Patient Rescheduling List

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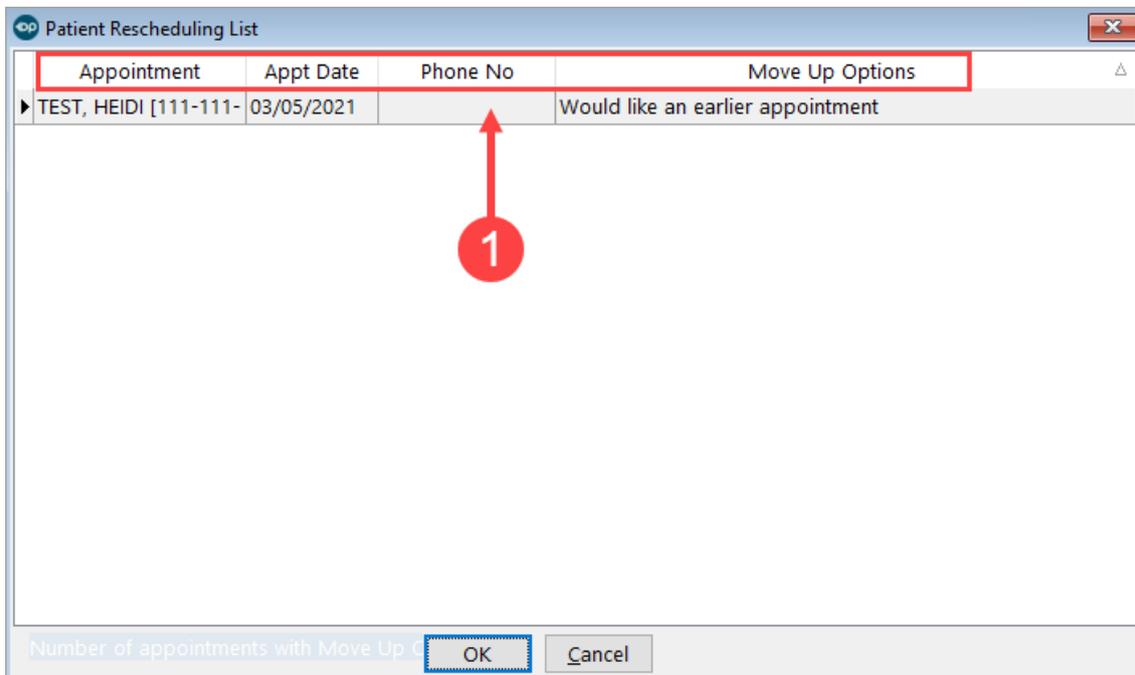
About Patient Rescheduling List

> **Path: Clinical, Practice Management, or Billing tab > Schedule button > Click on Find Move-up button**

> 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.

The Patient Rescheduling List compiles a report of all patients that have an appointment scheduled on a future date and that have a Move-up option specified. Selecting an entry in the Patient Rescheduling List and clicking the **OK** button (or double-clicking a line in the data-display grid), will take you to that appointment on the Calendar.

Patient Rescheduling List Map

Number	Section	Description
1	Patient Rescheduling List Columns	• **Appointment:** This information includes the name of the patient and the Provider the patient is seeing. • **Appointment Date**: This information includes the date and time of the appointment. • **Phone No**: This is the patient's phone number. • **Move Up Options**: This field lists the Move Up Options as specified in the Move-up option field in the **Add/Edit Appointment** window.