

# Appointment Report

The Appointment Report shows all appointments for a given range. When running an appointment report, you can select for date, location and practitioner.

So let's say you want to see how many treatments a practitioner did last month - select your date range, location, the practitioner name, and Appointments from the menu at the top, then click Search:

Appointments Report

5 Appointments

From Wed Jul 1, 2020 to Fri Jul 31, 2020

Practitioner: Fairy Godmother

TodayThis Weeklast WeekThis MonthLast MonthYear to DateLast Year

2020-07-012020-07-31

All LocationFairy Godmother

☒ Appointments☐ Transactions☐ Cancellations

Search

APPT and TRXN dates are not always the same.

APPTID	Patient	Practitioner	Location	Time	1st	CHKD	TKN	TRXN	Notes
189	Br'er R Rabbit	Fairy Godmother	West Side	Mon Jul 27, 20 9:00 am		yes		\$20.00	
190	Captain Hook	Fairy Godmother	West Side	Mon Jul 27, 20 9:10 am		yes		\$20.00	
191	Ursula S Witch	Fairy Godmother	West Side	Mon Jul 27, 20 9:20 am		yes		\$20.00	
201	Buzz A Lightyear	Fairy Godmother	West Side	Thu Jul 30, 20 11:10 am		yes		\$67.00	
200	Jiminy Cricket	Fairy Godmother	West Side	Thu Jul 30, 20 11:30 am		yes		\$57.00	
Totals					0	5	0	\$184.00	

The appointment report does NOT show detailed transaction information - for that you'll need to run a [Transaction Report](#).

Revision #3

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