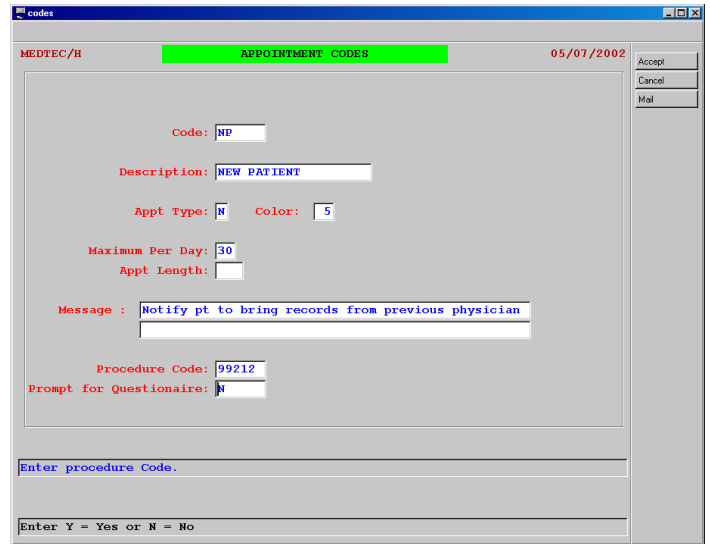


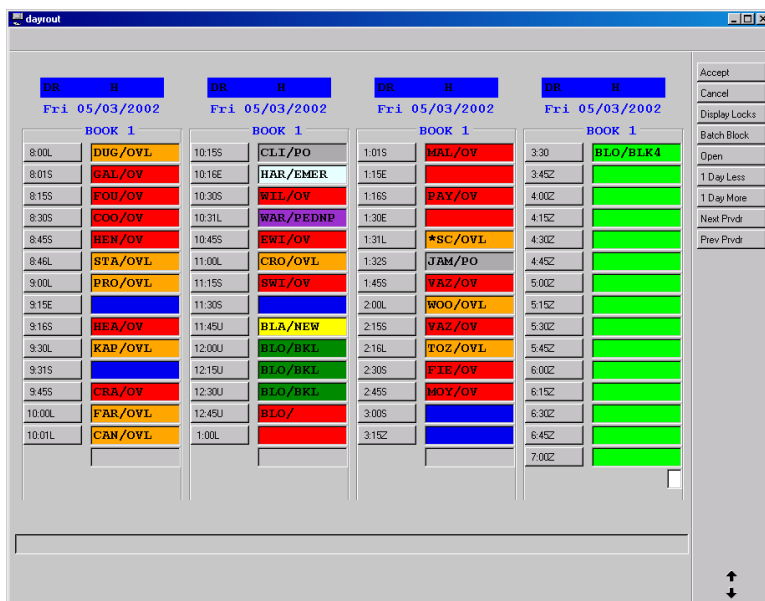
Appointment Book Color Assignment

Harmony has color coded appointment reason codes. The color assignments assist the appointment desk in many different ways. You can choose to group like codes together with a single color. For an example, all New Patient appointment codes could appear in orange, all Injection appointment codes could appear in red, and all Post-op appointment codes could appear in green. Each code could also be assigned its own color. Please keep in mind that there are 10 available colors. Each color is represented by a number. Following is a list of the colors available and the number that represents that color. Only numbers 2-12 may be used!!!

- 1 – Bright Blue – This represents all open slots and may not be assigned to an appointment code.
- 2 – Clear – This represents booked slots and must remain clear in order for the appointment colors to appear in the appointment books.
- 3 – Red
- 4 – Orange
- 5 – Yellow
- 6 – Bright Green
- 7 – Blue
- 8 – Purple
- 9 – White
- 10 – Tan
- 11 – Gray
- 12 – Dark Green



The colors are assigned to each appointment code in the Master File of Codes under the tab labeled Appointment Codes. Enter the number corresponding to the color into the Color field.



The blue slots indicate there is an available appointment time. Please note the appointment book screen is for locating available slots and booking them. If you need to change or delete an appointment, MTI recommends entering appointments through the patient master so you may view all details of the appointment first. If you click on the time slot of a booked appointment, the detail will appear at the top of the pop-up menu.