Adding North Devon Hospice to the Clinical Tree (Organisational only needs doing once)

In SystmOne, go to Setup > Users and Policy > Organisation Preferences > Clinical Policy > Tree Configuration. On the screen that opens, select Tree Configuration from the list on the left. Your current configuration will be highlighted in the list that appears. Click Amend Tree. Click OK.
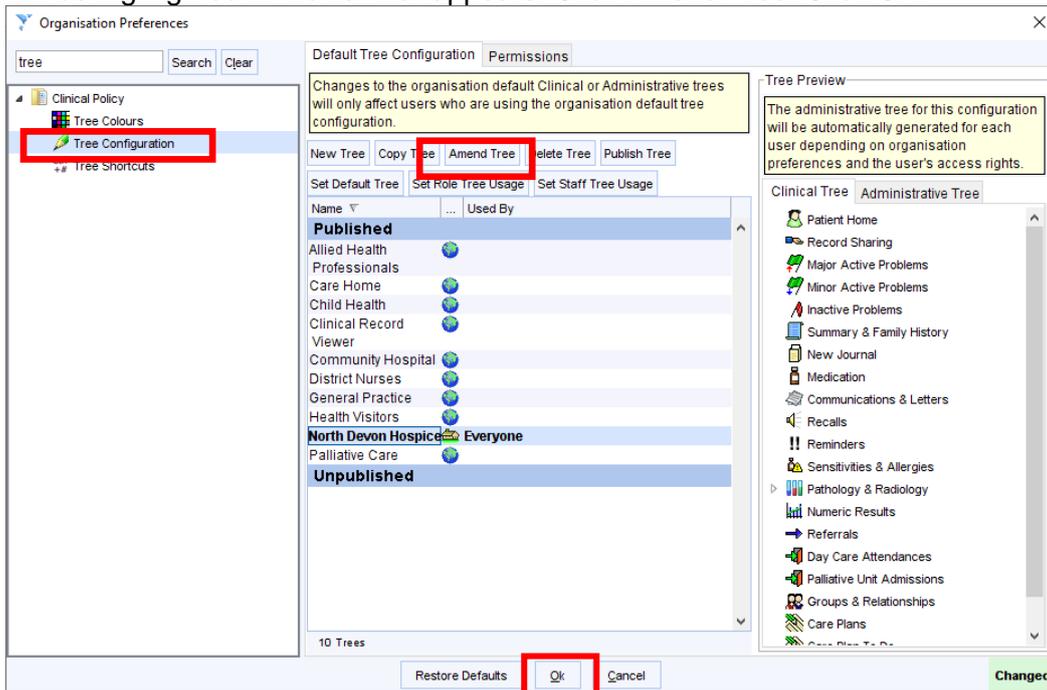
Screen shots may differ slightly within your organisation

Note: Only Organisation–wide 🏠 configurations can be amended.

Under available Tree Nodes, search for North Devon Hospice and select
⬇ Referral to North Devon Hospice Services
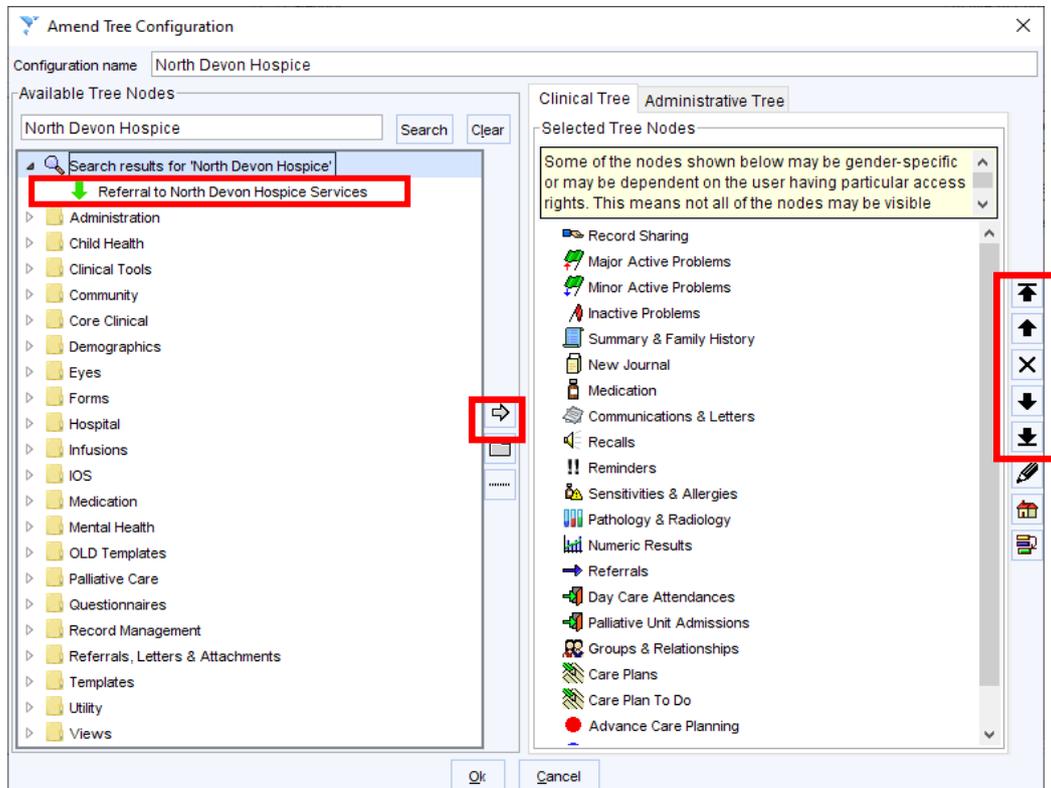
Screen shots may differ slightly within your organisation

Use the ⇨ button to move the template into your clinical tree on the right and use the up and down buttons on the right to move the new template up and down your tree. Users may find it helpful to have it located underneath or near your existing Referrals node.

When you are happy with the location of the template, click OK.