

# Family Address Change

Last Modified on 08/17/2021 11:14 am EDT

Version 14.19

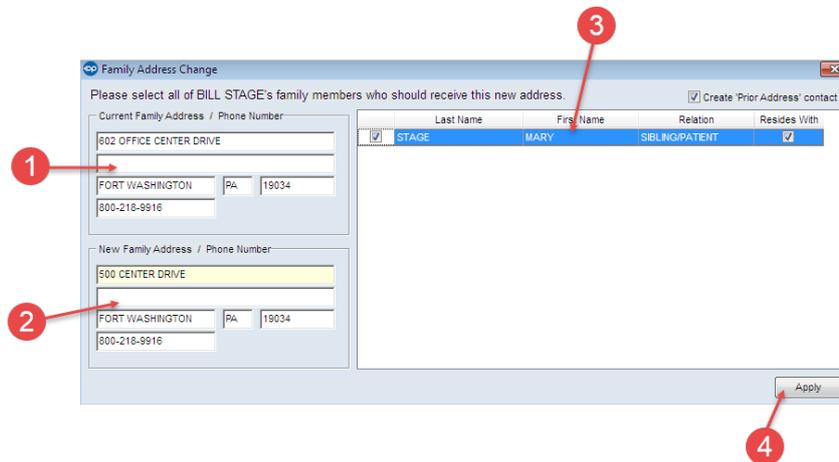


This window map article points out some of the important aspects of the window you're working with in OP but is not intended to be instructional. To learn about topics related to using this window, see the **Related Articles** section at the bottom of this page.

## About Family Address Change

**Path: Clinical, Practice Management, or Billing tab > Patient Chart button > Family Contacts > (Change the Address) > Save button**

If siblings are linked to a patient and the patient's address changes, then the Family Address Change pop-up screen appears. The Family Address Change screen links family members who should receive the new address.



## Family Address Change Map

Number	Section	Description
1	Current Family Address/Phone Number	The Current Family Address/Phone Number field contains the contact information that was already in OP prior to changing the contact information on the patient chart.
2	New Family Address / Phone Number	The New Family Address/Phone number field contains the newly created contact information.
3	Siblings List	The Sibling List displays all the siblings located at the current family address. You can select the siblings that will be associated with the New Family Address/Phone Number in this field.
4	Apply button	The Apply button changes the Current Address to the New Address for the patient and selected patient siblings.

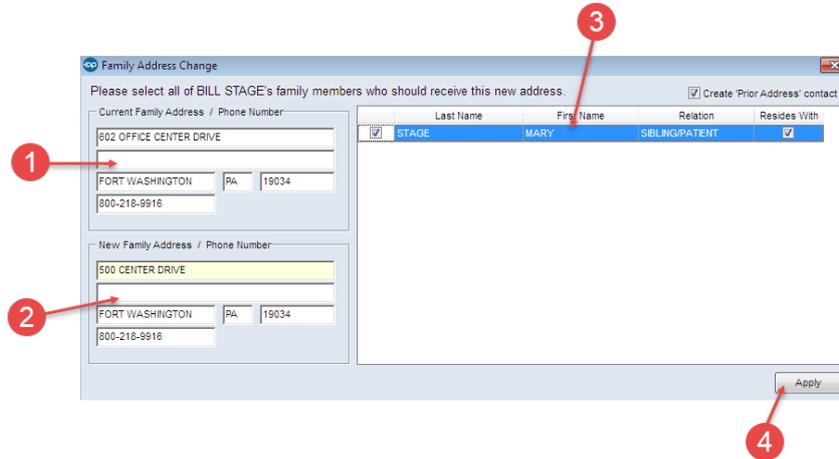
Version 14.10

## About Family Address Change

**Path: Smart Toolbar > Register (Rgstr) button > Edit button > (Change the Address) > Post Edit**

## button

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