

Vision Appointment Setup v2.3

Comparing Vision 3 Appointments to Vision Appointments Setup

This comparison guide is designed as a quick overview of the differences between using Vision 3 Appointments and Vision Appointments Setup for your appointment book set up.

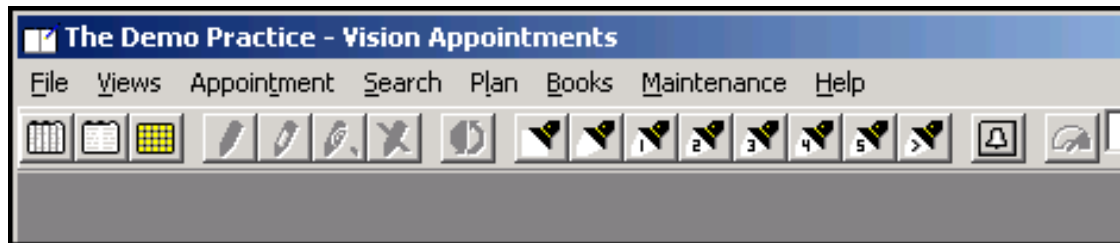


Comparing the old to the new

Accessing Appointments set up utilities

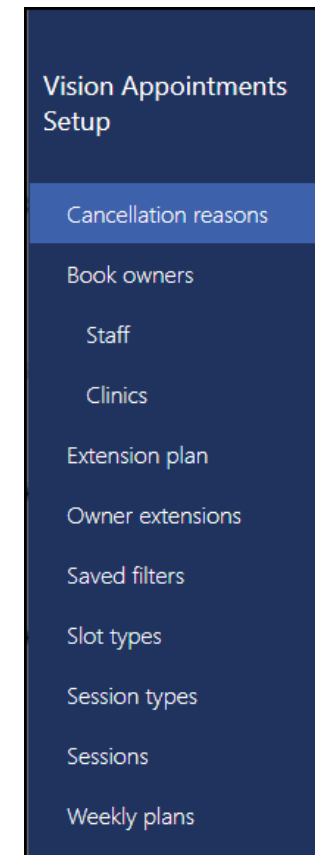
Vision 3 Appointments

- All set up utilities are within the Appointments module, split over several menus



Vision Appointments Setup

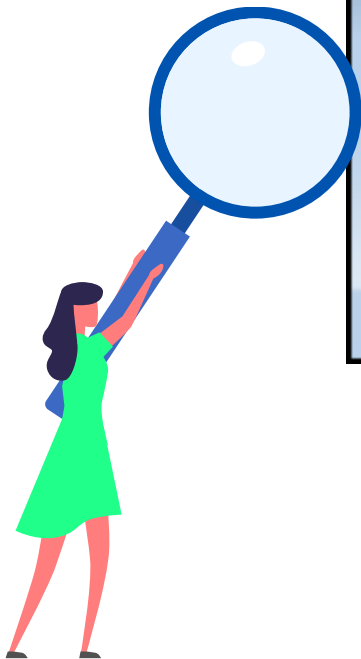
- All set up utilities are available from one menu



Comparing the old to the new Slot Utilisation

Vision 3 Appointments

- Low slot warning when opening Appointments



Vision Appointments Setup

- Detailed view by clinician by week
- Colour coded for quick overview

The screenshot shows the "MR. . SYSTEM SUPERVISOR" interface. It displays a grid of appointment data for four weeks: 18-Dec-2017, 25-Dec-2017, 01-Jan-2018, and 08-Jan-2018. The data is organized by clinician, with each row representing a clinician and their appointment slots. The columns represent the weeks. Each cell in the grid shows the number of free slots, booked slots, and the percentage of slots utilized. The cells are color-coded: blue for free slots, green for booked slots, and orange for utilized slots. The interface also includes a search bar and a dropdown menu for the current week.

