

Changing the Practice for an Extract

Access the Imported Extracts window as detailed above.

1. Click on the drop down box in the **Practice ID** column of the extract you wish to change, select the new Practice ID

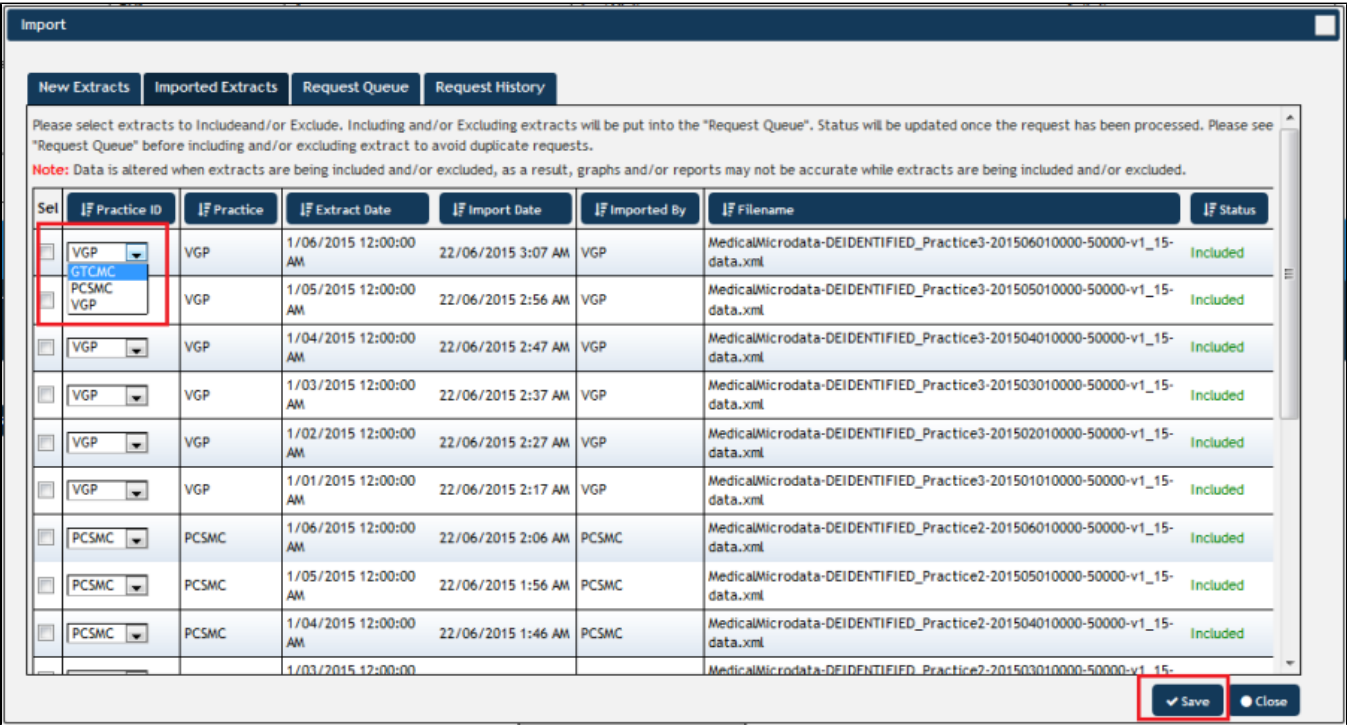


Figure 71: Select Practice

1. Click the **Save** button.

NOTE: If the Practice ID does not appear in the drop down list, you need to add the practice as detailed in [Section 3](#).