

Set Time Zones in DrChrono

Last modified on 01/27/2026 9:35 pm EST

Set a provider's time zone | Providers in different time zones

You can set a provider's time zone in DrChrono in **Account Settings**.



Appointment reminders are sent according to the provider's time zone by default. Refer to [Time Zones in Appointment Reminders](#) to learn how to select the provider's or patient's time zone for appointment reminders.

Set a provider's time zone

1. Select **Account** > **Account Settings**.
2. On the **Profile** tab, select your time zone and then select **Update Entire Profile**.

Account Settings

Profile View General Email Medical Billing eRx Info Services Us

Doctor ID [REDACTED]

Practice Group ID [REDACTED]

First Name [REDACTED]

Last Name [REDACTED]

Specialty [REDACTED]

Job Title [REDACTED]

Timezone

- Select a Timezone--
- (GMT-9:00) US - Alaska
- (GMT-7:00) US - Arizona
- (GMT-6:00) US - Central
- (GMT-5:00) US - Eastern
- (GMT-10:00) US - Hawaii
- (GMT-7:00) US - Mountain
- ✓ (GMT-8:00) US - Pacific

Providers in different time zones

If you have different providers and time zones, you can assign each provider a time zone and designate an office for them. In the following example, there are two offices: one in Eastern Time and one in Mountain Time.

Profile		General		Email	Medical Billing	eRx Info	Services
Basic		Billing		Online Schedule			
<div><div><div>Doctor ID</div><div>248094</div></div><div><div>Practice Group ID</div><div>239636</div></div><div><div>First Name</div><div>James</div><div></div></div><div><div>Last Name</div><div>Smith</div><div></div></div><div><div>Specialty</div><div>General Practice</div><div></div></div><div><div>Job Title</div><div></div><div></div></div><div><div>Timezone</div><div>US/Mountain</div><div></div></div><div><div>Salutation</div><div>-----</div><div></div></div><div><div>Suffix</div><div></div><div></div></div><div><div>Website</div><div></div><div></div></div><div><div>Home Phone</div><div></div><div></div></div><div><div>Office Phone</div><div>(443) 833-6357</div><div></div></div><div><div>Cell Phone</div><div></div><div></div></div><div><div>Password</div><div><div>Change Password</div></div></div><div><div>drchrono PIN</div><div>----</div><div></div></div></div> <div><div><div>Warning: Changing the address of an office affects all previous a</div></div><div><div>Office name (scheduling)</div><div>Mountain Time Office</div><div></div></div><div><div>Facility name</div><div></div><div></div></div><div><div>Primary Provider</div><div>James Smith</div><div></div></div><div><div>Country</div><div>UNITED STATES</div><div></div></div><div><div>Address</div><div>225 Schilling Circle</div><div></div></div><div><div>Zip Code</div><div>80526</div><div></div></div><div><div>State</div><div>Colorado</div><div></div></div><div><div>City</div><div>Fort Collins</div><div></div></div><div><div>Office Phone</div><div></div><div></div></div><div><div>Fax</div><div></div><div></div></div></div>							

For telehealth appointments across time zones, you can use our partner Nimblr’s AI scheduling assistant, Holly. Among its many features, Holly ensures that patients view availability in their own time zone and that appointments are correctly scheduled on the provider’s calendar in their time zone. To learn more about adding Holly by Nimblr to your account, [visit their marketplace listing](#).