

Doctors Setup

The "Doctors Setup" module allows users to seamlessly create and manage doctors. From basic information to availability, services, tags, and maintenance schedules, this module provides a comprehensive setup for doctor profiles.

- [Add or Edit Doctors](#)

Add or Edit Doctors

Overview:

The "Doctors Setup" module allows users to create and manage doctors seamlessly. From basic information to availability, services, tags, and maintenance schedules, this module provides a comprehensive setup for doctor profiles.

1. Access "Doctors Setup":

- Navigate to the "Doctors Setup" module to create or manage doctor profiles.

2. Add New Doctor:

- Click on "Add New Doctor" to initiate the setup process.

The screenshot displays the SaleRise application interface for adding a new doctor. The sidebar on the left contains navigation links for Sites, Services, Appointment, General, Clinic, Doctor (highlighted), Service, Tags, Extras, Reservations, and Calendar. The main content area is titled 'Appointment / Doctor' and includes a table of existing doctors with a red '+' icon to add a new one. To the right, the 'Add Doctor' form is shown with tabs for INFO, IMAGES, AVAILABILITY, SERVICES, and MAINTENANCE. The 'INFO' tab is active, displaying fields for Name, Description, Email, Phone, and Clinic, along with an 'Active' toggle switch.

3. Basic Information:

- Fill in essential details for the doctor.
 - **Name:** Full name of the doctor.
 - **Description:** A brief description of the doctor.
 - **Email, Phone:** Contact details for appointments.

- **Clinic:** Select the clinic to which the doctor is associated.

The screenshot shows the 'Appointment / Doctor' page in the SaleRise application. On the left is a dark sidebar with a menu containing 'Appointment', 'General', 'Clinic', 'Doctor' (selected), 'Service', 'Tags', 'Extras', 'Reservations', and 'Calendar'. The main content area is divided into two panels. The left panel, titled 'Doctor', contains a table with the following data:

Doctor	
Jaun Watson	
Jo Root	
Benstock	
Decock	

The right panel, titled 'Add Doctor', contains a form with the following fields and controls:

- Navigation tabs: INFO (selected), IMAGES, AVAILABILITY, SERVICES, MAINTENANCE.
- Form fields: Name *, Description, Email, Phone, Clinic.
- Active status: A toggle switch labeled 'Active'.

4. Upload Images:

- Navigate to the "Images" tab to upload doctor images.
- **Multiple Images:** Allow users to upload multiple images for the doctor.

The screenshot shows the 'Appointment / Doctor' page in the SaleRise application, specifically the 'Doctor - Jo Root' form. The left sidebar is identical to the previous screenshot. The main content area is divided into two panels. The left panel, titled 'Doctor', contains a table with the following data:

Doctor	
Jaun Watson	
Jo Root	
Benstock	
Decock	

The right panel, titled 'Doctor - Jo Root', contains a form with the following fields and controls:

- Navigation tabs: INFO, IMAGES (selected and highlighted with a red box), AVAILABILITY, SERVICES, MAINTENANCE.
- Form fields: Attach images to this Doctor, Upload Image (with a paperclip icon).

5. Access "Availability" Tab:

- Navigate to the "Availability" tab within the doctor setup.

6. Slot Time Configuration:

- Choose between "Custom Slot Time" or "By Services."
- **Custom Slot Time:**
 - Specify the duration of each appointment slot (e.g., 60 minutes for a 1-hour slot).

- Example: If a custom slot time is set to 60 minutes, each slot represents a one-hour appointment.

SaleRise Appointment / Doctor

Doctor

Jaun Watson

Jo Root

Benstock

Decock

new

Doctor - new

INFO IMAGES AVAILABILITY SERVICES MAINTENANCE

Availability Type
Daily

Slot Session
Custom

Duration (in minutes)
80

Days

No days, please add

+ ADD DAY

Timeslots

CANCEL SAVE

○ **By Services:**

- Create slots based on the time associated with each service.
- Example: If a service takes 30 minutes, slots will be generated accordingly.

