SWIM – Access to Care



Print Booking Form

Quick Reference Guide

Print a Booking Form from the Provider's Office module

Print Booking Form	
1. Find patient	Find the patient and open the Case Details screen
2. Booking Form?	Click the Booking Form? hyperlink Booking Patient Alerts N O Est. Length O Click Print. Note: You must update the form for changes to take effect before printing. Fields/Sections which require information are marked with a *. Franklin, Benjamin O Address: Phone Number: provider: Diagnosis Category: OTHER DENTAL DIAGNOSES Surg Date: Diagnosis Category: OTHER DENTAL DIAGNOSES Surg Date: Diagnosis Category: OTHER DENTAL DIAGNOSES Surg Date: NONE Target Date: 11/22/2023 (44 DAYS AGO) Procedure 1: Intraoral biopsy Body Site: Other Est. Procedure Time: 43 mins IP/OP: OP Admission Venue: Day Surgery Post Operative Destination: Day Surgery Print Skip
3. Print	 The Booking Form will open in a new window Find the print icon to send to the printer Based on the Manitoba configuration the booking form will always print with the below values ADDITIONAL PERSONNEL = blank ANESTHESIOLOGIST = blank TYPE OF ANESTHETIC = blank or GENERAL PSS ACTIVITIES: SCHEDULED = Activity has been completed NOT SCHEDULED = Activity has started or is in progress