

Permanent Comments

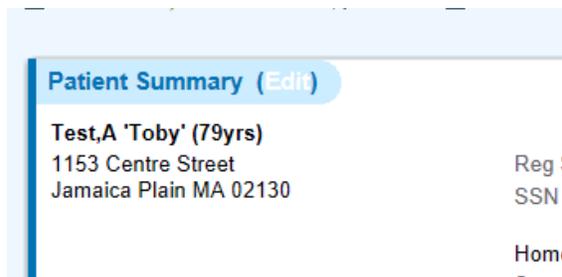
Date: 2/21/2018

Permanent comments can be used by sites to note information about DCF custody or pending patient dismissals from a practice. Please note, permanent comments can be viewed by users across the enterprise.

Try it out!

From the Appointment Desk

1. Access the patient's appointment desk.
2. From the appointment desk, click "Edit" in the Patient Summary window.



Patient Summary (Edit)

Test,A 'Toby' (79yrs)
 1153 Centre Street
 Jamaica Plain MA 02130

Reg S
 SSN

Home

3. In the demographics section, click on the pencil next to the Perm Comments box.

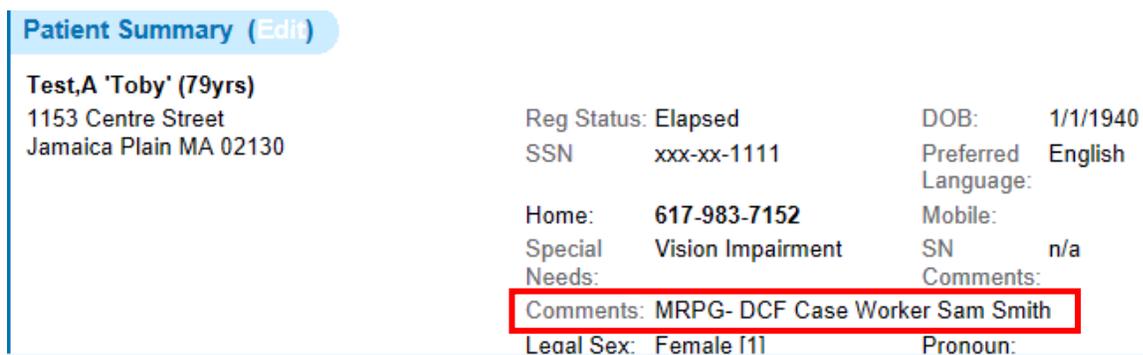


Perm comm: 

4. In the pop up, enter the comments and click **Accept**.
5. Click **Accept** to return to the patient's appointment desk.

Viewing the Comments

Permanent comments can be viewed on the Patient Summary window on the appointment desk:



Patient Summary (Edit)

Test,A 'Toby' (79yrs)
 1153 Centre Street
 Jamaica Plain MA 02130

Reg Status: Elapsed
 SSN xxx-xx-1111
 Home: 617-983-7152
 Special Needs: Vision Impairment

DOB: 1/1/1940
 Preferred Language: English
 Mobile:
 SN n/a
 Comments: **MRPG- DCF Case Worker Sam Smith**

Legal Sex: Female (f1) Pronoun: