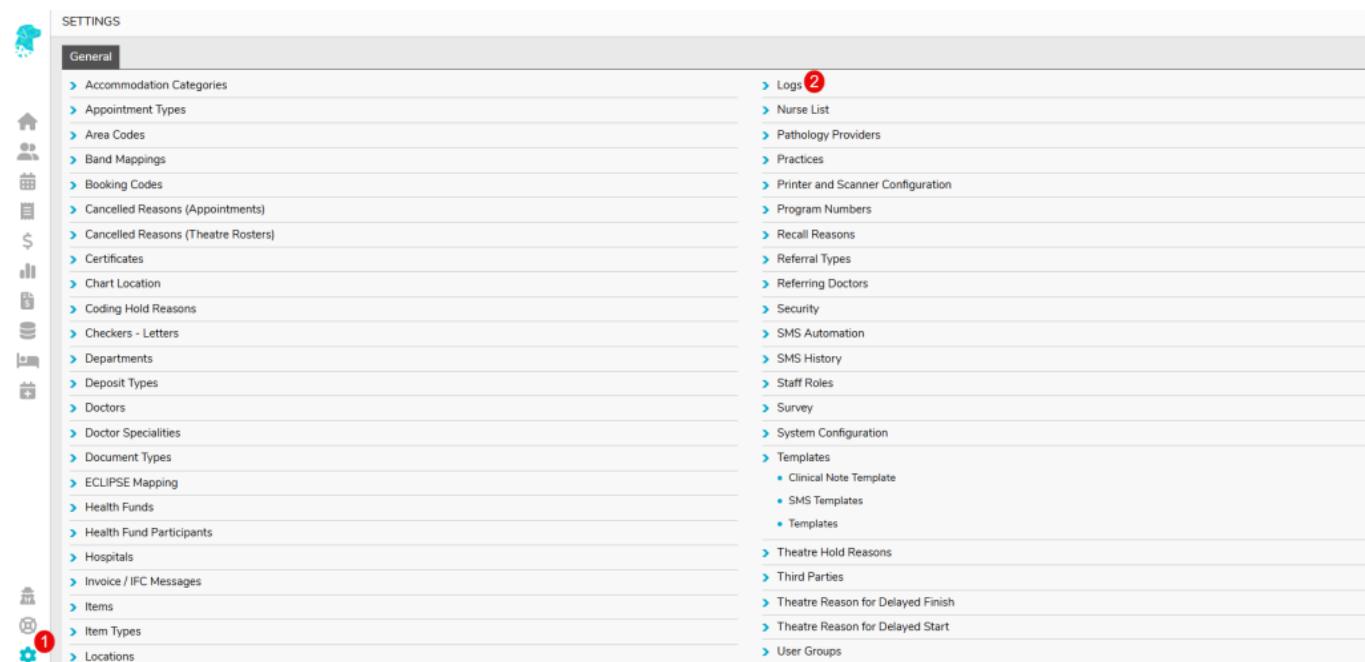


Tracking User Activity in FYDO

Did you know you can view user activity history in FYDO? Whether it's to track changes made to an invoice, to see when a patient record was deleted or which user undertook what action, and when, the FYDO's **Audit Logs** feature can help! Read on to learn more.

The audit logs show information about *the action* performed, *who* performed it, *when* they performed it, and their *IP address*. It can be used for troubleshooting purposes or monitoring user activities.

To view the audit logs, first navigate to **Settings**, then **Logs**.



The screenshot shows the 'SETTINGS' page with the 'General' tab selected. On the left, there is a sidebar with various icons and a red '1' notification on the settings icon. The main content area lists numerous system configuration items, with 'Logs' highlighted in red and a red '2' notification above it, indicating two new items in the logs.

Category	Sub-Category
General	Accommodation Categories
	Appointment Types
	Area Codes
	Band Mappings
	Booking Codes
	Cancelled Reasons (Appointments)
	Cancelled Reasons (Theatre Rosters)
	Certificates
	Chart Location
	Coding Hold Reasons
	Checkers - Letters
	Departments
	Deposit Types
	Doctors
	Doctor Specialities
	Document Types
	ECLIPSE Mapping
	Health Funds
	Health Fund Participants
	Hospitals
Invoice / IFC Messages	
Items	
Item Types	
Locations	
Logs 2	
Nurse List	
Pathology Providers	
Practices	
Printer and Scanner Configuration	
Program Numbers	
Recall Reasons	
Referral Types	
Referring Doctors	
Security	
SMS Automation	
SMS History	
Staff Roles	
Survey	
System Configuration	
Templates	
Clinical Note Template	
SMS Templates	
Templates	
Theatre Hold Reasons	
Third Parties	
Theatre Reason for Delayed Finish	
Theatre Reason for Delayed Start	
User Groups	

How is user activity recorded?

Every user login is unique. So when a user logs in and begins taking actions on FYDO, their activity is logged. Here are some examples of logged user activity in FYDO:

- User login
- Changes to patient record
- Changes to appointment details
- Billing and invoicing changes
- Claims sent and batches receipted
- Payments taken, split, or reallocated
- Documents deleted
- Batches removed

You can view user action history within a date range, sort by user, action, or date, as well as search.



SETTINGS > LOGS

Username	Message	Date Created	Action
Michelle Romero (Altura) (Backend)	Patient [MRN - 210] - Insurance Status changed from 'None' to 'Full Fee'	02/10/2025 5:35:48 PM	
Michelle Romero (Altura) (Backend)	Patient [MRN - 210] - Created	02/10/2025 5:35:30 PM	
Kelsey Hills (Altura) (Backend)	Template Created - Wound Assessment Chart - WHB	02/10/2025 3:31:27 PM	Download

Why use FYDO's Audit Logs?

Let's take a closer look at the benefits of this feature.

- Greater accountability:** logged user action history fosters a culture of responsibility by users being aware that their actions are being logged, promoting responsible behaviour within the organisation.
- Enhanced troubleshooting:** logged user action history can aid in pinpointing the source and cause of an issue, helping users to troubleshoot problems faster.
- Improved security:** logged user action history offers a log of most system activities, enabling the identification of unauthorised access attempts, powering administrators to take the necessary steps to secure the system.

Complete Prostheses List

The Department of Health releases the latest prostheses list and its pricing and keeps that information publicly available at <https://www.health.gov.au/resources/publications/prostheses-list>

The lists are updated a minimum of 3 times a year.

There is also a Prostheses List Guide available at
<https://www.health.gov.au/resources/publications/prostheses-list-guide>

Prosthesis lists will be automatically loaded into FYDO. Any new items will be added & all new fees will be imported. However descriptions for existing items will not be updated, as some facilities prefer their own descriptions & do not want them overridden.