## I can't find my patient's clinical note!

07/24/2024 5:25 pm EDT

If you are unable to find your patient's clinical note, the most likely scenario is that the associated appointment was deleted and therefore the clinical note attached to that appointment was also deleted.

To verify that this was the cause follow these steps:

## 1. Go to Clinical > Audit Log

Clinical	Patients	Reports	Billing
FORM TOO	LS		
Form Build	der		
Library			
Archive			
Form Reo	rder		
Complete	Note Forma	t	
onpatient	Forms		
Macro But	tons		
Document	Manageme	nt	
CLINICAL			
Clinical No	otes		
Audit Log			
CDS Rule	s		
Inventory	Managemen	t	
Patient Ed	lucation Mar	agement	
MU REPOR	TING		
Meaningfu	ıl Use Certifi	cation Editior	n 2015
MIPS/MAG	CRA		
Clinical Q	uality Measu	res	

CQM Value Set

2. Search for the Patient's Name. Make sure that the Date Range is correct and select Update Filter.

jenny harris	+		06/14/2021	06/21/2021	Update Filter
Jenny (Jen) Harris			00/14/2021		opulate rinter
Audit Log Report				* /	
jenny harris	User's Name	(All log types)	♥ 06/14/2021 06/21/202	Update Filter	View Last: Day Week Month Year
Export to File					PAGE 1 🗲

3. If the appointment was deleted there will be a log of the deleted appointment

## Audit Log Report

Patient	s Name	User's Name	(All log typ	es)	♥ 06/14/2021	06/21/2021 Update Filter	View Last:	Day	Week	Month	Year
Export to	File									F	PAGE 1
Date 🖡	Time	Patient	User	Туре	Action	Details					
06/21/2021	02:34:47 PM	Jenny (Jen) Harris [HAJE00000	1] jamessmith	Appointment	ntment Delete Deleted Appointment [178671556] 06/21/21 10:23 Jenny (Jen) Harris: from web						
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Action		Deta	ails								
Delete		Dele	ted Appointn	nent [1786]	71556] 06/21/21 1	0:23 Jenny (Jen) Harris: from web					

If you need to recover the appointment (and clinical note), learn how to here.