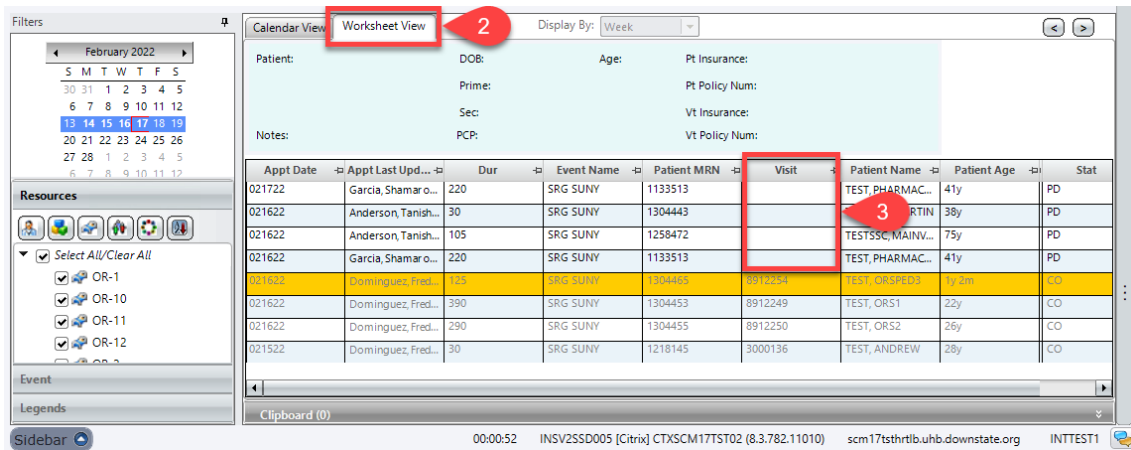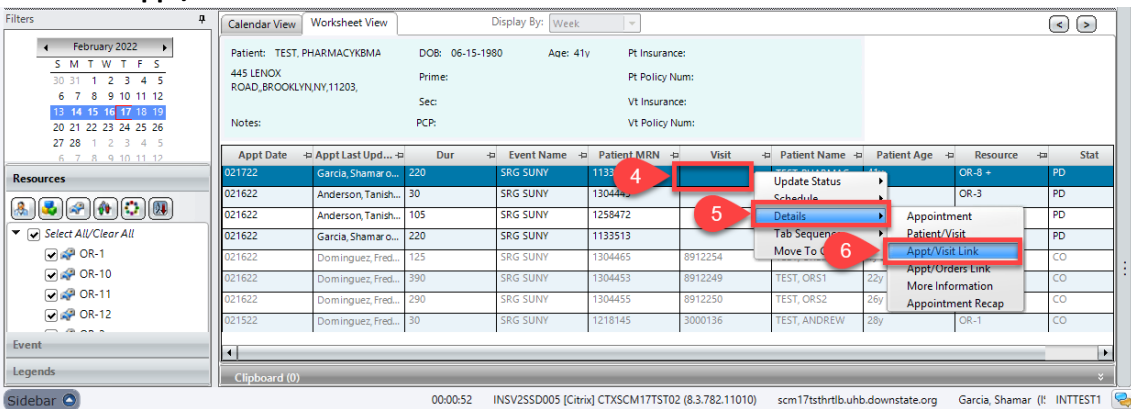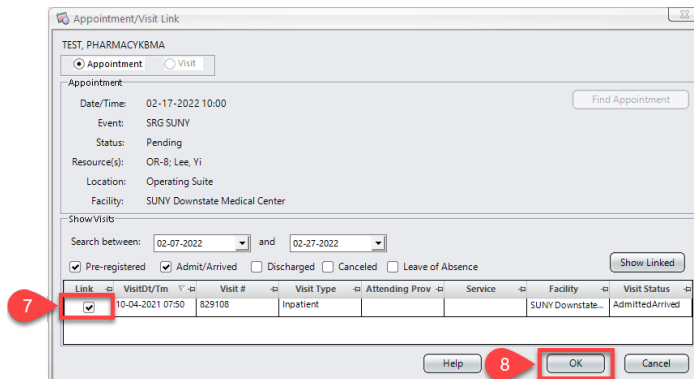# Adding a visit to a case in the Scheduling application

1. Within the **Scheduling** application of **Healthbridge**, Identify if a case is without a **Visit**
2. Click the **Worksheet View** tab
3. A blank cell in the **Visit** column means there is no Visit attached to this case

4. Right click on the case with the blank visit
5. Select **Details**
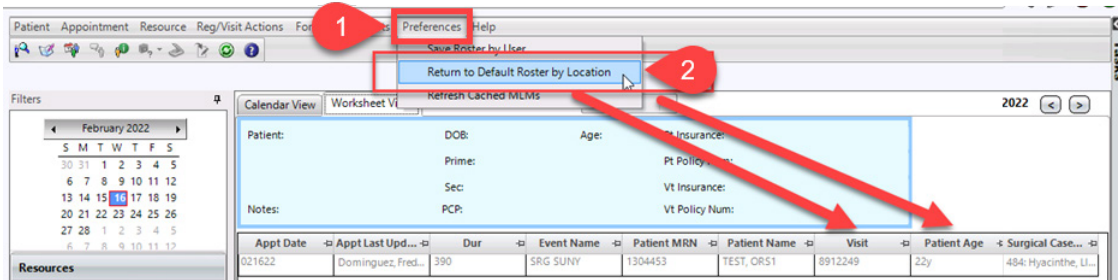6. Then click **Appt/Visit Link**

