



Pharmacy
Manager

Pharmacy Manager Prescriptions Screen User Guide (PM15.8 England only)

Version 1.1

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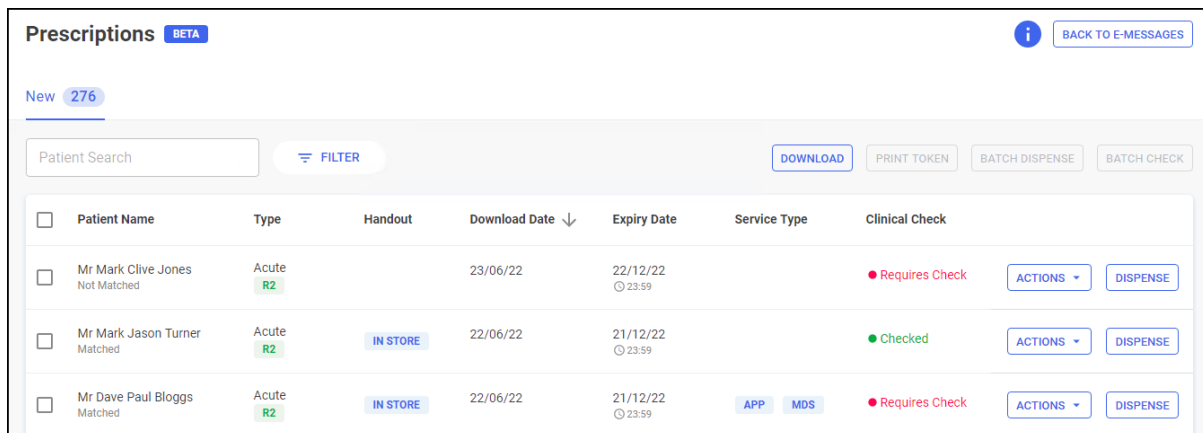


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Prescriptions Screen (England)

We have introduced a **Prescriptions** screen in England to view, check and dispense **New EPS to Dispense** prescriptions in **Pharmacy Manager**:



Prescriptions BETA BACK TO E-MESSAGES

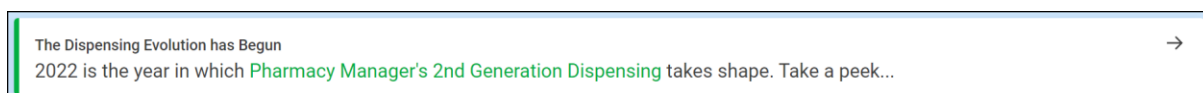
New 276

Patient Search FILTER DOWNLOAD PRINT TOKEN BATCH DISPENSE BATCH CHECK

<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check	
<input type="checkbox"/>	Mr Mark Clive Jones Not Matched	Acute R2		23/06/22	22/12/22 ⌚ 23:59		● Requires Check	ACTIONS DISPENSE
<input type="checkbox"/>	Mr Mark Jason Turner Matched	Acute R2	IN STORE	22/06/22	21/12/22 ⌚ 23:59		● Checked	ACTIONS DISPENSE
<input type="checkbox"/>	Mr Dave Paul Bloggs Matched	Acute R2	IN STORE	22/06/22	21/12/22 ⌚ 23:59	APP MDS	● Requires Check	ACTIONS DISPENSE

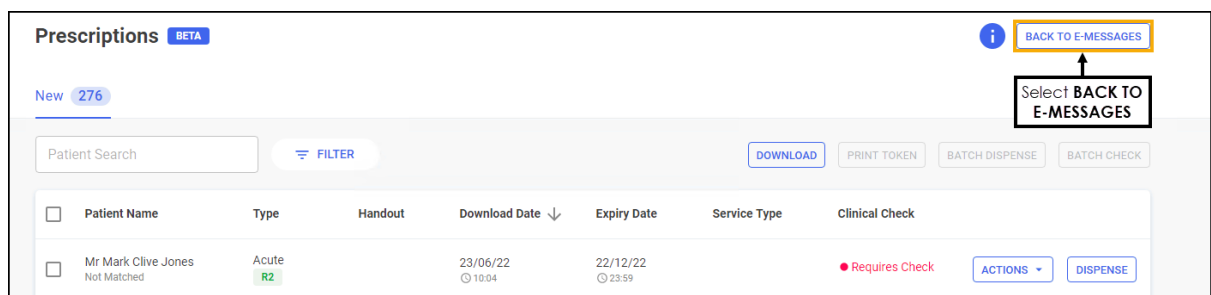
Accessing the Prescriptions Screen

To access the **Prescriptions** screen from the **Pharmacy Manager Dashboard**, select **The Dispensing Evolution has Begun** file:



The Dispensing Evolution has Begun →
2022 is the year in which **Pharmacy Manager's 2nd Generation Dispensing** takes shape. Take a peek...

- To access the existing **eMessages** screen from the **Prescriptions** screen select **BACK TO E-MESSAGES** BACK TO E-MESSAGES:



Prescriptions BETA BACK TO E-MESSAGES

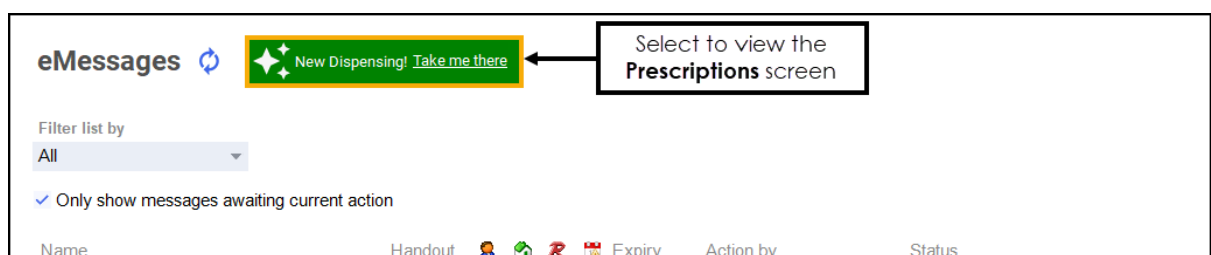
New 276

Patient Search FILTER DOWNLOAD PRINT TOKEN BATCH DISPENSE BATCH CHECK

<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check	
<input type="checkbox"/>	Mr Mark Clive Jones Not Matched	Acute R2		23/06/22 ⌚ 10:04	22/12/22 ⌚ 23:59		● Requires Check	ACTIONS DISPENSE

Select **BACK TO E-MESSAGES**

- To return to the **Prescriptions** screen, from the existing **eMessages** screen, select **New Dispensing! Take me there** New Dispensing! Take me there:



eMessages Refresh New Dispensing! Take me there

Filter list by
All


Only show messages awaiting current action

Name Handout Expiry Action by Status

Select to view the **Prescriptions** screen

Viewing the Prescriptions Screen

The **Prescriptions** screen displays all new EPS prescriptions that are ready to dispense and require action. You can easily search, sort and filter the prescriptions to manage your workload effectively, see [Searching for, Sorting and Filtering Prescriptions](#) on page 10 for more details.

 **Note** - You need to use the original **eMessages** screen for all prescriptions that do not have a status of **NEW**. To return to the existing **eMessages** screen, select **BACK TO E-MESSAGES**

[BACK TO E-MESSAGES](#)

Prescriptions Table

The **Prescriptions** table displays a list of patients with the following columns:

<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check	
<input type="checkbox"/>	Mr Mark Clive Jones Not Matched	Acute R2		23/06/22 ⌚ 10:04	22/12/22 ⌚ 23:59		● Requires Check	ACTIONS DISPENSE
<input type="checkbox"/>	Mr Mark Jason Turner Matched	Acute R2	IN STORE	22/06/22 ⌚ 11:17	21/12/22 ⌚ 23:59		● Checked	ACTIONS DISPENSE
<input type="checkbox"/>	Mr Dave Paul Bloggs Matched	Acute R2	IN STORE	22/06/22 ⌚ 11:09	21/12/22 ⌚ 23:59	APP MDS	● Requires Check	ACTIONS DISPENSE

- **Select All** - Use to select all prescriptions on the page.
- **Patient Name** - Displays the patient's name on the prescription. Additional information displays below the patient's name:
 - **Matched Status** - If the prescription is matched to an existing patient record, the status displays either **Matched** or **Partial Match**. If there is no match the status displays **Not Matched**.
 - **Dispensing Token - Printed** displays below **Patient Name** if a dispensing token has been printed.
- **Type** - Displays the type of prescription, whether it is **Acute**, **Repeat** or **Repeat Dispensing**. Additional information displays underneath:
 - **Prescription Release Version** - Displays the prescription release version, either **R1** or **R2**.
 - **Controlled Drug Schedule** - Displays the controlled drug schedule, for example, **CD 4**.
- **Handout** - Displays either **IN STORE**, **DELIVERY** or **ROBOT**, according to the handout method selected on the patient's record (if any).
- **Download Date** - Displays the date and time the prescription downloaded.

- **Expiry Date** - Displays the prescription expiry date and time:
 - Prescriptions that are due to expire in the next 7-21 days display the number of days in amber:

Handout	Download Date	Expiry Date ↓	Service Type
	15/03/22 ⌚ 16:47	14/09/22 21 Days	
	10/03/22 ⌚ 17:59	09/09/22 16 Days	

- Prescriptions that are due to expire in the next 7 days or have already expired display in red:

Handout	Download Date	Expiry Date ↑	Service Type
IN STORE	01/03/22 ⌚ 12:30	28/03/22 Expired	APP
	01/03/22 ⌚ 11:42	28/08/22 4 Days	

- **Service Type** - Displays any relevant services that the patient uses, for example, **APP** or **MDS**.
- **Clinical Check** - Displays the clinical check status, either **Requires Check** or **Checked**.

Individual Prescriptions

For each individual prescription you have the following options:

<input type="checkbox"/>	Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check	
<input type="checkbox"/>	Mr Simon Mark Jackson Matched	Acute R2	IN STORE	17/01/2023 🕒 11:30:17	16/07/2023 🕒 23:59:59		● Requires Check	<input type="button" value="DISPENSE"/>
<input type="checkbox"/>	Mr Simon Mark Jackson Not Matched	Acute R2		17/01/2023 🕒 11:29:37	16/07/2023 🕒 23:59:59		● Requires	<input type="button" value="DISPENSE"/>
<input type="checkbox"/>	Mr Clive Simon Phillips Not Matched	Acute R2		17/01/2023 🕒 11:28:54	16/07/2023 🕒 23:59:59		● Requires	<input type="button" value="DISPENSE"/>

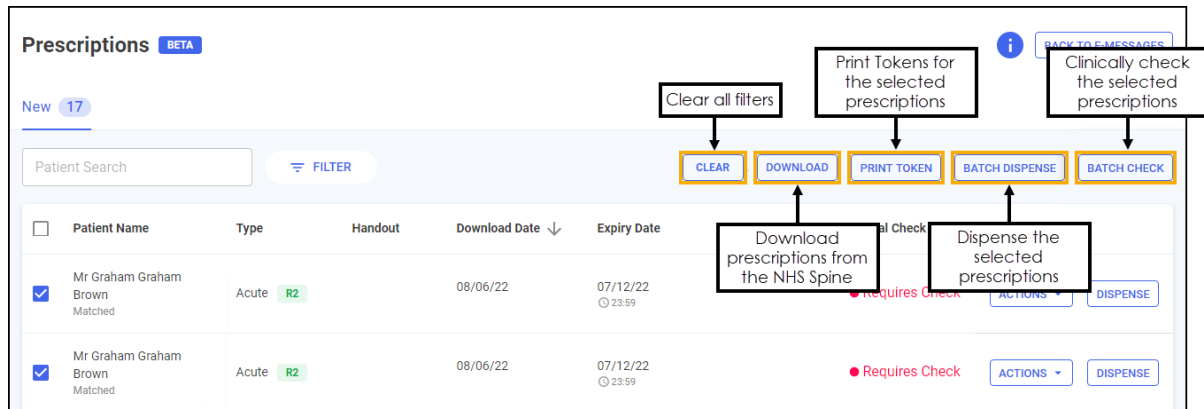
- ACTIONS:**
 - View Prescription Details** - Select to view the prescription, this opens the **eMessage Details** screen, see [eMessage Details Screen](#) in the **Pharmacy Manager** Help Centre for more details.
 - Clinically Check** - Select to clinically check the prescription, this opens the **Clinical Check** screen, see [Clinical Check](#) on page **23** for more details.
 - Reset Clinical Check** - Clinically checked prescriptions only, select to reset the prescription, this reverts the status from **Checked** to **Requires Check**. See [Resetting a Clinically Checked Prescription](#) on page **37** for details.
 - Return to Spine** - Select to return the prescription to the NHS Spine.
 - View Patient Record** - Matched patients only, select to open the **Patient Details** screen.
- DISPENSE** - Dispense the individual prescription, see [Dispensing Prescriptions](#) on page **39** for more details.



Training Tip - You do not need to select a patient to access and use these options.

Prescriptions Options

The following options are available from the top of the prescriptions table:



The screenshot shows the 'Prescriptions' table with the following annotations:

- CLEAR**: Callout: 'Clear all filters'
- DOWNLOAD**: Callout: 'Download prescriptions from the NHS Spine'
- PRINT TOKEN**: Callout: 'Print Tokens for the selected prescriptions'
- BATCH DISPENSE**: Callout: 'Dispense the selected prescriptions'
- BATCH CHECK**: Callout: 'Clinically check the selected prescriptions'


<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Actions
<input checked="" type="checkbox"/>	Mr Graham Graham Brown Matched	Acute	R2	08/06/22	07/12/22 ⌚ 23:59	Requires Check ACTIONS DISPENSE
<input checked="" type="checkbox"/>	Mr Graham Graham Brown Matched	Acute	R2	08/06/22	07/12/22 ⌚ 23:59	Requires Check ACTIONS DISPENSE

- **CLEAR** - Select to clear all filters.
- **DOWNLOAD** - Select to download prescriptions, see [Downloading Prescriptions](#) on page **18** for more details.
- **PRINT TOKEN** - Select to print the dispensing token, see [Printing Dispensing Tokens](#) on page **22** for more details.


 **Note** - This option is only available when a prescription is selected.

- **BATCH DISPENSE** - Select to dispense as a prescription grouping, see [Dispensing Prescriptions](#) on page **39** for more details.

 **Note** - This option is only available when a prescription is selected.

 **Training Tip** - You can only batch dispense prescription(s) for the same patient and prescriber.

- **BATCH CHECK** - Select to clinically check multiple prescriptions for the same patient, see [Clinical Check](#) on page **23** for more details.

 **Training Tip** - This is only enabled when one or more prescription(s) are selected for the same patient.

Matching Patients

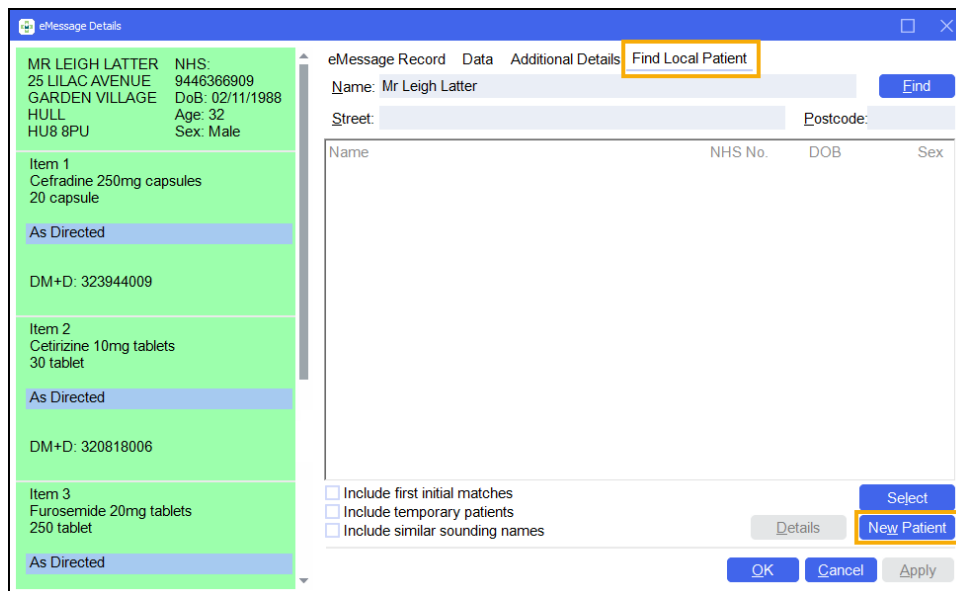
Some prescriptions display as **Partial Match** or **Not Matched**, you can dispense an unmatched prescription in the usual way.

To match a prescription to a patient:

1. To the right of the unmatched prescription, select **ACTIONS** and then **View Prescription Details**:

<input type="checkbox"/>	Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check	
<input type="checkbox"/>	Mr Simon Mark Jackson Matched	Acute R2	IN STORE	17/01/2023 ⌚ 11:30:17	16/07/2023 ⌚ 23:59:59		Requires Check	ACTIONS ▾ DISPENSE
<input type="checkbox"/>	Mr Simon Mark Jackson Not Matched	Acute R2		17/01/2023 ⌚ 11:29:37	16/07/2023 ⌚ 23:59:59		Requires	View Prescription Details Clinically Check Return to Spine View Patient Record DISPENSE
<input type="checkbox"/>	Mr Clive Simon Phillips Not Matched	Acute R2		17/01/2023 ⌚ 11:28:54	16/07/2023 ⌚ 23:59:59		Requires	DISPENSE

2. The **eMessage Details** screen displays, select the **Find Local Patient** tab:



3. Use the search criteria and select **Find** to find a patient that is already registered at the pharmacy or select **New Patient** to create a new patient.



See [Finding an Existing Patient](#) in the **Pharmacy Manager Help Centre** for more details on searching for an existing local patient, or for details on adding a new patient, see [Adding a New Patient](#).

4. Select **OK**.

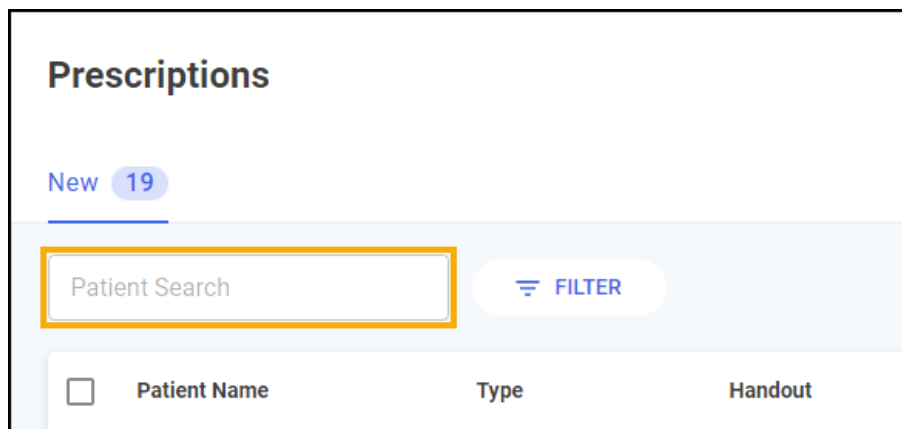
Searching for, Sorting and Filtering Prescriptions

To help manage your workload you can search for a patient's prescription or filter the prescriptions, for example, to display only Delivery prescriptions or prescriptions that are due to expire.

Searching for a Patient's Prescription

To search for a prescription:

1. From the **Prescriptions** screen, in **Patient Search** enter a name:



The screenshot shows the 'Prescriptions' interface. At the top, there is a 'New 19' indicator. Below it is a search bar labeled 'Patient Search' which is highlighted with an orange border. To the right of the search bar is a 'FILTER' button with a funnel icon. Below the search bar, there is a table header with columns: 'Patient Name', 'Type', and 'Handout'. A checkbox is visible to the left of the 'Patient Name' column.

You can search for a patient using the following criteria:

- Surname only, for example **Turner**.
- Partial First Name and Surname with a space, for example **Pa Turner**.



Training Tip - Partial searches must be the first letters of the name, for example Pa for Paul.

- Partial First Name and partial Surname with a space, for example **Pa Turn**.
- Partial First Name, partial Middle Name and partial Surname with a space, for example **Pa Gr Turn**.
- Initials with space, for example **P T** or **P G T**.
- Full name with spaces, for example **Paul Graham Turner**.



Note - English users can also search for a patient by their NHS number.

