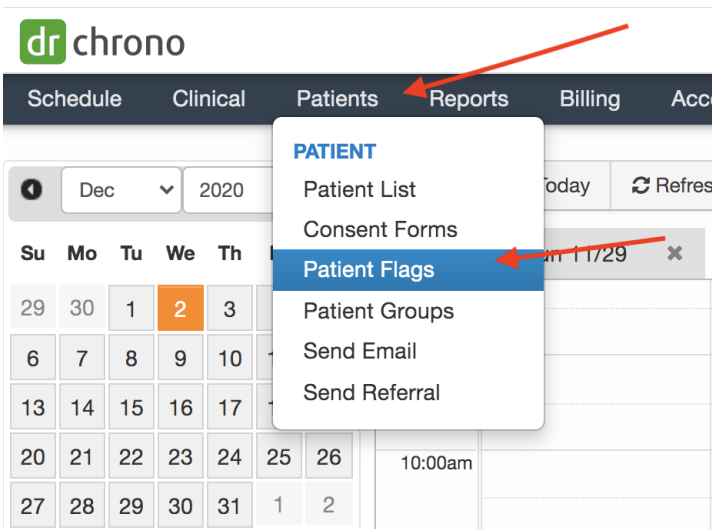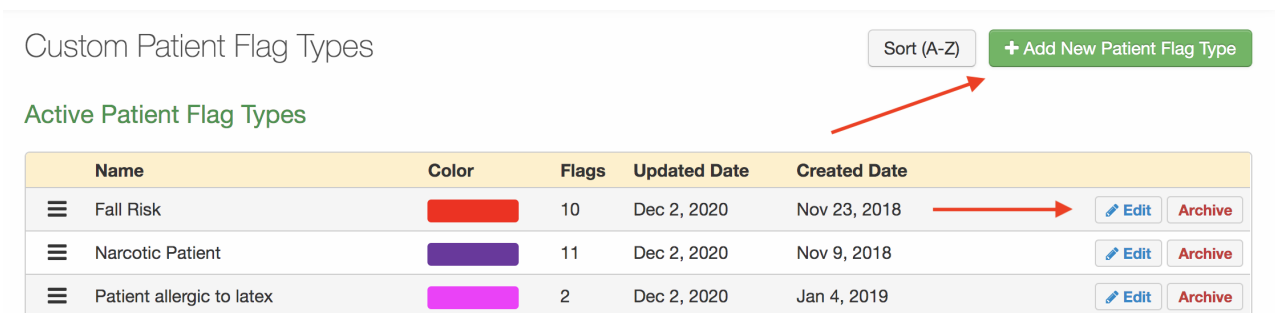# How to Create a Patient Flag

07/24/2024 4:45 pm EDT

DrChrono offers a way to flag a patient's chart if there is important information the doctor or staff should be aware of. You can also think of patient flags as a post-it note on a patient's folder. It's a quick way to share important information with others in the office involved in the patient's care.

This feature quickly shows you important patient-specific information without having to dive into the patient's past clinical notes. Please follow the steps below to learn how to set up patient flags.

1. Hover your cursor over the **Patients** tab in your menu bar, and select **Patient Flags** from the drop-down list.

2. Click on **+New Patient Flag** in the top right corner of your screen.

3. Fill out the **name** of the flag you are creating, and then select the **color** you would like the flag to be. (You can edit the name and color whenever you like by clicking on the **Edit** tab to the far right of the flag).
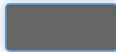
Create Patient Flag Type   ✕

Name   [Name]   Required

Color

Theme Colors

Standard Colors

Web Colors   History

#666

[Create]   [Cancel]

4. You will now be able to use these flags with all of your patients.

Click here to go to your patient flags.