	18-Dec-2017	25-Dec-2017	01-Jan-2018	08-Jan-2018
ASAL (4 Weeks)	MASTER (JCLA) 214 free slots, 0 booked, 0% utilised	MASTER (ASAL) 210 free slots, 0 booked, 0% utilised	MASTER (ASAL) 130 free slots, 0 booked, 0% utilised	MASTER (ASAL) 130 planned
JPLO (4 Weeks)	MASTER (JPLO) 102 free slots, 84 booked, 45% utilised	MASTER (JPLO) 210 free slots, 0 booked, 0% utilised	MASTER (JPLO) 130 free slots, 0 booked, 0% utilised	
JCLA (4 Weeks)	MASTER (JCLA) 109 free slots, 101 booked, 48% utilised	MASTER (JCLA) 114 free slots, 96 booked, 45% utilised	MASTER (JCLA) 109 free slots, 101 booked, 48% utilised	BLANK 0 planned
MHEA (3 Weeks)	MASTER (MHEA) 223 free slots, 37 booked, 14% utilised	MASTER (MHEA) 217 free slots, 43 booked, 16% utilised	MASTER (MHEA) 225 planned	BLANK 0 planned
PPAN (2 Weeks)	MASTER (PPAN) 102 free slots, 108 booked, 51% utilised	MASTER (PPAN) 106 free slots, 104 booked, 49% utilised	MASTER (MHEA) 225 planned	

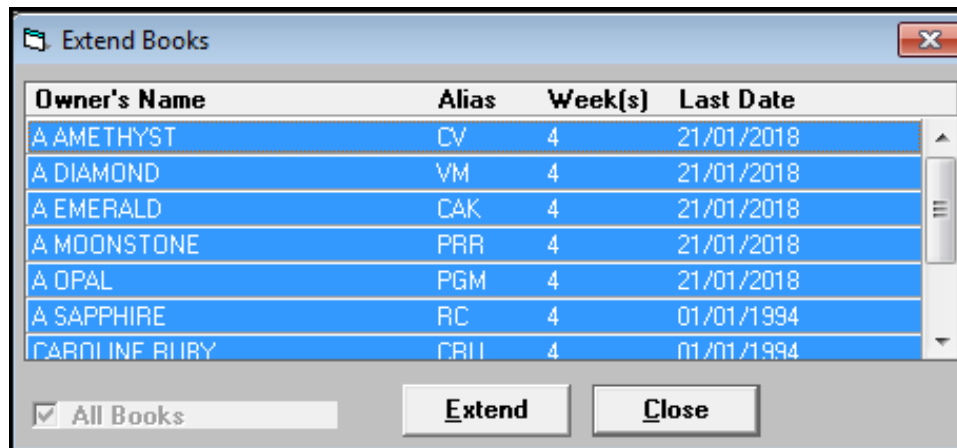


Comparing the old to the new

Extending your Appointments Books

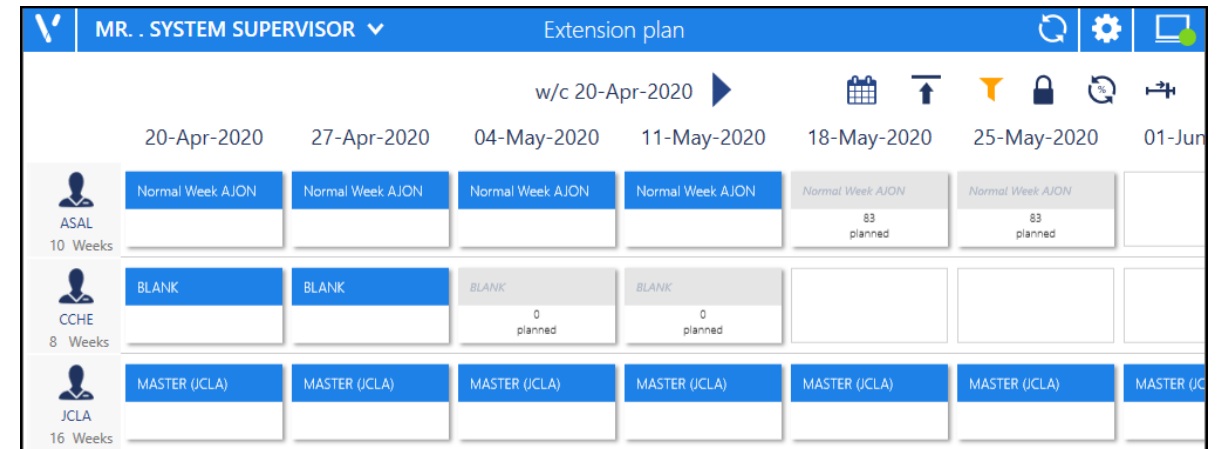
Vision 3 Appointments

- Select all book owners or manually select specific books



Vision Appointments Setup

- An at a glance view of active and planned weeks
- Apply filters to the view and extend for those only



