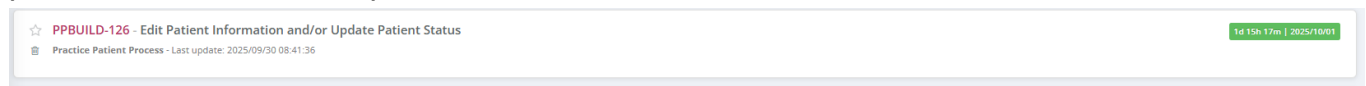


# Flokzu changes migrating v1 to v2 (Receptionists)

We have made some changes to the system in preparation of the big launch date mid October, nothing big, but just so that you know how to best utilize it, here is how it works:

After creating a patient, a task appears in your Flokzu inbox, just like before. You can update patient info or mark if the patient cancelled.



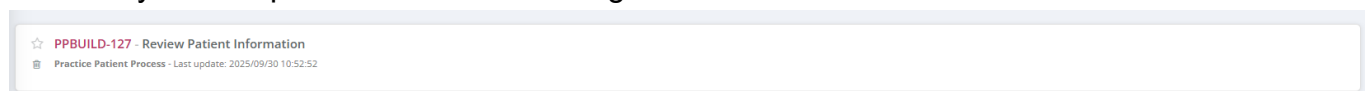
The timer on the right shows when the task is due (the day after the consultation). You need to complete it by then, or it closes automatically.

Inside the task, you will see something like this

A screenshot of the 'Form Fields' section of a Flokzu task. The task title is 'PPBUILD-126 - Edit Patient Information and/or Update Patient Status'. The form has a 'General information' section with a 'Form fields' dropdown. The form fields are: 'Patient ID Number' (00000000000001), 'Patient Date of Birth' (0001/01/01), '\* Patient Full Name' (Patient Name), '\* Patient Surname' (Patient Surname), and 'Patient File Number' (empty). There are also buttons for 'Patient Information Updated', 'Patient Status Updated', 'Both', and 'Neither' at the top.

For now, if you select any of these options a new task appears.

This lets you view patient details for as long as needed.



The task stays in your inbox until you select "Review Complete."

A screenshot of the 'Form Fields' section of a Flokzu task. The task title is 'PPBUILD-127 - Review Patient Information'. The form has a 'General information' section with a 'Form fields' dropdown. The form fields are: 'Patient ID Number' (00000000000001), 'Patient Date of Birth' (0001/01/01), 'Patient Full Name' (Patient Name), 'Patient Surname' (Patient Surname), and 'Patient File Number' (empty). There is a 'Review Complete' button at the top.

This "Review Patient Information" task will be useful when you are forwarding the Referral Letters and Consultation Summary to referring doctor and patient (respectively) I spoke about earlier.

If you have any questions please reach out to me so we can schedule a call.

(Please remember to create the patient the day **before** day of consultation)