

Editing, deleting, and inactivating referrals

Made a mistake when creating the referral? No problem. Read on to see how to edit or delete referrals.

Start off by opening a patient's record. Below is an example of the referral section of a patient's record.

Referring Details

Previous Referrals

Referring Doctor: SMITH, John x [Add Referring Doctor](#)

Referral To: Search for a Referral To

Referral Date: 01/12/2025 Period: 12 First Consult: Site Referral (global): ☐ Open Access: ☐ Status: ☒ Active

- **Add another referral:** FYDO allows you to have multiple referrals for a given patient. Use this button to add another referral
- **Edit referral:** this button allows you to make changes to any of the data fields of a given referral
- **Delete this referral:** this button will remove the referral
- **Active:** untick this checkbox to make the referral inactive