

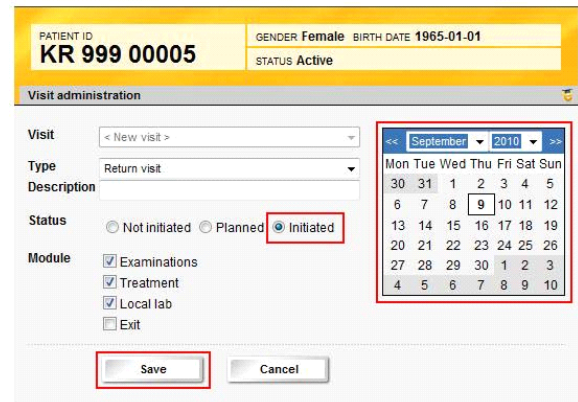
3. Initiate / plan / add visit

1 Initiate / plan visit

- **Initiate a visit:** Click <change> in the Visit calendar for the visit you want to initiate, set status to "initiated", select date (future dates are not possible to select), finally click "Save".
- **Plan a visit:** Click <change> in the Visit calendar for the visit to plan, set status to "planned", select date (future dates are possible to select), choose to send a reminder to members on the clinic, finally click "Save".

2 Add visit

- To add a new visit you click the [Add visit](#) link in the top right corner of the Visit calendar.
- In Visit administration you select which type of visit to add. For example, titration visits typically use the type "Return visit". Then select a date in the calendar, set status to "Initiated" and click "Save".
- The different types of visits have different modules. These modules can be changed by selecting or deselecting the check box in front of the module.



PATIENT ID: KR 999 00005 | GENDER: Female | BIRTH DATE: 1965-01-01 | STATUS: Active

Visit administration

Visit: < New visit >

Type: Return visit

Description:

Status: Not initiated Planned Initiated

Module: Examinations Treatment Local lab Exit

Calendar: September 2010 (Date 9 highlighted)

Buttons: Save, Cancel