Using the Practice Group Dropdown

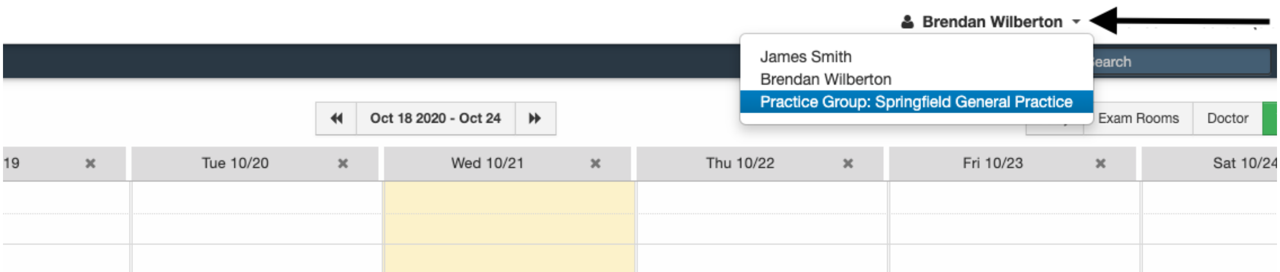
07/08/2024 7:43 pm EDT

The practice group dropdown allows you to view the collective information of the practice, from all providers, when the **Practice Group** option is selected.

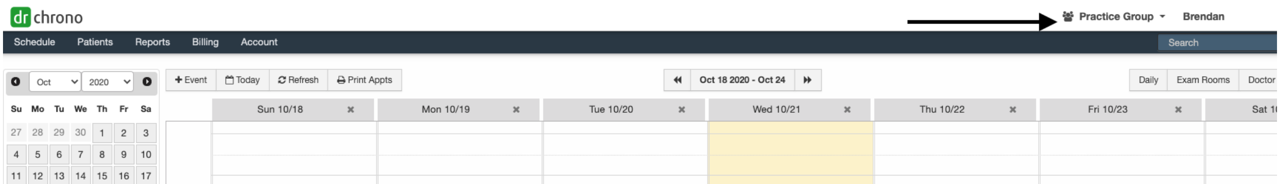
Accessing the Practice Group Dropdown

1. To access the practice group, click on the (

) icon next to the provider's name at the top of the screen and select the **Practice Group**.



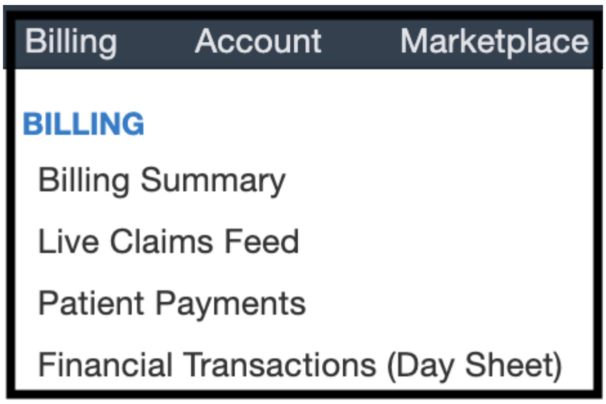
2. Once the **Practice Group** is selected, you will be able to see all of the information for the practice group instead of an individual provider.



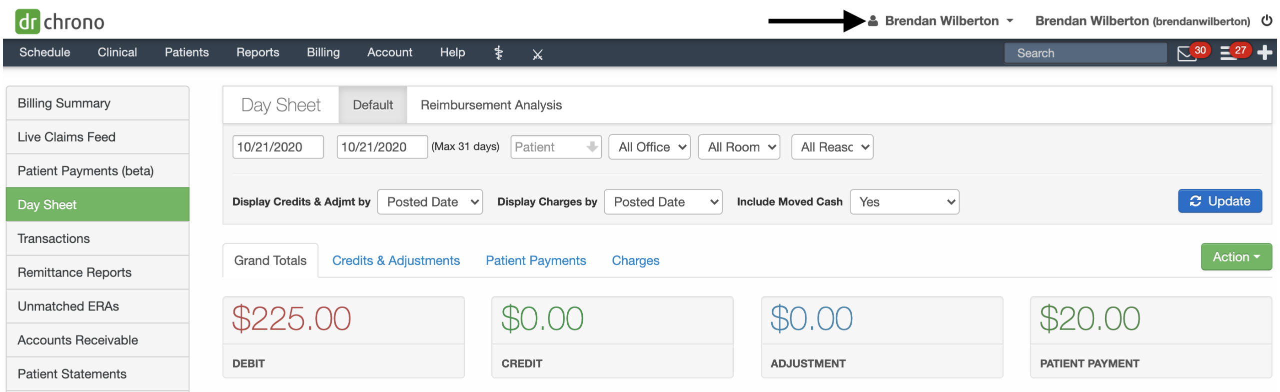
Note: While the Practice Group is selected, individual provider settings will not be available.

