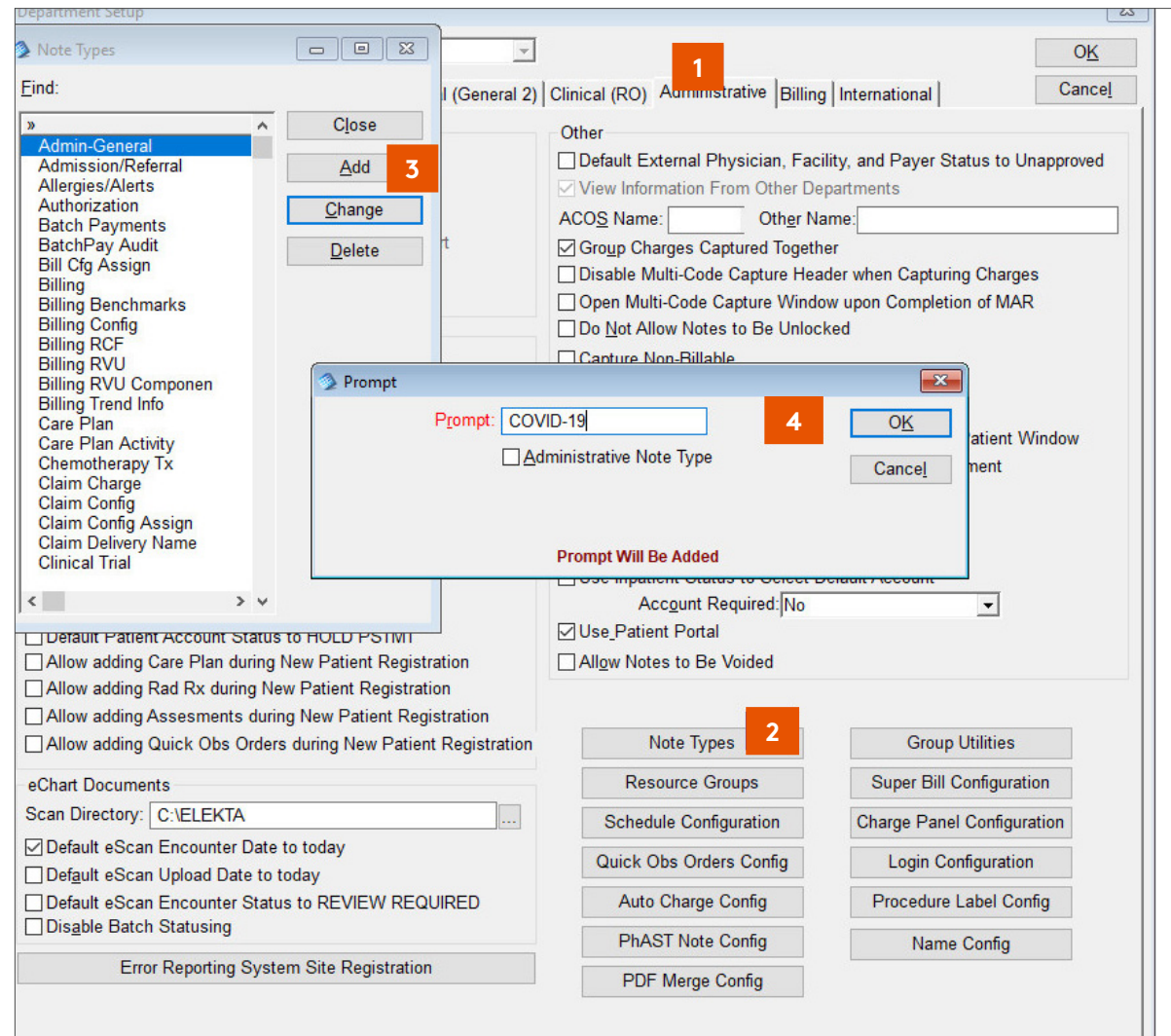


Add Note Type

Add a dedicated Note type

Click **File > System Utilities > Department Setup**

- 1) Click the **Administrative** tab
- 2) Click **Note Types**
- 3) **Add**
- 4) Name Note type in **Prompt** box



The screenshot shows the 'Department Setup' application with the 'Administrative' tab selected (1). The 'Note Types' button is highlighted (2). The 'Add' button is pressed (3). A 'Prompt' dialog box is shown with 'COVID-19' entered in the text field (4). A confirmation message 'Prompt Will Be Added' is visible at the bottom of the dialog.