be promoted in priority to fill the gap caused by the deletion.

Note: If you are deleting the Procedure with Priority of 1 you will get the following message: "Cannot delete Principal Procedure when additional procedures exist"

You must first reallocate the Priority 1 procedure before a deletion can occur.
