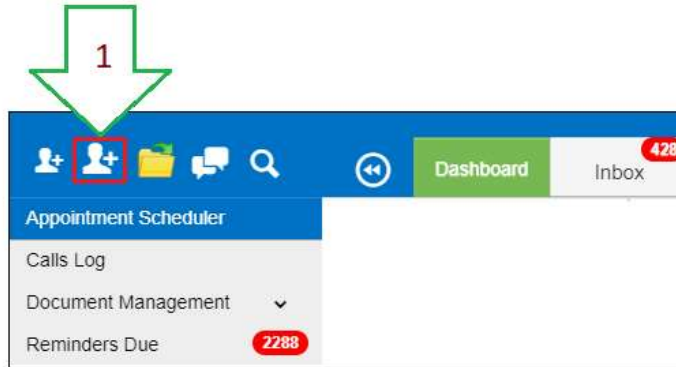
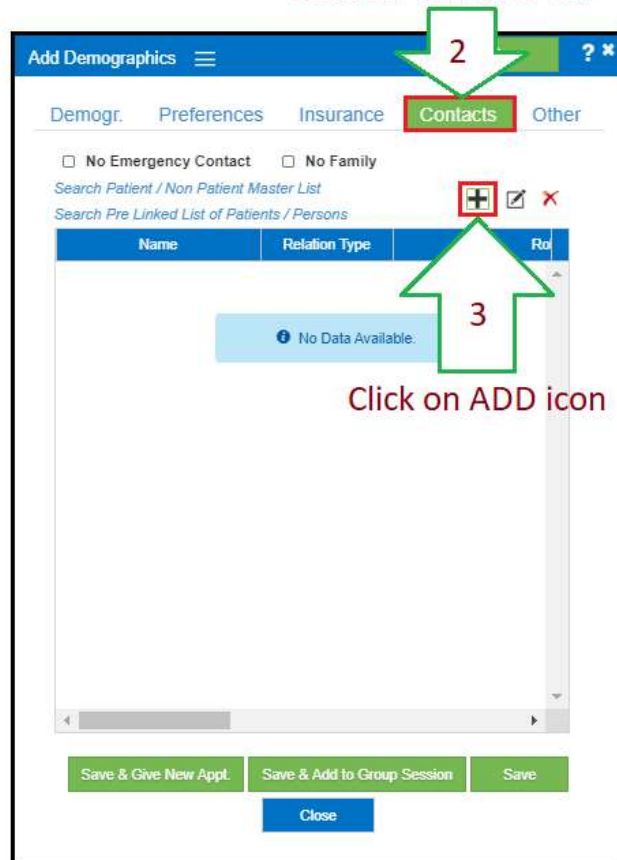


How to add Contact details of a Client

Click on Detailed icon



Click on Contacts tab



Click on ADD icon

Add Contact

* Select Contact Type
 Person

* Functional Role
 Care Giver X

* Select Relation
 Friend

* First Name
 Ram

* Last Name
 Test

DOB
 Gender
 --Select--

Street Copy Patient ...
 204 Rodmann WASHINGTON

State Zip Country
 ME 04574

Primary Phone Secondary Phone
 812-594-0256

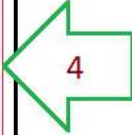
Email Address Copy Patient Email Address
 sitaramaraju.iyyuni@kjsystems.in

Portal : User Name Generate Portal : Password

* Portal Access Limit in Patient Data
 View only Uploaded Documents of Patient

Fax No

Save Cancel



4 Document all the Required fields



5 Click on Save

Add Demographics

Demogr. Preferences Insurance **Contacts** Other

No Emergency Contact No Family

Search Patient / Non Patient Master List + ✎ ✕

Search For Linked List of Patients / Persons

Name	Relation Type	Role
Test, Ram	Friend	Care Giver

Save & Give New Appt. Save & Add to Group Session Save

Close



6 Added Contact details will be displayed like this