

## Message Dynamics User Guide

Version 1.1

14 November 2023







#### Copyright © 2023 Cegedim Healthcare Solutions

#### All Rights Reserved

Cegedim Healthcare Solutions is the trading name of Cegedim Rx Ltd and In Practice Systems Limited.

No part of this document may be photocopied, reproduced, stored in a retrieval system or transmitted in any form or by any means, whether electronic, mechanical, or otherwise, without the prior written permission of Cegedim Healthcare Solutions.

No warranty of accuracy is given concerning the contents of the information contained in this publication. To the extent permitted by law, no liability (including liability to any person by reason of negligence) will be accepted by Cegedim Healthcare Solutions, its subsidiaries or employees for any direct or indirect loss or damage caused by omissions from or inaccuracies in this document.

Cegedim Healthcare Solutions reserves the right to change without notice the contents of this publication and the software to which it relates.

Product and company names herein may be the trademarks of their respective owners.

Registered name: Cegedim Rx Ltd. Registered number: 02855109 Registered name: In Practice Systems Limited. Registered number: 01788577 Registered address: Studio F5 Battersea Studios 1, 82 Silverthorne Road, London SW8 3HE

Website: https://www.cegedim-healthcare.co.uk/





## Contents

Message Dynamics4
Introduction4
Registering a Patient for Message Dynamics5
Message Dynamics Details9
Withdrawing a Patient from Message Dynamics
Dispensing an Acute Prescription to a Message Dynamics Patient
Changing prompt settings13
Managing To Send, Received and Sent Messages
To Send14
Received16
Sent
Updating a Registered Patient's Telephone Number
Accessing Received Messages
Message Dynamics Settings25
Standard tab25
Electronic Repeats tab26
Message Dynamics Statistics Report27



## **Message Dynamics**

#### Introduction

**Message Dynamics** is an SMS or automated phone call service that your pharmacy can use to communicate with registered patients. It can be used to:

- Alert a patient that their prescription is ready to collect.
- Confirm whether or not a patient requires their repeat prescription.
- Alert a patient that they are due to receive items from their repeat prescription.
- Remind a patient to renew their repeat dispensing authorisation.

**Important** - These messages sent via **Message Dynamics** are supplied and maintained by a third party solution and therefore cannot be edited from **Pharmacy Manager**.

**Note** - Please contact our Service Desk on 03303033340 to discuss enabling **Message Dynamics** within **Pharmacy Manager**.

After enabling **Message Dynamics**, patients must register to use the service:

• See Registering a Patient for Message Dynamics on page 5.

When patients register for **Message Dynamics**, you can use the service to communicate with them:

- See Dispensing an Acute Prescription to a Message Dynamics Patient on page 12.
- See Managing To Send, Received and Sent Messages on page 14.
- See Accessing Received Messages on page 23.
- See Message Dynamics Settings on page 25.

**Note** - The **Message Dynamics** voicemail retrieval number is 0800 0608614.



## **Registering a Patient for Message Dynamics**

Patients must be registered for **Message Dynamics** and have signed a consent form before you can use it to manage a patient's prescriptions.

To register a patient for Message Dynamics:

1. From the Patient Details screen, select Message Dynamics:

🧕 Pati	ent Details	- Mr Jason \	Wilson				X
Patie	ent	Doctor	Conditions	Medication	History	Other	Suppressions
E	kemptior	าร	Repeat Rx	ePrescrip	tion Updates	Mess	age Dynamics
				Mes	sage Dyn	amics De	etails 餐
Г	Status						<b>*</b>
	Inac	tive					
	<u>R</u> eg	ister	Register this patient	to use Message	e Dynamics.		
	Check	status	Ensure that the curr	ent status mate	hes the record ir	n Message Dyr	namics
	View	S <u>M</u> S	View received text r	messages for pa	atient		
	Messag	je Dynan	nics Preferences				
	Land	dline	○ SMS Texting				
	Use	AnswerF	hone if available				
	🗌 Usi <u>n</u>	ig carer					
	Messag	je Dynan	nics Activation Code-		Reprint docum	ients	
	Code	:		Prin <u>t</u>	Message Dyna	amics Consen	t Form
Message Dynamics Leaflet						ilet	
				l			
					<u>D</u> elete	<u>O</u> K Ca	ncel <u>A</u> pply

- 2. Select Register Register
- 3. The **Message Dynamics Registration Wizard Patient Details** screen displays:

Message Dynamics Registration Wizard							
	Patient Details						
	Please confirm the p	atients details:					
	<u>T</u> itle:	Mr 👻					
	<u>F</u> irst Name:	Jason					
	Last Name:	Wilson					
13205	<u>A</u> ddress:	Bank House 123 Highland Way Dingwall Ross and Cromarty					
	Postcode:	IV15 9HL					
	Patient <u>D</u> oB:	15 January 1986					
		Back Next Cancel					



Check and if necessary, update the patient's name and address,

mandatory information is highlighted in turquoise. Select **Next** 

4. The **Message Dynamics Registration Wizard - Message Dynamics** screen displays:

Message Dynamics Registration Wizard						
	Message Dynamics					
	Is the patient using Message Dynamics directly or is a carer taking the calls?					
	What kind of notification is required? Candline SMS texting Use AnswerPhone if available					
	Please enter the mobile number to be used: 07749367422					
	<u>B</u> ack <u>N</u> ext Cancel					

Complete as appropriate:

- Using a carer Select if a carer is taking messages on behalf of the patient.
- What kind of notification is required? Select from:
  - Landline Select to ensure that the patient receives a phone call rather than a text message.
  - **SMS Texting** Select to ensure that the patient receives a text message.
  - Use AnswerPhone if available Select if the patient wishes to receive a voicemail on their landline or mobile phone.
- Please enter the landline/mobile number to be used Enter the phone number provided by the patient.

**Note** - If you add a telephone number that is not already present in the patient details, the patient details update automatically.

5. Select Next



6. The Message Dynamics Registration Wizard - Finished screen displays,

select <b>Fir</b>	nish <u>F</u> inish	to save:							
Message Dynamics Registration Wizard									
		Finished Please click 'Finish' to save the changes and print all the required documents. If needed, you can reprint these from the Message Dynamics tab of Patient Details at any time.							
		Back Einish Cancel							

7. The **Patient Details** - **Message Dynamics** screen displays. The patient's **Message Dynamics Status** updates to **Pending**:

👮 Patient Details	- Mr Jason Wil	son						Х
Patient	Doctor	Conditions	Medication	Histo	ory	Other	Supp	ressions
Exemption	Exemptions Repeat Rx ePrescription Updates Message Dyna						amics	
			Mess	age [	Dynam	nics De	etails	
Status O Peno	ding - Activ	ration request sent a	at 19/01/2021 13:	23:14				
<u>C</u> heck	status	Ensure that the curre	ent status matche	es the rec	ord in Me	ssage Dyr	namics	
View	s <u>m</u> s V	/iew received text n	nessages for pati	ent				
-Messag	e Dvnamio	s Preferences						_
⊖ <u>L</u> anc	dline	SMS Texting						
Use	AnswerPh	one if available						
🗌 Usi <u>n</u>	g carer							
-Messag	e Dynamio	s Activation Code-		Reprint d	locuments	;		_
Code	: 1653		Prin <u>t</u>	Message	e Dynamic	s Consent	t Form	
L				Mess	age Dyna	amics <u>L</u> eaf	ilet	
				<u>D</u> elete	<u>О</u> К	Car	ncel	<u>A</u> pply

**Note** - Once the activation request is sent the patient status changes to **Pending**.



8. The **Message Dynamics Consent Form** prints. This must be signed by the patient and retained for your records:

	Pharmacy Messaging Service Patient Consent Form						
lease complete the form below							
itle: Mr, Mrs, Miss, Ms, Other <b>Mr</b> .							
atient First Name: Gary							
atient Surname: Green							
ddress: 11 Short Lane							
Leyland							
PostCode: PR26 1AP							
ate of Birth: 25/03/1968	(NOTE: Telephone Number must be a landline number for						
ontact Telephone Number: 07749367422	voice messages and a mobile number if you wish to receive messages by text)						
eceive Messages by: Voice 🗸 OR SMS Text	(please tick box)						
JOTE: You agree to messages received by voice being left c	on an answer-phone unless you tick this box $\checkmark$						

**Note** - At this stage a label will also print out with an activation code. This is not needed and can be disposed of.

9. The patient's **Message Dynamics Status** updates to **Active** when **Message Dynamics** processes the registration:

😥 Patient Details - Mr Jason Wilson X							
Patient Doctor	Conditions	Medication	History	Other	Suppressions		
Exemptions	Repeat Rx	ePrescription Updates		Mess	age Dynamics		
Status ◆ Active <u>Withdraw</u> <u>Check status</u> View S <u>M</u> S	Withdraw this patien Ensure that the curr View received text	Mess nt from Message D rent status matche messages for patie	age Dyna Dynamics. s the record in ent	amics De	etails		

**Note** - This process can take up to 15 minutes.



## Message Dynamics Details

#### Status

Status	Message Dynamics Details	<b>R</b>			
<ul> <li>Active</li> </ul>					
<u>W</u> ithdraw	Withdraw Withdraw this patient from Message Dynamics.				
Check status	Ensure that the current status matches the record in Message Dynamics				
View S <u>M</u> S	View received text messages for patient				

- Status Displays the patient's Message Dynamics status.
- Withdraw Select to withdraw the patient from Message Dynamics.
- Check status Select to check the patient's Message Dynamics status against what is recorded in the Message Dynamics system.
- View SMS Select to display the Message Dynamics Communications screen.

#### **Message Dynamics Preferences**

<u>Landline</u>	<ul> <li>SMS Texting</li> </ul>					
Use AnswerPhone if available						
Usi <u>ng</u> carer						

- Landline Select to ensure that the patient receives a phone call rather than a text message.
- SMS Texting Select to ensure that the patient receives a text message.
- Use Answer Phone if available Select if the patient wishes to receive a voicemail on their landline or mobile phone.
- Using carer Select if a carer is taking messages on behalf of the patient.

#### Message Dynamics Activation Code

Message Dynamics Activatio	n Code	Reprint documents			
Code : 6884	Prin <u>t</u>	Message Dynamics Consent Form			
		Message Dynamics <u>L</u> eaflet			

- Message Dynamics Activation Code The Message Dynamics activation code is not needed and can be ignored.
- **Reprint documents Message Dynamics Consent Form** Select to reprint the **Message Dynamics** consent form.
- Reprint documents Message Dynamics Leaflet Select to reprint the Message Dynamics leaflet.



# Withdrawing a Patient from Message Dynamics

To withdraw a patient from Message Dynamics:

1. From the **Patient Details** screen, select **Message Dynamics**. The **Message Dynamics** screen displays:

🎯 Patient Detai	ls - Mr Jason W	ïlson				×			
Patient	Doctor	Conditions	Medication	History	Other	Suppressions			
Exemption	ons	Repeat Rx	ePrescriptio	on Updates	Mess	age Dynamics			
Status ● Ac <u>W</u> it <u>C</u> hec Viev	Message Dynamics Details         Status         Active         Withdraw       Withdraw this patient from Message Dynamics.         Check status       Ensure that the current status matches the record in Message Dynamics         View SMS       View received text messages for patient								
_Messa ◯ La □ Us □ Us	Message Dynamics Preferences          Landline       SMS Texting         Use AnswerPhone if available         Using carer								
Code	age Dynami e : 6884	ics Activation Code	Print	Reprint docume Message Dynar Message Dy	nts mics Consen /namics <u>L</u> eaf	t Form let			
				<u>D</u> elete <u>C</u>	<u>)</u> K Car	ncel <u>A</u> pply			

