module

⌇ Patients

app
Phonecalls

Otto Ebenbichler recommends:

„Telephone protocols primarily are used to hedge agreements on the phone.

Logging of phone calls offers a simple and rapid documentation form during or shortly after a phone call."

user manual

menue icons

- 🏃 öffentlich zugänglich
- ◗ observer permission
- ▥ descending order
- ▯ ascending order
- ☰ individual order
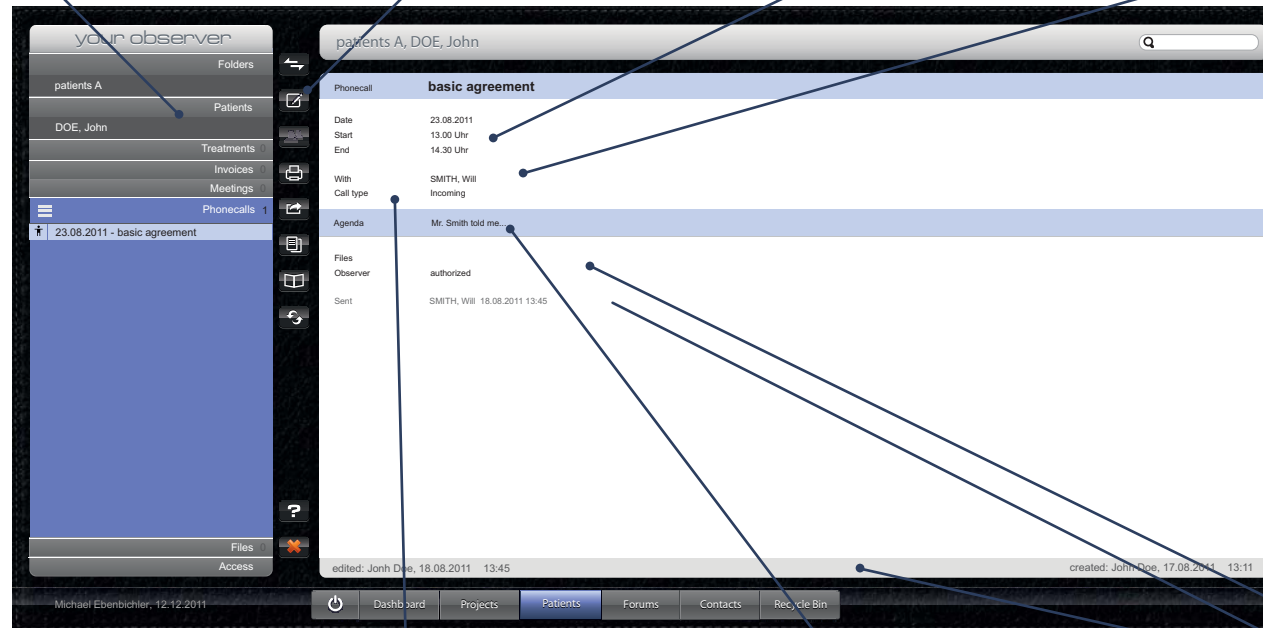- ⇄ close/open menue

command bar

- ☑ create new phone call
- 🖨 print content
- ↗ send content as an email
- ▤ duplicates phone call
- 📖 patient file
- 🔄 refresh platform
- ❓ download manual
- ✖ delete all data

date, start, end

Date, start and end of a phonecall can be set by mouse. For this click on "Date", "Start", "End" - it opens a calendar window or an overview of daytime (hours/minutes). Leave the window by making a single mouse click outside.

with

You document your conversation partner name by clicking "With" - a contact search window opens. Now you can import a single contact (tab "Contact") from the module contacts.

files, observer

You have the option to attach several documents to a meeting. Click on "Files", a title list of the files (those you have already imported into this app) opens. Choose the desired file folder (single mouse click on the title). Now a link to this file will be generated. With "Observer" you decide whether users with observer permission are „not authorized" (default setting) or „authorized" to see the content data.

call type

Here you define whether you were called ("Incoming", default setting) or you have called ("outgoing"). A mouse click on "Call type" allows you to select one or the other.

agenda

By this text box, you can create written content. Just click on "Agenda" or click on the text box. Now you can write a text. By making a single mouse click outside you leave the text field.

autor information

Here you receive "log information". It is documented by whom and when the last entry dates (entry links) and by whom and when this data sheet was created (entry right).

sent

„Sent" works automatically. Once you have sent the contents of this page by ↗ , the programm generates an entry to whom and when this content was sent.