2. The patient list automatically updates when you start typing. Select **Close** to clear the search.

Sorting Prescriptions

To sort the prescriptions, for example by **Download Date**, simply select the column header to sort ascending **Download Date** ↑

Download Date ↓.

Prescriptions BETA i BACK TO E-MESSAGES

New 17

FILTER

Select column header to sort by **Download Date**

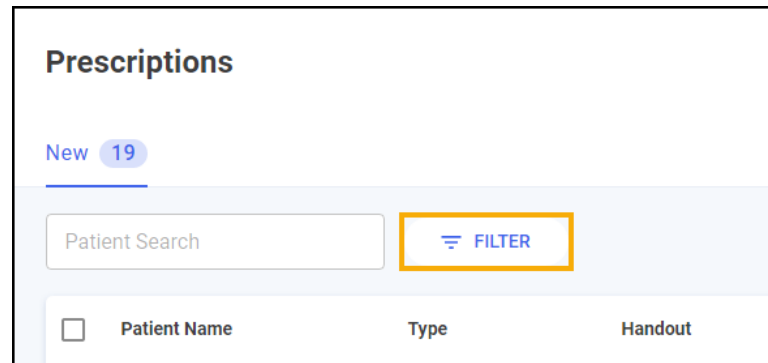
DOWNLOAD
PRINT TOKEN
BATCH DISPENSE
BATCH CHECK

<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check
<input checked="" type="checkbox"/>	Mr Graham Graham Brown <small>Matched</small>	Acute R2	08/06/22	08/06/22	07/12/22 <small>⌚ 23:59</small>		● Checked
<input checked="" type="checkbox"/>	Mr Graham Graham Brown <small>Matched</small>	Acute R2	08/06/22	08/06/22	07/12/22 <small>⌚ 23:59</small>		● Checked

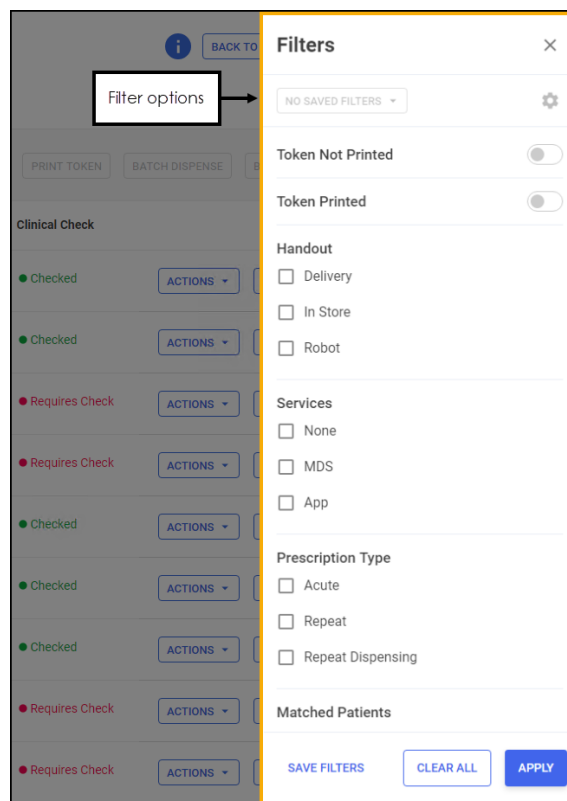
Filtering Prescriptions

To filter the prescriptions:

1. From the **Prescriptions** screen, select **FILTER** :





2. The filter options display on the right hand side of the screen:



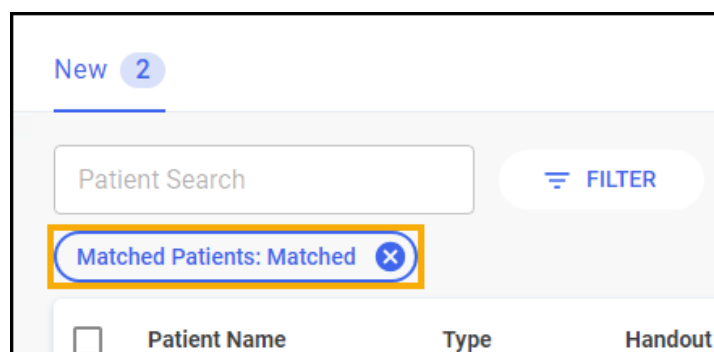
- **Token Not Printed** - Select to view prescriptions where the dispensing token is yet to be printed.
- **Token Printed** - Select to view prescriptions where the dispensing token has been printed.
- **Handout:**
 - **Delivery**
 - **In Store**
 - **Robot**

- **Services:**
 - None
 - MDS
 - App
- **Prescription Type:**
 - Acute
 - Repeat
 - Repeat Dispensing
- **Matched Patients:**
 - Matched
 - Partial Match
 - Not Matched
- **Clinical Check:**
 - **Available for check** - Prescriptions that have not been clinically checked yet.
 - **Checked** - Prescriptions that have been successfully clinically checked.
- **Expiry Date** - Set the **From** and/or **To** dates.
- **Download Date** - Set the **From** and/or **To** dates.

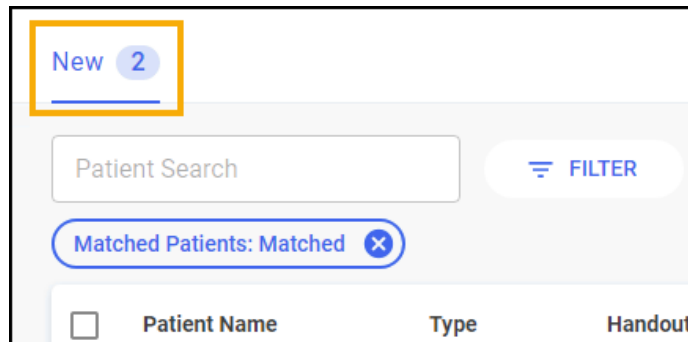
 **Note** - You can select multiple filters.

3. Select **APPLY**  to set the filters or **CLEAR ALL**  to clear the filters and display all prescriptions.

The filter criteria displays below **Patient Search**, select the filter criteria to remove it:



Please note the number of prescriptions changes according to the search criteria:



To clear all set filters, simply select **CLEAR**:

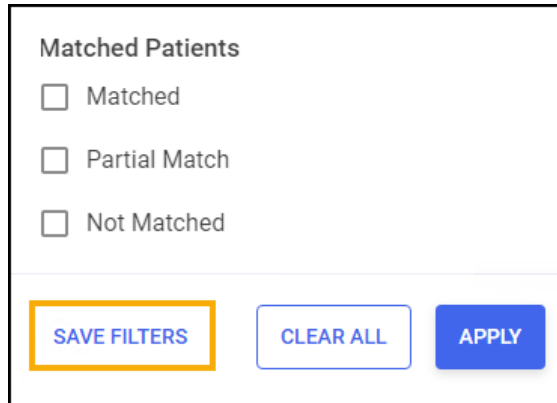


Saving Filters

You can save a filter, or a range of filters for regular use if required. To save a set of filters:

1. From the **Filters** pane select the required filter options.

2. Select **SAVE FILTERS** :



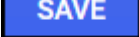
Matched Patients

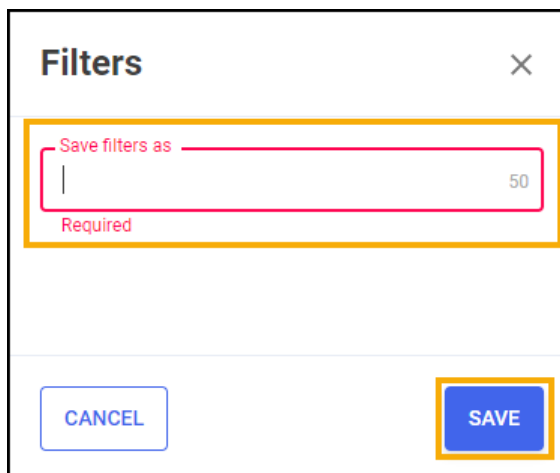
Matched

Partial Match

Not Matched

SAVE FILTERS CLEAR ALL APPLY

3. In **Save filters as**, enter a name for your filter and select **SAVE** :



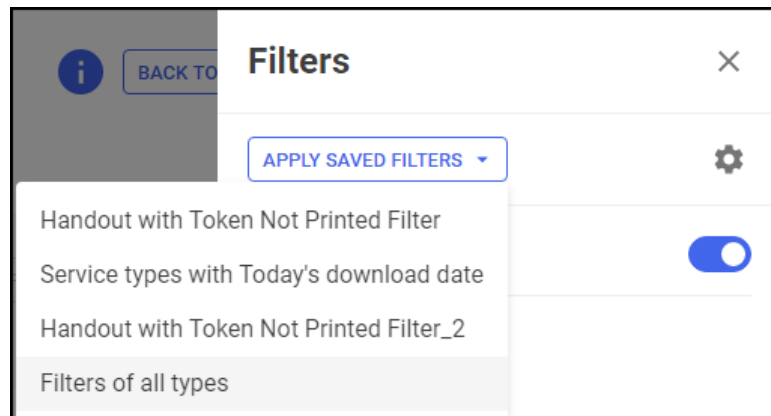
Filters

Save filters as

Required

CANCEL **SAVE**

4. The new filter displays in the **APPLY SAVED FILTERS** list:



Filters

BACK TO APPLY SAVED FILTERS

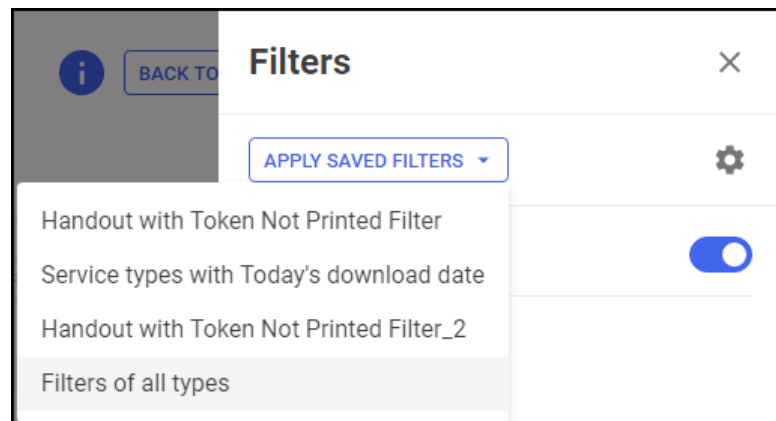
- Handout with Token Not Printed Filter
- Service types with Today's download date
- Handout with Token Not Printed Filter_2
- Filters of all types

Toggle switch: ON

Selecting Saved Filters

To quickly view your saved filters:

1. From the **Filters** pane select **APPLY SAVED FILTERS**
2. Select a saved filter from the list:



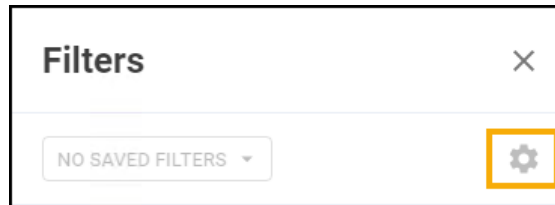
3. Select **Apply** to view the filtered stock.




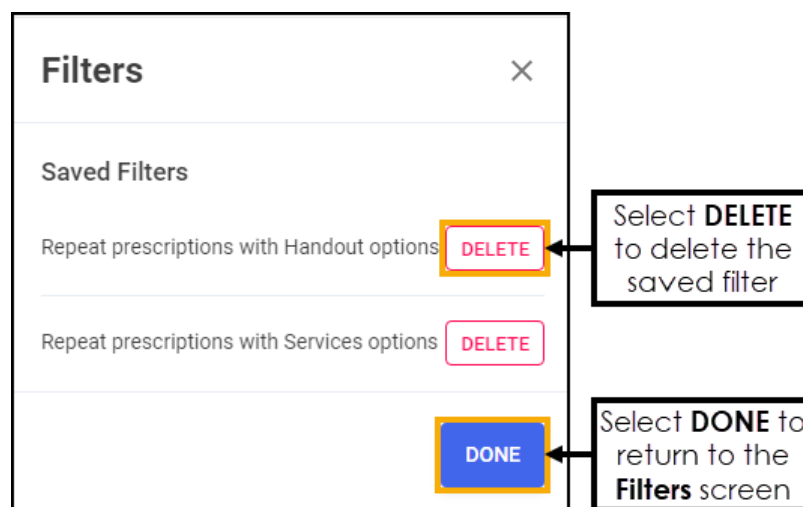
Deleting a Saved Filter


To delete a saved filter:

1. From the **Filters** pane select **Settings** :



2. The **Saved Filters** screen displays, select **DELETE**  next to the filter you want to delete:



3. Once finished, select **DONE**  to return to the **Filters** pane.

Scanning Prescriptions

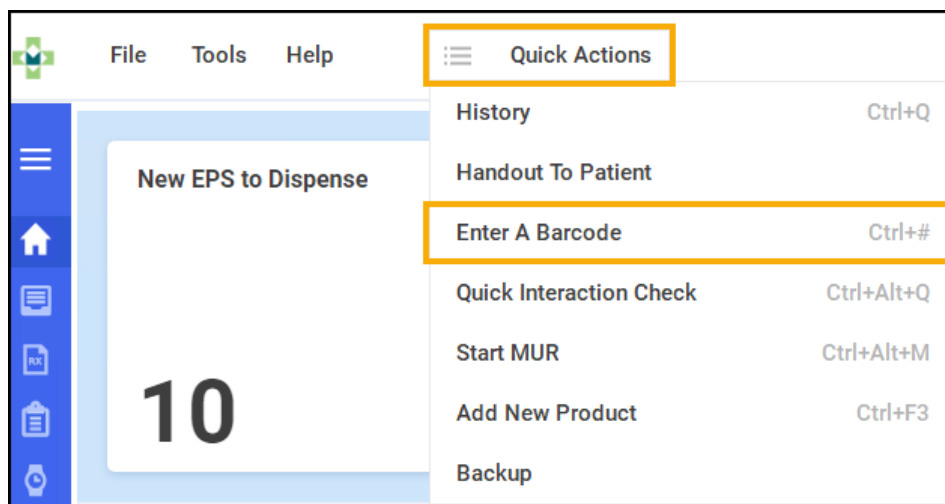
We have introduced a scanning function to the **Prescriptions** screen to allow you to quickly and easily locate prescriptions to dispense. Prescriptions can be scanned with a barcode scanner or if no scanner is available you can manually enter the prescription **Universally Unique Identifier (UUID)**.

Manually Entering a Barcode

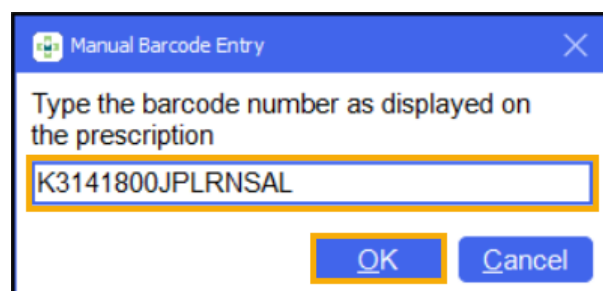
If scanning the barcode of a prescription is not an option, for example, if no scanner is available, you can enter the barcode.

To manually enter a barcode:

1. From the **Pharmacy Manager Toolbar** select **Quick Actions - Enter A Barcode**:



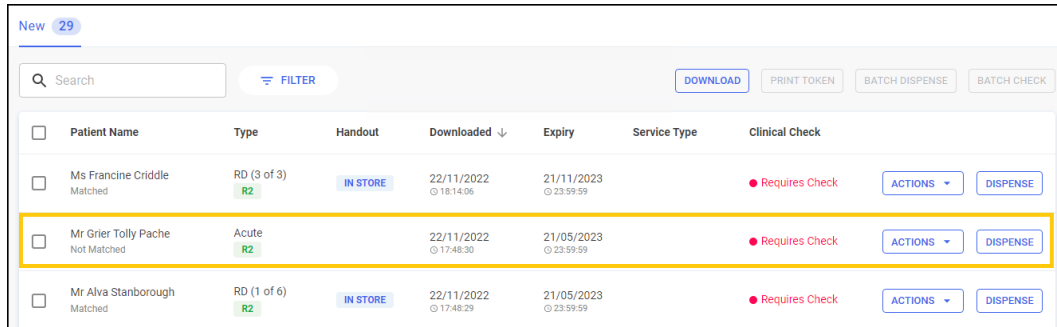
2. The **Manual Barcode Entry** screen displays. Enter the barcode number from the prescription and select **OK** :




Scanning a Barcode

To scan a barcode:

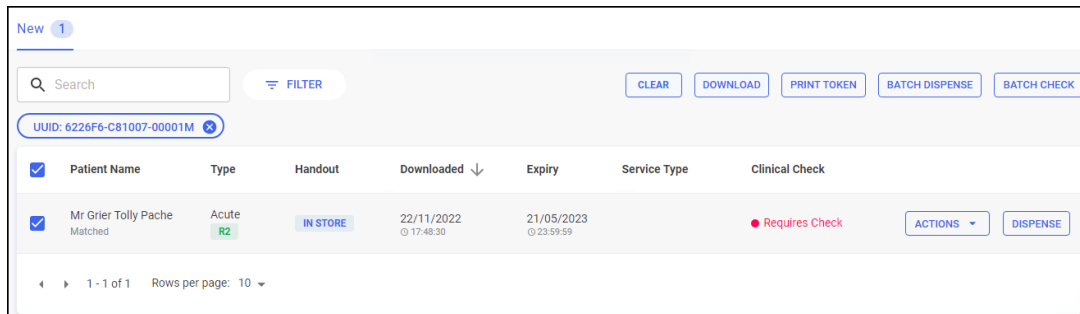
- If you scan a prescription that has not been downloaded to **Pharmacy Manager**, the prescription downloads from the NHS Spine and displays on the prescription list:



<input type="checkbox"/>	Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check	
<input type="checkbox"/>	Ms Francine Criddle Matched	RD (3 of 3) R2	IN STORE	22/11/2022 ⌚ 18:14:06	21/11/2023 ⌚ 23:59:59		Requires Check	ACTIONS ▾ DISPENSE
<input type="checkbox"/>	Mr Grier Tolly Pache Not Matched	Acute R2		22/11/2022 ⌚ 17:48:30	21/05/2023 ⌚ 23:59:59		Requires Check	ACTIONS ▾ DISPENSE
<input type="checkbox"/>	Mr Alva Stanborough Matched	RD (1 of 6) R2	IN STORE	22/11/2022 ⌚ 17:48:29	21/05/2023 ⌚ 23:59:59		Requires Check	ACTIONS ▾ DISPENSE

 **Note** - If the list is sorted the prescription displays in the list according to the sort criteria.

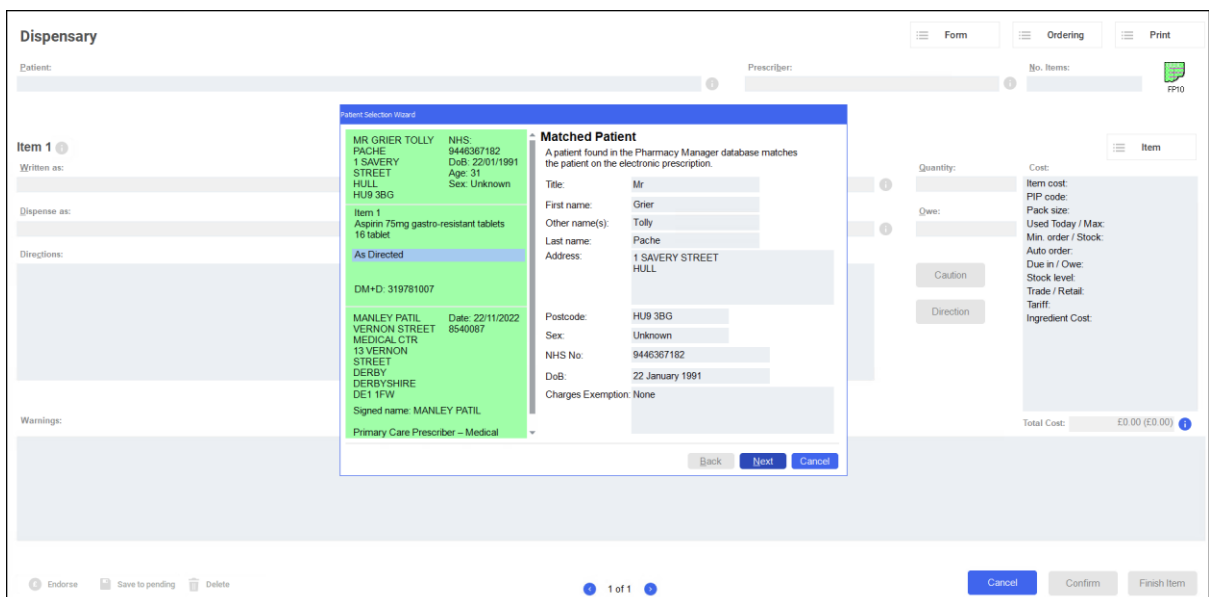
- If you scan a prescription that is already downloaded, **Pharmacy Manager** filters the prescription list by the scanned UUID number, the appropriate prescription displays and is selected:



<input checked="" type="checkbox"/>	Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check	
<input checked="" type="checkbox"/>	Mr Grier Tolly Pache Matched	Acute R2	IN STORE	22/11/2022 ⌚ 17:48:30	21/05/2023 ⌚ 23:59:59		Requires Check	ACTIONS ▾ DISPENSE

1 - 1 of 1 Rows per page: 10 ▾

- Scan the selected prescription again to start the dispensing process:



Dispensary

Form Ordering Print

Prescriber: No. Items: PFO

Matched Patient
A patient found in the Pharmacy Manager database matches the patient on the electronic prescription.

