

# Productivity Report

Last modified on 05/06/2026 5:47 pm EDT

The **Productivity Report** outlines the number of appointments you had and the total time spent completing the appointments.

## Generate a Productivity Report

1. Select **Reports > Productivity Report**.
2. Select the desired filters to filter by date, provider, office, exam room, appointment profile, appointment status, and billing status
3. **(Optional)** Select the **Include Rescheduled, Cancelled, No Show Appointments** and/or **Include future recurring appointments** checkboxes to include these types of appointments in the results.
4. Select **Update Filters**.
5. Select **Export to File** to export a CSV file.

Productivity Report

04/01/2026 – 04/30/2026 by Provider  Include Rescheduled, Cancelled, No Show Appointments  Include future recurring appointments [Update Filters](#)

**15.0**  
APPOINTMENTS

**9.5**  
HOURS

[Export to File](#)

Provider	Appointments	Appointment Duration	Breaks	Break Duration
Hannah Provider	15	9h 30m	89	40h 30m

The generated report appears in the **Message Center** when complete.

**Incoming Messages** To setup your incoming fax number, please [contact support](#)

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<input type="checkbox"/>	From	Title	Associated patient	Assigned to	Assigned by	Workflow	Created	Updated	Download
<input type="checkbox"/>	<a href="#">drchrono</a>	<a href="#">Generated Sheet: productivity_report_04_30_2026.csv</a>					April 30, 2026, 2:51 p.m.	April 30, 2026, 2:51 p.m.	