

Online Patient Scheduler

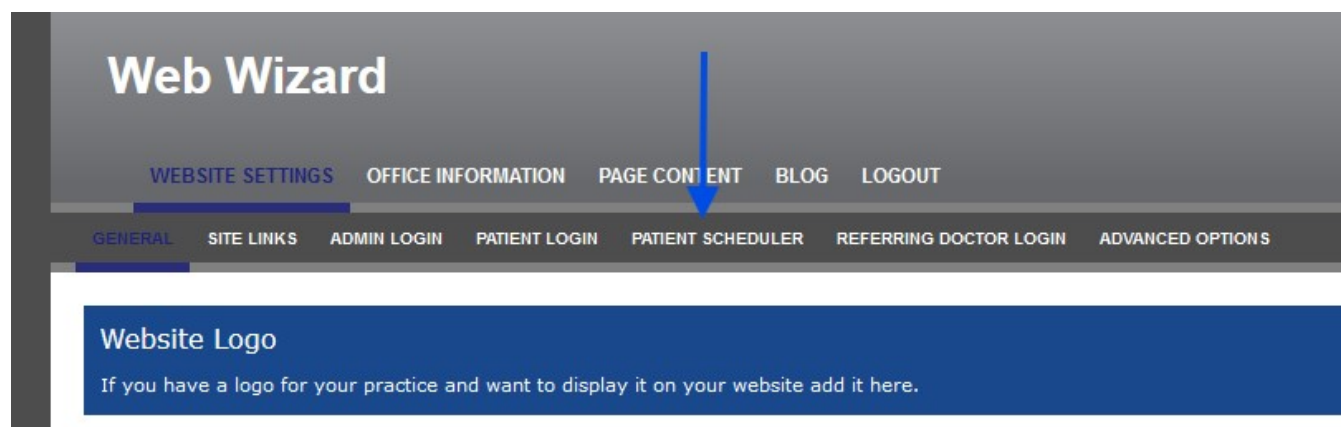
980 [TDO KB](#) October 9, 2025 [TDO services](#) 4.09K

Overview

With TDO Cloud your patients can schedule appointments through the Patient Portal. For a patient to use this, they will need a record in TDO before logging into the patient portal. To enable this functionality, follow the instructions below:

Patient Scheduler Configuration

Log into your Web Wizard and click on Patient Scheduler



The following options are available to edit:

Current Location:

6235 Lusk Blvd #1 - Brisbane

Office Locations

Select the location that you wish to edit the settings for.

☒ 6235 Lusk Blvd #1 - Brisbane

☐ 6235 Lusk Blvd #2 - San Diego

Patient Scheduler Configuration Settings

Below you can choose to enable the GentleWave RCN as well as configure its settings. In order for it to function, you will need to select at least one operator that will be used to book appointments for GentleWave procedures.

☒ Enable Patient Scheduler

Appointment Days

Enter the days of the week that appointments can be made on.

☐ Sunday

☒ Monday

☒ Tuesday

☒ Wednesday

☒ Thursday

☒ Friday

☐ Saturday

Appointment Time Increment

The available appointment times can be listed in increments ranging from 10 minutes to 60 minutes. Select the increment in the drop down below.

30 Minutes



Appointment Time Range

Enter the range of time that appointments can and can't be made during.

Valid Time Range:

8:00 AM

To

4:00 PM

Blocked Time Range:

NA

To

NA

Appointment Length

Enter the length of time that you would like an appointment to be in minutes.

60

Ignore Block Schedule

By default, block schedule appointments in TDO are set to have the doctor id of the first doctor listed in TDO. Depending on how you use block appointments, this could cause issues with the available appointments being displayed by the RCN site. Check the box below to ignore block schedule appointments.

☐ Ignore Block Appointments

Default Operatory

Select the operatory that you would prefer appointments be made in first. If you have different operatories assigned to different TDO locations, make sure that you select your TDO Location in the option above.

☐ OP 1

☐ OP 2

☐ Op 3

☒ Other

☐ 6

☐ 7

☐ 8

Default Appointment Type

Select the appointment type that you would like to be assigned to the appointment.

Consult

TDO Doctors

For each doctor listed below you have the option to select days and/or hours that are blocked out for each doctor at this location. Appointments won't be allowed to be made for those days and/or times.

