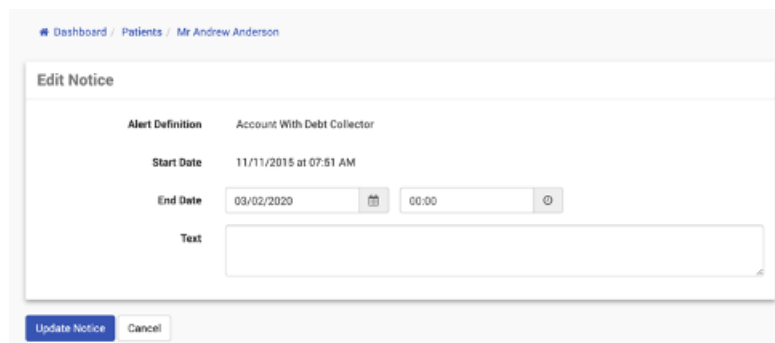


Patient Notices - Using Notices

Last Modified on 19/08/2020 12:41 pm ACST

Using Notices

1. From the dashboard Click Patients
2. Search or scroll My patients list to find the patient
3. Click on patients name or Show
4. Click Notice on Patient banner or scroll down menu and click Notice
5. Click Show to see notice details
6. Click Edit to edit notice details
7. To save changes click Update Notice



The screenshot shows a web application interface for editing a patient notice. At the top, a breadcrumb trail reads 'Dashboard / Patients / Mr Andrew Anderson'. Below this is a modal window titled 'Edit Notice'. Inside the modal, the 'Alert Definition' is 'Account With Debt Collector'. The 'Start Date' is '11/11/2015 at 07:51 AM'. The 'End Date' is '09/02/2020' with a calendar icon, and the time is '00:00' with a clock icon. There is a large text area for 'Text' which is currently empty. At the bottom of the modal are two buttons: 'Update Notice' (in blue) and 'Cancel' (in white).

Adding New Notices

1. From the dashboard Click Patients
2. Search or scroll My patients list to find the patient
3. Click on patients name or Show
4. Click Notice on Patient banner or scroll down menu and click Notice
5. To add new notice Click New Notice
6. Complete the fields and click Create Notice

New Notice

Alert Definition

Accounting Notes

Start Date

12/08/2020

14:35

End Date

Text

Create Notice

Cancel