- 2. Select Withdraw
- 3. The **Message Dynamics Warning** screen displays. Select **Yes**





4. The patient is withdrawn from **Message Dynamics** and their **Status** updates to **Inactive**:

🧝 Patient Details - Mr Jason Wilson								
Patient	Doctor	Conditions	Medication	History	Other	Suppressions		
Exempt	tions	Repeat Rx	ePrescriptio	n Updates	Mess	age Dynamics		
Message Dynamics Details &						etails 餐		
R	Register Register this patient to use Message Dynamics.							
Check status Ensure that t			rent status matche	s the record in	Message Dy	namics		
View SMS View received text messages for patient								



## Dispensing an Acute Prescription to a Message Dynamics Patient

#### **Message Dynamics Icons**

When dispensing to a **Message Dynamics** patient, the patient's preferred contact method displays under their name:

• Preferred contact method of Landline:

Dispensary
Patient:
Mr. Tim Green (2 Baron Taylors Street)

Preferred contact method of SMS Texting:

Dispensary
Patient:
Mr Masood Williams (Bank House)
£ PR26

#### **Message Dynamics Prompt**

After dispensing and endorsing a prescription, if a patient is registered for **Message Dynamics** a prompt displays at the end of dispensing a prescription:



- Select Yes to send a message to the patient confirming their prescription is ready for collection.
- Select No/later to send the message at a later date. See Managing To Send, Received and Sent Messages on page 14.



## Changing prompt settings

To change to when the prompt displays:

- 1. Select Tools System Settings Pharmacy Details.
- 2. The Pharmacy Details screen displays. Select Message Dynamics:

📫 Pharmacy Details 🛛 🕹								
Pharmacy	Licence	Dispensing	Charging	Checking	Products	Ordering	Product Rules	Events
Postcode	EPS	Scan	ner Pa	tient Selecti	on Wizard	Repeat R	x Leaflet	Printing
Electronic Messaging Resp			onsible Pharmacist Message			Dynamics	Realtime B	ackup
Medication	Services	Patient A	lerts K	eystroke Re	eduction	Security	eMAR	FMD
Message Dynamics Module 💸								

3. From Collection notification options when dispensing prescriptions, choose how you wish to notify **Message Dynamics** patients when their prescriptions are available for collection. Separate choices can be made for **Acute Prescriptions** and **Repeat Rx Prescriptions**:

Message Dynamics Module 💐								
Standard Electronic Repeats								
Pharmacy ID:	99999							
Message Dynamics <u>U</u> RL:	https://www.r	msgdynamics.co.uk/MessageDynamics/XI	ML/XMLInterface.cfm					
Polling Interval (Minutes):	15	Timeout (Seconds): 10						
Unused Messages:	197							
Collection notification optio	ns when dispe y r	nsing prescriptions: <u>Repeat Rx Prescriptions:</u> Automatically notify Automatically defer Prompt for decision	:					
<ul> <li>Advanced logging enabled</li> <li>Identify active patients on bag labels</li> </ul>								
		<u>_O</u> K	Cancel <u>A</u> pply					

- Automatically notify Select to automatically send the collection notification to the patient.
- Automatically defer Select to automatically defer the collection notification. It can be sent at a later time, see Managing To Send, Received and Sent Messages on page 14.
- **Prompt for decision** Select to prompt for a decision to send the collection notification to the patient after each prescription (as above).
- 4. After making any required changes, select Apply



## Managing To Send, Received and Sent Messages

You can view a full list of messages that are ready to send, have been received or sent within **Message Dynamics**:

1. Select Quick Actions - Message Dynamics:



The **Message Dynamics Communications** screen displays. This is split into the following three tabs, select for more details:

## To Send

The **To Send** tab displays all messages that are ready to be sent by **Message Dynamics**:

🙀 Messag	e Dynamics Comn	nunications					
To S	Send	Received	Sent				
When:	Today	w		Erom:	10 December 2021 🔄 <u>T</u> o	: 10 December 2021 🔄	Display
Filter:	All Messag	es 💌					
Date / 1	Time	Status	Receiver		Description	Series	
1 10/12	/2021 16:42	Not Sent	Mrs. Kjjj Gert		1 Item	1 of 1	
						Cond Doloto	Detaile
						Senu D <u>e</u> lete	Details
						l	Close



#### Sorting messages that display

To sort the messages that display on the **To Send** screen, the following options are available:

• When - Choose to display messages within a certain timespan:



• Filter - Choose to filter messages by their status:



• From - Choose to display messages that have been received within a certain date range:

	Erom: 01 February 2021 To: 04 March 2021	▼ D <u>i</u> splay						
Select <b>Display</b> to update the list.								
<b>Note</b> - To enable this option, from <b>When</b> , select <b>Other</b> .								

#### Managing To Send

To manage messages that are ready to send:

- 1. From **To Send**, select the required message:
  - Select Send Send to send the message.
  - Select **Delete** to delete the message from the **To Send** screen.
  - Select **Details** to display the **Message Dynamics** screen. This displays details of the prescribed medication:

🐵 Message Dynamics for Mrs. Kjjj Gert				
Filter: All Messages				
Date / Time Status	Description			
1 10/12/2021 16:42: Not Sent	Folic Acid 5mg Tablets			
Only show items that require action		Send	D <u>e</u> lete	
			01030	



#### Received

The **Received** tab displays all received Voicemail and SMS messages from patients.

#### Filtering Received Messages

To filter the received messages select the **Display** drop-down:

Wessage Dynamics Communications							X	
To Send	Received	Sent						
						Display :	New / Saved	r
Voicemails	SMS Messages							
Status	Patient		Time					

#### Listening to Received Voicemails

To listen to received voicemails:

1. From **Message Dynamics Communication**, select **Received** and then select **Voicemails**. All received Voicemails display:

🖶 Message Dynamics	Communications				
To Send	Received	Sent			
				Display : All	~
Voicemails	SMS Messages				
Status	Patient		Time		
New	Mrs. Kjjj Gert		10/12/2021 15:44		
					De <u>t</u> ails
					Close

- 2. To listen to the voicemail, call the **Message Dynamics** voicemail retrieval number, 0800 0608614, and follow the instructions.
- 3. Select **Details** <u>Details</u>.



4. The **Voicemail Details** screen displays where you can record the content of the message, so that it can be reviewed at a later date if necessary:

🖶 Voicemail I	Details		×
Details			
Patient :	Mrs. Kjjj Gert		<u>D</u> etails
Created :	10/12/2021 15:44		
Status :	New	Mark as act	ioned
Thank you	J		
		<u>o</u> k	Cancel

5. Select Mark as actioned after completing the necessary actions.

#### Viewing Received SMS Messages

To view received SMS Messages:

1. From Message Dynamics Communication, select Received and select SMS Messages. All received SMS messages display:

🖶 Message Dynamics	s Communications				
To Send	Received	Sent			
Voicemaile	SMS Mossages			Display : All	T
voicemails	SIVIS Wessages				
Status	Patient		Time		
New	Mrs. Kjjj Gert		10/12/2021 15:44		
					De <u>t</u> ails
					Close

2. Select the required SMS Message and select **Details** <u>Details</u>.



3. The **Message Details** screen displays, and displays the SMS message sent by the patient. Select **Mark as actioned** after completing the necessary actions:

🥶 Voicemail 🛛	Details		X
Details			
Patient :	Mrs. Kjjj Gert	<u>D</u> etails	
Created :	10/12/2021 15:44		
Status :	New	Mark as actioned	
Thank you	1		
		<u>O</u> K Cance	1

#### Sent

The **Sent** tab displays all messages that have been sent by **Message Dynamics**:

📲 Messag	e Dynamics Comn	nunications						$\times$
To S	Send	Received	Sent					
When:	Today	T		Erom:	10 December 2021 <u>T</u> o:	10 December 2021 📃	D <u>i</u> splay	
Filter:	All Messag	es 💌						
Date / 1	Time	Status	Receiver		Description	Series		
1 10/12 2 10/12 3 10/12	/2021 15:39 /2021 15:45 /2021 16:00	Sent Sent Sent	Mrs. Kjjj Gert Mrs. Kjjj Gert Mrs. Kjjj Gert		2 Items 2 Items 1 Item	2 Items 2 Items 1 Item		
						Resend D <u>e</u> lete	De <u>t</u> ails Close	



#### Sorting messages that display

To sort the messages that display on the **Sent** screen, the following options are available:

• When - Choose to display messages within a certain timespan:



• Filter - Choose to filter messages by their status:

Filter:	All Messages 🗸	
	All Messages	
	Messages Not Sent	
	Messages Sent	
	By Patient	

• From - Choose to display messages that have been received within a certain date range:





#### **Managing Sent Messages**

To manage sent messages:

1. From **Sent**, select the required message:





## Updating a Registered Patient's Telephone Number

If a patient is registered for **Message Dynamics**, to update their telephone number:

1. From the **Patient Details** screen, update their contact details as required:

👮 Patient Details -	Mr Jason Wi	ilson							×
Patient	Doctor	Condition	IS	Medication	History		Other	Sup	pressions
Exemption	S	Repeat Rx		ePrescripti	ion Updates		Mes	sage Dyr	namics
Patient numbe	r: 18				F	ers	onal [	Details	s 🧕
<u>T</u> itle:	Mr	•			Sex:	Male			Ŧ
<u>F</u> irst name:	Jason				<u>o</u> on:	15.10	nuon 10	06	
Other name(s	Mark				D0 <u>B</u> .	10 Ja	inuary 19		
Last name:	Wilso	n			A <u>ge</u> :	35	<u>G</u> roup:	Adult	Ŧ
Ethnicity (u):	Not st	tated		~	NHS No ( <u>k</u> )	8058	914401	Nomir	nations
Address:	Bank	House			C <u>H</u> I No:				
Temp Addres	123 H	ighland Way			N <u>I</u> No:				
<b>PR26</b> (	Dingw <u>6)</u> Ross Ross-	/all and Cromarty .shire					Tempo Patient	rar <u>y</u> patie is exe <u>m</u>	ent pt
Location (0):							No fi <u>x</u> e	d abode	ollection
Postcode:	IV15 9	HL		Fax ( <u>3</u> ):			Patient	is decea	used ( <u>8</u> )
Home phone (	<u>1)</u> :		Ν	1obile ( <u>4</u> ): 077	49367422		M	JR Leafle	et ( <u>w</u> )
Work phone (2	<u>?):</u>		Main c	ontact ( <u>7</u> ) Unl	known	Ŧ	Weld	ome Lea	aflet ( <u>q</u> )
E-Mail ( <u>5</u> ):							Reg	stration (	Card (j)
							Ad	dress Lal	oel ( <u>z</u> )
Inter <u>v</u> e	ne				<u>D</u> elete	<u>0</u> K	Ca	ancel	<u>A</u> pply

2. Select Apply

<u>Apply</u>

3. The **Message Dynamics Info** screen displays, informing you that the changes you have made require a re-activation with **Message Dynamics**:



- 4. Select OK
- 5. A Message Dynamics Consent Form automatically prints.



6. The patient's **Status** updates to **Pending** until the re-activation completes. Their status will then return to **Active**:

Status	Message Dynamics Details	
<ul> <li>Pending -</li> </ul>	Activation request sent at 09/04/2021 12:19:06	
Check statu	s Ensure that the current status matches the record in Message Dynamics	
View S <u>M</u> S	View received text messages for patient	



## **Accessing Received Messages**

When you receive a new message from a patient via Message Dynamics,

you are notified through the Notification Centre

To view a new message:

Select the Notification Centre button. The Notification Centre displays:



- 2. Select Message Dynamics New message(s) received and Confirm.
- 3. The **Message Dynamics New message(s) received** screen displays. Select **OK**:





The Message Dynamics Communication screen displays:

🖶 Message	Dynamics Comm	nunications						<
To S	Send	Received	Sent					
When:	Today	T		Erom:	10 December 2021 🔄 <u>T</u> o:	10 December 2021	D <u>i</u> splay	
Filter:	All Messag	es 💌						
Date / T	īme	Status	Receiver		Description	Series		
1 10/12/	2021 16:42	Not Sent	Mrs. Kjjj Gert		1 Item	1 of 1		
						Send D <u>e</u> lete	De <u>t</u> ails	
							Close	

See Managing To Send, Received and Sent Messages on page 14 for more details on the Message Dynamics Communications screen.



## **Message Dynamics Settings**

**Message Dynamics** has various settings that can be adjusted to tailor the functionality to your business. To view and amend the **Message Dynamics** settings, select **Tools - System Settings - Pharmacy Details - Message Dynamics.** 

The Message Dynamics Module screen displays:

🕂 Pharmacy I	Details									×
Pharmacy	Licence	Dispe	nsing	Charging	Checki	ig F	Products	Orderi	ing	Product Rules
Events	Postcode	EPS	Sca	anner F	Patient Selec	tion Wi	izard	Repeat R	x Le	eaflet Printing
Electron	ic Messaging		Respons	ible Pharm	acist	Messa	age Dyn a	mics	Hea	alth Options
Medicatio	on Services	Patie	nt Alerts	s Key	stroke Redu	tion	Secu	rity	eMAR	FMD
					Me	ssar	1e Dvr	amics	: Mo	dule 🔊
Standard	Electronic Re	peats			1110	Joug	,c 0 y i			
Pharma	acy ID:	9	9999							
Messag	je Dynamics <u>U</u> l	RL: h	tps://w	ww.msgdy	namics.co.ul	/Messa	ageDyn ar	mics/XML	./XMLIı	nterface.c
Polling	<u>I</u> nterval (Minut	es): 15	j		<u>T</u> imeout (S	conds)	): 10			
Unused	l <u>M</u> essages:	2	00							
Collect	ion notification	option	s when	dispensing	prescriptio	is:				
<u> </u>	cute Prescripti	ons: —			— <u>R</u> ep	eat Rx	Prescript	ions: —		
0	Automatically	notify			<b>O</b> A	tomati	cally noti	fy		
	Automatically	defer				itom ati	cally defe	er		
	Prompt for dec	iston				omptit	or decisio	n		
Adva	anced <u>l</u> ogging	enable	d							
Idan	tifu activa nativ	onte on	haa lah	olo						
							<u> </u>	<u>o</u> k	Cancel	<u>A</u> pply

#### Standard tab

- **Pharmacy ID** Completes from your initial **Pharmacy Manager** installation and cannot be changed.
- **Message Dynamics URL** Completes automatically as part of the set-up and should not be changed.
- **Polling interval** Sets the frequency that **Pharmacy Manager** checks for incoming messages. By default, **Pharmacy Manager** will check for incoming patient messages every 15 minutes.
- **Timeout** Defaults to 10 seconds. This sets the time **Pharmacy Manager** waits for **Message Dynamics** to respond before returning an error.
- **Unused Messages** The running total of unused prepaid messages.



- Collection notification If you produce labels for medication in advance of the prescription being made up, you can defer sending a message to your patients until the labels are produced. For both Acute and Repeat Rx Prescriptions you can select to:
  - Automatically notify Automatically sends notification immediately.
  - Automatically defer Automatically defers the notification.
  - **Prompt for decision** Prompts for each prescription.
- Advanced logging enabled Tick to create a log file, detailing all sent and received messages to and from Message Dynamics.
- Identify active patients on bag labels Tick to mark bag labels as active for Message Dynamics.

