

# New Referral

A new referral is a formal process by which a medical professional, such as a physician or nurse, recommends and arranges for a patient to receive specialized healthcare services. This typically includes skilled nursing, therapy, and personal care services, aiming to promote recovery, manage chronic conditions, or enhance the patient's quality of life.

## Adding New Referral

Note: All Fields marked with \* are mandatory and must be filled out, otherwise the system will generate an error indicating that the required information is missing.

**Prospects >> + Add option**

The New Referral details can be added in the system by using the option Prospects. Update the required information and click Save option. The user can also Attach form for new Referral in the system.

1New referral

2Waitlisted

3Complete

|                                  |                                |  |
|----------------------------------|--------------------------------|--|
| <b>First Name*</b><br>First Name | <b>Last Name*</b><br>Last Name | <b>Email</b><br>Email                              |
| <b>Phone*</b><br>Contact         | <b>Address</b><br>Address      | <b>City</b><br>City                                |
| <b>State</b><br>Select           | <b>Zip Code</b><br>XXXXXX      | <b>Related With Patient</b><br>Select Patient Name |
| <b>Date*</b><br>Date             | <b>Call Type</b><br>Select     | <b>Status</b><br>Select                            |
| <b>CallLog \ Notes*</b><br>Notes |                                |  |
| <b>Role Name</b><br>Role Name    | <b>Visible To</b><br>          | <b>Group</b><br>Group                              |

Attach Form

ResetSave

## Edit New Referral

**Prospects >> List**

Select the New Referral from the List and click Edit option under Action. Edit the required information and click Update option.

CAPTURE CALL LIST

Refresh

Active

+ CaptureCall

|                          | Name                              | Contact                              | Address                              | Email                              | Notes                              | Status                              | Assignee | Action                 |
|--------------------------|-----------------------------------|--------------------------------------|--------------------------------------|------------------------------------|------------------------------------|-------------------------------------|----------|------------------------|
| <input type="checkbox"/> | <input type="text" value="Name"/> | <input type="text" value="Contact"/> | <input type="text" value="Address"/> | <input type="text" value="Email"/> | <input type="text" value="Notes"/> | <input type="text" value="Status"/> |          | <div>SearchReset</div> |
| <input type="checkbox"/> | demo, testing                     | 213213312                            |                                      | testing123@gmail.com               | asdadada                           |                                     |          | <div>Action</div>      |

Showing 1 to 1 of 1 records

Edit

Delete

1 New referral

2 Waitlisted

3 Complete

Created By : Admin, Master Created Date :Oct 5, 2023

First Name\*

testing

Last Name\*

demo

Email

testing123@gmail.com

Phone\*

213213312

Address

Address

City

City

State

Select

Zip Code

XXXXX

Related With Patient

Select Patient Name

Date\*

10/04/2023

Call Type

New Referral

Status

Select

CallLog \ Notes\*

asdadada

Role Name

Role Name

Visible To

Group

Group

Attach Form

Reset

Update

# Delete Referral

Prospects >> List

Select the Referral from list and Click Delete option under Action or Click Delete Selected option on the screen.

CAPTURE CALL LIST

Refresh

Active

Delete Selected

+ CaptureCall

|                                     | Name                              | Contact                              | Address                              | Email                              | Notes                              | Status                              | Assignee | Action                 |
|-------------------------------------|-----------------------------------|--------------------------------------|--------------------------------------|------------------------------------|------------------------------------|-------------------------------------|----------|------------------------|
| <input type="checkbox"/>            | <input type="text" value="Name"/> | <input type="text" value="Contact"/> | <input type="text" value="Address"/> | <input type="text" value="Email"/> | <input type="text" value="Notes"/> | <input type="text" value="Status"/> |          | <div>SearchReset</div> |
| <input checked="" type="checkbox"/> | demo, testing                     | 213213312                            |                                      | testing123@gmail.com               | asdadada                           |                                     |          | <div>Action</div>      |

Showing 1 to 1 of 1 records

Edit

Delete

Revision #2

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