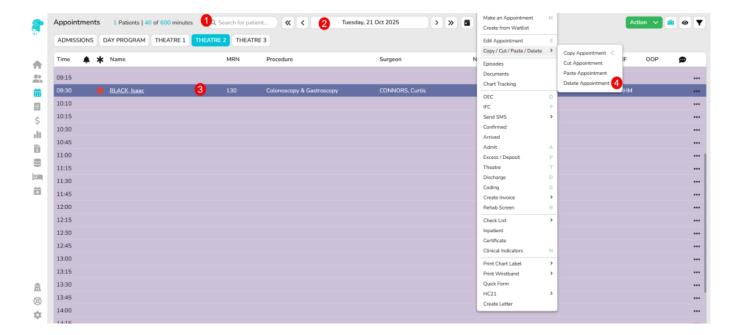
Delete a Hospital Booking

If an appointment is required to be removed from the system

- 1. Search for the patient **OR**
- 2. Navigate to the date & theatre that the patient is booked for
- 3. Select the patient & right click to open menu
- 4. Select Copy/Cut/Paste/Delete and then select Delete Appointment



- 5. You will be prompted to **confirm** that you are sure you want to delete the appointment
- 6. Click Yes

7.

If statistical information on the cancellation is required, then please see instructions on how to **Cancel a Booking** at https://wiki.fydo.cloud/cancel-a-booking/