



# myMPS

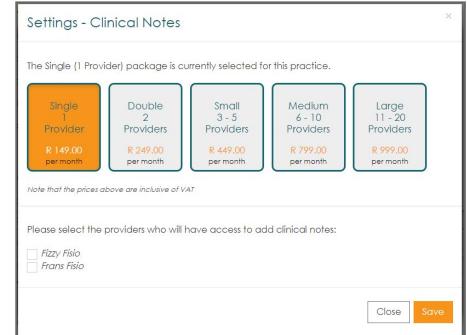
## How to guide

### Selecting which providers will have access to create clinical notes

Once you have activated your Clinical Notes, you will be sent to the '**Settings - Clinical Notes**' screen to select which providers will have access to create/edit clinical notes.

You are able to edit these settings at any time by returning to the Add-Ons store and clicking the '**Settings**' button on the Clinical Notes tile.

Your selected package determines the number of providers that can have access to Clinical Notes.



**Note:** All providers linked to your practice will be able to view the clinical notes, however, only those selected on the settings screen will be able to create new notes and edit notes that are in a '**Draft**' status.