Making a Form Persistent

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Making a form persistent allows you to automatically copy the information entered for a patient in a specific form for all their future visits once it has been entered in the clinical note.

Before building your form, we recommend reviewing Best Practices for Building Custom Forms designed to help you make the most of the clinical notes feature.

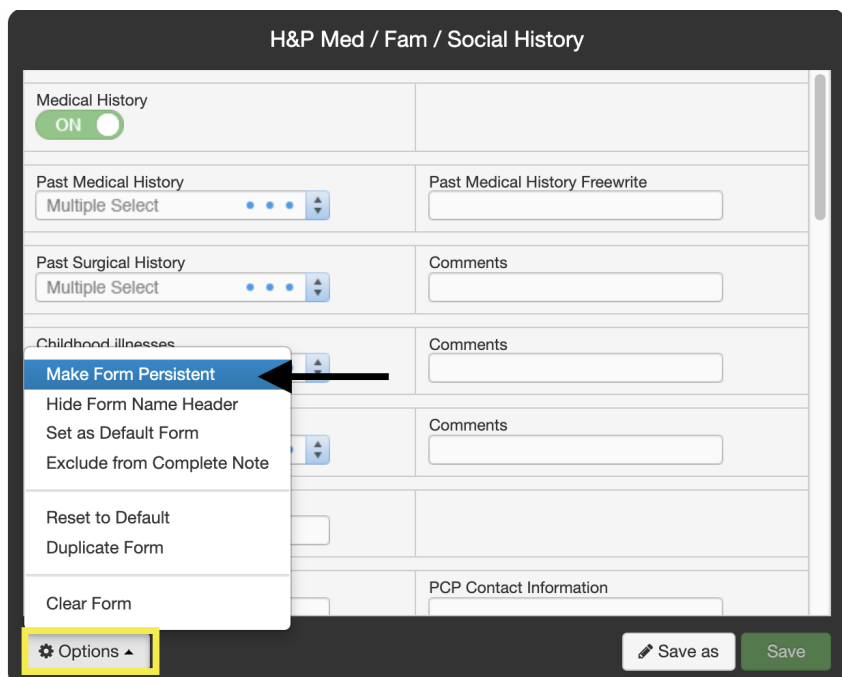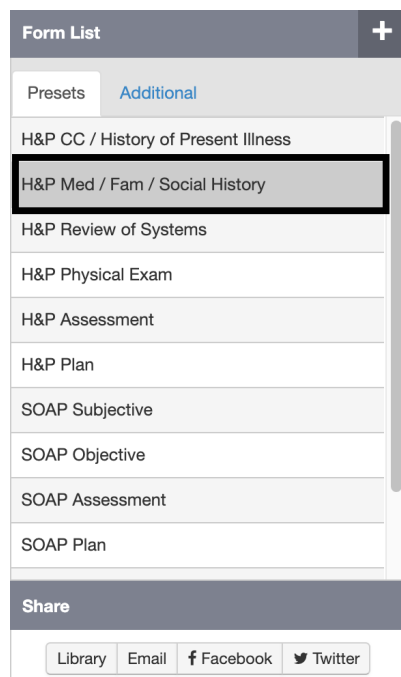> ℹ️ Making a form persistent will not make any changes to signed and locked notes.

1. Go to **Clinical** > **Form Builder**.
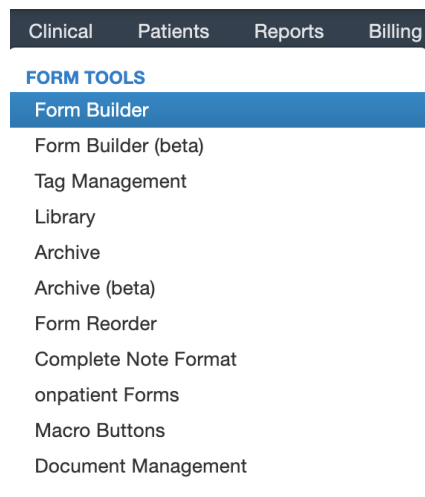
2. Select the form you wish to mark as persistent, click **Options,** and choose **Make Form Persistent** from the menu.

3. Once the form is persistent, you will see a letter **'P'** next to the template name.

If you would like to undo the persistent setting for a form, follow the same steps and select **Make Form Not-Persistent** from the options menu.