

Important Content Update Message

We are currently updating the OP Help Center content for OP 20. We appreciate your patience as we continue to make these updates. To locate the version of your software, navigate to: **Help tab > About**

OP Mobile: Schedule

Last Modified on 10/23/2020 2:58 pm EDT

Version 20.8

The content in this article is relevant to the New OP Mobile.

Overview

If you are assigned the correct permissions, you can view the Schedules that are configured for your practice in an agenda view, which allows you to manage your day. You will be able to select and display any Schedule for any day for the practice. OP searches for appointments for a given staff member in a given time frame to create the schedule for OP Mobile.

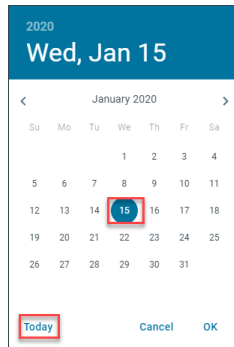


User Permission: You need to be assigned the **Schedule_View** permission to view the Schedule.

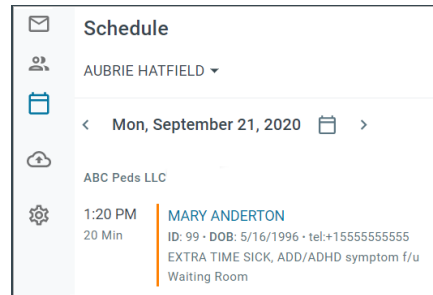
View Your Schedule

Upon log in, if you have a Schedule, it will be displayed when you click **Schedule**. If you do not have a Schedule, nothing will be displayed. However, if you have the appropriate permissions, you will be able to view other staff member's schedules within the practice.

1. After logging in to OP Mobile, click **Schedule** in the left navigation panel, the current day's Schedule is displayed. The following details for each patient are displayed:
 - Appointment Location
 - Appointment Time/Length of Appointment
 - Name
 - ID
 - DOB
 - Type of visit, age, gender
 - Visit Status
2. Click the **arrow** to the left of the date to go to the previous day's Schedule or click the **arrow** to the right to navigate to the next day's Schedule.
3. Click the **Calendar** to view a Month view of the calendar. A pop-up calendar is displayed.
 - Click a **Date** to view that date's Schedule.
 - Click the **Today** button then click the **OK** button to view today's Schedule.

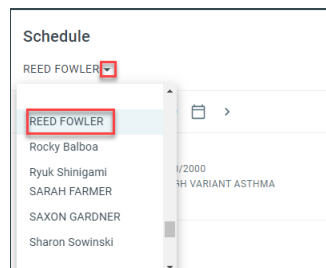


4. Click the **Patient's name** on the Schedule to view that Patient Chart.



View the Schedules of Other Providers/Resources within the Practice

1. After logging in to OP Mobile, click **Schedule** in the left navigation panel.
2. Click the **drop-down menu** below the Schedule heading.
3. Select the **Provider's name** whose Schedule you want to view, the Schedule is displayed.



[Click here to view all content for the new OP Mobile](#)

Version 20.7

The content in this article is relevant to the New OP Mobile.

Overview

If you are assigned the correct permissions, you can view the Schedules that are configured for your practice in an agenda view, which allows you to manage your day. You will be able to select and display any Schedule for any day for the practice.



User Permission: You need to be assigned the schedule_view permission to view the Schedule.



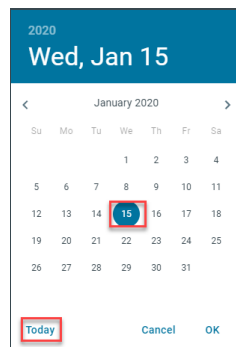
Note: OP searches for appointments for a given staff member in a given time frame to create the schedule for OP Mobile.

Viewing Your Schedule

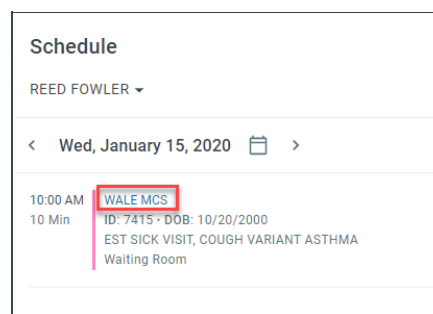


Note: When you log in, if you have a Schedule it will be displayed when you click Schedule. If you do not have a Schedule nothing will be displayed, but if you have the appropriate permissions you will be able to view other staff member's schedules within the practice.

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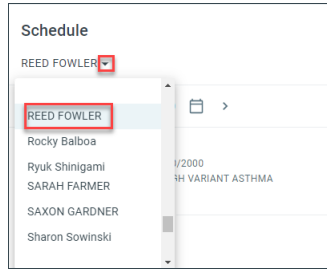


- Click the **Patient's name** on the Schedule to view that Patient Chart.



Viewing the Schedules of Other Providers/Resources within the Practice

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- Select the **Provider's name** whose Schedule you want to view, the Schedule is displayed.



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