Adding a Patient's Previous Name and Address to the Chart

07/24/2024 12:14 pm EDT

Note: The new section to add Previous Name and Previous Address will be available beginning March 2024 and will be enabled for all DrChrono users by April 2024.

To update a patient's name, you can do so their chart. Go to the patient's chart, select the **Demographics** section on the left, and click the **Important** tab, if needed.

Enter the patient's updated name in the **Previous/Birth Name** field. Scroll down and click **Save Demographics** to save the update.

+ Add new patient	Important Demographics Insu	rances Authorizations	Smoking Status Flags
Demographics	✓ Sufficient patient demographics t	o bill insurance. 🍽 Fall I	Risk
Appointments	Important Information		
Clinical Dashboard	Primary Provider	Dr. James Smith	~
Documents	Status	Active	\checkmark
Eligibility	Title		e.g. Mr, Mrs, Ms
	First Name	Laurie	
Tasks 7	Nick Name		
Problem List	Middle Name		
Medication List	Last Name	Sample	
Send eRx	Previous/Birth Name	Patient	

User can also enter in previous names and previous addresses within the demographics tab of the patient chart. The previous names and addresses will be saved in the patient's CCDA files when exported.

- Navigate to Demographics tab > (scroll to end of page) +Add Previous Name or Address > Save/Save Add Another
- Once added, users will have the option to Edit or Remove.

Previous Names											
First	Middle	Last	Suffix	Birth name		Start date	Ð	End date		Actions	
Test		Patient		no		01/01/2023		12/01/2023		🖋 Edit	Delete
Previous Addresses + Add Previous Address											
Address		City	State	Country	Zip code		Start date	End date		Actions	
123 Happy Trails	3	Neverland	ТХ	US	10101		01/01/2023	12/01/2023		🖋 Edit	Delete

OR

• (To add names changes) Navigate to Demographics < Important tab > update the patient's name > check the box > enter previous name start/end date > save.

Demographics History	Add name changes to demographics history		
Previous name start date	*required		
Previous name end date	*required		

• (To add address changes) Navigate to Demographics > Demographics tab > update patients address > check the box > enter previous address start/end date > save.

Demographics History	Add address changes to demographics history		
Previous address start date	*required		
Previous address end date	*required		

Patient Health Summary Display

Patient Health Summary						
Patient	Chrissy Bright	Chrissy Bright				
Patient Previous Name	Test Patient					
Date of birth	September 10, 1971	Sex	Female			
Race	Black or African American Unknown	Ethnicity	Not Hispanic or Latino			
Contact info	Primary Home: 123 Example Street Sample City, California 55555, US	Previous Address	Home: 123 Happy Trails Neverland, TX 10101, US			
Preferred Language	English (en)	English (en)				
Datiant The	105156020 2 16 840 1 113883 3 7621	105156020 2 16 840 1 113883 3 7621				

Import Display

Preview Imported Clinical Document

Re-order sections Check for Errors						
Patient Health Summary						
Patient	Laurie Sample					
Patient Previous Name	Laurie Patient					
Date of birth	December 8, 1990	Sex	Female			
Race	American Indian or Alaska Native Apache Sioux	Ethnicity	Not Hispanic or Latino			
Contact info	Primary Home: 123 Fake St 328 Gibraltar Dr	Preferred Language	English (en)			
	Baltimore, MD 21212, US	Patient IDs	SAJA000001 2.16.840.1.113883.3.7621 111-22-1111 2.16.840.1.113883.4.1			
	Tel (Cell): +1 650-555-5555 Mail: sample@sample.com					
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Performer (primary care provider)	Dr. James Smith					