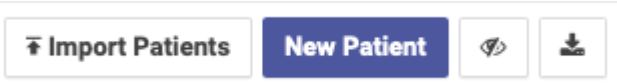
Inactive Patients

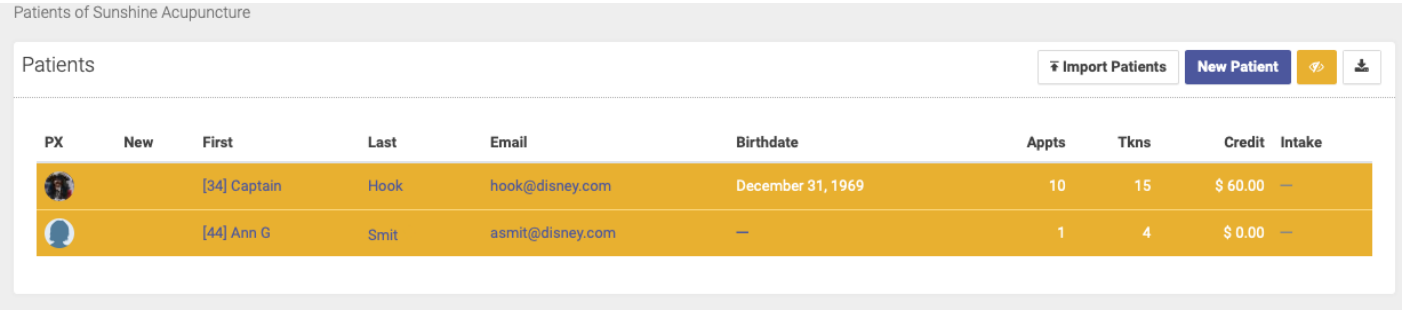
Sometimes you need to prevent a patient from making appointments or for your receptionist from doing so. You can do this by making them "Inactive". Inactive patients cannot log in. Some patients will create a new account. They will not be able to use the same email address as an inactive (or active) patient.

To make a patient inactive

- Go to their profile page in the admin.
- Choose the Edit tab in the Details / Edit tabs
- Find the toggle switches under the name fields
- Click Active, making sure it is in the "Off" position
- Save the details



The button to see all inactive patients



Showing the inactive patients.



Patient Toggle Switches

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