

Update a SMS Template

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If you wish to update a SMS message that is being sent to patients:

1. Click **Administration**.
 2. Select **Correspondence** from the menu.
 3. Click **Message Types**.
 4. For the Message Type you just created, click **Templates**.
 5. Click **Edit**.
 6. Make any changes.
 7. Click **Update Correspondence Template**.
 8. Click **Approve** - this will make it live - Without approving the new version of the message will not be used.
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