CHECK IN SYSTEM



Please see *Receptionist Icon* on desk top. Double click *Receptionist Icon* to log in.

ail	Details	Check In	Check Out	+
		04/03/2024 at 11:5	04/03/2024 at 12:1 Clinic Reem	1
		04/03/2024 at 11:5	check out *	1
		04/03/2024 at 11:4	04/03/2024 at 12:0	1
		04/03/2024 at 11:4	04/03/2024 at 11:5 Clinic Room	1
		04/03/2024 at 11:1	04/03/2024 at 11:1 Cline Room	1
		04/03/2024 at 11:0	04/03/2024 at 11:2	1
		04/03/2024 at 10:5	check out +	1
		04/03/2024 at 10:4	04/03/2024 at 11:2 Click Room	1
		04/03/2024 at 10:4	04/03/2024 at 10.5	-
		04/03/2024 at 10:3	04/03/2024 at 10:4	
		04/03/2024 at 10:2	04/03/2024 at 10:4	
		O4/03/2024 at 10.2	eters on w	
		04/03/2024 at 10:0	04/03/2024 at 10:2	
		04/03/2024 at 9.46am	04/03/2024 at 10:3	

List of patients will appear on screen. *Check In* will show when patient checks in. When patient leaves, click on *Check Out* against patient's name.

	Actions i		1 1 1	
▼ Filter	Eve D O	acuation List	0	
In	Check Out		+	
/2024 at 11:5	04/03/2024 at 12:1 Clinic Room	1		
3/2024 at 11:5	check oul 💌	1		
03/2024 at 11:4	04/03/2024 at 12:0	I		
1001 at 11:4	O4/03/2024 at 11:5	1		
103/2024 at 121	Clinic Room 04/03/2024 at 11:1	1		

To clear list of patients that have been seen, click on *Evacuation List.*

Any problems with logging in, please contact Charlie in the office.