

# Customizing the Check-In Workflow for Onboarding/Kiosk Mode

07/08/2024 7:32 pm EDT

## Customizing Kiosk Mode Check-In on Your iPad

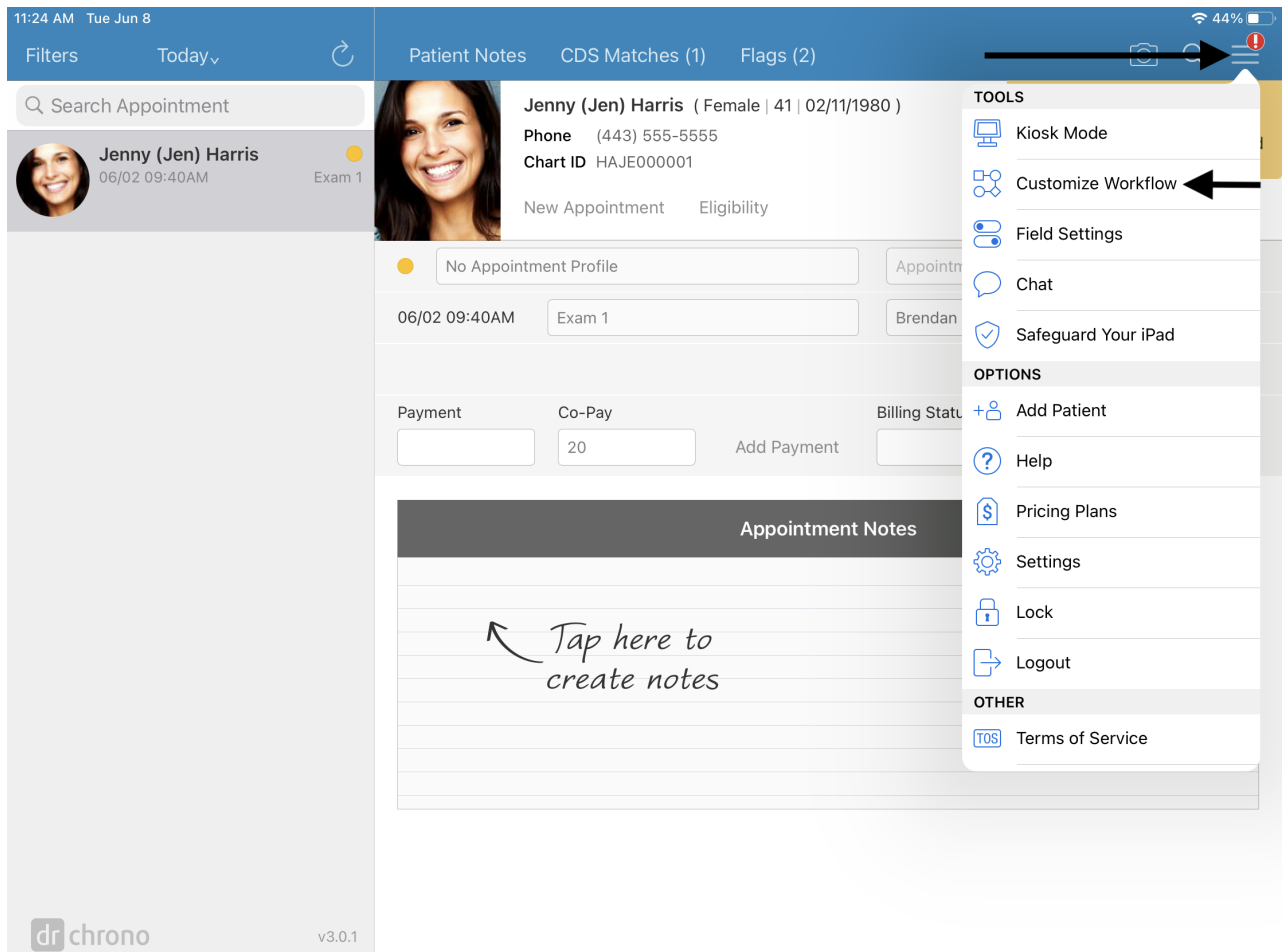
DrChrono's platform includes the [Patient Check-In App](#), an app that works with the iPad, iPhone, and web applications that is designed towards streamlining the patient check-in process.

Patients can check in when handed the iPad by a staff member or you may activate Kiosk Mode. With either option, your patient can verify and edit their background information, answer basic questions, and sign forms. You may customize your Kiosk Mode/Check-In pages through the web or directly from the Check-In app.

