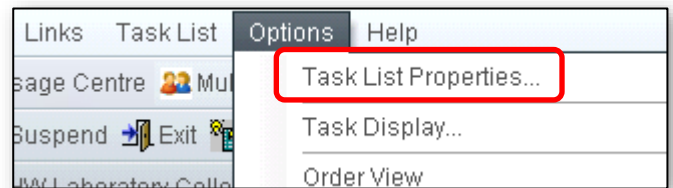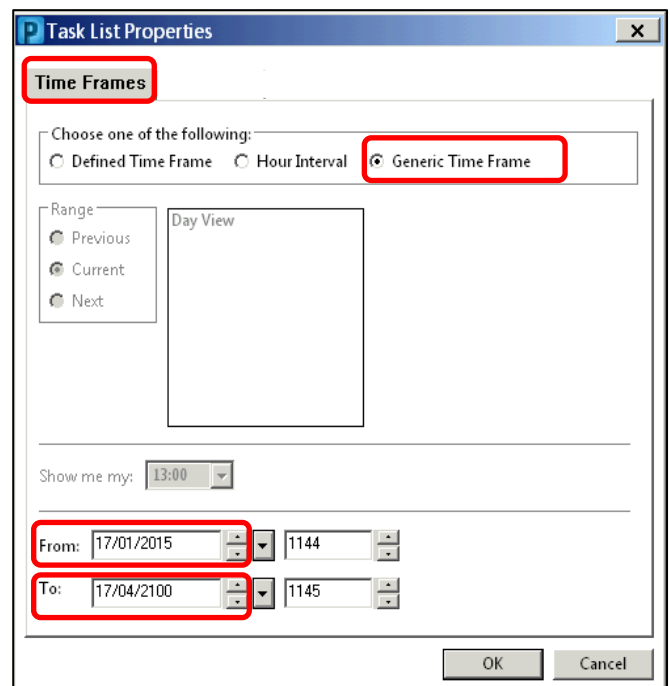# Task List Setup - Patient Chart

- Open the Patient chart.

- Click on the **Task List** in the menu.
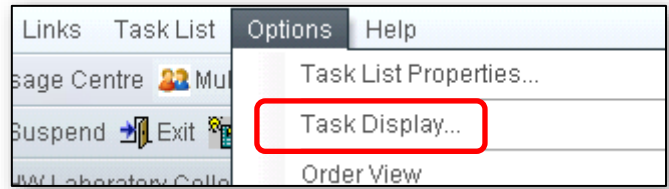

- Click on Options and select Task List Properties.
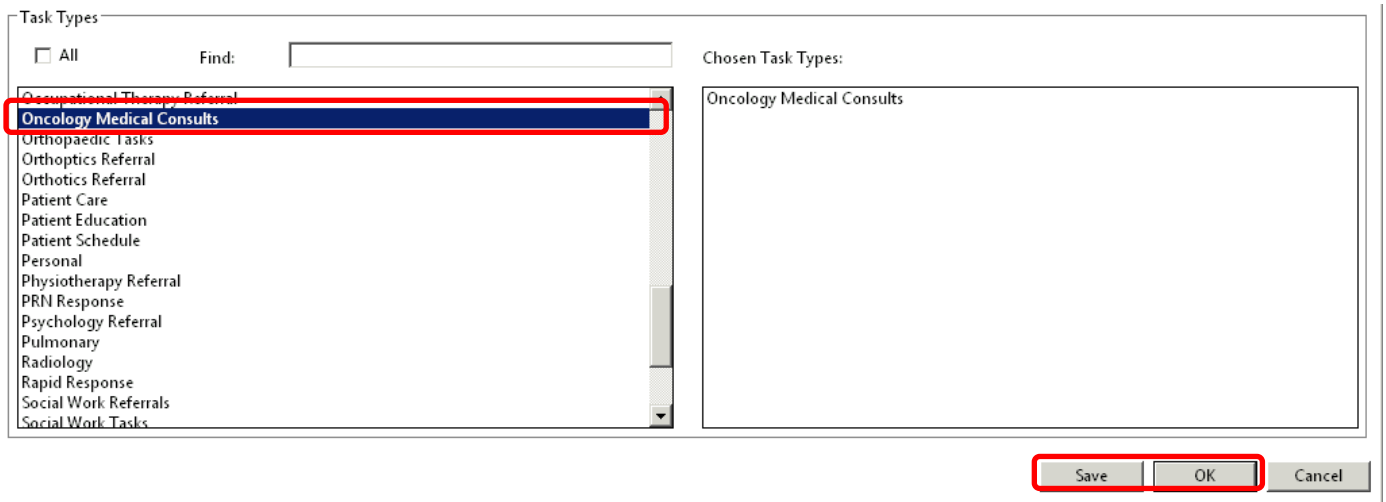

- Select the **Generic Time Frame.**

- Change the **From** date to January 2015.

- Change the **To** date year to 2100.

- Click **OK**.

- Go to **Options**.

- Select **Task Display**.

- In the *Task Types* area, find and select your required Task e.g. **Oncology Medical Consults**.

- Oncology Medical Consults will now appear in the *Chosen Task Types* area.

- Click **Save** and **OK**.