

Add Schedule Status

Add a custom status to the Schedule to inform staff, track appointments

1) Configure

- Click **File > System Utilities > Schedule Status Configuration**
- Click **Add** from the Browse Schedule Statuses box
- Select **"Prompt user on Re-schedule and Delete"** to provide a warning to users making these changes

2) Assign to Patient

- Select appointment or appointment series
- Tag any/all appointments
- Select **Status**

#	Date	Day	Time	Related To	Activity	Duration	Status	Staff	Location
1	4/08/2020	WED	8:00 AM	0	Dly Tx I 11-19MV/A 77409	0:15	S, CV		VersaHD
2	4/09/2020	THU	8:00 AM	1	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
3	4/10/2020	FRI	8:00 AM	2	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
4	4/13/2020	MON	8:00 AM	3	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
5	4/14/2020	TUE	8:00 AM	4	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
6	4/15/2020	WED	8:00 AM	5	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
7	4/16/2020	THU	8:00 AM	6	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
8	4/17/2020	FRI	8:00 AM	7	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
9	4/20/2020	MON	8:00 AM	8	Dly Tx I 11-19MV/A 77409	0:15	CV		VersaHD
10	4/21/2020	TUE	8:00 AM	9	Dly Tx I 11-19MV/A 77409	0:15	F, CV		VersaHD

Time	Patient	MRN	Date of Birth	Activity	Schedule Status	Attending MD	Queue
7:30							
7:45							
8AM	AndersonTRN,	90001	1/28/52	Dly Tx I 11-19MV/MeV (S)	CV	Crumble, Beverly	
8:15							
8:30							