Comparing the old to the new Filters

Vision 3 Appointments

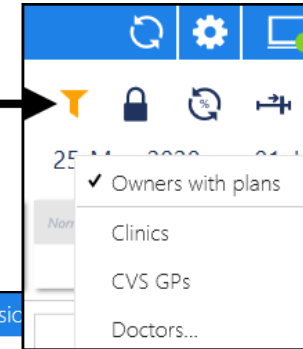
- No option to set up filters on Book Owners



Vision Appointments Setup

- Create practice wide and personal filters

Set up and use filters



MR. . SYSTEM SUPERVISOR v Extensio

w/c 20-Apr-2020

	20-Apr-2020	27-Apr-2020	04-May-2020	11-May-2020	18-May-2020	25-May-2020	01-Jun
ASAL 10 Weeks	Normal Week AJON	Normal Week AJON	Normal Week AJON	Normal Week AJON	Normal Week AJON 83 planned	Normal Week AJON 83 planned	
CCHE 8 Weeks	BLANK	BLANK	BLANK 0 planned	BLANK 0 planned			
JCLA 16 Weeks	MASTER (JCLA)	MASTER (JCLA)	MASTER (JCLA)	MASTER (JCLA)	MASTER (JCLA)	MASTER (JCLA)	MASTER (JCLA)




Comparing the old to the new

Owner Extensions

Vision 3 Appointments

- The view does not include details of the plan to be applied



Owner's Name	Alias	Status	Week(s)	Last Date
A AMETHYST	CV	Active	4	21/01/2018
A DIAMOND	VM	Active	4	21/01/2018
A EMERALD	CAK	Active	4	21/01/2018
A MOONSTONE	PRR	Active	4	21/01/2018
A OPAL	PGM	Active	4	21/01/2018
A SAPPHIRE	RC	Active	4	01/01/1994
CAROLINE RUBY	CRU	Active	4	01/01/1994
HOME VISITS	MSIT	Active	4	21/01/2018

Display Active Owners Only

Vision Appointments Setup

- Summary of Book Owners includes plan name for reference

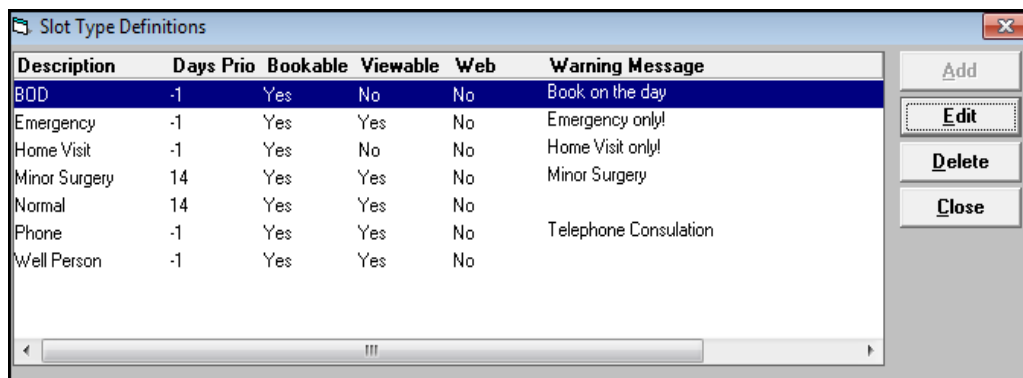
<input type="checkbox"/>	Dr Anthony Salisburie (ASAL)	10 weeks - Normal Week AJON
<input type="checkbox"/>	Dr Chris Cheshire (CCHE)	8 weeks - BLANK
<input type="checkbox"/>	Dr Elizabeth (EDOHE)	4 weeks - BLANK
<input type="checkbox"/>	Dr Jack Plotnek. (JPLO)	4 weeks - MASTER (JPLO)
<input type="checkbox"/>	Dr John Derbyshire (DDER)	4 weeks - BLANK
<input type="checkbox"/>	Dr Julia Wilson (DAP)	4 weeks - Week 3GP
<input type="checkbox"/>	Dr Susan Somerset (SSOM)	6 weeks - Week 3GP
<input type="checkbox"/>	Dr Tim Torbay (TTOR)	4 weeks - Week 3GP
<input type="checkbox"/>	Dr Winifred Wiltshire (WWIL)	4 weeks - BLANK



