

# Follow Up Settings

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## Summary

Follow Up Settings can be accessed via: Administration > Settings and selecting the 'Follow Up' category.

This page documents each setting.

## Details



The screenshot shows the 'Configuration Settings' window for the 'Follow Up' category. The title bar reads 'Configuration Settings [User - jupiter : Site - Esher : Profile - Back Reception]'. On the left is a 'Categories' sidebar with icons and labels for Account, Reporting, Diary, Reception, Treatment, Referral, Lab, Vet Scan Lab, Labelling, SMS, Email, DayLists, System, Miscellaneous, HTML Labelling, Smart Flow, VetCheck, and Follow Up (which is highlighted). The main area shows the 'Site' dropdown set to 'Esher' with a 'Save' button. Below this is the 'Follow Up Appointment' section containing three settings: 'Memo Popup when Saving Treatments accessed via Appointment' (unchecked), 'Follow Up Appointment' (a dropdown menu set to 'Follow Up Appointment Enabled and Selected'), and 'Declined Appointment - Do not prompt for reason' (checked).

### Memo Popup when Saving Treatments accessed via Appointment

**Enabled** = Display memo when saving treatments accessed from the diary screen.

**Disabled** = Do not display memo when saving treatments accessed from the diary screen.

### Follow Up Appointment

**Disabled** = Disables the Follow Up Appointment module.

**Enabled and Enforced** = Enables the module and enforces users to book the next appointment.

**Enabled and Selected** = Enables the module and allows users to select to book the next appointment or not (by unchecking the checkbox).

**Enabled and Unselected** = Enables the module and allows users to select (by checking the checkbox) to book the next appointment or not.

### Declined Appointment - Do not prompt for reason

**Enabled** = Do not prompt users to provide a reason if declining a follow up appointment request.

**Disabled** = Prompt users to provide a reason if declining a follow up appointment request.

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