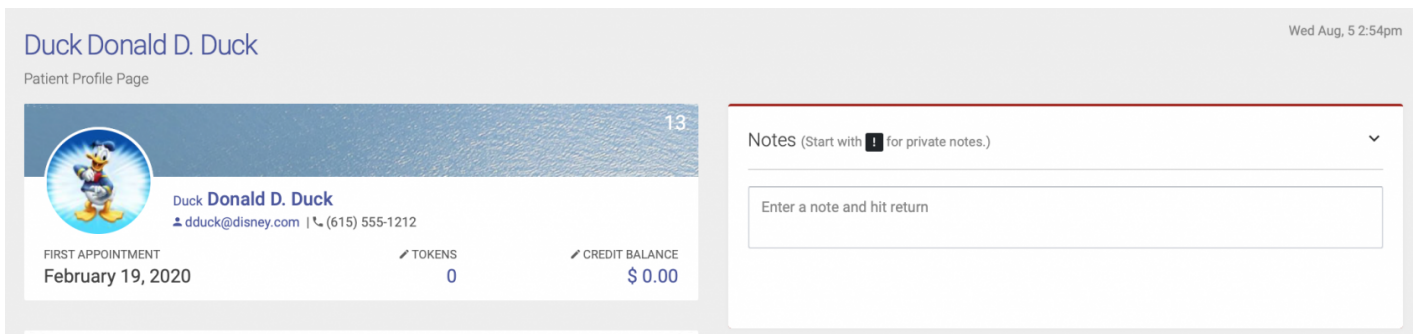


# Private EHR Note

Private EHR notes can be viewed by users with Practitioner permissions by not by Admin users. The private EHR note should be used to document medical or treatment-related information that needs to be viewed on an ongoing basis.

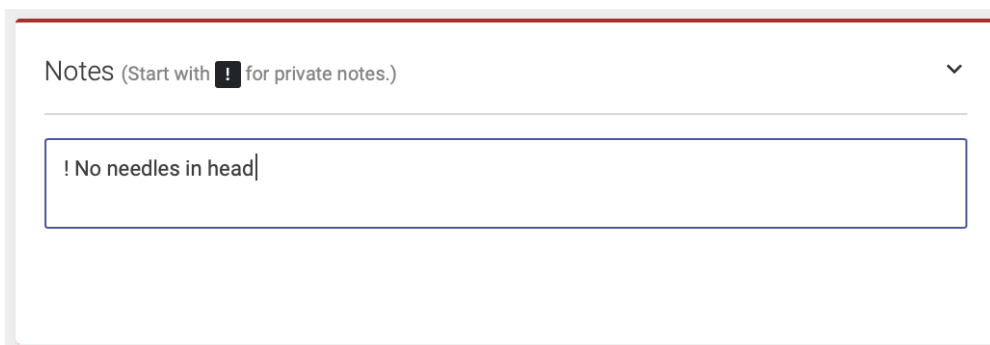
For example, let's say a patient has a strong adverse reaction anytime needles are placed in his head, so you want practitioners to avoid needling the head. You'd want every Practitioner to be aware of this, but it's not something relevant for Admin users. So you'd document this as a Private EHR note.

To record a Private EHR note, click on the patient's name from either the schedule or the EHR. This will take you to their [patient profile page](#), where you'll use the Notes section in the upper right corner:




The screenshot shows a patient profile page for 'Duck Donald D. Duck'. The page includes a patient profile card on the left with a cartoon duck avatar, name, email, phone number, first appointment date (February 19, 2020), tokens (0), and credit balance (\$0.00). On the right, there is a 'Notes' section with a dropdown arrow and a text input field containing the placeholder text 'Enter a note and hit return'.

Type an exclamation point (!) first, and then enter the note. Enter return to save your note:




This is a close-up of the 'Notes' section. It shows a dropdown arrow and a text input field. The input field contains the text '! No needles in head'.



The Private EHR Note will now appear on the patient profile page, but only users with Practitioner permission will be able to see it:

Notes (Start with  for private notes.)

Enter a note and hit return


 2020-08-05 03:56 PM By

No needles in head


 


The Private EHR Note will also appear under the patient's name on the EHR:

Aug 5th 2020 @ 9:30 AM



Donald D Duck With [Alexa Hulsey](#)

 No needles in head

 Find most recent treatments. There are no health records for this appointment

To delete a Private EHR Note, simply click the red X next to the note entry on the [patient profile page](#).

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Revision #2

Created Wed, Aug 5, 2020 8:01 PM by [Alexa Hulsey](#)

Updated Wed, Aug 5, 2020 8:30 PM by [Alexa Hulsey](#)