Changing Dates in CareRight

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To change a date in CareRight, there are two options.

Date of Birth [   ] 📅

Using the Calendar Icon

1. Select the Calendar icon and the Calendar box will open.

2. To change the year, click on the Month/Year header.

3. The Year view will display. Re-click on the year header to view a 10-year date range — use the arrows to scroll through range options and, when found, select the appropriate year.

4. Select a month.

5. Select a date.
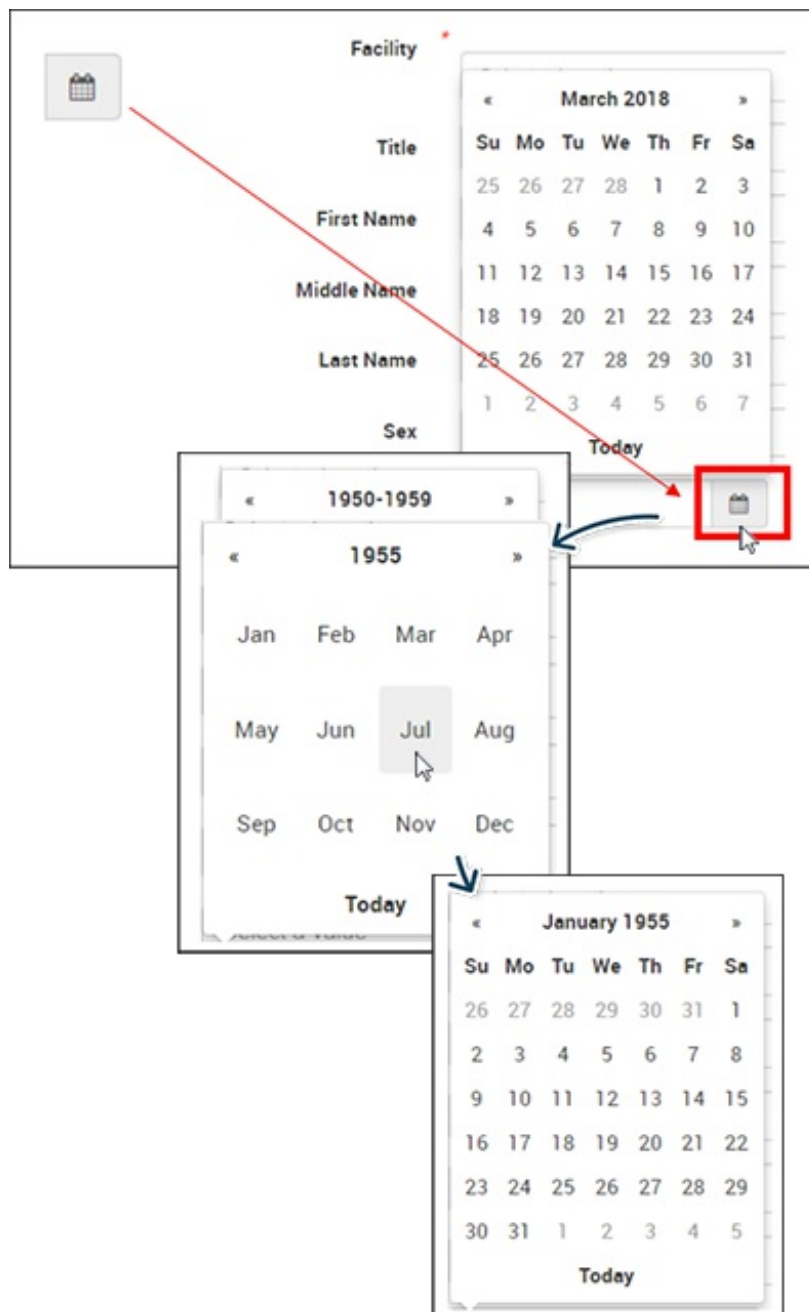
Entering the Date Directly

In the Date of Birth field, enter the birthdate in dd/mm/yyyy format.