

Add, Edit Developmental Milestones

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Path: Clinical tab > More button (Customize group) > Developmental Milestones

About

Developmental Milestones can be added to the choice list that is displayed when you are documenting a patient's development. After the Developmental Milestones are added to the list, they can be edited or deleted.

Add a Developmental Milestone

To add to the table so that milestones will appear for a specific child's age:

1. Navigate to the Developmental Milestones Choice List by following the path above.
2. Click the **Add** button located at the bottom of the window. A new field is displayed at the top of the window.
3. Enter the following into the field.
 - **Age (months):** This is directly related to the age of a patient when Well Visits are typically conducted. You may add a milestone for an age that is not listed by entering that desired age in the Age field and completing the milestone and order. The new Age section will be created and you can continue to add to it.
 - **Milestone Description:** Enter the description exactly as you would like it to appear in a patient's record.
 - **Order:** The position of the entry as it will appear when charting a patient's milestones.
4. Click the **Save** button to save your changes. The newly added milestone will be organized by its respective Age in the Milestone list.

Edit a Developmental Milestone

1. Navigate to the Developmental Milestones Choice List: **Clinical tab > More button (Customize group) > Developmental Milestones.**
2. Select the milestone that needs to be updated.
3. Click the **Edit** button located at the bottom of the window.
4. Make your edit to the desired milestone. Keep in mind when making the change to the milestone that it will be displayed this way in a patient's record.
5. Click the **Save** button to save your changes.

Delete a Developmental Milestone

1. Navigate to the Developmental Milestones Choice List: **Clinical tab > More button (Customize group) > Developmental Milestones.**
2. Select the milestone that needs to be deleted.
3. Click the **Delete** button located at the bottom of the window.
4. Click **OK** in the confirmation window.