MR GRIER TOLLY PACHE NHS: 9446367182
1 SAVERY STREET HULL HU9 3BG DoB: 22/01/1991 Age: 31 Sex: Unknown

Item 1
Aspirin 75mg gastro-resistant tablets 16 tablet
As Directed
DM+D: 319781007

MANLEY PATIL Date: 22/11/2022 8540087
13 VERNON STREET DERBY DERBYSHIRE DE1 1FW
Signed name: MANLEY PATIL
Primary Care Prescriber – Medical

Matched Patient Details:
Title: Mr
First name: Grier
Other name(s): Tolly
Last name: Pache
Address: 1 SAVERY STREET HULL
Postcode: HU9 3BG
Sex: Unknown
NHS No: 9446367182
DoB: 22 January 1991
Charges Exemption: None


Quantity: Cost:
Item cost:
PIP code:
Pack size:
Used Today / Max:
Min. order / Stock:
Auto order:
Due in / Owe:
Stock level:
Trade / Retail:
Tariff:
Ingredient Cost:

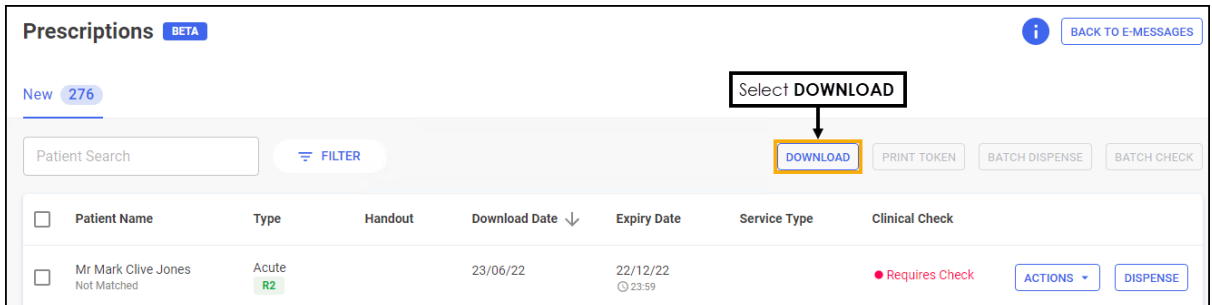
Total Cost: £0.00 (E0.00)

Endorse Save to pending Delete 1 of 1 Cancel Confirm Finish Item

Downloading Prescriptions

To download nominated prescriptions from the NHS Spine on the **Prescriptions** screen:

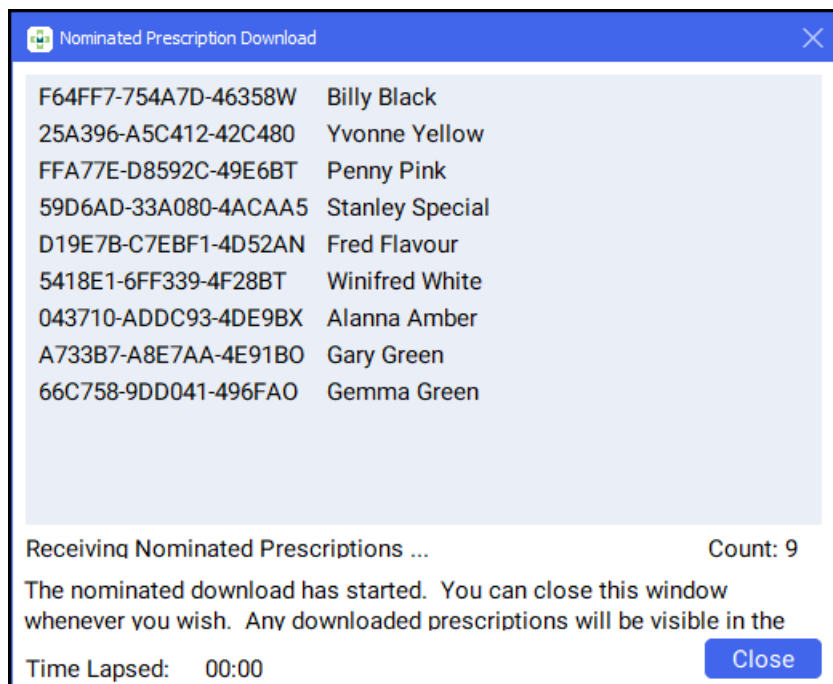
- From the **Prescriptions** screen, select **DOWNLOAD** :



The screenshot shows the 'Prescriptions' screen with a 'New 276' indicator. A search bar and a 'FILTER' button are visible. A 'DOWNLOAD' button is highlighted with a yellow box, and an arrow points to it from a 'Select DOWNLOAD' label. Other buttons include 'PRINT TOKEN', 'BATCH DISPENSE', and 'BATCH CHECK'. A table below shows a single prescription for 'Mr Mark Clive Jones' with a status of 'Acute R2' and a 'Requires Check' indicator.

<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check
<input type="checkbox"/>	Mr Mark Clive Jones Not Matched	Acute R2		23/06/22	22/12/22 ⌚ 23:59		● Requires Check

- The **Nominated Prescription Download** screen displays:



The screenshot shows a window titled 'Nominated Prescription Download' with a list of 9 patients. At the bottom, it indicates 'Receiving Nominated Prescriptions ... Count: 9' and 'Time Lapsed: 00:00'. A 'Close' button is visible.

F64FF7-754A7D-46358W	Billy Black
25A396-A5C412-42C480	Yvonne Yellow
FFA77E-D8592C-49E6BT	Penny Pink
59D6AD-33A080-4ACAA5	Stanley Special
D19E7B-C7EBF1-4D52AN	Fred Flavour
5418E1-6FF339-4F28BT	Winifred White
043710-ADDC93-4DE9BX	Alanna Amber
A733B7-A8E7AA-4E91B0	Gary Green
66C758-9DD041-496FAO	Gemma Green

All nominated prescriptions download from the NHS Spine.



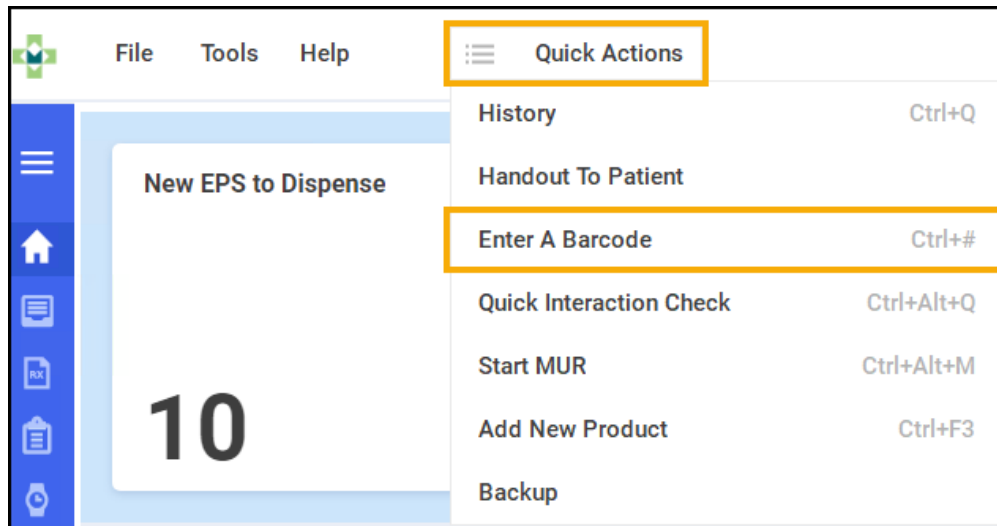
Training Tip - You can close the window and the download continues in the background.

Manually Add a Prescription

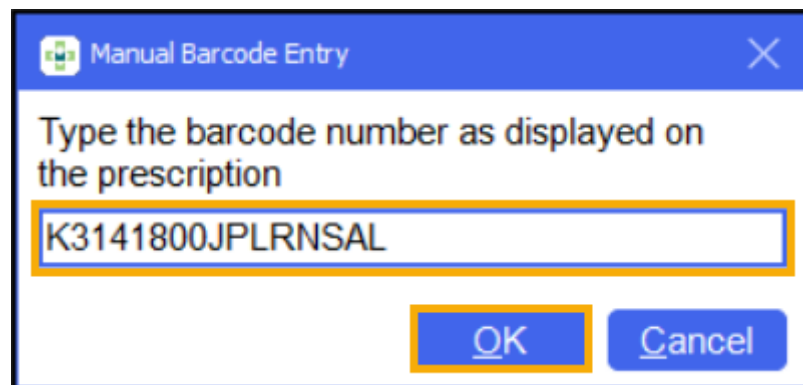
If scanning the barcode of a prescription is not an option, for example, if no scanner is available, you can manually enter the barcode.

