

How do I sync my DrChrono calendar to my Google Calendar?

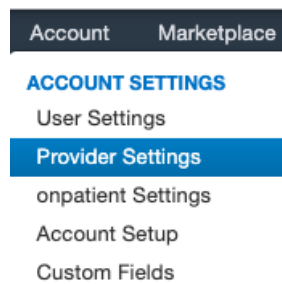
07/08/2024 7:51 pm EDT

With DrChrono you can sync your DrChrono calendar to your Google Calendar. This feature is designed to provide a convenient way to quickly glimpse at your day's schedule but is not a replacement for the DrChrono scheduling system.

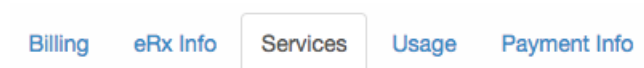
Limitations:

- Due to HIPAA requirements, some appointment details are not displayed in Google Calendar. Only the office name, exam room, patient chart ID number, and appointment duration will be displayed.
- Due to technical resource limitations, DrChrono will only sync two weeks of activity.
- Events added to Google Calendar do not sync with your DrChrono calendar.

1. To set up a Google Calendar sync, view your account settings by mousing over **Account** and selecting **Provider Settings**.



2. Click on the **Services** tab in your account settings.

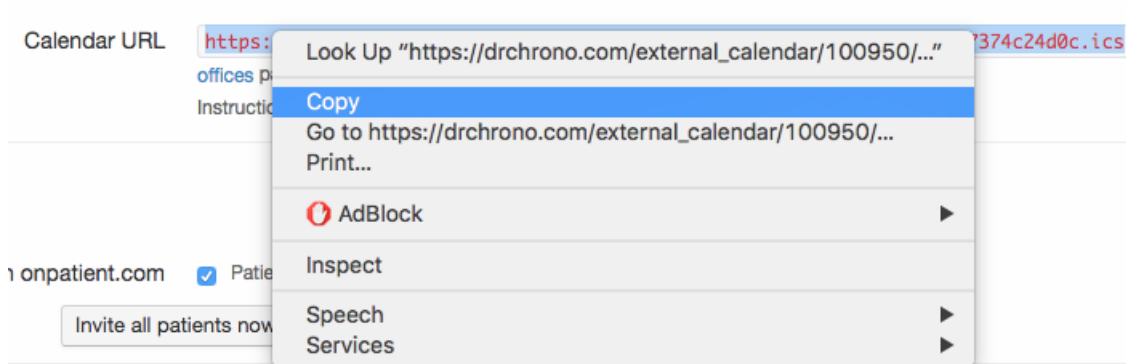


3a. At the top of the page, there is a section titled **Calendar Sync**. This section has a URL in red text.

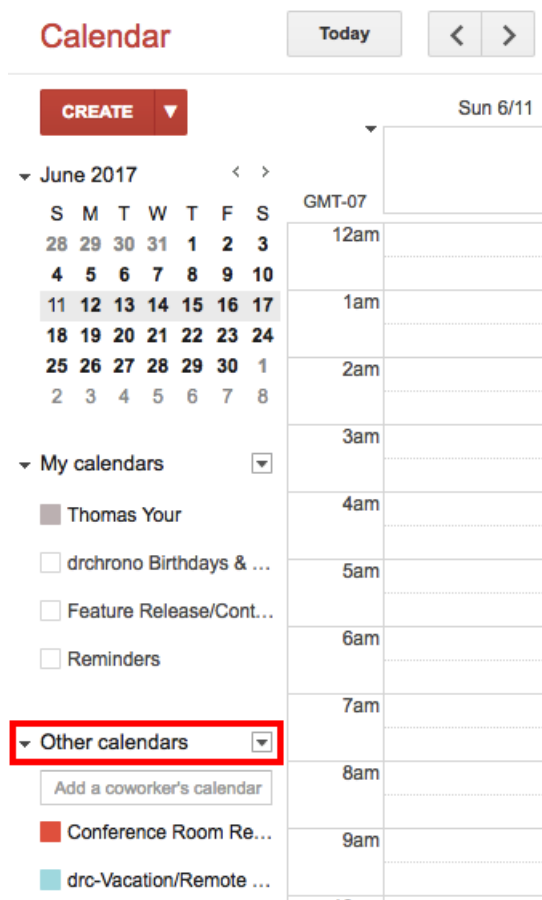
Calendar Sync

Calendar URL https://drchrono.com/external_calendar/100950/2179a2630434c44272d6
Per-office calendar links can be found on the [Manage offices](#) page.
Instructions: [Google Calendar](#) | [Apple iCal](#) | [Microsoft Outlook](#)

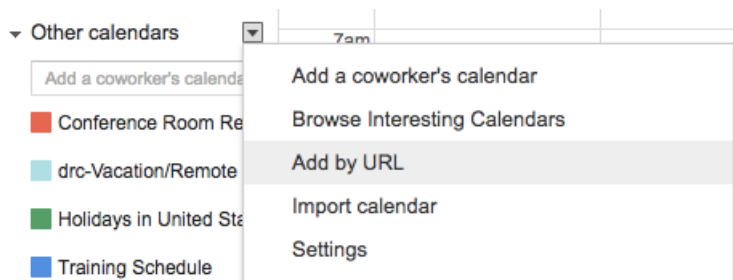
3b. Copy this link to your clipboard by selecting the link, right-clicking the page, and selecting **Copy**. Alternatively, highlight the text and use the hotkey CTRL+C (Windows) or COMMAND+C (Mac).



4a. Open your Google Calendar. Find the section titled **Other Calendars**.



4b. Click on the arrow next to **Other Calendars** and select **Add by URL**.



5. Paste in the URL you copied from account settings to the URL field. You can do this by right-clicking on the field, then clicking 'Paste' or hitting CTRL+V (Windows) or COMMAND+V (Mac). Then, click 'Add Calendar'.

