

Archive Facilities

Last modified on 05/15/2026 6:35 pm EDT

You can archive facilities from the **Facilities** page.

Archive a facility

1. Select **Account > Practice Management > General Management > Facilities**.
2. Select **Archive** for a specific facility.

Facilities

Add Facility

Active 2 Archived 0

Facility	Facility Code	Action
☰ Telehealth - Home	10 - Telehealth Provided in Patient's Home	Edit Archive
☰ DC Urgent Care	20 - Urgent Care	Edit Archive

Showing 2 of 2 records You have reached the end.

2. Select **Archive Facility** to confirm the archive.

The facility has been moved to the archived list. Select **Unarchive** to reactivate the facility.

Facilities

Add Facility

Active 1 Archived 1

Facility	Facility Code	Last Updated	Action
DC Urgent Care	20 - Urgent Care	04/08/2026, 9:05 PM	Unarchive

Showing 1 of 1 record You have reached the end.