To manually enter a barcode:

1. From the **Pharmacy Manager Menus** select **Quick Actions - Enter A Barcode**:



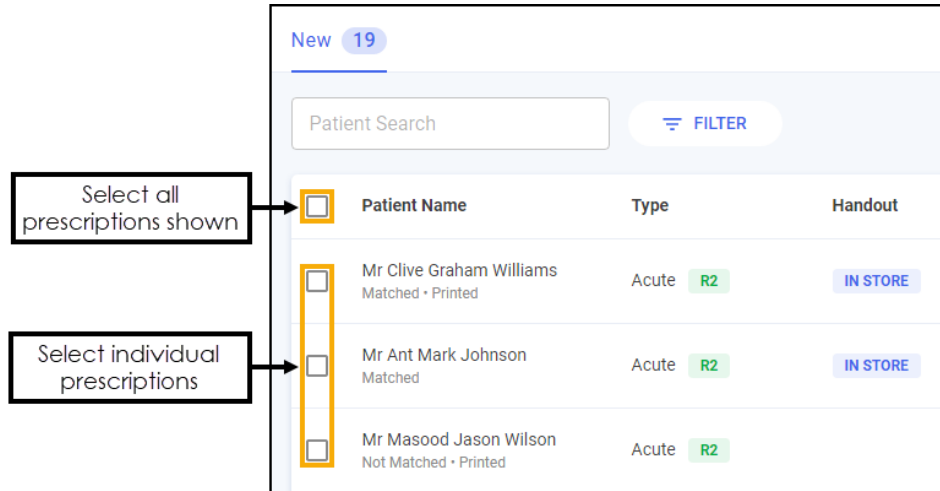
2. The **Manual Barcode Entry** screen displays. Enter the barcode number from the prescription and select **OK**:



Printing Dispensing Tokens

To print dispensing tokens from the **Prescriptions** screen:

1. Select the prescription(s) to dispense, either select individually or select the column to select all:

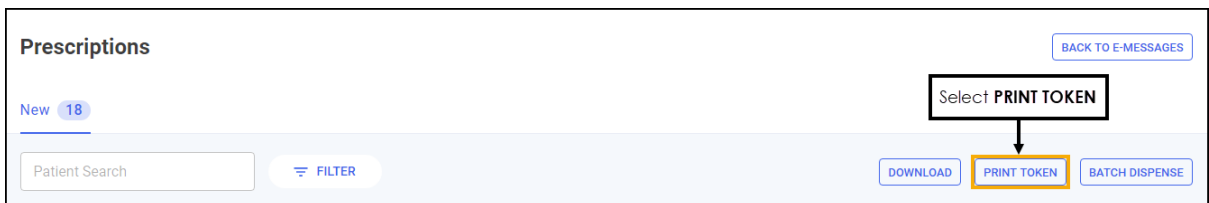


The screenshot shows the 'Prescriptions' screen with a table of prescriptions. The table has columns for 'Patient Name', 'Type', and 'Handout'. There are three rows of prescriptions. A callout box labeled 'Select all prescriptions shown' points to a checkbox in the top-left corner of the table. Another callout box labeled 'Select individual prescriptions' points to the checkboxes for each row.

<input type="checkbox"/>	Patient Name	Type	Handout
<input type="checkbox"/>	Mr Clive Graham Williams Matched · Printed	Acute R2	IN STORE
<input type="checkbox"/>	Mr Ant Mark Johnson Matched	Acute R2	IN STORE
<input type="checkbox"/>	Mr Masood Jason Wilson Not Matched · Printed	Acute R2	

→ You can search, sort and filter the prescriptions, see [Searching for, Sorting and Filtering Prescriptions](#) on page 10.

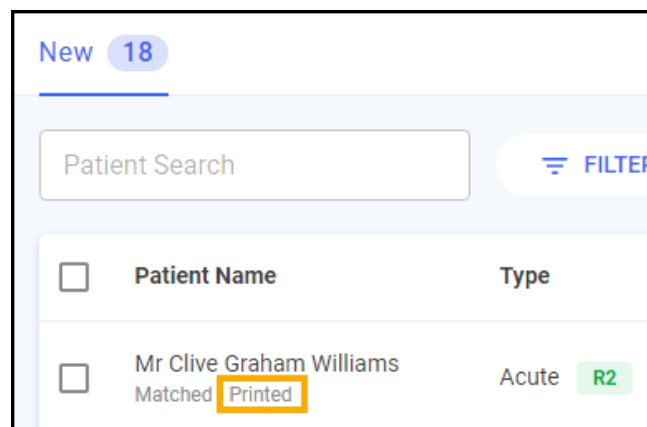
2. Select **PRINT TOKEN** .



The screenshot shows the 'Prescriptions' screen with a table of prescriptions. The 'PRINT TOKEN' button is highlighted with a box and an arrow pointing to it from a callout box labeled 'Select PRINT TOKEN'. Other buttons visible include 'DOWNLOAD', 'BATCH DISPENSE', and 'BACK TO E-MESSAGES'.

 **Note** - You only print dispensing tokens for EPS R2 prescription types.

After printing the dispensing token, **Printed** displays underneath the patient's name:




The screenshot shows the 'Prescriptions' screen with a table of prescriptions. The 'Printed' status is highlighted with a box under the patient name 'Mr Clive Graham Williams'.


<input type="checkbox"/>	Patient Name	Type
<input type="checkbox"/>	Mr Clive Graham Williams Matched Printed	Acute R2

Clinical Check

A patient's prescription can be clinically checked upfront, pre-confirming the prescription prior to dispensing. When dispensing the prescription, warnings, contraindications and interactions are confirmed allowing you to quickly finish the dispense and print the labels.

 **Important** - The Clinical Check Module can be restricted to **Pharmacists** only, see [Restricting the Clinical Check Module](#) on page [42](#) and [Adding a User](#) in the **Pharmacy Manager Help Centre** for more details.

You can dispense a prescription without clinically checking it upfront, in this case the warnings are confirmed during the dispensing process.

 **Note** - Warnings may display if the directions, quantity or item are changed during the dispensing process, these must be confirmed before continuing.

To perform a clinical check on prescriptions:

1. You can check an individual prescription or multiple prescriptions for the same patient, either:

- From the **Prescriptions** screen, select **ACTIONS - Clinically Check** next to the prescription you want to check:

<input type="checkbox"/>	Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check
<input type="checkbox"/>	Mr Simon Mark Jackson Matched	Acute R2	IN STORE	17/01/2023 ⌚ 11:30:17	16/07/2023 ⌚ 23:59:59		• Requires Check ACTIONS DISPENSE
<input type="checkbox"/>	Mr Simon Mark Jackson Not Matched	Acute R2		17/01/2023 ⌚ 11:29:37	16/07/2023 ⌚ 23:59:59		• Requires Clinically Check DISPENSE
<input type="checkbox"/>	Mr Clive Simon Phillips Not Matched	Acute R2		17/01/2023 ⌚ 11:28:54	16/07/2023 ⌚ 23:59:59		• Requires Return to Spine View Patient Record DISPENSE



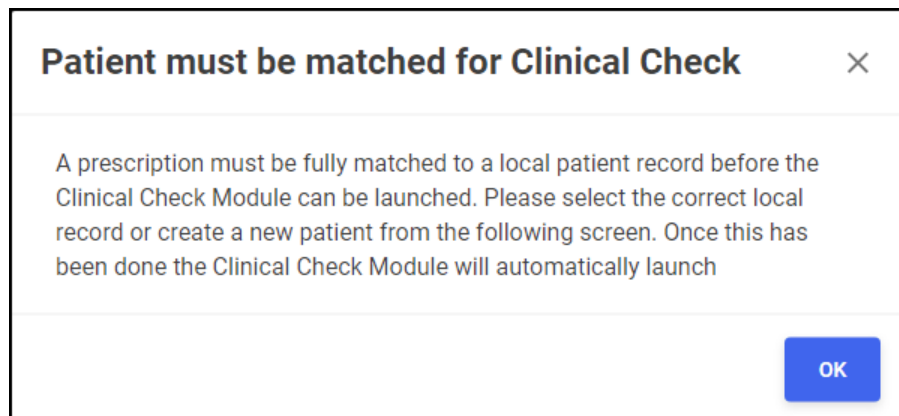
Training Tip - You do not need to select a patient to select this option.

- From the **Prescriptions** screen, highlight one or more prescriptions for the same patient and then select **BATCH CHECK**:


<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check
<input checked="" type="checkbox"/>	Mr Graham Graham Brown Matched	Acute R2		08/06/22	07/12/22 ⌚ 23:59		• Requires Check ACTIONS DISPENSE
<input checked="" type="checkbox"/>	Mr Graham Graham Brown Matched	Acute R2		08/06/22	07/12/22 ⌚ 23:59		• Requires Check ACTIONS DISPENSE

2. If the patient is unmatched or partially matched a warning displays. This depends on the option selected:

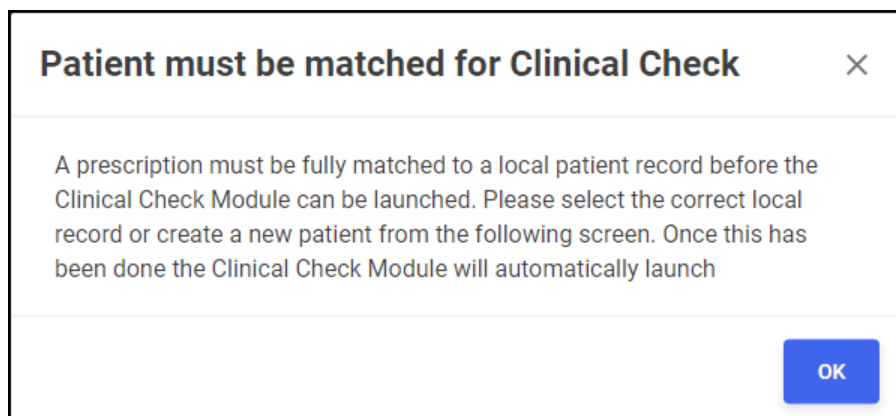
Clinically Check – Unmatched Patient




Select **OK**  to open the **eMessage Details - Find Local Patient** screen and search for a patient, see [Matching Patients](#) on page 9 for more details. The clinical check continues after matching the patient record.

 **Note** - If you do not match the patient you are redirected to the **Prescriptions** screen.

Clinically Check - Partially Matched Patient



Select **OK**  to open the **eMessage Details** screen and search for a patient, see [Matching Patients](#) on page 9 for more details. The clinical check continues after matching the patient record.