SaleRise Appointment / Doctor

Doctor

Jaun Watson

Jo Root

Benstock

Decock

new

Doctor - new

INFO IMAGES AVAILABILITY SERVICES MAINTENANCE

Availability Type
Daily

Slot Session
By Service

Days

No days, please add

+ ADD DAY

Timeslots

CANCEL SAVE

7. Add Days of Availability:

- Click on "Add Days" to specify the days the doctor is available.

- **Select Days:** Choose the days the doctor will be available for appointments.

- Example: Select these days if a doctor is available on Mondays and Wednesdays.

8. Time Slot Configuration:

- For each selected day, add multiple time slots:

- **Start Time and End Time:** Define the beginning and end of the working hours.

- Example: If working hours are from 9:00 AM to 5:00 PM, set the start and end times accordingly.
- **Seats:** Specify the number of bookings allowed in each time slot.

- Example: If there are five seats, five patients can book appointments in that time slot.

9. Save Time Slots:

- Click "Save" to confirm the configured time slots.
 - Example: After saving, the system generates slots based on the specified times for each selected day.

10. Services Assignment:

- In the "Services" tab, assign services to the doctor.

- **Assign Multiple Services:** Link various services to the doctor.

The screenshot shows the 'Doctor - new' interface in the SaleRise system. The left sidebar contains a 'Sites' menu with options like Appointment, General, Clinic, Doctor, Service, Tags, Extras, Reservations, and Calendar. The main area is divided into two panels. The left panel lists existing doctors: Jaun Watson, Jo Root, Benstock, Decock, and a new entry 'new'. The right panel, titled 'Doctor - new', has tabs for INFO, IMAGES, AVAILABILITY, SERVICES, and MAINTENANCE. The 'SERVICES' tab is selected, showing a section 'Attach services to this Doctor' with a list of services: Root Canal, Extraction (checked), Teeth Wh (checked), Crown, Dentures, and Veneer. There are 'CANCEL' and 'SAVE SE' buttons at the bottom right.

- **Tags:** Add tags to categorize services (e.g., free, not included).

The screenshot shows the 'Doctor - new' interface with the 'TAGS' tab selected. The left sidebar is the same. The main area shows the 'Doctor - new' form. The 'TAGS' section is titled 'Attach tags to this Doctor' and lists tags: Okedeh, new one, new three, ne, and new five. The 'new five' tag is checked. Below this, there are two sections: 'Mark include to this Doctor' and 'Mark exclude to this Doctor'. Each section has a list of tags and checkboxes. In the 'Mark include' section, the 'new two' tag is checked. In the 'Mark exclude' section, the 'new two' tag is also checked. There are 'CANCEL' and 'SAVE SE' buttons at the bottom right.

11. Maintenance Schedules:

- Access the "Maintenance" tab to manage doctor unavailability.
- **Add New Maintenance:** Specify start and end dates, times, and reasons.

The screenshot shows the 'Doctor - Jo Root' interface with the 'MAINTENANCE' tab selected. The left sidebar is the same. The main area shows the 'Doctor - Jo Root' form. The 'MAINTENANCE' section has a '+ ADD NEW' button at the top left. Below it is a table with columns: Start, End, Reason, and Actions. The table contains one row: Start: 2023-09-10 09:00, End: 2023-09-10 11:30, Reason: What ever, Actions: EDIT, DELETE. There are 'CANCEL' and 'SAVE SE' buttons at the bottom right.

Maintenance Add New

Start Date:

Start Time:

End Date:

End Time:

Reason:

[CANCEL](#) [OK](#)

- **Table View:** Display a table view of past and upcoming maintenance schedules.
- **Edit or Delete Maintenance:** Allow users to modify or remove maintenance entries.

12. Save and Review:

- Click "Save" to confirm the doctor setup.
- Review the doctor's profile and make any necessary edits.

13. View and Manage Doctors:

- Access the list of doctors with options to edit or deactivate.

14. Edit Doctor Details:

- Click on the edit button to modify the doctor's information.

Doctor - Jo Root

INFO IMAGES AVAILABILITY SERVICES MAINTENANCE

Info

Name *
Jo Root

Description

Email
root@gmail.cm

Phone
123

Clinic
We Care (Queensland)

☒ Active