Resume a Referral

Overview

After placing a referral on hold, you may later *resume* the referral. Perhaps a patient was waiting for a follow up appointment before requiring a referral so you placed it on hold. The patient has since had the appointment and they are now eligible for the care type and you would like to resume.

Once resumed (if previously sent prior to placing on hold) the referral will be available on all receiving service provider queues for action.

Instructions

Step 1 **Access patient referral** For more details on how to access existing patient profile, please review the *Edit or Update guide.*	
Step 2 **Resume Referral** A) Click on *Client Details* tab B) Select *Resume* button	
Step 3 **Complete the Process** In the resulting Resume pop-up, you have two options:	

A) If no longer want to resume the referral, click the *Cancel* button B) If you want to resume the referral, click the *> Resume* button After resuming, you will receive a confirmation banner message. The RM&R application will identify you as the last modifier. Your name, clinical designation, along with the date and time will be stamped in the referral.	