Batch Check

All prescriptions must be matched for Clinical Check ✕


All prescriptions selected must be fully matched to a local patient record before the Clinical Check Module can be launched. This can be done from the prescription details Local Patient tab

[OK](#)

The batch of prescriptions you have selected includes an unmatched or partially matched patient, select **OK** [OK](#) to return to the **Prescriptions** screen and match the patient, see [Matching Patients](#) on page 9 for more details.

- The **Prescription Details** screen displays all the prescribed items for the patient, including the GP directions and label cautions:

Clinical Check [QUIT CLINICAL CHECK](#)



Mark Jones


Date Of Birth
23/06/1987

NHS No.
1100163395

Gender
Male


Address
IV15 9HL

[VIEW PROFILE](#)



Paracetamol

500mg Tablets, 28



Directions No directions found

Cautions Max 2 per dose, 8 in 24 hrs. Do not take with any other paracetamol product. Contact doctor at once if you take too much paracetamol even if you feel well.

Issued By Dr Dave Williams

Edited By N/A

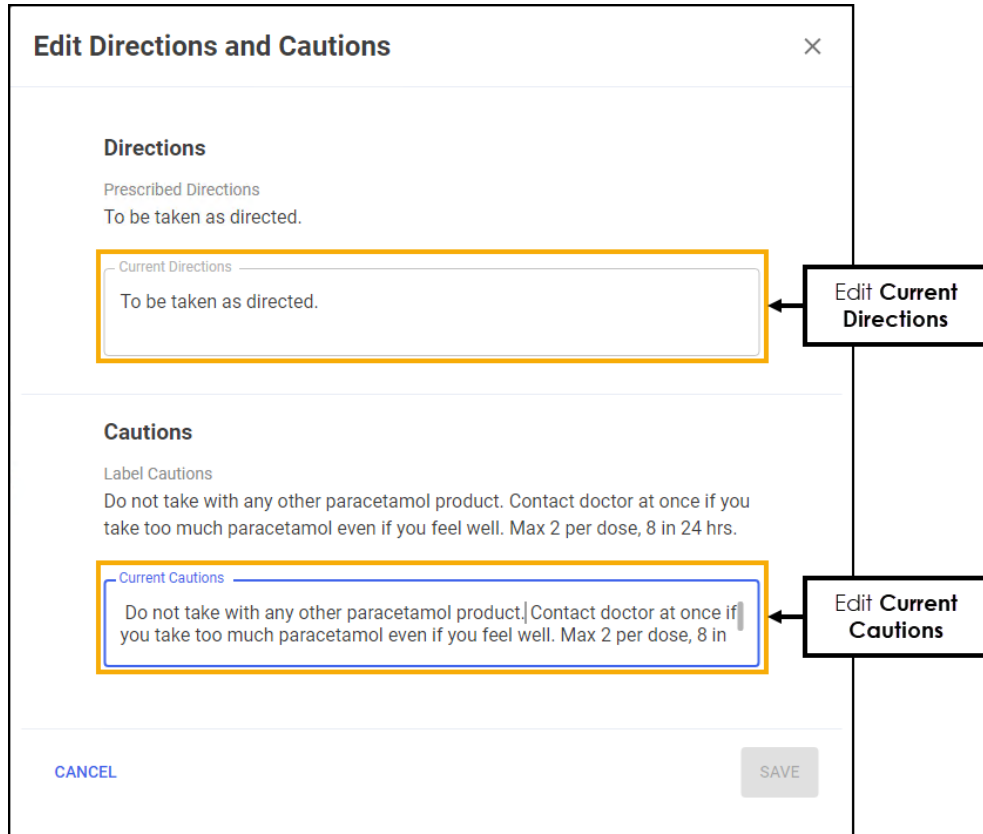
[NEXT](#)

Check the details are correct and if required you can do the following:

Edit the Directions and Cautions

Select **Edit**  to edit the **Directions** and **Cautions**, the **Edit Directions and Cautions** screen displays:

- a. From the **Edit Directions and Cautions** screen, **Prescribed Directions** and **Current Directions** reflect the details on the prescription:



Edit Directions and Cautions [X]

Directions

Prescribed Directions
To be taken as directed.

Current Directions
To be taken as directed.

Cautions


Label Cautions
Do not take with any other paracetamol product. Contact doctor at once if you take too much paracetamol even if you feel well. Max 2 per dose, 8 in 24 hrs.

Current Cautions
Do not take with any other paracetamol product. Contact doctor at once if you take too much paracetamol even if you feel well. Max 2 per dose, 8 in 24 hrs.

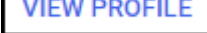
CANCEL SAVE

Edit Current Directions


Edit Current Cautions

- b. Enter new directions in **Current Directions** where required.
- c. Enter new cautions in **Current Cautions** where required.
- d. Select **SAVE** .

View the Patient's Profile

Select **VIEW PROFILE**  to view a patient's profile:

Clinical Check [QUIT CLINICAL CHECK](#)



Mark Jones

Date Of Birth: 23/06/1987 NHS No.: 1100163395 Gender: Male Address: IV15 9HL

Select to view the patient's profile → [VIEW PROFILE](#)

[Major Warnings](#)
[Minor Warnings](#)
[Potential Warnings](#) 6

The patient's profile is split into the following tabs:

- **Medication** - The patient's full medication history displays:

Medication	Quantity	No of Times Dispensed	Last Dispensed	Directions
Baclofen 10mg Tablets	84	1	28/06/21	To be taken as directed. If sleepy do not drive/use machines. Avoid alcohol. Only stop taking if your Doctor tells you. Take this with or just after food, or a meal.
Betadine Dry Powder Spray 100ml	1	1	28/06/21	To be used as directed. FOR EXTERNAL USE ONLY.
Colecalciferol 1,000unit Capsules	28	1	28/06/21	To be taken as directed.
Diamorphine 1.25mg/5ml Oral Solution	2	1	28/06/21	To be taken as directed. If sleepy do not drive/use machines. Avoid alcohol. Note : It is a traffic offence to drive if your ability is affected by this medicine.
Furosemide 20mg Tablets	56	1	28/06/21	ONE to be taken at NIGHT
Keral 25mg Tablets	40	1	28/06/21	ONE to be taken at NIGHT Take this 30 to 60 minutes before food.
Methadone 1.67mg/5ml Oral Solution	1	1	28/06/21	To be taken as directed. If sleepy do not drive/use machines. Avoid alcohol. Note : It is a traffic offence to drive if your ability is affected by this medicine.

- **Conditions & Sensitivities** - All conditions and other sensitivities in the patient's record display:

Conditions
Hearing Impaired
Nursing Mother

Sensitivities	Allergen	Allergic to product family?	Comment
Escitalopram 10mg Tablets		✔ SSRI antidepressants	sensitive to all family product
Sodium Benzoate 500mg Capsules		✘ N/A	
Sulfasalazine 500mg Tablets		✔ Crohns disease, Salicylates	
Butter		✘ N/A	
Milk		✘ N/A	
Strawberries		✘ N/A	

- **Clinical Check History** - Displays previous **Clinical Checks** carried out for the patient:


Date/Time	Completed By	Warnings	Items
21/04/22 11:10	cegedim	Major Interaction	Paracetamol 500mg Tablets

1 - 1 of 1 Rows per page: 10

The screen displays the following:

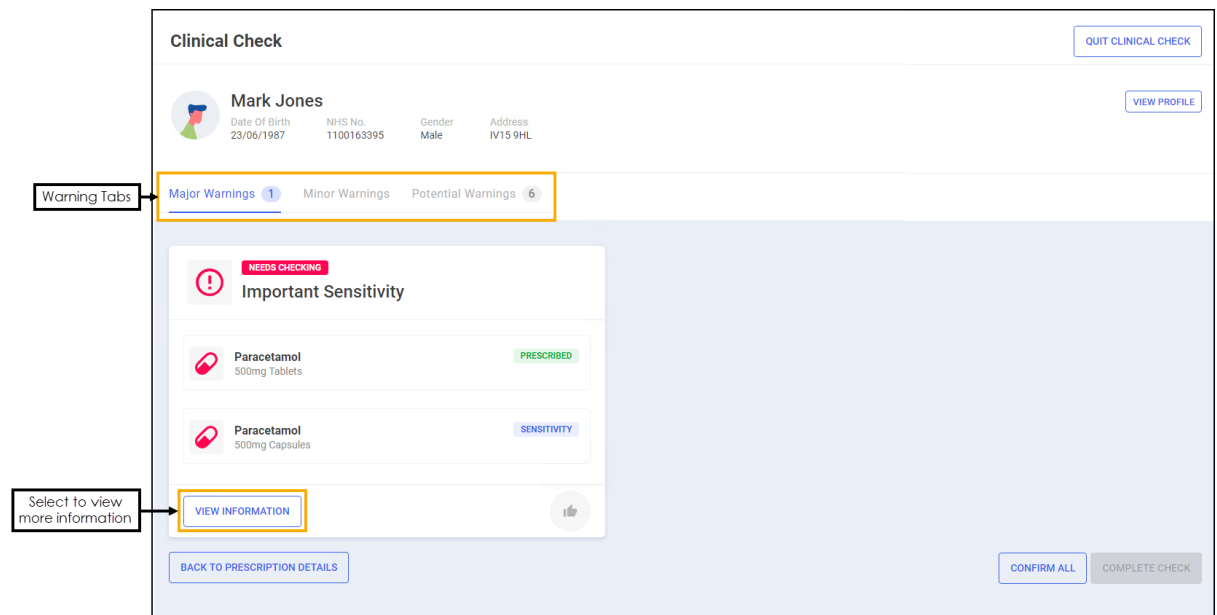
- **Date/Time** - The date and time of the check.
- **Completed By** - Who was logged in when the check was completed.
- **Warnings** - Type of warning.
- **Items** - The items on the prescription.

Abandon the clinical check

Select **QUIT CLINICAL CHECK**  to abandon the clinical check.

4. Select **NEXT**  to proceed to the **Warnings** screen.

5. The **Warnings** screen displays:



Clinical Check QUIT CLINICAL CHECK

Mark Jones VIEW PROFILE

Date Of Birth: 23/06/1987 | NHS No.: 1100163395 | Gender: Male | Address: IV15 9HL

Warning Tabs: Major Warnings **1** | Minor Warnings | Potential Warnings **6**

NEEDS CHECKING

Important Sensitivity


- Paracetamol 500mg Tablets PREScribed
- Paracetamol 500mg Capsules SENSITIVITY

select to view more information → VIEW INFORMATION

BACK TO PRESCRIPTION DETAILS CONFIRM ALL COMPLETE CHECK

The screen is split into three tabs, **Major Warnings**, **Minor Warnings** and **Potential Warnings**. Select each tab in turn and then select **VIEW**

INFORMATION  to display the warning details.

