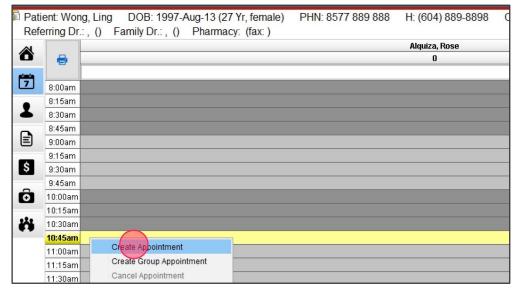
# Add an appointment in Accuro

This guide walks you through the steps to schedule an appointment using Accuro.

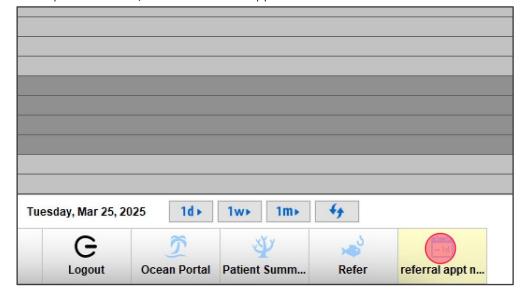
## Step 1: Schedule an appointment in Accuro

1. Book an appointment as you normally would for a patient



## Step 2: Access the eReferral notification

1. In the patient's chart, click the Referral Appointment Notification CDS link.

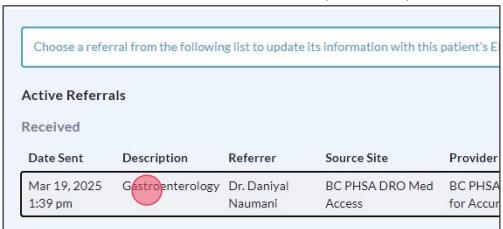






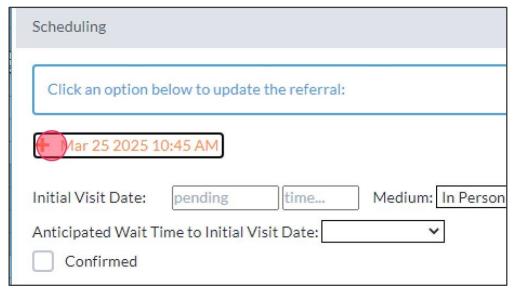
## Step 3: Select the eReferral

1. In the list of available referrals, find and select the one you want to update.



#### Step 4: Add the appointment to the eReferral and Save

1. Scroll to **Scheduling** and select the appointment time (displayed in orange) to add it to the referral.







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2. Click **Save** or **Save & Close** in the bottom right to update the changes.