Gary Carr - Gary Carr

☒ Enable Doctor

Blocked Days:

☐ Sunday

☐ Monday

☐ Tuesday

☐ Wednesday

☐ Thursday

☐ Friday

☐ Saturday

Blocked Hours:

NA

To

NA

Default Referring Doctor

Select the referring doctor that appointments booked using this system should be assigned to. If the appointment is for an existing patient, then the patient's referring doctor in TDO will not be changed.

Carr, Gary

Notification Emails

Enter one or more email addresses that will receive notifications for appointments submitted online.

Email

appointment@endopractice.com

Edit | Remove

Add New Account

It is important that all of the above options are set; otherwise, the scheduler will not work properly.

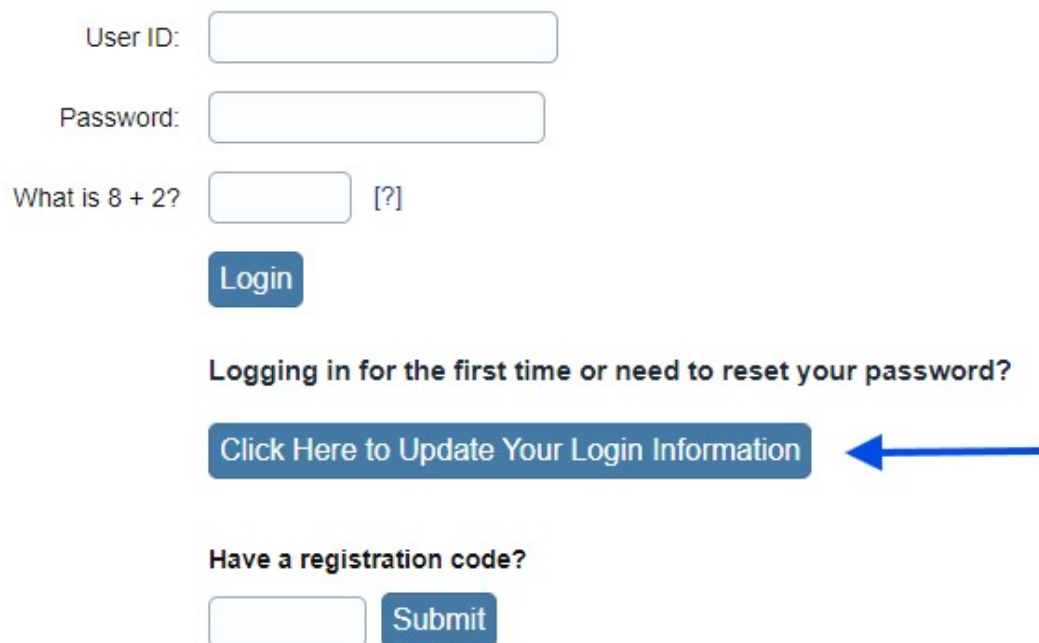
Make sure to do the following:

- Click Enable Patient Scheduler when you are ready to have patients use this feature
- Select at least one day under Appointment Days
- Select a Default Operatory
- Select a Default Appointment Type
- Select Enable Doctor for at least one TDO Doctor
- Select a Default Referring Doctor
- Enter at least one Notification Email

Patient Portal

The patient will go to your Patient Portal Login page. They need to be entered in TDO with a valid email address. They can click on "Click Here to Update Your Login Information" to set a password for their account.

Patient's Area



The screenshot shows the Patient Portal Login interface. It includes three input fields: 'User ID:', 'Password:', and a math problem 'What is 8 + 2?' with a '?' icon. Below these is a blue 'Login' button. A link 'Click Here to Update Your Login Information' is highlighted with a blue arrow. At the bottom, there is a section 'Have a registration code?' with an input field and a 'Submit' button.

User ID:

Password:

What is 8 + 2? [?]

[Login](#)

Logging in for the first time or need to reset your password?

[Click Here to Update Your Login Information](#) ←

Have a registration code?

[Submit](#)

After the patient logs in, they can click the menu link for Schedule Appointment and then proceed to schedule their appointment.



