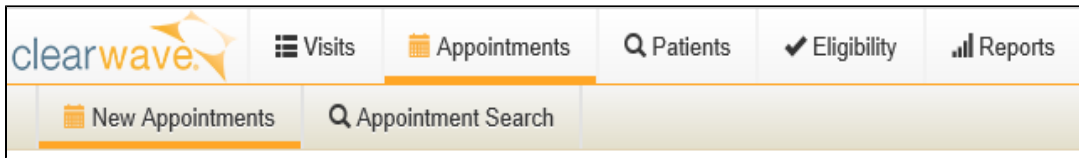
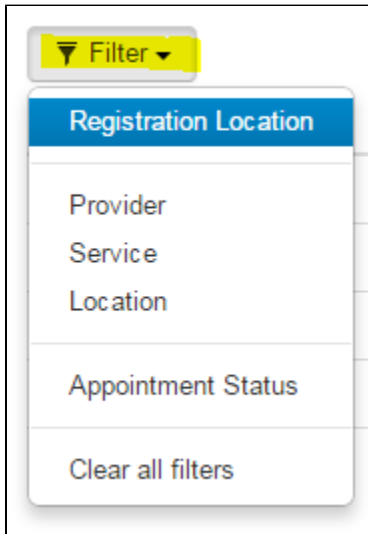


Working With Appointments

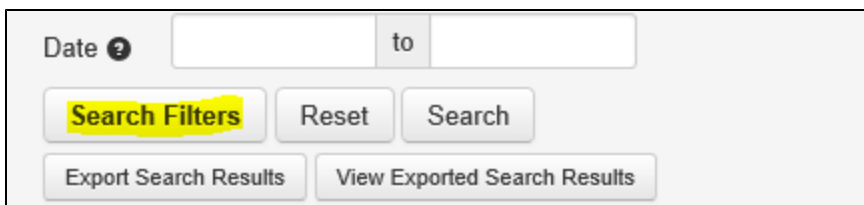
The Appointments module is comprised of 2 components: "New Appointments" and "Appointment Search." The "Patient Search/Check In" tab redirects the user to the search engine under the Visits module.



With the filter the appointments view, the "filter" drop down menu shows the same filters as in the "visits" tab.



Selecting the "appointment search" tab takes you to a similar page as on the visits tab. This searches through all appointments with the selected criteria. The search filters work the same as on the visits tab with the same filters.



Search Filters

Filter

- Registration Location
- Provider
- Service
- Location
- Payer

Flags Include Cleared Flags

- Eligibility: Data Conflict
- Eligibility: Other Payer on File
- Eligibility: Managed Care
- Demographics Changed at Mobile Pre-Check
- Insurance Changed at Mobile Pre-Check

Appointment Status

- Checked In
- Scheduled
- Confirmed
- Mobile
- Late / No Show

Search Filters

- Mobile
- Late / No Show
- Cancelled

Eligibility Status

- Active
- Inactive
- Rejected
- Error
- Pending
- Self-Pay
- Unlisted

Appointment Date

- None
- In The Next Days
- More Than Days From Now
- Date to ?
- In Range to ?
- Search by Received Date and Time (Default Search by Scheduled Date and Time)

APPT. ID	PATIENT ID	PATIENT	RECEIVED	SCHEDULED	STATUS	VISIT	TASKS	PRI	SEC	TER	LAST ELIGIBILITY	OUTSTANDING BALANCE	TODAY'S BALANCE
a0b3111a...	6298a570...	SMITH, JULIE	07/21/2017 12:35 PM	07/21/2017 01:34 PM	Checked In	07/21/2017 12:23 PM	1	!	!		07/21/2017 12:35 PM	\$0.00	\$0.00
9dc06057...	349db891...	CLARK, LINDSEY	07/21/2017 12:34 PM	07/21/2017 01:34 PM	Checked In	07/21/2017 12:12 PM	1	!	↻	!	07/21/2017 12:34 PM	\$0.00	\$0.00
80bdf1c8...	349db891...	CLARK, LINDSEY	07/21/2017 03:11 PM	07/21/2017 04:30 PM	Checked In	07/21/2017 03:16 PM	1	!	↻	!	07/21/2017 03:11 PM	\$0.00	\$0.00
486eead5...	6298a570...	SMITH, JULIE	07/21/2017 03:12 PM	07/21/2017 04:35 PM	Scheduled	Check In	1	!	!		07/21/2017 03:12 PM	\$0.00	\$0.00
79a17b54...	9283277b...	THAMES, LAURA	07/21/2017 03:35 PM	07/21/2017 04:40 PM	Checked In	07/21/2017 03:36 PM	1	✓			07/21/2017 03:35 PM	\$0.00	\$0.00

