

Set up drop-down Lists

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Some of the lists in Zedmed can be expanded by the practice using **Drop-Down List Management**. Most of these lists are documented within the guides they apply to.

Zedmed also supports custom options using **Practice-definable fields**.

Appointment Cancellation Reasons

This option is documented in the [Appointment Cancellation guide](#).

Checklist, Instrument and Procedure Type

These options are documented in the [Create a surgical Appointment Type guide](#).

Product Category

This option is documented in the [Setup Stock Management guide](#).

Pronouns

Zedmed v36.1.0 and later comes with a set of 3 pronouns and the practice can add additional options as required. The options are available in Patient Details via [Office](#) or [Clinical](#).

1. Go to Zedmed's **Management** tab.
2. Select **Practice Setup > Drop-Down List Management**.

The **Drop-Down List Management** screen will open

3. Select the **Pronouns** from the left menu.
4. Select **Add Value**.

A new line will be added.

5. Type in the pronouns and tick the sites they are to be available in.

Drop-Down List Management

The window displays a list of categories on the left and a main grid on the right. The categories are: Appointment Cancellation Reasons, Checklists, Instrument, Procedure Type, Product Category, Pronouns, Prosthesis, and Stock Movement Reason. The 'Pronouns' category is selected and highlighted with a blue background. The main grid shows three rows of pronouns: 'He/Him', 'She/Her', and 'They/Them'. Each row has a 'Description' column and five columns for attributes: 'Active', 'MED', 'BR2', 'BR3', and 'BR4'. The 'Active' column contains checked checkboxes for all three rows. The 'MED' column contains checked checkboxes for 'He/Him' and 'They/Them'. The 'BR2' column contains checked checkboxes for 'He/Him', 'She/Her', and 'They/Them'. The 'BR3' column contains checked checkboxes for 'He/Him', 'She/Her', and 'They/Them'. The 'BR4' column contains checked checkboxes for 'He/Him', 'She/Her', and 'They/Them'.

	Description	Active	MED	BR2	BR3	BR4
	He/Him	<input checked="" type="checkbox"/>				
	She/Her	<input checked="" type="checkbox"/>				
	They/Them	<input checked="" type="checkbox"/>				

Add Value Delete Value Close Cancel

Stock Movement Reason

This option is documented in the [Set up Stock Management guide](#).