



Patient Labels

We have added the ability to print out labels for your patients. The following will show you how to use the label feature in OptimisPT:

Patient Demographics (Individual Patient Label)

Once inside the patient demographics screen, you will see a new button called Print Label:

A screenshot of the OptimisPT web application showing the "Demographics" screen for a patient named Barry "The Flash" Allen. The screen includes a sidebar with navigation options like Demographics, Contacts, and Payment Sources. The main content area is divided into sections: General (First Name, Nickname, Middle Name, Last Name, Suffix, SSN, Gender, Legal Sex, Preferred Pronouns), Contact Info (Address, Email, Phones), Referred By, and HIPAA Info. A green notification bar at the top says "Patient was successfully updated." In the top right corner, there is a green button labeled "Print Label" which is highlighted with a red rectangle. Below the "Print Label" button, there is a "Send Email to Patient" section with a dropdown menu and a "Send" button. A red "HIPAA Compliance Alert" message is displayed below the email section.

You will then be presented with two options:

A screenshot of the "Print Label" dialog box. The dialog has a title bar with the text "Print Label" and a close button (X). Below the title bar, there are three buttons: "Print Mode", "Quick Print", and "Select Options". The "Print Mode" button is highlighted with a red rectangle. At the bottom of the dialog, there is a footer with the text "Email baryvallen@baryvallen.co".

Quick Print

Print Label ✕

Print Mode	Quick Print Select Options
EOC	Movement Test - Movement Per ▾
Preview	Barry "The Flash" Allen Date of Birth: 10/01/1956 MRN: 000A000B153 Primary Insurance: Cash Self Pay 1in 2.625in
Quantity	1 ▾
Location	1 ▾
Print	

Quick print allows you to quickly print a label with some basic information. You will choose the episode of care, you will see a preview of the label, and then you can choose the quantity and location.

The quantity is how many labels will print at once. The location is the starting location for your label sheet. On a standard label sheet, the top left most label is your 1 position. It will then go from left to right and then down.

Select Options

Print Label

Print Mode	Quick Print Select Options
EOC	Movement Test - Movement Per
Options	☒ Patient Name ☒ Patient Date of Birth ☒ Patient MRN ☒ Primary Insurance ☒ Secondary Insurance ☒ Copay ☒ Co-Insurance ☒ Patient Address
Preview	Barry "The Flash" Allen Date of Birth: 10/01/1956 MRN: 000A000B153 Primary Insurance: Cash Self Pay Address: , Temecula, CA 92591 1in 2.625in
Quantity	1
Location	1

The select options will allow you to choose from the fields that are displayed on the label. Keep in mind, the more information you choose to print on the label, the smaller the font will be.

Daily Visits By Status Report

Inside the daily visits by status report, you can print all the labels for your patients based on the date you run the report for. It takes the filters you choose into account, so you can filter down the report, and it will only print labels for the patients that appear on the report, based on your filters. Please note, when the report contains many items, it will take a while for the page to generate. Please wait while it generates in order to get your preview and print options.

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Daily Visits by Status

For Practice

Group by:

By Visit Status

Filter by Visit Status:

RescheduledBilling HoldClinic Hold

Filter by Visit Type:

Daily Visits by Status

01/01/2023 to 01/19/2023

Print Patient Label

Additional Details:

Please note, that you may need to adjust your printer settings to accommodate the labels. We built the feature on the most common label size, which is the standard 2.625" by 1" labels. We recommend printing out a test sheet on a standard piece of paper prior to printing the actual labels.