How to Delete & Purge a Study

To Delete a Study:

1. Right Click on the Patient’s Name to highlight the study.
2. Right click Delete Figure 1
3. Select Delete Study Figure 1
4. Study is now in a Deleted Status marked with a Red X. Figure 2

Figure 1

Figure 2
To Purge a Study:

1. Right Click *Study* from the Menu. Figure 3
2. Select *Purge*. Figure 3
3. Select one the following:
   a. Check the box of the study you wish to purge. Figure 4
   b. Check *Select All*. Figure 4
4. Select *Purge Study*.
5. Right click *Close*.

![Figure 3](image3.png)

![Figure 4](image4.png)