## **eVISIC**

# "Complete Visit" Button **Added to Scheduling and Waiting Room Pages**

#### **Summary**

This feature adds the "Complete Visit" button to the scheduling and waiting room pages. Previously, users had to join a video visit, even if the video portion of the visit was no longer needed, in order to complete it. Now, with this setting turned on, users can complete the visit instead of a) canceling it to remove it from the scheduling page or b) unnecessarily having to join video from the Queue, making it even easier to complete visits.

#### How does it work?

To complete the visit in the Waiting Room or Scheduling pages follow these steps:



 Select the more icon on the patient row to access the dropdown menu.

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Haiting Room	Patients Visit Hist	ory	E Scheduling			
😫 Next 7 Days 🗠	Ti			Q. Search		Schedule Visit
Patient	Visit Time	Visit Type	Provider	Status		Actions
John Doe Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Willow dwillow@gmail.com	SCHEDULED		a 🚴
Ralphy Willi Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Jayda Moran jmoran@gmail.com	SCHEDULED		<b>8</b> O ···
Elsa Conner Female, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Charlie Young cyoung@gmail.com	SCHEDULED		8 0
Mitchell Bain Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Jay Cole jcole@gmail.com	SCHEDULED		<b>8</b> O ···
Elliott Roche Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Willow dwillow@gmail.com	SCHEDULED		<b>8</b> O ···
Male, 22yr	Oct 29, 2022 at 9:15am	General	Samantha Wright swright@gmail.com	SCHEDULED		8 0 …
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#### Select the Complete visit menu item.

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Patient	Visit Time	Visit Type	Provider	Status		Actions	
John Doe Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Willow dwillow@gmail.com	SCHEDULED		<b>8</b> • · · ·	
Ralphy Willi Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Jayda Moran jmoran@gmail.com	SCHEDULED	Resend visit info	Resend visit information	
Eisa Conner Female, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Charlie Young cyoung@gmail.com	SCHEDULED	Copy visit link Start visit		
Mitchell Bain Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Jay Cole	SCHEDULED	Complete visit		
Elliott Roche Male, 22yr	Oct 29, 2022 at 9:15am	General	Dr. Willow dwillow@gmail.com	SCHEDULED	See more		
Freddie He Male, 22yr	Oct 29, 2022 at 9:15am	General	Samantha Wright swright@gmail.com	SCHEDULED		<b>2</b> •••	
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Patient	Visit Time	Visit Type Provider	Status		Actions	
John Doe Male, 22yr	Oct 29, 2022 at 9:15am	Dr. Willow			<b>8</b> O ···	
Ralphy Willi Male, 22yr	Oct 29, 2022 at 9:15am	Are you sure you'd like to complete this visit? ×  Are you sure you want to complete this wisit? One completed, it be recorded in your with history. You can still make updates to any unigred notes.  Do not show me this message again				
Eisa Conner Female, 22yr	Oct 29, 2022 at 9:15am					
Mitchell Bain Male, 22yr	Oct 29, 2022 at 9:15am					
Elliott Roche Male, 22yr	Oct 29, 2022 at 9:15am		Cancel Complete Visit		<b>8</b> O ···	
Freddie He Male, 22yr	Oct 29, 2022 at 9:15am	General Samantha	Wright SCHEDULED		8 0	
				Rows per page: 10 $\checkmark$ 1 of	13 < >	

## eVisit°

Select the "Complete Visit" button and the visit will be sent to the visit history. Users will be notified that the visit is successfully completed. Any signed notes will then become visible to patients. Without these two steps together (signed notes and a completed visit), patients will not be able to see the notes.

### How do I configure this?

Necessary steps for a feature to be configured (if applicable). Example:

To enable this feature follow these steps:

- 1 Navigate to the practice preferences you want to enable the feature in Admin.
- 2 Click General.
- 3 Find the preference called "Complete visit in waiting room and scheduling" and switch from disabled to enable.
- 4 Scroll to the bottom of the page and save changes.