Comparing the old to the new Slot Types

Vision 3 Appointments

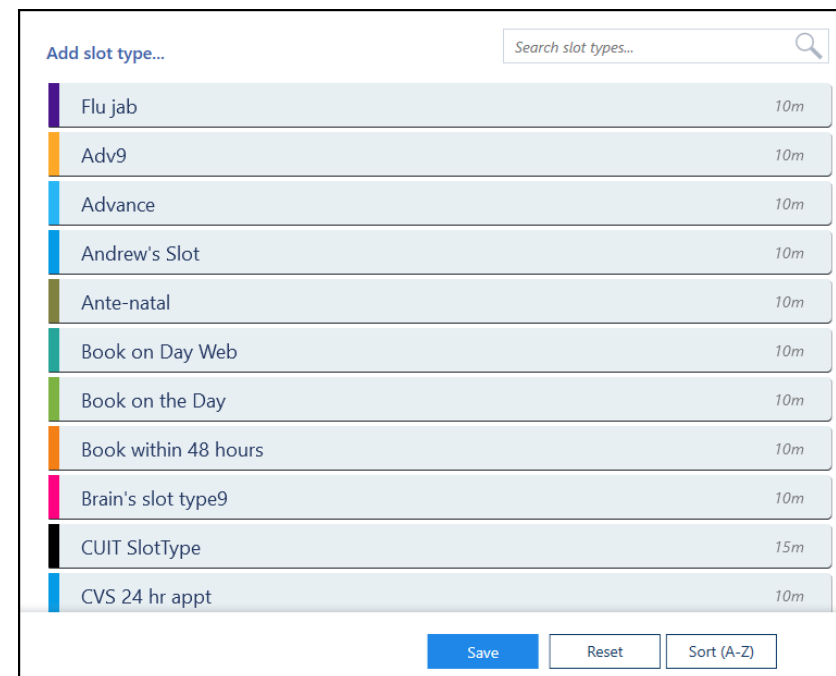
- Alphabetical list of slot types



Description	Days Prio	Bookable	Viewable	Web	Warning Message
BOD	-1	Yes	No	No	Book on the day
Emergency	-1	Yes	Yes	No	Emergency only!
Home Visit	-1	Yes	No	No	Home Visit only!
Minor Surgery	14	Yes	Yes	No	Minor Surgery
Normal	14	Yes	Yes	No	
Phone	-1	Yes	Yes	No	Telephone Consultation
Well Person	-1	Yes	Yes	No	

Vision Appointments Setup

- Slots can be ordered and sorted, saving time with the most used at the top
- Slot colours are visible



Slot Type	Duration
Flu jab	10m
Adv9	10m
Advance	10m
Andrew's Slot	10m
Ante-natal	10m
Book on Day Web	10m
Book on the Day	10m
Book within 48 hours	10m
Brain's slot type9	10m
CUIT SlotType	15m
CVS 24 hr appt	10m



Comparing the old to the new

Creating a Session

Vision 3 Appointments

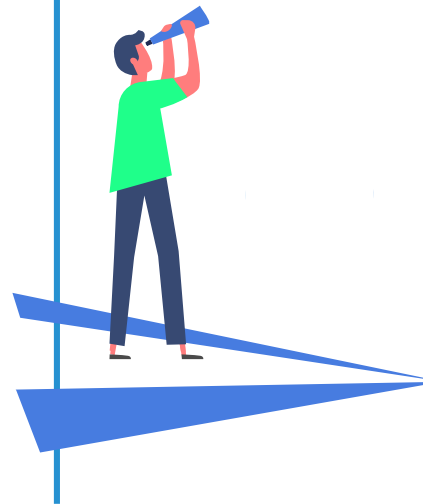
- Slots are all the same length and different slot types need to be manually allocated

	Time	Type	Web
1	08:00	Emergency	
2	08:10	Emergency	
3	08:20		
4	08:30	BOD	
5	08:40		
6	08:50		
7	09:00	BOD	
8	09:10	BOD	
9	09:20		
10	09:30		
11	09:40	Emergency	
12	09:50	Emergency	

Vision Appointments Setup

- Slots can be different lengths
- A default slot type or pattern of slot types can be used when extending the session
- Quick options for multiple slot changes