One of the primary uses of the Practice Group is viewing reports.

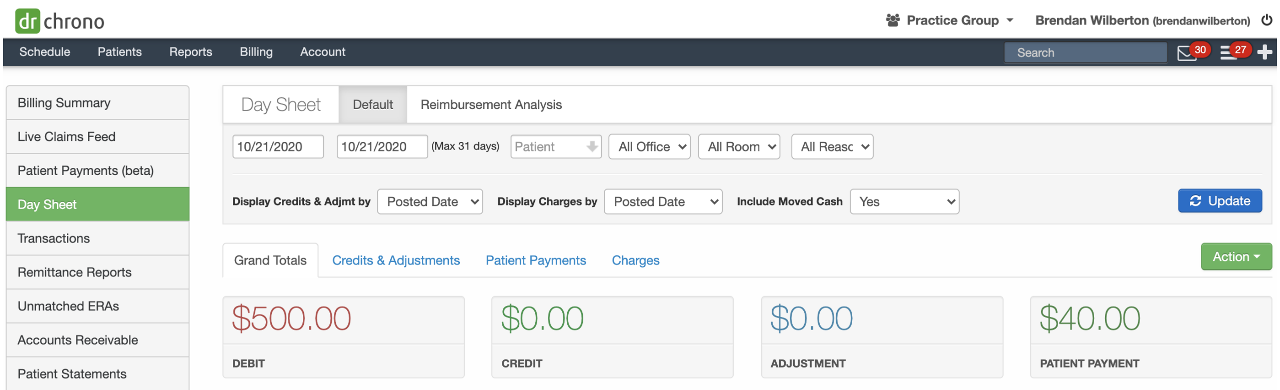
Let's look at an example under **Billing** > **Financial Transaction (Day Sheet)**.



With one provider selected **only** the totals for the selected provider are displayed.

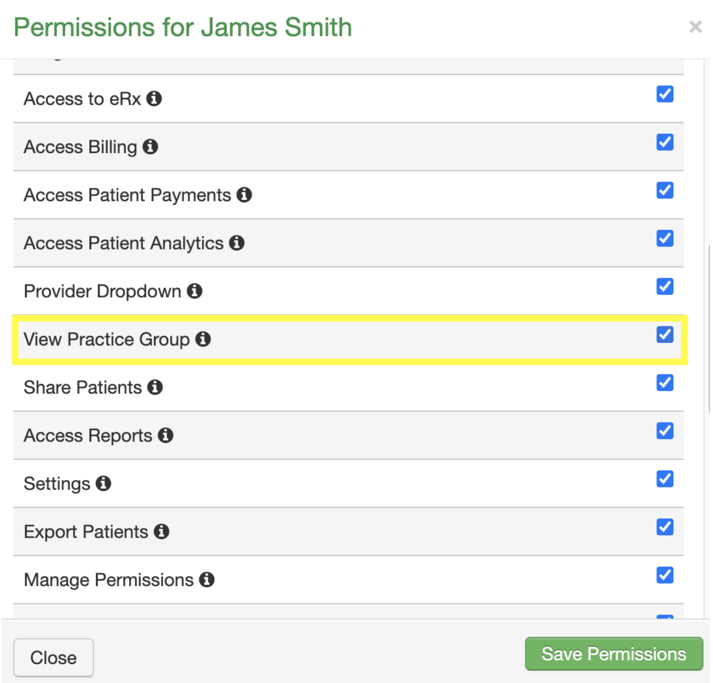


With the Practice Group selected the totals for **all** providers within the group are displayed.

