

# Setting Up Healthcare Practitioner (Doctors, Nurses, COs)

To set up a healthcare practitioner (doctors, nurses, COs), follow these steps:

## **1. Search for "Healthcare Practitioner List":**

- Use the search bar located at the top right of the page to search for "Healthcare Practitioner List."

## **2. Click on "Add Healthcare Practitioner" Button:**

- After locating the "Healthcare Practitioner List," click on the "Add Healthcare Practitioner" button. This action initiates the process of adding a new healthcare practitioner.

## **3. Enter Basic Details and Employee/User Details:**

- Fill in the basic details of the healthcare practitioner, including their personal information.
- Provide employee details and user details. If the user for this practitioner doesn't exist yet, you should create a user following the relevant documentation.

## **4. Appointments Section:**

- Under the "Appointments" section, click "Add Row."
- Select the appropriate practitioner schedule and healthcare service unit from the available options. This step is crucial for checking the practitioner's availability when creating appointments.
- Note: Ensure that the practitioner's schedule and service units exist. If not, refer to the documentation for creating them before proceeding.

## **5. Charges Section:**

- Under the "Charges" section, click "Add Row."
- Select the healthcare service unit relevant to the practitioner.
- Indicate whether this practitioner's charges are for inpatient care.
- Set the pricing details, including the standard price and insurance price. This information will be used to determine the appointment charges for patients when they see this practitioner.

## **6. User Service Unit Section:**

- Under the "User Service Unit" section, click "Add Row."
- Select the healthcare service unit(s) that this practitioner will be associated with. This determines which healthcare service units the practitioner will have access to within the patient chart.

## 7. Save Changes:

- Finally, located at the top right of the page, click "Save" to finish setting up the healthcare practitioner.

By following these steps, you will successfully set up a healthcare practitioner with their basic details, appointments schedule, charges, user service units, and access rights within the healthcare system. This ensures that the practitioner can provide care efficiently and is properly integrated into the system.

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