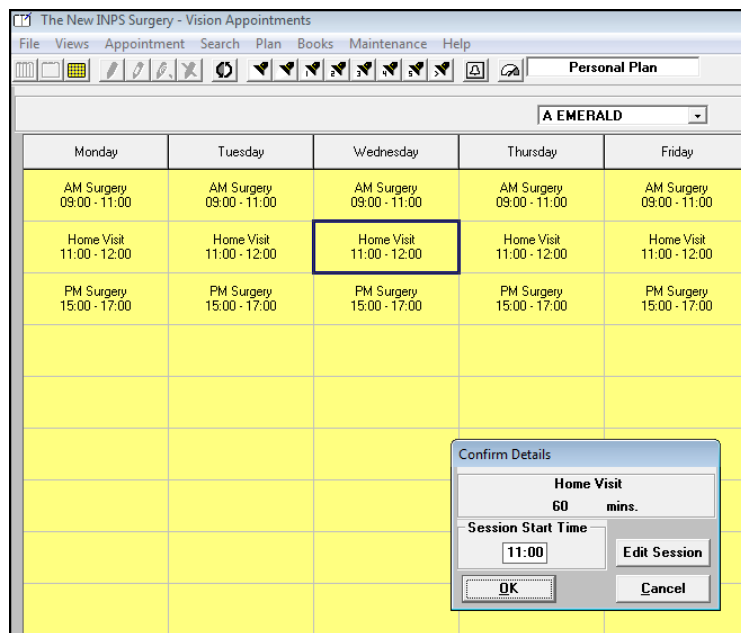
Slot Type	Duration
GP Morning Clinic	101 mins
Book on the Day	10 mins
Normal	10 mins
Emergency New	1 mins
Normal	10 mins
Normal Web Bookable	10 mins
Normal	10 mins
Normal	10 mins
Normal	10 mins
Normal	10 mins
Normal	10 mins
Normal	10 mins
Normal	10 mins
Normal	10 mins



Comparing the old to the new Weekly Plans

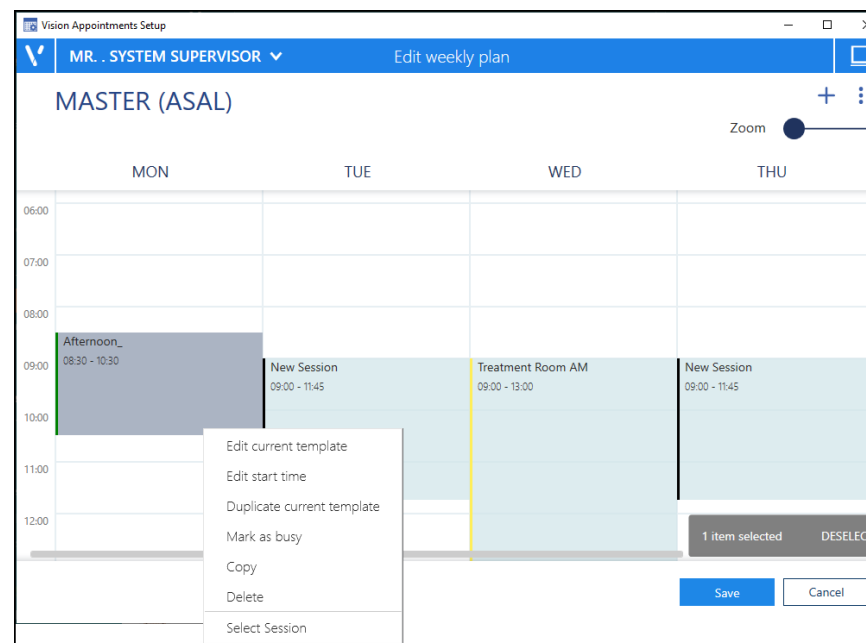
Vision 3 Appointments

- Sessions have a default start time.
- Additional menu to change sessions.



Vision Appointments Setup

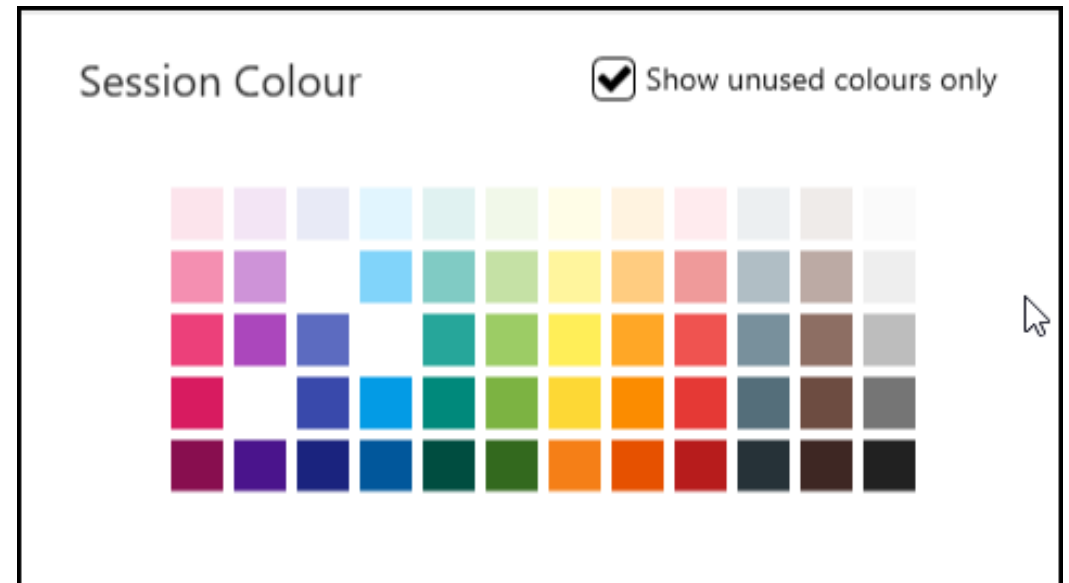
- Easy to view times at a glance.
- Drag sessions to change start time and update.
- **Mark as busy** for non clinical sessions



