## **Creating and Using Macros**

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Users can contact support to share or stop sharing macros across the practice group.

Macros can be a great tool to help streamline your workflows and make charting much more efficient. Macros can be used to auto-populate commonly used phrases or notes as well as pull patient information automatically into your Clinical Note.

1. To get started with Macros, go to **Clinical > Macro Buttons**:

Clinical	Patients	Reports	Billing						
FORM TOOLS									
Form Builder									
Form Bui	Form Builder (beta)								
Tag Mana	Tag Management								
Library									
Archive									
Archive (beta)									
Form Reorder									
Complete Note Format									
onpatient Forms									
Macro Buttons									
Document Management									

2. To create a new Keyboard Macro, enter a description in the label field and then begin typing desired patient information in the generated text box. You may use the preset radio buttons to enter pre-populated information from the patient's chart. Click **Save keyboard macro** to save the macro for your account.

Schedule	Clinical Patients Reports Billing	Account	Marketplace	Help						Search	
Manage	FORM TOOLS Form Builder										
Build your o	Form Builder (beta) Tag Management	acros					Prese	et Bac	tio Buttor	ıs	
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≡ Visit (K	Form Reorder Complete Note Format		A Patient's I		Service		Date & Time		mogr 🔹	Delete macro	
≡ Reaso	onpatient Forms Macro Buttons		Service ·	Date &	time 👻	System Vitals *	Custom Vita	als •	Custom Pt	Demogr 💌	
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≡ Test (K	CLINICAL Clinical Notes		Generated te	ext							
How a Foot P	Audit Log CDS Rules										
= Mood	Inventory Management Patient Education Management										
≡ Safety	MU REPORTING	-									
= Back F	Meaningful Use Certification Edition 2015 MIPS/MACRA									6	
= PTSD	Clinical Quality Measures					Save keybo	ard macro				

3. Now that you have saved your macro, you should see all of your custom macros listed on the left side of the macros page. You can re-organize your macros by clicking and dragging them in the order you'd like them to appear on your iPad or the web. The provider's name who created the macro appears next to it.

## Manage Macro Buttons

Build your own customized iPad keyboard clinical macros

Drag fields to re-order your list. Click on a field to edit.						
Normal Exam (Sample Provider)						
MSE (Sample Provider)						
⊟ HPI (Sample Provider)						
Treatment Note (Sample Provider)						
⊟ High BP (Sample Provider)						
PT (Sample Provider)						
Post Op Comments (Sample Provider)						
Physical (Sample Provider)						
$\equiv$ NECK: Cervical spine range of mo (Sample Provider)						
■ Blank (Click to Add Value)						

4. While on the iPad: when writing a clinical note, any free text fields will allow you to select a custom macro on your iPad. Selecting a macro will automatically pull in your text:

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5. Macros can also be used on DrChrono's web EHR in the clinical note. You have the option to use your macros with the free text fields in your clinical notes on the web.

Quality ( M	acros
	SE Homecare HPI Normal Exam Treatment Note
	ain Assessment   High BP   Neck pain   PT   Sleep Issues
	iabetic Plan Post Op Comments Physical Example Macro
Severity Te	est Macro NECK: Cervical spine range of mo Glaucoma
Be	one Marrow in Lumbar Spine [ referring dr ] Marco Name

6. To delete a Macro: From the web go to Clinical > Macro Buttons select your Macro, and click Delete macro.

Note: Macros cannot be recovered once deleted.

Editing Patient Name							
	Delete macro						
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Pt Demogr  Service  System Vitals	•						
Custom Pt Demogr 🔻							
Label							
Patient Name Description							
Generated text							
{{patient}}							