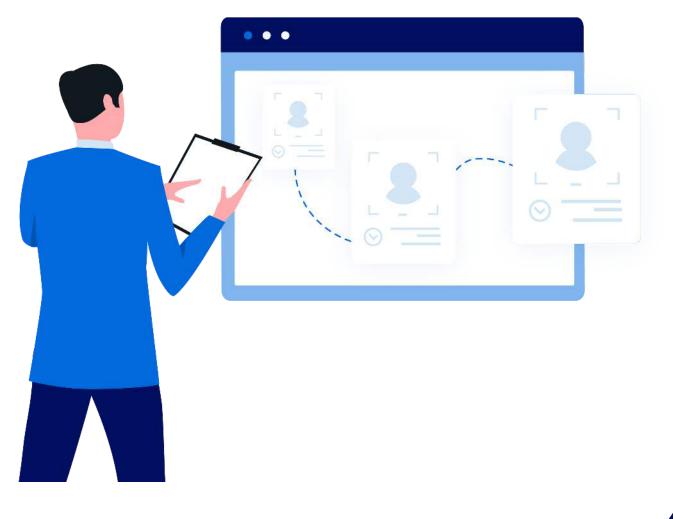
## **Help Articles**

## Is there a report which shows the patient appointments which were created on a particular date?



denticon

## Is there a report which shows the patient appointments which were created on a particular date?

To generate a list of appointments which were created on a certain date (or date range):

- Click the word "Reports" and choose the "Group Reports" and "Management Reports" options from the drop-down box
- Select the "Appointment Detail by User" report
- Enter the date(s) which appointments were created (not the appointment date)
- Click the Print/Preview button to generate the report to the Adobe Acrobat Reader program for viewing and printing

The AppointNow information will be at the start of the report, indicated as user "\_APPOINTNOWPAT\_"

Sched	uler Patient <del>•</del>	Transactions •	Charting +	Reports •	Utilities •	Setup 🔻	Office Newport	Beach Org	ganic Dentis 🗸	Help 🔻	Logout			
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) Daily Journal by User - Detail	0	Executive Summary		
Daily Journal by User - Detail (by created date)	0	Production by Category	Office Group	Orange County San Diego
) Daily Journal - Detail	0	Production by Codes		
) Daily Journal - Summary	0	Production by Codes - Provider	User	ALL
) Daily Journal by Provider - Detail	0	Production by Provider	0901	
) Daily Collection	0	Aging - Detail	Created Date Range	
Daily Collection by Provider	0	Aging - Summary	Start Date	5/1/2013
Recall Due	0	Aging by Home Office	End Date	7/31/2013
Appointment Detail By User	0	Aging Summary by Home Office	Operatory	ALL V
) Time Clock Report	0	Aging with Rem. Contract Bal.	Provider	ALL
Unallocation Payments/Adjustments Report	0	Aging with Rem. Contract Bal. by Home Office		01SB : Bright, Sonny DDS
	0	Aging by Provider by Home Office - Detail	☑ Include Patient Phone Number	
pointment detail report by User				Print / Preview

Appt Date	Appt Time	Len (min)	Ор	Prdr	Chart#	Patient	Phone #	Carrier	Procedure (Code Th Surf Descr)	Notes
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Office :		Newp	oort Bea	ich Organi	ic Dentisti	ry .	24		-2/	
8/2/2013	12:00 PM	60	02	0011		Lee, Brian 148 Bal: 307.00	(H): 949-823-7808 (C): 858-583-6452 (W): 80033312122 x: 2	P: DELTA DENTAL PLAN ( PA 11198) Ph#;- (800) 932-0783 S: AETNA PPO (CA) Ph#;- (800) 525-3148	D2391 B O Resin Composite One Surface Posterior (Permanent) D2391 S O Resin Composite One Surface Posterior (Permanent)	
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