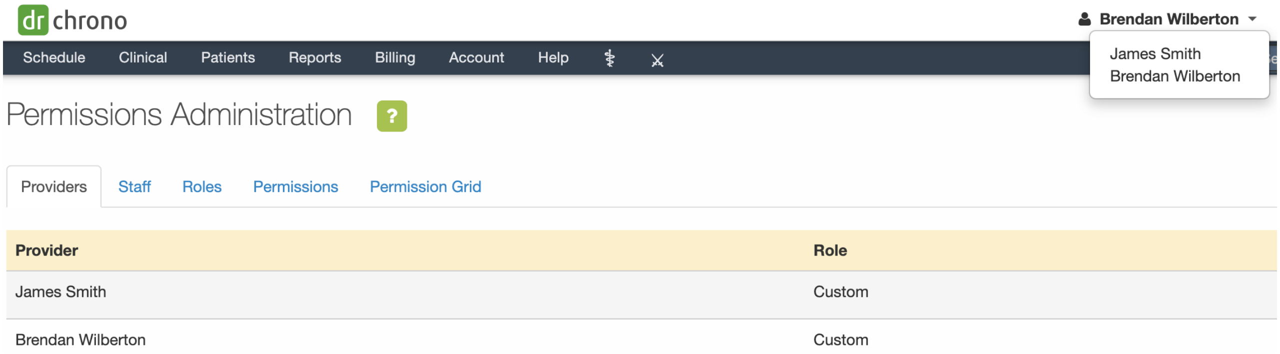


Permissions for the Practice Group Dropdown

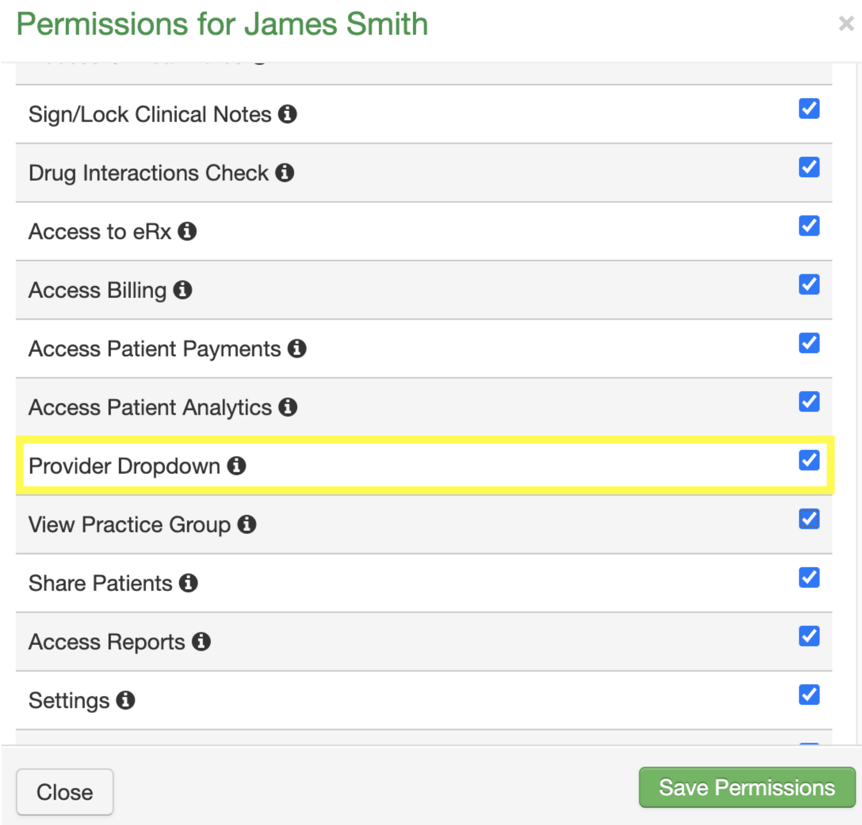
By default, all roles in DrChrono come with access to the practice group, but it can be found in the permissions menu as **View Practice Group**.



If the **View Practice Group** permission is not enabled it will not appear in the menu as seen below.



Another useful, but not required, setting that can be helpful in multi-provider accounts is the **Provider Dropdown**.



With this permission enabled, multiple providers will appear in the dropdown menu. If it is not enabled it will only display one provider.