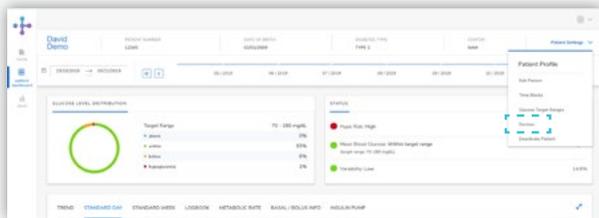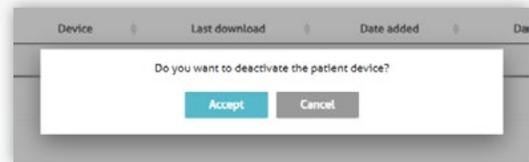# Deactivate a patient

Step One: Patient Profile

Before deactivating a Patient Profile, all devices that are associated with the patient must be removed first. From the Patient Dashboard, click on the Patient Settings drop down arrow and select **Devices**.
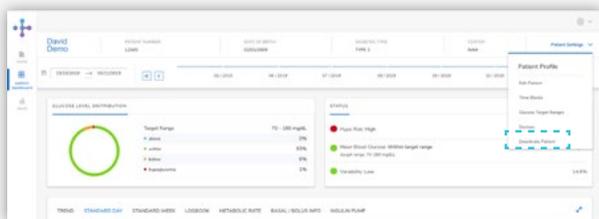

Step Two: Select Profile

Select sign ⊖ in the Action column and confirm removal of a device.

Step Three: Patient Profile

From the Patient Dashboard, click on the Patient Settings drop down arrow and select **Deactivate Patient**.

Step Four: Deactivate a Patient

State the reason for deactivating and include comments, where necessary.

You will be asked to confirm your decision to deactivate the patient. The patient's details will remain on the system, but their details will appear in red on the search option page.