Comparing the old to the new Slot Colours

Vision Appointments Setup only

- When creating a new session or slot type, there is an option to show unused colours only



Comparing the old to the new

Third Party Bookings

Vision Appointments Setup only

- The ability to create and release an appointment slot available to a third party to book, for example, NHS111

Dr Jack Plotnek

■ GPC GP Morning
09:00 until 10:43

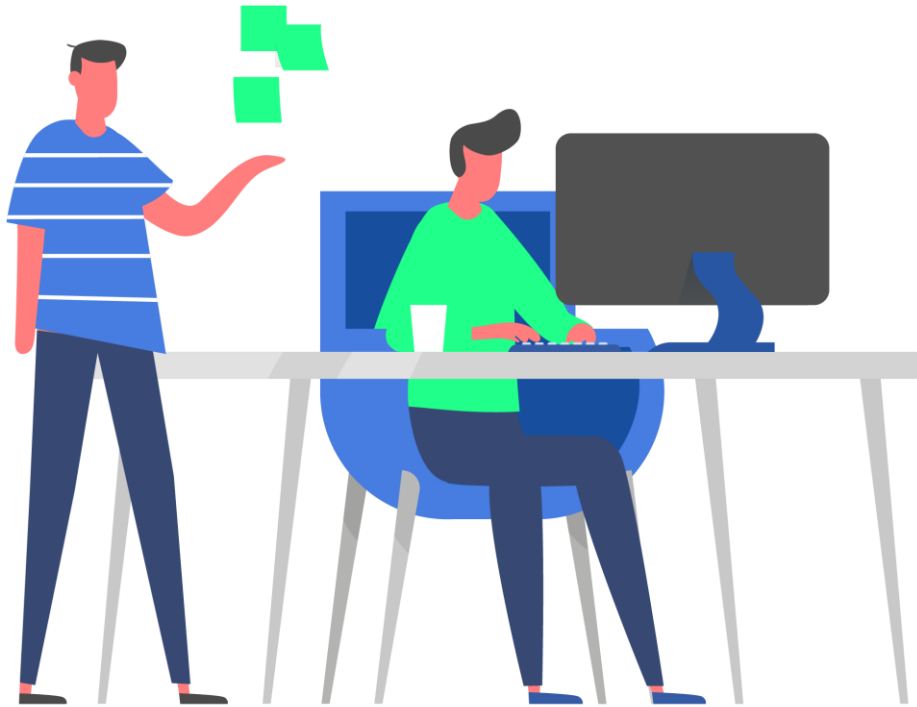
09:00	🔗
09:10	🔗
09:20	
09:30	🌐
09:31	🔗
09:41	🔗
09:51	⋮
10:01	🌐

← Appointment available to be booked by a third party



For full details, see the

Vision Appointments Setup Help Centre



A screenshot of the Vision Appointments Setup Help Centre website. The page has a white background with a blue header. The Vision logo is in the top left, and navigation links (Welcome, Getting Started, What's New, Help Topics, FAQs, Resources) are in the top right. A search bar is centered below the navigation. The main heading reads "Welcome to the Vision Appointments Setup Help Centre". Below this are six large white boxes with icons and labels: "Getting Started" (house icon), "What's New" (calendar icon), "Help Topics" (lightning bolt and magnifying glass icon), "Video Tutorials" (two people icon), "User Guides" (book with plus icon), and "Learning Zone" (laptop with 'e' icon). At the bottom, there are social media links, the company name "In Practice Systems Ltd", and contact information including a phone number and address.

