# Release Notes - 12/10/2023

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### Collapsible Menu

To give more space to the calendar we have made the menu on the left collapsible.

To open it fully you need to move your mouse over it. Once finished it will automatically collapse.

Start Date		End Date	
2023-10-05		2023-10-12	C
Display Type		Filter Type	
Daily	~	Total	
7			
6			

### 5 day and 1 day Calendar

Calendar view can now be changed from 1 day to 5 day. This is done by clicking on either the day or week view.

Clinic	<b>İ</b> 🔇 T	oday 🚺	Thu	rs <mark>day</mark>	12th C	Octobe	er DAY	WEEK		
-	0			Claire Test				ļ	Kevin Murp	hy
â	30	9 Mon	10 Tue	11 Wed	12 Thu	13 Fri	9 Mon	10 Tue	11 Wed	12 Thu
*	10 AM 15 30									

The blue line denoting the current time has a solid blue line for the current date time and dashed for the other days.

0		¢	Claire Test		
	9 Mon	10 Tue	11 Wed	12 Thu	13 Fri
30	÷	·	******		
.45					
10 AM					
15					
30					
45					
11 AM					W. co. alla o
15			В		
30					
45					

### Calendar Filter and Day\week quick jump

To set your default calendar you can go to settings/user prefs/calendar prefs

We have now introduced a calendar filter on the homepage that allows you to quickly set your own filter by ticking or unticking who you wish to see.

At any point if you want to go back to your default calendar setting then you can click on reset to default.



FILTE

<	0	ctol	ber 2	2023	3			No	vem	ber	202	3	>
Мо	Tu	We	Th	Fr	Sa	Su	Мо	Ти	We	Th	Fr	Sa	Su
25	26	27	28	29	30	1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	1	2	3
30	31						4	5	6	7	8	9	10

Filter:	
Staff member name	
Apply filter Reset to default	
Claire Test	
Bobbie Murphy	
Ter Jones	
Kevin Murphy	

We have also introduced the quick jump widget to the homepage allowing you to jump to a date in the future or the past very quickly.

To navigate between showing ToDos & whiteboard or the calendar widgets you need to select either ToDo or filter.

													TODO	FILTER
<	0	ctol	ber :	2023	3			No	vem	ber	202	23	>	
Мо	Ти	We	Th	Fr	Sa	Su	Мо	Ти	We	Th	Fr	Sa	Su	
25	26	27	28	29	30	1			1	2	3	4	5	
2	3	4	5	6	7	8	6	7	8	9	10	11	12	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	

Expanding or reducing calendar is still done by clicking on the following icon:

	I	Rory Lyne			E	<	0	ctc
		tory Lyne				Мо	Ти	Wé
9 Mon	10 Tue	11 Wed	12 Thu	13 Fri	-	25	26	27
						2	3	4

### Events

You can now create once off and recurring events for the practice.

To create an event click on the calendar and the book appointment screen will open. From here select the Event tab.

dd new	
Appointment	Event
Patient Name or DOB	

To save time our available free slots aggregates the available chunks of time.

Kevin Murph	ny (keith@o	doctonow.	com)			×
Date						
2023-10-10			1	Available free	slots:	
				9 AM - 12 PM	12:15 PM - 6 PM	
	~	~				

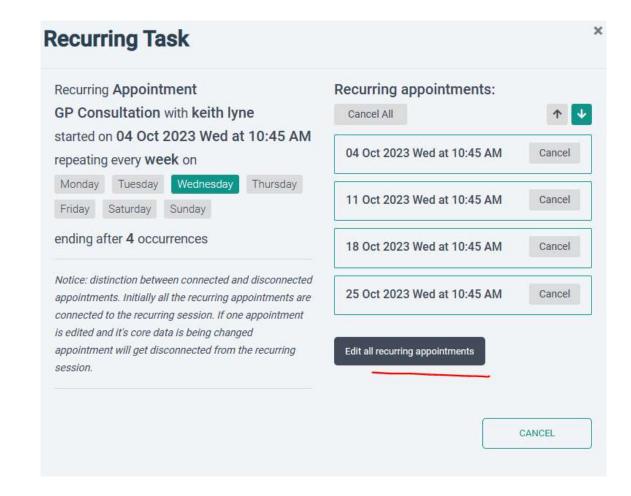
You can create recurring events, add title and a description of the event.

	Appointment		Eve	ent
Staff Member Nam	e y (keith@doctond	w com)		×
Date	y (nertil@doctoric	w.com)		
2023-10-10		Ö	Available free slots:	
2020 10 10			9 AM - 12 PM 12:15 PM	6 014
	~ ~		9 AM - 12 PM 12.13 PM	- O PM
Start Time:	09 : 00	AM		
	× ×			
	A A			
End Time:	12 : 00	PM		
	× ×			
Title				
Description				
Details				
Recurring O	D			
Recurring	D			
			CANCEL	SAVE
			CANCEL	SAVE

#### Edit recurring Appointments\Events

We have updated the recurring logic to now allow practices to edit and update recurring appointments\events.

To edit an appointment or an event click on the calendar item you wish to edit



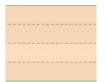
#### New Appointment Slot Type – Acute

We have added another slot type called Acute.

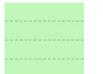
elect loca	ation			Select ser	vice	
Killarne	у		~	By serv	ices working hours	~
GMS		Private	Acute	J		
GMS Orking H	□ F lours	Private		)		
GMS		Private	Acute	)		
GMS GMS	□ F lours	Private		) . 00	PM 🛨	

We now have 5 different slot types

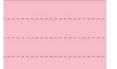
1) Internal Only – GMS & Private (often described as On The Day)



2) Internal Only – GMS & Private (Acute)



3) Internal + online – GMS Only (online) – we don't enforce for internal bookings only for online bookings (patients)



4) Internal + online – Private Only (online) – we don't enforce for internal bookings only for online bookings (patients)



5) Internal + online – GMS + Private (online) – we don't enforce for internal bookings only for online bookings (patients)



These slots have been labelled and can also be identified by hovering over a slot .

#### Work Time Exceptions – Override

When you add a work time exception you can now set it to override all other configurations for that period. For instance, if you want to run adhoc flu or Covid Booster clinics you can create a worktime exception and click override. This overrides the practitioner's available services for that day and replaces them with what is defined in the exception.

Select location	Select service
Killarney ~	By services working hours ~
Public Visibility	
□ GMS □ Private Working Hours	
Start Date And Time	End Date And Time
~ ~	~ ~
01 : 00 PM	06 : 00 PM
× ×	× ×
Override default working hours	