1. To customize your check-in pages through the Check-In app, tap on the menu button (



) in the upper right-hand corner and select **Customize Workflow**.



2. Here you'll be able to hide and reorder certain fields of the check-in workflow.

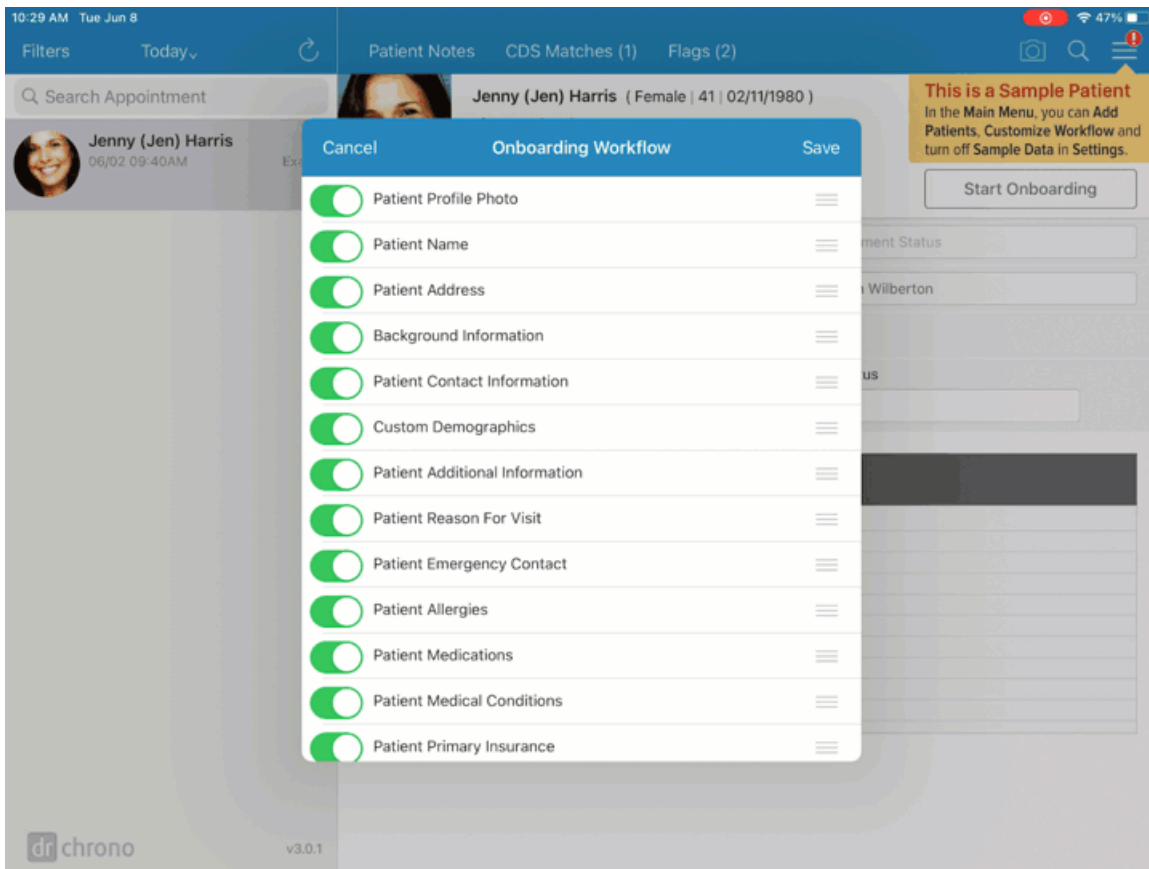
To hide fields, tap on the switch button (



