

Switch Chart Numbers

Use this feature if you created a referral with an incorrect chart number and you need to change it.

1. From Barnestorm Office > Admin > Switch Chart#'s.
2. Search for the patient by entering their name or the incorrect chart number in the Old Chart# field.
3. Enter the new six digit chart number that you want to use or click on Get Next Chart #.
4. Click on the Validate button.
5. If every thing is good to change then the Save button will appear.
6. Click on Save. A list of items that were changed will appear(ex. Referral, ICD codes).

Knowledgebase

<http://kb.barnestorm.biz/KnowledgebaseArticle50828.aspx>