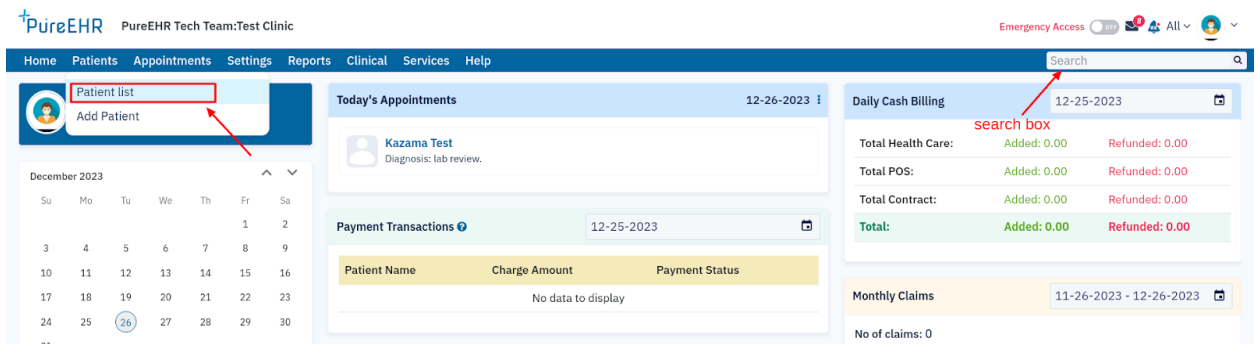Patient data can be exported in the CCDA format. EHR users who have access can export (permissions can be managed by the super admin provider from the [Access management page](#)) patients' data by downloading the XML file and can also share this data through PHI mail.
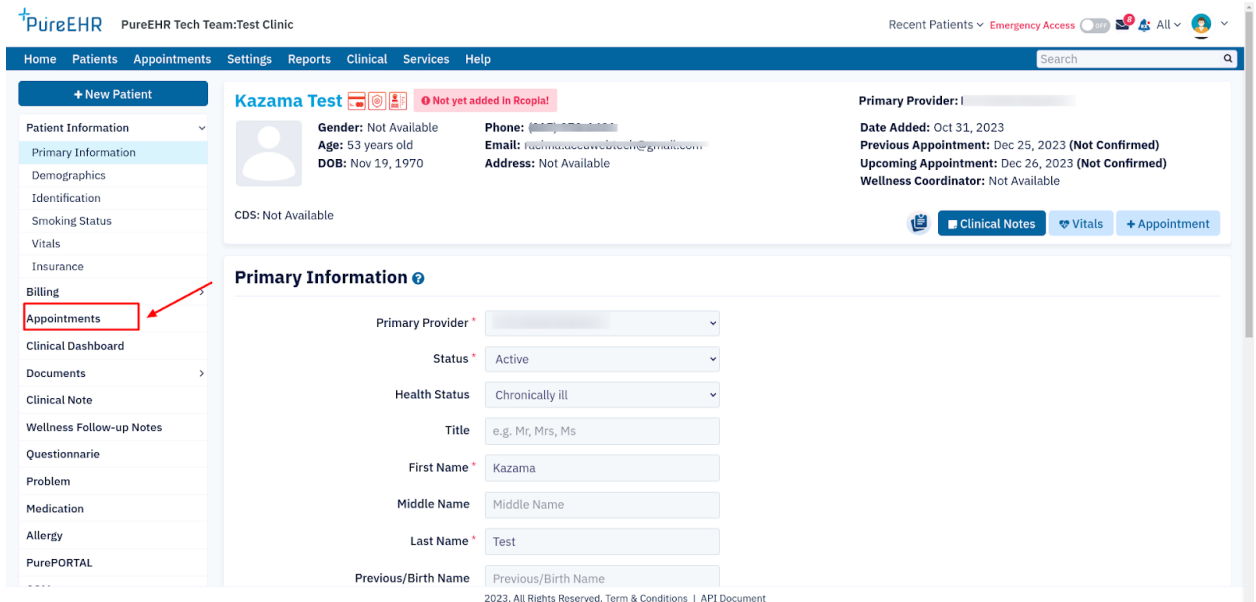
Export Individual patient's data

Download the patient's CCDA

1. Login into the [PureEHR](#)

2. Open the patient chart either through the **Patient list under the patient menu** or by using a **search box** situated at the right side top as shown in the screenshot.

3. Go to the Appointments menu under the patient chart

4. Click on the CCDA download button in the appointment line as shown in the screenshot.

5. After clicking you will see a pop-up model here select if you want to download the file for a **Referral note** or **Summarization of an episode note** and Click on Download.

An XML file of the patient's information in CCDA format will be downloaded.

Share the patient's CC through PHI mail

1. After login into the PureEHR open the appointment menu under the patient chart as shown in the given image

2. Click on the **share** button on the appointment line.

3. After clicking you will see a pop-up model, enter the required details of the recipient's mail ID, mail content, and if needed referring or ordering provider then click on the send button.

   Note: select Referral doctor if you are sending the details for the referral note.

