

Missed Treatment Entry in RTC and Rescheduling Medications

Was RTC Opened?

Change Treatment Type to Missed and select Reason
Select Primary Access
Save changes

Create RTC and enter Location,
Treatment Type =Missed, Reason, Rx
and select Primary Access
Save changes

Was Patient Rescheduled?

Go to Medications/Imn tab
Mark all meds as **Do Not Reschedule**
Mark all vaccines as **Postpone**
Save changes
Add Treatment

Go to Medications/Imn tab
Mark all meds that have Date of Next Dose a as **Postpone**
Mark all other med orders as **Do Not Reschedule**
Mark all vaccines as **Postpone**
Save changes
Add Treatment
Finished

Go to Patient Schedule
Reschedule Appt
Reschedule Meds
Finished