) next to each field. To show the field simply tap on the switch (



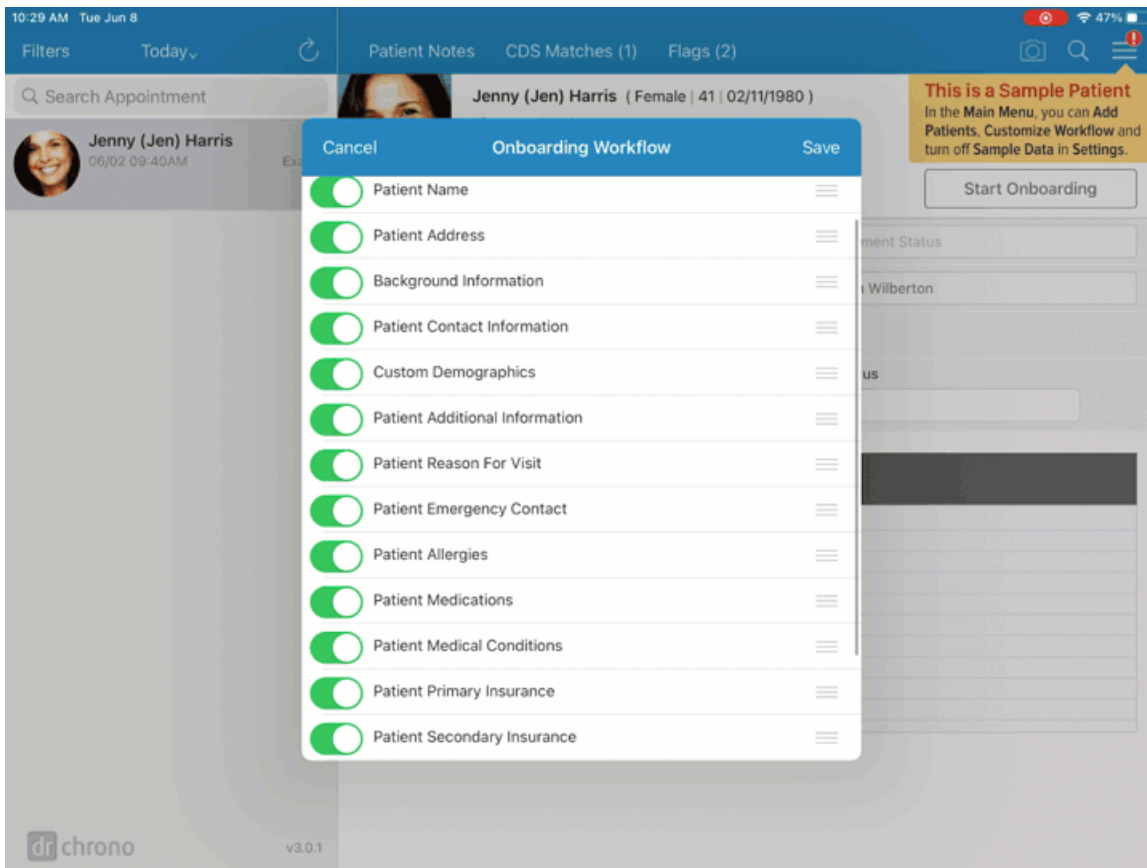
) again.



To reorder the field, drag and drop the field by tapping and dragging the button (



) to the right of the field.



3. You can also customize the check-in process on the web. Go to **Clinical > OnPatient Forms**.


### onpatient Forms

☰ Reorder Forms

1	<b>Profile Photo</b> <input type="checkbox"/> Patient Photo required?	<input type="checkbox"/> hidden
2	<b>Name &amp; Gender</b> <input checked="" type="checkbox"/> First Name required? <input type="checkbox"/> Middle Name required? <input checked="" type="checkbox"/> Last Name required? <input type="checkbox"/> Suffix required? <input type="checkbox"/> Gender required? <input type="checkbox"/> Nickname required?	<input type="checkbox"/> hidden
3	<b>Background Information</b> <input type="checkbox"/> Date of Birth required? <input type="checkbox"/> Social Security Number required? <input type="checkbox"/> Preferred Language required? <input type="checkbox"/> Ethnicity required? <input type="checkbox"/> Race required?	<input type="checkbox"/> hidden

To customize the content of your Additional Info and Reasons For Visit tabs, visit the template builder (**Clinical > Form Builder**). Select **OnPatient Additional Info** and/or **OnPatient Reasons for Visit** and use the form tools to edit the forms to meet your needs.

**Form List** +

Presets  Additional

- H&P Review of Systems
- H&P Physical Exam
- H&P Assessment
- H&P Plan
- SOAP Subjective D
- SOAP Objective
- SOAP Assessment
- SOAP Plan
- onpatient Additional Info**
- onpatient Reasons For Visit

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### onpatient Additional Info

Where did you find us? Single Select	
Which specialists do you see? Multiple Select	
Who referred you? <input type="text"/>	
Do you use online scheduling? <input checked="" type="checkbox"/> ON	
Want access to online portal? <input checked="" type="checkbox"/> ON	
Anything special we need to know <input type="text"/>	

Options Save as Save