

# EHR Preferences

## Note Labels

By default, your EHR notes will contain two fields: Note and Plan. If you want to add more fields, you can do that on your EHR Preferences page.

You can create up to 12 fields, and each of the fields you create will appear when you enter your EHR notes for each treatment.

You can add or delete fields, and use the arrows to change the order in which your fields appear in your EHR notes.

**This is what you'll see on the EHR Preferences page, where you create your Note Labels:**

## Health Record Note Labels

Add text notes fields to your secure health records with custom labels.

<div>Add A Labeled Text Entry</div>		<div>+</div>
<div>↓</div>	<div>Subjective</div>	<div><div>✓</div><div>🗑</div></div>
<div>↑ ↓</div>	<div>Objective</div>	<div><div>✓</div><div>🗑</div></div>
<div>↑ ↓</div>	<div>Assessment</div>	<div><div>✓</div><div>🗑</div></div>
<div>↑ ↓</div>	<div>Plan</div>	<div><div>✓</div><div>🗑</div></div>
<div>↑ ↓</div>	<div>CPT code</div>	<div><div>✓</div><div>🗑</div></div>
<div>↑ ↓</div>	<div>ICD 10 code</div>	<div><div>✓</div><div>🗑</div></div>
<div>↑ ↓</div>	<div>Herbal Rx</div>	<div><div>✓</div><div>🗑</div></div>
<div>↑</div>	<div>Pulse</div>	<div><div>✓</div><div>🗑</div></div>

**This is how it will appear when you enter a chart note:**

May 16th 2025 @ 8:10 AM [2066]



Sleeping Pea Beauty BD: Jun 28 1908 With Alexa Hulseley

No needles in L arm

### Health Record Entry

Subjective

I

Objective

Assessment

Plan

CPT code

ICD 10 code

Herbal Rx

Pulse

## Notes Dictionary

The Notes Dictionary gives you the ability to create text shortcuts for faster charting. For example, you can type "pt", and it will automatically convert to "patient" in your EHR note.

To enable the Notes Dictionary, check the "Using Dictionary" checkbox. Then create your list of text shortcuts in the table, by entering the short text and long replacement:

# Notes Dictionary

Create a dictionary of shorthand texts that, when typed into your notes gets replace with a longer string of text.



For example typing "pt" is replaced by "patient".

When you key in a <space> <comma> <period> <exclamation> or <question> mark immediately after.



Using Dictionary?

Short Text	Long Replacement	+	
acu	acupuncture		
pt	patient		
sx	symptoms		
hx	history		
dx	diagnosis		
lmp	last menstrual period		
ttc	trying to conceive		

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