

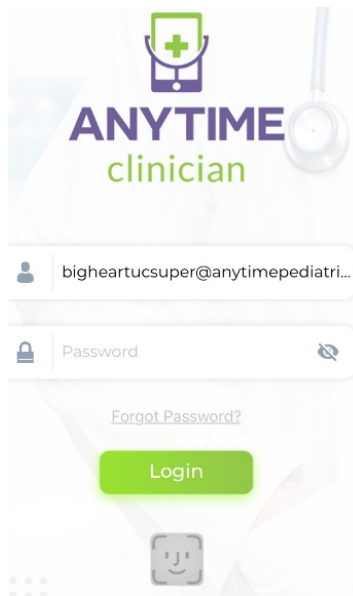
# How to Schedule an Appointment on the Anytime Clinician App

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## How to schedule an appointment on the Anytime Clinician App

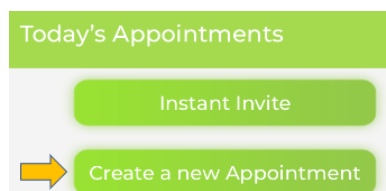
- Log in to the Anytime Clinician App



- Click on the Appointment icon to go to your appointment page.



- Select Create New Appointment



- Search for the patient you would like to schedule an appointment for. If you do not see the patient listed, click on Add new patient to register the new patient's profile.

← Search for a Patient

Enter at least one field for the Search

↺

First Name

Eileen

Last Name

Enter Last Name

Phone Number

Enter Phone Number

Date Of Birth

Enter Date Of Birth

Search For Patient

Add New Patient

Patient Name, DOB, Email

☐

Test Eileen  
09/19/2010  
jndavis.twin21@gmail.com

- Select the correct patient and click on create appointment.

Patient Name, DOB, Email


☒

Test Eileen  
09/19/2010  
jndavis.twin21@gmail.com

➡

Create Appointment

- Once you have entered all of the required appointment fields, click on save appointment.

 Schedule an Appointment

Parent Name

Jess Test

Patient Name

Eileen Test

Reason For Visit \*

Cold Symptoms

▼

Clinician \*

Dr. Laura Smith MD

▼

Date Of Appointment \*


11/10/2020

▼

Time Of Appointment \*

01:30 PM

▼



Save Appointment

Cancel

- After you have saved the appointment, the patient will receive an immediate email letting them know about their scheduled appointment with your practice.