Send CCDA   ✕

Recipient *   [Mail Recipient]

Mail Subject   [Mail Subject]

Mail Content *   [Mail Content]

Referring doctor   [Select Referring doctor ID ⌄]

Ordering doctor   [Select Ordering doctor ID ⌄]

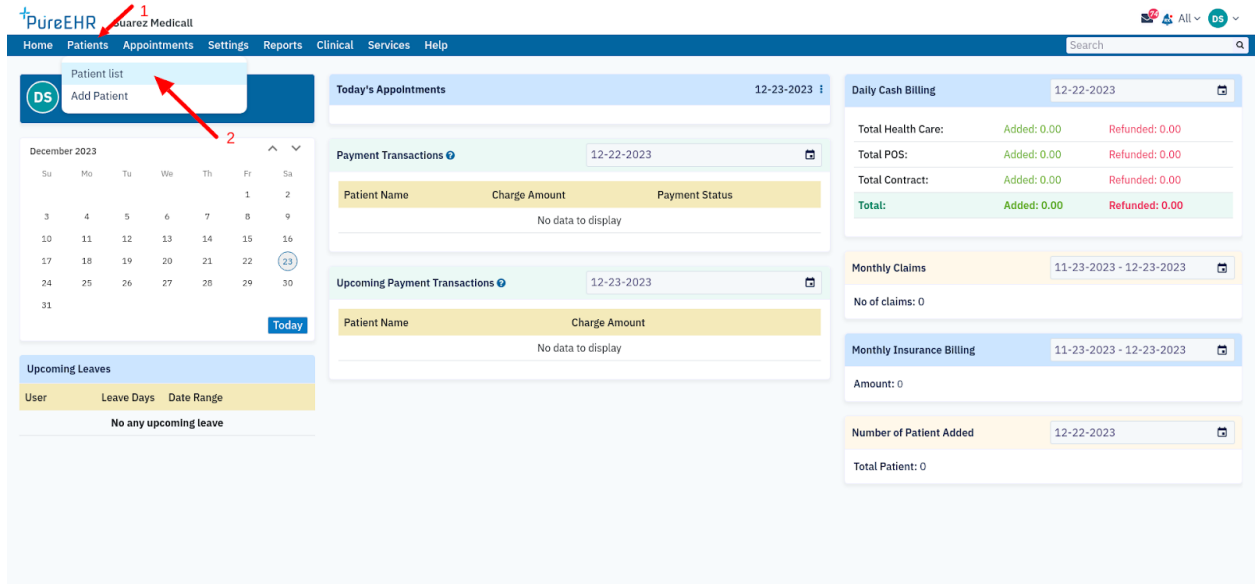**Referral Doctor**   ☐

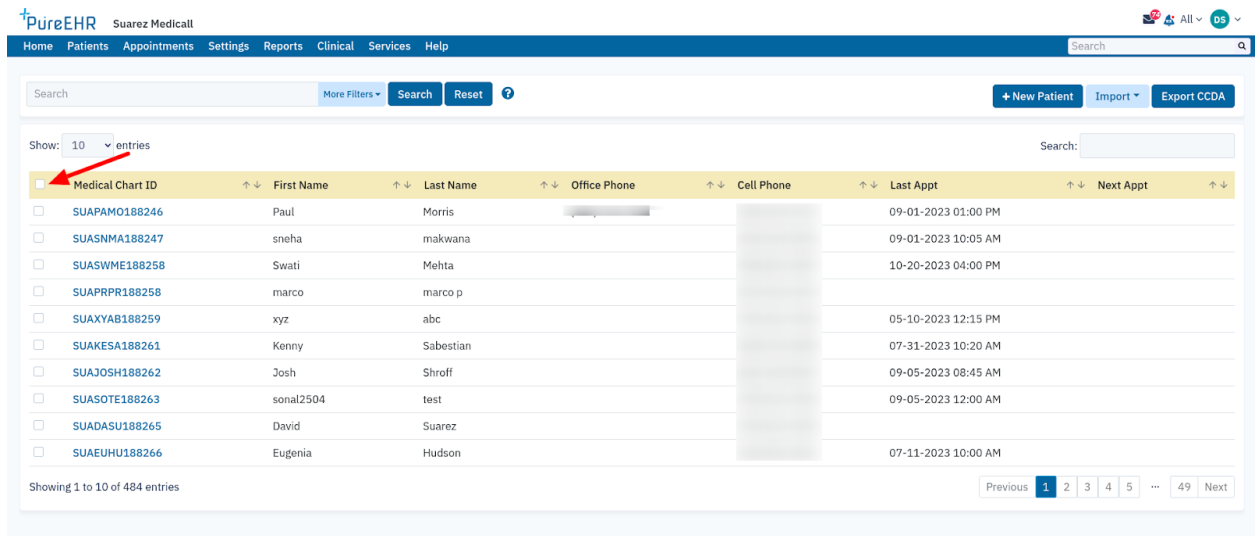[Send]

The patient's CCDA will be shared through the secure PHI mail in an XML file.

Export patient's data in bulk

1. After login into the PureEHR open the **Patient List** from the Patient menu

2. Select single/multiple or all patients whose data you want to export.

3. Click on the **Export CCDA** button situated at the right side top of the page.

A zip file will be downloaded into your system all the patient's data will be in an XML file and in a CCDA format.