

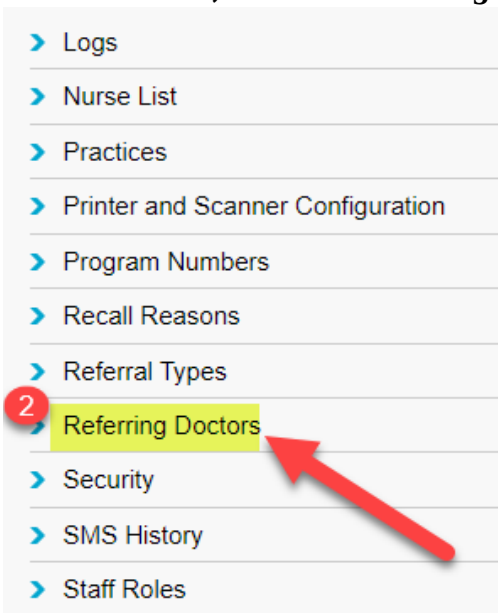
Exporting Referring Doctors/Practices

How to Export Referring Doctors:

1. Click on **Settings**



2. Under **General**, Click on **Referring Doctors**



3. Click the **Export To** button and choose either **Excel** or **PDF**.

SETTINGS > REFERRING DOCTORS

All Delivery Created From Date To Date All Types All Specialities Show Inactive Search Add Referring Doctor Export To

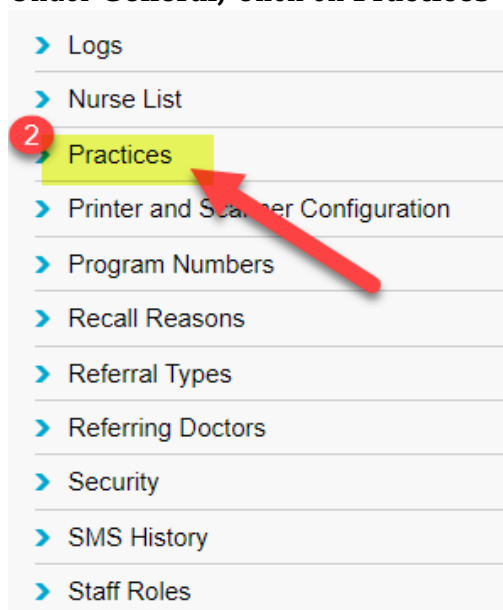
| ID | Surname | First Name | Provider | Type | Speciality | Practice Name | Suburb | Status |
|----|---------|------------|----------|------|------------|----------------------|--------------|--------|
| 2 | Bell | Abby | - | GP | - | Happy Medical Centre | BUNBURY | Active |
| 1 | Test | Ref | 1123441A | GP | - | Test | DARLINGHURST | Active |

How to Export Practices:

1. Click on **Settings**



2. Under **General**, Click on **Practices**



3. Click the **Export To** button and choose either **Excel** or **PDF**.

SETTINGS > PRACTICES

☐ Show Inactive

Add Practice

3

Export To

Excel

PDF

Print

| ID | Practice Name | Address | Suburb | Phone | Fax | Dr | |
|----|----------------------|-----------------------|--------------|-------|-----|----|--------|
| 2 | Happy Medical Centre | 66 Happy Lane 123 | BUNBURY | - | - | 1 | Active |
| 1 | Test | 12/15 Abc Lowe Street | DARLINGHURST | - | - | 1 | Active |

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Records/Page

Records 1-2 of 2 (Page 1 of 1)

