Search Clients and **Set in Context**

Immunization

LHN > Client Details > **Client Demographics**

Investigations

LHN > Subject > Client Details > **Client Demographics**

The ***Client Demographics*** page displays

Within the **Personal Information** panel below *Preferred Communication Method section*

Inactive

Uncheck the box

Inactive

The **Confirm Inactivate/ Reactivate Client** modal opens

Do you want to ***'Change status of client?'***

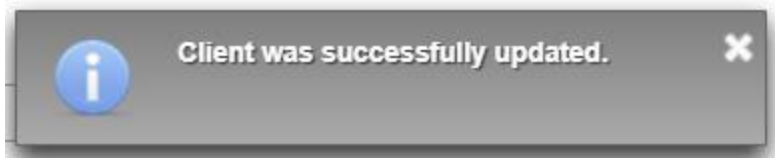
No

Click

Yes

Click **Confirm**

Click **Save**



Search Clients and **Set in Context**

Immunization

LHN > Client Details > **Client Demographics**

Investigations

LHN > Subject > Client Details > **Client Demographics**

The ***Client Demographics*** page displays

Within the **Personal Information** panel below *Preferred Communication Method section*

Select the check box beside the word **Inactive**

The **Confirm Inactivate/ Reactivate Client** modal opens

Do you want to ***'Change status of client?'***

No

Click

Yes

Click **Confirm**

Select **Inactive Reason** from the drop list

Click **Save**