

Adding Breaks on the iPad EHR App

07/24/2024 11:59 am EDT

You can easily add breaks to your schedule with the iPad app. The process is similar to scheduling an appointment. Adding breaks on DrChrono's iPad app gives you more flexibility to manage your schedule in the EHR App.

1. Select the (



) in the top right of the screen.

The screenshot shows the DrChrono iPad EHR app interface. At the top, the status bar displays '1:47 PM Thu Nov 12' and '58%' battery. Below the status bar, there's a blue header with 'Filters' and '11/10/20'. A search bar labeled 'Search Appointment' is visible. The main content area shows a list of appointments for '11/10/2020 Tue'. Two appointments are listed: 'Amy Smith' at '11/10 09:00AM' (Exam 2) and 'Michelle Harris' at '11/10 09:45AM' (Exam 1) with the note 'Surgery, make sure patient as not eaten.'. The 'Michelle Harris' appointment is selected, showing a detailed view. The patient's name is 'Michelle Harris (Female | 21 | 10/14/1999)'. A yellow banner states 'This is a sample patient. To turn off sample patients, go to the Account tab.' Below this are links for 'Appointment Options', 'Super Bill', and 'Vitals', and a 'Start Visit' button. The 'Appointment Notes' section has a text input field with the placeholder 'Tap here to add a note'. The 'Appointment Details' section shows the appointment time '11/10 09:45AM' and the note 'Surgery, make sure patient as not eaten.'. It also lists 'Appointment profile' as 'None Selected', 'Office' as 'Primary Office', 'Provider' as 'James Smith', and 'Billing' as 'None'. The 'Appointment Status' is 'None Selected' with a 'History' link. The 'Billing Details' section shows 'Payment profile' as 'Cash', 'Co-Pay' as '\$0.00', 'Billing Status' as 'None Selected', and 'Total Payment' as '\$0.00' with 'Add' and 'History' links. The 'Patient Flags' section shows 'No Flags' and a 'View All' link. The bottom navigation bar includes icons for 'Dashboard', 'EHR', 'Messages' (with a red notification badge '10'), 'Tasks' (with a red notification badge '28'), and 'Account'.

2. Select **Create Break**.

1:47 PM Thu Nov 12

Filters 11/10/20

Search Appointment

11/10/2020 Tue

Amy Smith
11/10 09:00AM Exam 2

Michelle Harris
11/10 09:45AM Exam 1
Surgery, make sure patient as not eaten.

Michelle Harris (Female | 21 | 10/14/1999)
This is a sample patient. To turn off sample patients, go to Settings > Sample Patients > Turn Off Sample Patients

Appointment Options Super Bill Vitals

Appointment Notes
Tap here to add a note

Appointment Details
11/10 09:45AM
Surgery, make sure patient as not eaten.

Appointment profile **None Selected**

Office **Primary Office**

Provider **James Smith**

Billing **None**

Appointment Status **None Selected** History

Exam Room **Exam 1**

Billing Type **ICD-10**

Billing Details
Payment profile **Cash**

Co-Pay

Billing Status **None Selected**

Total Payment **\$0.00** Add History

Patient Flags **No Flags** View All

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Dashboard EHR Messages (10) Tasks (28) Account

Create Appointment
Create Break
Clinical Photo
Create Task
New Patient

3. Enter a Reason(optional), select a Date and time, change the Duration (if needed), and Save.

Cancel

Save

Appointment Type

Break

Provider

[James Smith >](#)

Reason for Visit



Date & Time



[Thu Nov 12, 02:00 PM >](#)

Today

2 Weeks

1 Month

3 Months

6 Months

1 Year

Existing Appointments on Nov 12, 2020

Amy Smith

30 min @ 11/12 01:10PM - Exam 2

Jenny (Jen) Harris

30 min @ 11/12 02:00PM - Exam 2

| | | | |
|--------------|----------|-----------|-----------|
| Mon Nov 9 | 11 | 57 | |
| Tue Nov 10 | 12 | 58 | |
| Wed Nov 11 | 1 | 59 | AM |
| Today | 2 | 00 | PM |
| Fri Nov 13 | 3 | 01 | |
| Sat Nov 14 | 4 | 02 | |
| Sun Nov 15 | 5 | 03 | |

30 mins



Exam Room

[All Exam Rooms >](#)

4. The break will appear on the schedule.

1:52 PM Thu Nov 12

Filters Today

Search Appointment

11/12/2020 Thu

Amy Smith
11/12 01:30PM Exam 2

Break
11/12 02:00PM All Exam Rooms Meeting

Jenny (Jen) Harris
11/12 02:30PM Exam 2 Baby Checkup

Amy Smith (Female | 68 | 09/02/1952)
This is a sample patient. To turn off sample patients, go to the Account tab.

Appointment Options Super Bill Vitals Start Visit

Appointment Notes
Tap here to add a note

Appointment Details
11/12 01:30PM

| | |
|--------------------------------------|-------------------------------------|
| Appointment profile None Selected | Appointment Status None Selected |
| Office Primary Office | Exam Room Exam 2 |
| Provider James Smith | Billing Type ICD-10 |
| Billing None | |

Billing Details

| | |
|-------------------------|-------------------------------------|
| Payment profile Cash | Billing Status None Selected |
| Co-Pay | Total Payment Add History \$0.00 |

Patient Flags View All
No Flags

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Dashboard EHR Messages (10) Tasks (28) Account

5. Select the break to view the details. Tap on **Break Options** to **Edit**, **Reschedule** or **Delete** the break.

1:52 PM Thu Nov 12

Filters Today

Search Appointment

11/12/2020 Thu

Amy Smith
11/12 01:30PM Exam 2

Break
11/12 02:00PM All Exam Rooms

Jenny (Jen) Harris
11/12 02:30PM Exam 2 Baby Checkup

Break
11/12 02:00PM 30 Minutes @ All Exam Rooms
Break Options

Reschedule / Edit Break

Delete Break

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Dashboard EHR Messages (10) Tasks (28) Account