#### Electronic Repeats tab

Select to manage how **Message Dynamics** patients with electronic repeats are informed about their prescription through **Message Dynamics**:

Standard Electronic Repeats	Message Dynamics Module 💐
Days in advance to alert for expiring scripts:	14
Days in advance to send confirmation enquiries:	7
Days after final repeat to send end of prescription mes	sages: 14
<ul> <li>Send end of prescription messages</li> </ul>	
	<u>O</u> K Cancel <u>A</u> pply

**Note** - Only displays if an appropriate electronic prescription service is available.

- **Days in advance to alert for expiring scripts** Set the number of days in advance you want to advise your patients that a prescription is about to expire and there is outstanding medication.
- Days in advance to send confirmation enquiries Set the number of days in advance you want to send a Do you want this electronic repeat which is about to fall due? message to the patient. This message must be sent before the repeat falls due and sets the repeat status to Patient reminded.
- Days after final repeat to send end of prescription messages Set the number of days after a repeat series has been fully dispensed that a reminder should be sent to advise the patient that they should obtain a new repeat prescription.
- Send end of prescription messages Tick to send end of prescription messages as a courtesy for the patient.

If you have made updates, select **Apply** to update your system.



## **Message Dynamics Statistics Report**

The **Message Dynamics** statistics report lets you view a summary of all events that have occurred within **Message Dynamics**.

To run a **Message Dynamics Statistics Report**, from the **Reports Lund** screen:



1. Select Message Dynamics Statistics Report from the list of available

reports and select **Run** 

Reports		: View
Category All Category	ports	+ New Report
Name	Description	<b>^</b>
Message Dynamics Statistics Report NCSO Products Report NHS Totals (FP34) New Medicine Service Activity report Non Compliance	Statistics report on Message Dynamics activit List NCSO products with chosen criteria Produce FP34 Report between chosen date ra Report on patients who have been offered NM List all patients who have been non-compliant	y for a chos ange 1S
Report details	Delete Preview	Run

2. The Run Report screen displays:

6	📄 Run	Report "Message Dynamics Statistic	ts Report"	Х
	Filter	S		
	Filte	er	Value	
	$\checkmark$	Date range filter	From 01/01/21 to 01/03/21	
	$\checkmark$	Select output destination	MICROSOFT PRINT TO PDF	
			<u> </u>	el

- 3. Enter the **Date range filter** and select the **output destination**.
- 4. Select **OK**



5. The **Message Dynamics Statistics Report** displays:

```
Bessage Dynamics Statistics Report run at 12/03/2021 12:50:51
                 1
          ٢
                              🛛 🔒 📾
                                                        🔀 Close
                                                           Message Dynamics Statistics Report
                   Reporting Period
Start Date : 01/Jan/2021
End Date : 10/Mar/2021
                   Patient activations

      19/01/2021
      12:31
      Miss Gemma Green (3), [Mobile: 07749367422]

      19/01/2021
      13:25
      Mr Jason Wilson (18), [Mobile: 07749367421]

      01/03/2021
      13:30
      Mr. Gary Green (13), [Phone No: 07749367422]

      04/03/2021
      10:30
      Mrs. Sadhbh McCoy (23), [Mobile: 07709995982]

                   Patient activations pending
                   Patient updates
                         04/03/2021 12:31 : Miss Gemma Green (3), [Mobile: 07749367422]
04/03/2021 10:30 : Mrs. Sadhbh McCoy (23), [Mobile: 07709995982]
                   Patient withdrawals
                          19/01/2021 13:25 : Miss Gemma Green (3), [Mobile: 07749367422]
                   Summary
                         Activations: 4
                          Updates: 2
                          Withdrawals: 1
                          Repeat notifications: 0
                         Dispense notifications: 6
                          Total messages: 24
                         Billable messages: 6
                         Message bundle remaining: 196
                                                                                             -----
     May contain sensitive data, please discard accordingly
     From 01/01/2021 to 10/03/2021,
MICROSOFT PRINT TO PDF
                                                                                             12 March 2021 12:50
                                                                   Page 1
                                                                                          Pharmacy Manager 12.1
```