7. Select the check box for the visit that will be linked to this case
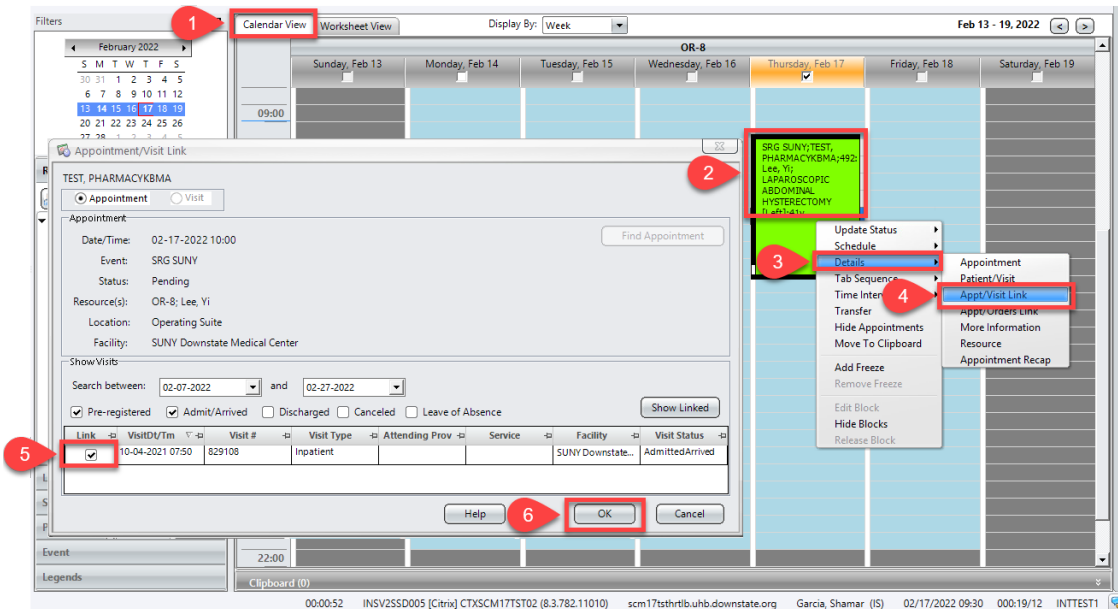8. Then click **OK**

Adding the Visit and Patient Age column to the Worksheet view tab

1. Click **Preferences**
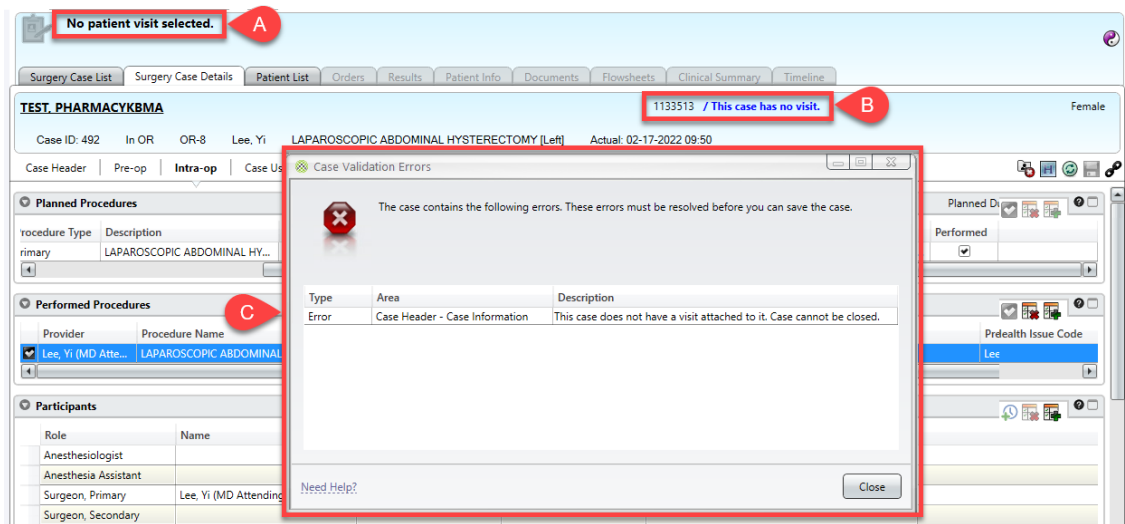2. Then click **Return to Default Roster by Location**

Visits can also be linked in the Calendar view tab

1. Open the **Calendar View** tab
2. Right click the case
3. Select **Details**
4. Click **Appt/Visit Link**
5. Select the check box for the visit that will be linked to this case
6. Then click **OK**

Adding a visit to a case in the Surgical Care application

1. Within the **Surgical Care** application of **Healthbridge**, Identify if a case is without a **Visit**
   A. **No patient visit selected** will display in the **Patient Header**
   B. In the **Surgical Case Detail** tab, there will be a Blue text: **This case has no visit**.
   C. **Case Validation Errors** message will display: **This case does not have a visit attached to it. Case cannot be close**

2. To add a visit to this case, click the **Link** icon from the **Surgery Case Details** tab

3. Select the check box for the visit that will be linked to this case
4. Then click **OK**