IT Dept Quick Reference Guide (QRG)



Document No - Ref 104

Version Number – 2.0

ADDING FAMILY HISTORY

1.	Hist	ories			- Earlie Art	
2		n	nain menu	option and then Click on the	e Family tab.	
Ζ.		Click on the relationship (a.g. father) and complete information (change hirth (date) to (year) if passagery)				
3.	Click on the relationship (e.g. father) and complete information (change birth 'date' to 'year' if necessary Click OK when done.					
	Relationship Father (FH) Image: Update Family Member - Father (FH) Image: Update Family Member - Father (FH)					
	Name	orename:		Surname: G	ender: Birth: Year	
	Health Status	oe		Bloggs	1918 🚽	
		Deceased		Age at Death: Age Ca	ause of Death:	
		45		0		
					OK Cancel	
4.	It is possible to record full medical history, or use the 'Health Status' drop down to choose 'Unknown' o					
	•		"Ne	pative'.	-	
	Health Status					
	Q Negative					
	Unknown					
		I				
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