Patient's Area

[PATIENT REGISTRATION](#) [CONSENT FORMS](#) [SCHEDULE APPOINTMENT](#) [EVALUATION](#) [OFFICE MESSAGES / PAYMENTS](#) [UPDATE ACCOUNT INFORMATION](#) [LOGOUT](#)

Appointment Location

Gary B. Carr, D.D.S. Title
6235 Lusk Blvd #1 PO Box 000
Brisbane CA
94005

Choose an appointment date and time below

< September 2024 >						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Fri Sept 6	Sat Sept 7	Sun Sept 8	Mon Sept 9	Tue Sept 10	>>
08:00 AM			08:00 AM	08:00 AM	
08:30 AM			08:30 AM	08:30 AM	
09:00 AM			09:00 AM	09:00 AM	
09:30 AM			09:30 AM	09:30 AM	
10:00 AM			10:00 AM	10:00 AM	
10:30 AM			10:30 AM	10:30 AM	
11:00 AM			11:00 AM	11:00 AM	
11:30 AM			11:30 AM	11:30 AM	
12:00 PM			12:00 PM	12:00 PM	
12:30 PM			12:30 PM	12:30 PM	
01:00 PM			01:00 PM	01:00 PM	
01:30 PM			01:30 PM	01:30 PM	
02:00 PM			02:00 PM	02:00 PM	
02:30 PM			02:30 PM	02:30 PM	
03:00 PM			03:00 PM	03:00 PM	
03:30 PM			03:30 PM	03:30 PM	

<

September 2024

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S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Choose an appointment date and time below

Fri Sept 6	Sat Sept 7	Sun Sept 8	Mon Sept 9	Tue Sept 10	>>
08:00 AM			08:00 AM	08:00 AM	
08:30 AM			08:30 AM	08:30 AM	
09:00 AM			09:00 AM	09:00 AM	
09:30 AM			09:30 AM	09:30 AM	
10:00 AM			10:00 AM	10:00 AM	
10:30 AM			10:30 AM	10:30 AM	
11:00 AM			11:00 AM	11:00 AM	
11:30 AM			11:30 AM	11:30 AM	
12:00 PM			12:00 PM	12:00 PM	
12:30 PM			12:30 PM	12:30 PM	
01:00 PM			01:00 PM	01:00 PM	
01:30 PM			01:30 PM	01:30 PM	
02:00 PM			02:00 PM	02:00 PM	
02:30 PM			02:30 PM	02:30 PM	
03:00 PM			03:00 PM	03:00 PM	
03:30 PM			03:30 PM	03:30 PM	

Available Doctors

Gary Carr

Please describe the reason for your visit

I was referred by Dr. Endo for a root canal.

Create Appointment

After scheduling their appointment, they will see a confirmation screen.

Appointment Location

Gary B. Carr, D.D.S. Title
6235 Lusk Blvd #1 PO Box 000
Brisbane CA
94005

New Appointment Created

Date: 9/10/2024

Time: 10:00 AM

Our office has been notified and will follow up with you shortly.

Prior to your appointment, please feel free to fill out our registration forms:

[Continue to Registration](#)

The patient will also receive a confirmation email.

Upcoming Appointment Information

Inbox x



TDO Web

to sean, karina.garcia

9:44 AM (18 minutes ago)



You have successfully scheduled your appointment with Gary Carr

Appointment Details:

Doctor: Gary Carr

Location: QE101 - Quality Centered Endodontics

6235 Lusk Blvd #1

PO Box 000

Brisbane, CA 94005

Phone: 858-558-3636

Appointment Date and Time: 9/10/2024 10:00 AM

Patient Name: Derrick Rose

The office will receive a notification email like the one below:

New Patient Appointment Scheduled

Inbox x



TDO Web

to sean

9:55 AM (12 minutes ago)



A new appointment has been made through the TDO Cloud Patient Portal

Appointment Details:

TDO Doctor: Gary Carr

Location: QE101 - Quality Centered Endodontics

6235 Lusk Blvd #1

PO Box 000

Brisbane, CA 94005

Appointment Date and Time: 9/10/2024 10:00 AM

Patient Name: Derrick Rose

Patient ID: 120742

Comments: I was referred by Dr. Endo for a root canal.

The appointment will be entered into the calendar in TDO and a note will be entered for the patient.

