


Starting a Consultation

Consulting from the Rota


When starting a Consultation from the Appointment Ledger, the status of the appointment will automatically update to **In Progress**.

The appointment status will automatically update to **Finished** when you save your consultation.

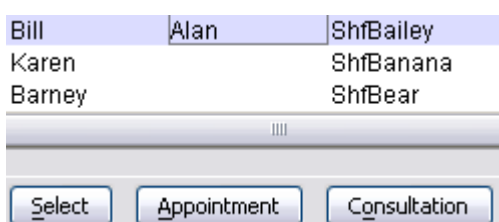
To consult from the Appointment Ledger

<ul style="list-style-type: none"> • In the Appointment Ledger, right click on the patient you wish to call in to consult with • Click on Consultation 	
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To start the consultation when a patient is already retrieved

<ul style="list-style-type: none"> • Click on the Start Consultation button at the top of the screen 	
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To start a consultation from Quick Search (F10)

<ul style="list-style-type: none"> • Enter the search information for your patient • Highlight the relevant patient (single click) • Click on the Consultation button at the bottom of the screen 	
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