

Customising the Results inbox

The Results Inbox has 2 views – one seen by staff with **Full Rights** and another seen by staff with **Limited Rights** - each view has buttons that can be customised.

Full Inbox Rights

Users with Full Inbox Rights to the Results Inbox see a row of 7 Speed Buttons and the first 4 buttons can be customised. The order of the **4 Edit** Buttons matches the **4 Actions** buttons.

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Limited Inbox Rights

Users with Limited Inbox Rights see a row of 3 Speed Buttons and first 2 buttons can be customised. The hardcoded Other Functions button gives additional Results Inbox options.

This provides a more limited level of access to staff that scan letters, attach patients etc.

Limited Inbox Rights - Inbox Button 1 (Left) Limited Inbox Rights - Inbox Button 1 (Left) - All Branches Not Otherwise Specified			
Branch: All Branches Not Otherwise Specified As Specified in "Speed Buttons (Default)" Settings			
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Where to customise Speed Buttons

All Speed Buttons are customised under Global Options > Results>Result tab.

	Role test all	Result Inbox Custom Button Action	ns	
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	Common Phrases	Instructions	Action Applies to Branch	
	All OK, no appt needed Appt made for	Recep ph patient, make appt asap	All Clinics All Clinics Send to Action: Send To User: Send To Role: Complete	
	Doctor requires file Make appt when patient calls Nurse make appt urgent. Patient notified, OK, set as Complete Patient refuses to come back!!!			
	Recall required for 6 12 24 months Recall set for 6 12 24 months Recep ph patient, make appt asap	_		
	Set as Complete			