Barnestorm Office > Admin > Correct Visit Info

The patient, program, payer, job code, visit status, employee and type of assessment can be changed from this feature.

- In the top portion of screen, enter the patient, employee, and from/to date of the assessments to search.
- Click the **Search** button.
- Visit(s) will appear. Select the checkbox for the one(s) that need to be corrected.
- In the bottom portion of the screen, check the **Patient, Program and Payer** field. This is required to fill in even if the patient is staying the same.
- Select the box by the fields that need to be corrected. Depending on which box you check, a list of available options will appear on the screen. Choose the appropriate one.
- When you've made your changes, click the Verify button. The updates will be shown.
- If the updates are correct, click the Update button.

Note: This process will update both the Visit Assessment and the Visit Charge (from the Visit Entry screen).