The patient quick view is same as the quick view on the "Visits" tab, only the colors are a little different.

CLARK, LINDSEY 222a1bfb-9831-4b3a-9462-e935341568b4

[Visit History](#) | [Appointment History](#)

APPOINTMENT: 01/07/2016 11:59 AM - Lindsey Clark's Dermatology 0c62e713-abd3-4362-9ba8-b1546158578a

222a1bfb-9831-4b3a-9462-e...

Alternate Patient ID Appt. Service

TEST -

Scheduled Date/Time Outstanding Balance

01/07/2016 11:59 AM \$0.00

Status Today's Balance

Checked In \$0.00

Checked In Estimated Copay Due

☰ 01/07/2016 08:20 AM \$25.00 (Primary Care Physi...

Appointment ID

0c62e713-abd3-4362-9ba8-b...

Registration Location

Lindsey Clark's Dermatology

Received Date/Time

01/06/2016 10:59 AM

Member ID

██████████

Group Number

██████████

Rel. To Subscriber

Subscriber/Self

Member

CLARK, LINDSEY

██████████

Female

Eligibility

Status

Active Coverage

Transaction Date

01/06/2016 10:59 AM

Remaining Deductible

\$500.00

Estimated Copay

\$25.00 (Primary Care Physician)

Eligibility & Benefits

Demographics

Demographics Changed at...

Name	Custom Fields
CLARK, LINDSEY	Test
DOB	Patient Accepts Consent
██████████	01/07/2016 Print
Gender	guarantor
Female	Spouse
SSN	██████████
██████████	Printable Custom Forms
Primary Phone	Lindsey Test
Secondary Phone	Print

From this page, you can access the "visit history" and the "appointment history."

CLARK, LINDSEY 222a1bfb-9831-4b3a-9462-e935341568b4

[Visit History](#) | [Appointment History](#)

📅 **APPOINTMENT: 01/07/2016 11:59 AM - Lindsey Clark's Dermatology** 0c62e713-abd3-4362-9ba8-b1546158578a

222a1bfb-9831-4b3a-9462-e... -

Alternate Patient ID **Appt. Service**
TEST -

Scheduled Date/Time **Outstanding Balance**
01/07/2016 11:59 AM \$0.00

Status **Today's Balance**
Checked In \$0.00

Checked In **Estimated Copay Due**
📅 01/07/2016 08:20 AM \$25.00 (Primary Care Physi...

Appointment ID
0c62e713-abd3-4362-9ba8-b...

Registration Location
Lindsey Clark's Dermatology

Received Date/Time
01/06/2016 10:59 AM

▼ Demographics

📅 **Demographics Changed at...** **Custom Fields**

Name
CLARK, LINDSEY

DOB
[REDACTED]

Gender
Female

SSN
[REDACTED]

Primary Phone

Secondary Phone

Test
Patient Accepts Consent
01/07/2016 [Print](#)

guarantor
Spouse
[REDACTED]

Printable Custom Forms
Lindsey Test
[Print](#)

Member ID
[REDACTED]

Group Number

Rel. To Subscriber
Subscriber/Self

Member
CLARK, LINDSEY
[REDACTED]
Female

Eligibility
Status
Active Coverage

Transaction Date
01/06/2016 10:59 AM

Remaining Deductible
\$500.00

Estimated Copay
\$25.00 (Primary Care Physician)

[Eligibility & Benefits](#)