

## Send Custom SMS to patient

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### Sending a Custom SMS Message

To send a Custom SMS message (where you type the content/message instead of selecting the templates) follow these steps:

1. From the patient record, select **Correspondence**.
2. Click **New Custom SMS**.
3. Fill in the fields using the table below as a reference.
4. Click **Send** or **Save as Draft**.

Field Name	Description
Location	The Location the SMS is coming from.
Message	Type your SMS message.
Send At	<p>Set the date and time (local time) at which you would like the SMS message sent. By default 'Send At' is set to now but it can be any future date/time.</p> <p>If you don't know when you want to send the message, leave the Send At fields blank. The SMS message is then not scheduled to send and it will appear in DRAFT after the next step. You can then return to this message at a later stage via DRAFT and set a Send At the time.</p>