Edit Visits/Assessments Video: Edit Visit Assessment - YouTube

You can edit the assessment the same way you started the assessment. Instead of using the New button you will use the Edit button.

If the visit is locked then you will need to unlock it first from the Visits/Assessment screen.

You will need to have an appropriate member of an office staff unlock the visit, if you do not have permission. You will need to complete a sync to get the update.

From Barnestorm POC

Select Patient > My Schedules: Select the schedule and then select the Edit Assessment.
Visits/Assessments: Select the visit and then select the Edit button.
Schedule Calendar: Right click on the schedule and click on Edit Assessment.

From Barnestorm Office there are 2 ways to unlock a visit/assessment

Option 1: Unlock the assessment from Office. From the Visits/Assessment tab, select the visit and click on Unlock. If you cannot access the Unlock button, you do not have permissions to unlock an assessment. OR the assessment may be too old. Please have the appropriate member of staff to unlock the visit/assessment using Barnestorm Office; or use Option 2.

Option 2: Unlock the assessment from Admin. Go to Admin > Unlock a Visit from the main menu. (NOTE: If you do not have the Admin button on your main menu, your supervisor/administration has not authorized you to access this screen.) Enter the patient's name or

chart number and then select the visit/assessment that needs to be unlocked. Click the Unlock button in the upper right. If you are not able to unlock your visit/assessment, please review the following article for additional troubleshooting tips:

Unable to Edit/Unlock a Note/Assessment

Knowledgebase
http://kb.barnestorm.biz/KnowledgebaseArticle50032.aspx