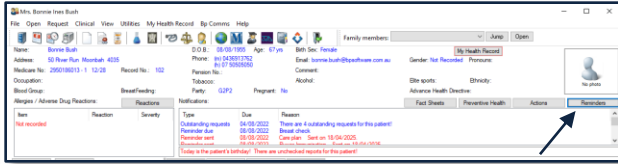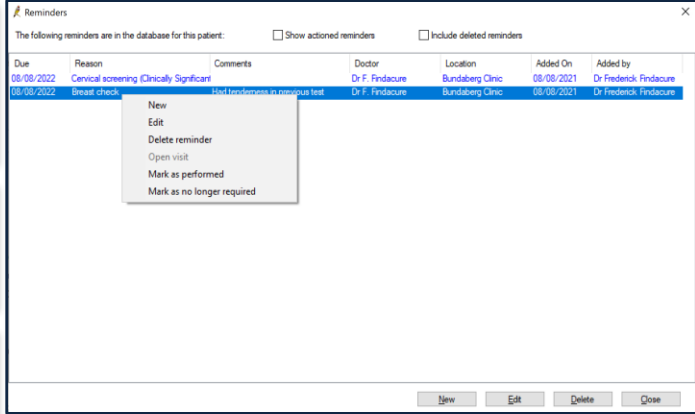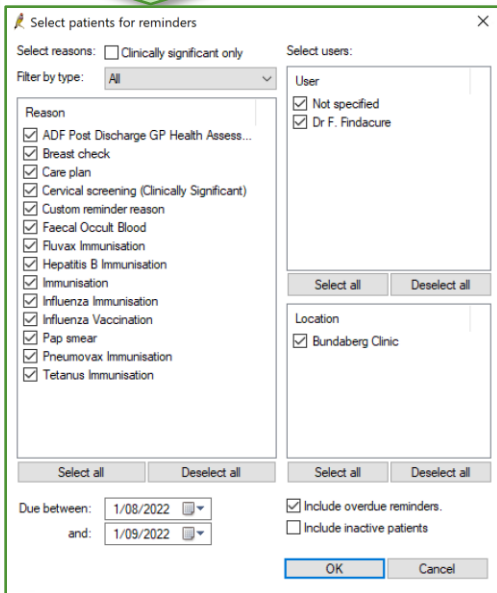# Clinical Reminders

Add a Reminder

Configure Reminder Types, free text Reminder Comments, free text Reminder Reasons:
Setup > **Configuration** > **Reminders**

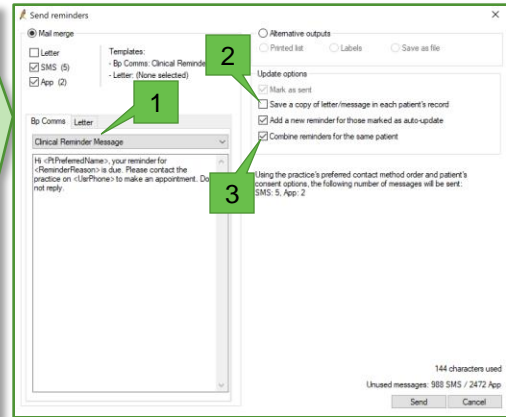💡 Comments are visible in the reminders area of the patient record.

Send Reminders

Create a bulk reminder list:
Main Screen > **Clinical** > **Reminders** > **Select patients** button
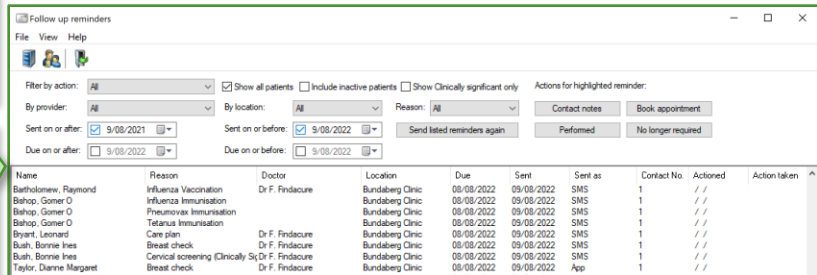

1. Select templates
2. A copy will be saved in the Correspondence Out section of the patient's record.
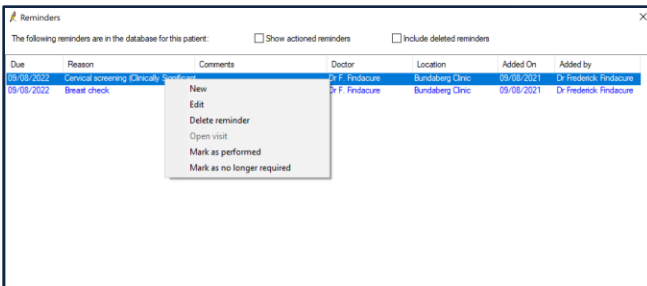3. Combines all reminders for a patient into a single SMS, BHA message or letter.

💡 Bp Premier will check if each patient has consented to receive SMS or BHA messages of type 'Clinical reminder'. Patients who have consented and enrolled will be added to the SMS or App total; patients who have not consented will be added to the Letter total.

Review and resend reminders, book an appointment, remove a reminder or mark as performed:
Reminders > **Follow up Reminders**

Remove Reminders

Mark Reminder as Performed or No Longer Required:
1. Access patient's clinical record > **Reminders**.
2. Select a reminder > right-click and make a selection.
A progress note will generate automatically (if **Generate progress notes as actions are taken** is ticked in **Setup** > **Preferences**).

Bp Premier