

# Edit a Code

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## Summary

The steps below detail the process for editing a code that has already been created and requires further changes.

## Details

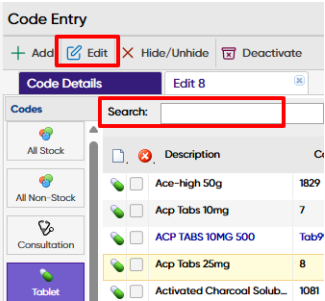
Code can be maintained through the Code Entry Maintenance screen (accessed via Administration > Code Entry > Code Maintenance).

Code Maintenance	< Code Entry
Code Archive	< SMS Messaging
Code Grid View	< Document Templates

## Editing a Code

Begin by searching and selecting the Treatment Code you wish to edit.

1. Select the Treatment Type in which the code is in.
2. Use the search bar to locate the code required.
3. Select the item and select the 'Edit' button at the top left of the screen.



4. Selecting 'Edit' will open the Code's details in a new tab. Select any of the Configuration Categories and apply changes.
5. Once you have finished modifying the Code, select the 'Save' button.

For further information on the Configuration Categories, see [Code Maintenance - Add a Code](#).