OneWelbeck

Reviewing appointment outcomes





 Click on the "Outpatient Bookings" pane on the Home screen or Search for the "Outpatients" App from the Home screen



- 3. Adjust filters to identify the appointments of interest (e.g. by date), or search using the search bar.
- 4. The colours next to each patient indicate their status ("Cancelled", "Billed", etc.)
- 5. You can turn on/off the reading pain depending upon preference.



- Open the forms which have been attached to the booking by right clicking on the relevant appointment and selecting "View Form Results"
- 7. Or click on the "forms" icon in the reading pane.

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- 8. Find the form "Outcome Form" select it and go through it by using the reading pane on the right of your screen.
- 9. This is the form completed by the doctor during the consultation. The form will show all next tests and follow-up ordered by the doctor. "External" items need to be addressed by the Practice Management team