This feature is used when you have more than one code entered for the same doctor/facility and you want to consolidate them together. This will allow you to select the code you want to keep, and the one you want to change and delete.

From the **Main Menu** in **Barnestorm Office** click on **Codes > Other Basic Codes > Doctors**

- In the **Search For** field, type in the code of the Doctor you wish to keep
- In the panel to the right, **Fix Duplicated Doctor/Facility Codes**, type in the code of the Doctor you wish to consolidate/delete

- After you type in the code to delete, the **Change and Delete Code** button will activate. Click on **Change and DeleteCode** to consolidate the two codes together. A message will appear telling you how many documents have been changed to the other code (ie., 485's, verbal orders, patient doctors).
- Click on Ok. The patient documentation has been changed to use the one doctor code you decided to keep.

****Make sure you want to make these changes before clicking the "Change and Delete Code" button.**