 **Note** - The **Potential Warnings** tab only displays if **Patient does not have the condition** is selected on the **Interactions & Contraindications** section of the **Pharmacy Details - Checking** tab. See [Pharmacy Details - Checking tab](#) in the **Pharmacy Manager Help Centre** for more details.



6. For a **High Risk Drug Alert Major Warning** you must view and confirm the prescription warning from the **High Risk Drug Alert Information** screen,


select **CONFIRM AND CONTINUE**  :


High Risk Drug Alert Information ×

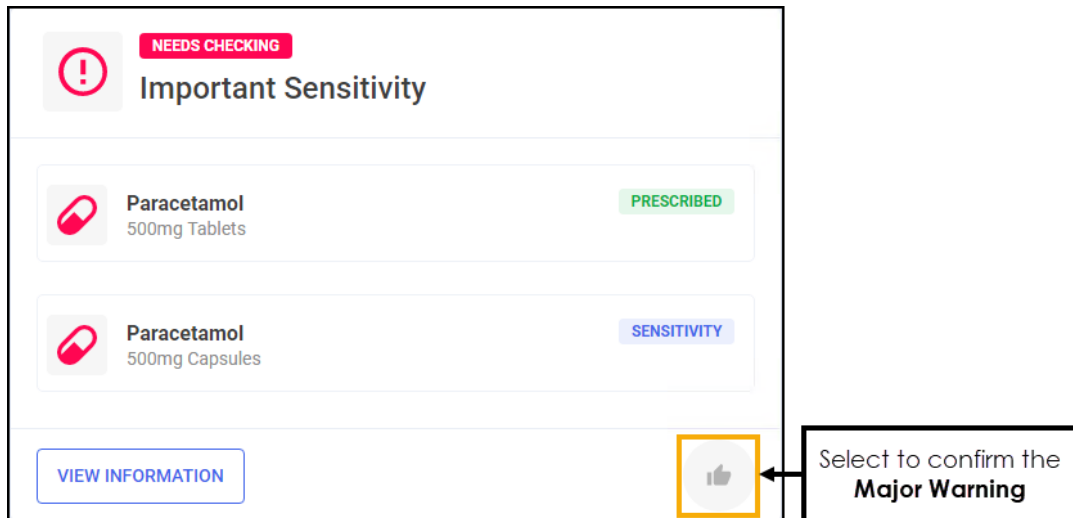
Methotrexate 10mg/5ml Suspension

ALERT: Methotrexate is usually prescribed WEEKLY and requires regular monitoring and blood tests. Where applicable, write day of the week for intake in space provided on outer package and/or dispensing label. Check patient is aware of Patient Card that comes with oral methotrexate products & to carry it with them. Repeat Prescription Pattern - check scripts are being presented at intervals consistent with weekly usage, & check correct strength & regimen with patient. Ask to see blood monitoring & dosage record book. If patient does not have one communicate this to prescriber/clinic.

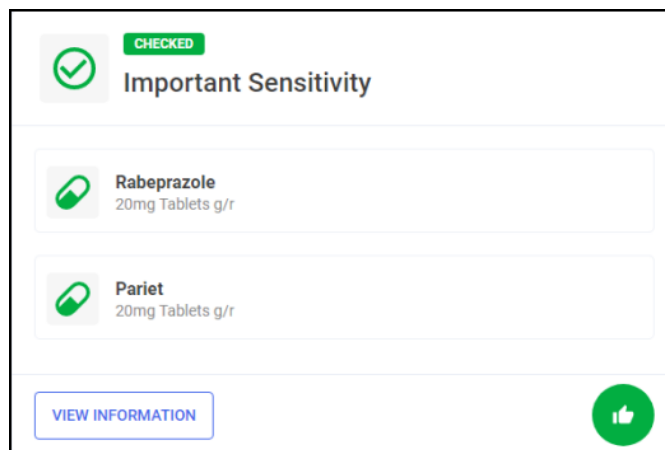




The **High Risk Drug Alert** is confirmed. Select **CLOSE**  to close the screen.

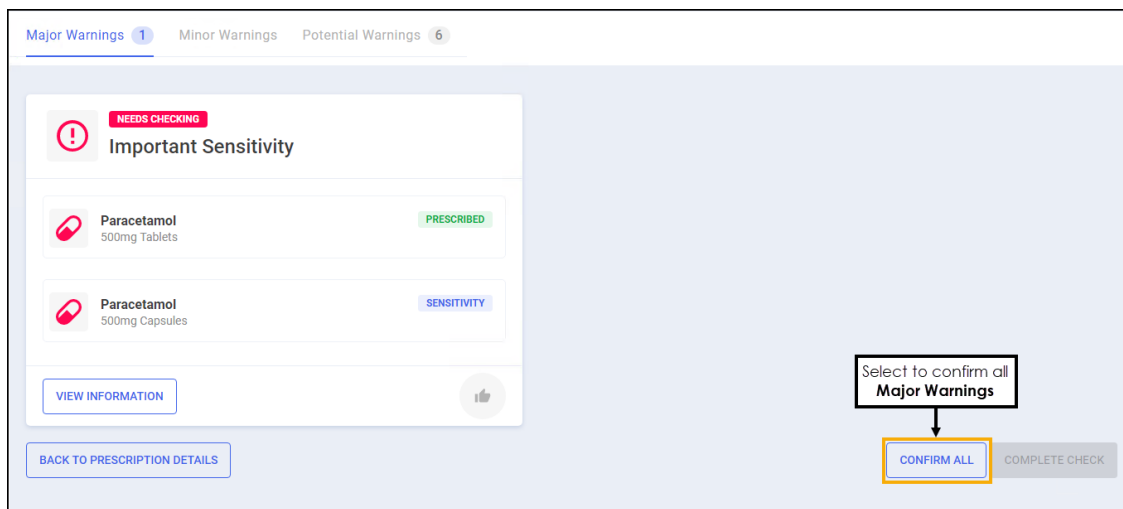
7. All **Major Warnings** must be confirmed before you can proceed. To confirm a **Major Warning** select **Confirm**  or press **F11** on your keyboard:



The status changes to **Checked**:



8. To confirm all **Major Warnings** at the same time, select **CONFIRM ALL**  or press **Ctrl + F11** on your keyboard:



9. Once all warnings are confirmed select **COMPLETE CHECK**

COMPLETE CHECK

or press **F12** on your keyboard.

10. **Pharmacy Manager** returns to the **Prescriptions** screen and the **Clinical Check** column updates to display the prescription(s) as **Checked**:

<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check	
<input type="checkbox"/>	Mr Clive Paul Turner Matched	RD (1 of 3) R2		28/04/22 ⌚ 14:03	27/10/22 ⌚ 23:59		● Checked	ACTIONS ▾ DISPENSE
<input type="checkbox"/>	Mr Simon Clive Brown Matched	Acute R2		28/04/22 ⌚ 13:12	27/10/22 ⌚ 23:59		● Checked	ACTIONS ▾ DISPENSE
<input type="checkbox"/>	Mr Jason Paul Phillips Matched	Acute R2		28/04/22 ⌚ 13:12	27/10/22 ⌚ 23:59		● Checked	ACTIONS ▾ DISPENSE



Note - You can dispense a prescription that has not been clinically checked, however you need to confirm any warnings during the dispensing process.

If **Prevent editing of directions** is enabled in **Pharmacy Details**, and once you have performed a clinical check, you will be unable to edit the directions. In order to edit the directions, you must reset the clinical check first.



See [Pharmacy Details - Checking](#) in the **Pharmacy Manager Help Centre** and [Resetting a Clinically Checked Prescription](#) on page **37** for details.

Printing Dispensing Tokens after a Manual Clinical Check

If a dispensing token is printed after a manual clinical check has taken place, and the clinical check module is restricted to a user with a role of **Pharmacist**, the pharmacist's initials, registration number and the date of the check display on the dispensing token:

Pharmacy	36y 9m	ALVA STANBOROUGH
Address		123 DANSOM LANE NORTH HULL
	08/12/1985	
PR26 7QN		HU8 7RP
FLL14		9446366771
07/10/2022		

Page 1 of 1

Furosemide 40mg tablets (28 tablet)
As Directed

	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X

CA PR8858
07/10/2022
LABC CHRD
12%* @123

5E7F8E-C81007-00001+

07/10/2022

MAIZIE BHOWMIK	3410772
13 VERNON STREET DERBY DERBYSHIRE 01332332812 GREATER DERBY PCT	DE1 1FW 5EX

➔ See [Restricting the Clinical Check Module](#) on page [42](#) for details.

Automated Clinical Check


A patient's electronic prescription can be automatically clinically checked, pre-confirming any warnings, contraindications and interactions upfront, allowing you to quickly finish the dispense and print the labels.

 To enable **Automated Clinical Check**, see [Pharmacy Details - Automated Clinical Check](#) in the **Pharmacy Manager Help Centre**.

Once **Automated Clinical Check** is enabled, if you download a prescription where:

- The patient is partially or fully matched to a local patient,
- The medication on the prescription has been previously manually clinically checked in the time-frame set in **Automated Clinical Check Activation**,
- The directions, quantity and cautions have not changed since the last manual check,
- There are no new major or minor warnings.

The prescription displays a status of **Checked - Auto**:

Prescriptions BETA							 BACK TO E-MESSAGES
New 288		<input type="text" value="Search"/> <input type="button" value="FILTER"/>		<input type="button" value="DOWNLOAD"/> <input type="button" value="PRINT TOKEN"/> <input type="button" value="BATCH DISPENSE"/> <input type="button" value="BATCH CHECK"/>			
<input type="checkbox"/>	Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check
<input type="checkbox"/>	Mr Jason Dave Bloggs Matched	Acute R2	IN STORE	21/07/2023 ⌚ 14:45:16	17/01/2024 ⌚ 23:59:59		● Checked - Auto <input type="button" value="ACTIONS"/> <input type="button" value="DISPENSE"/>
<input type="checkbox"/>	Mr Jason Dave Bloggs Matched	Acute R2	IN STORE	21/07/2023 ⌚ 14:42:08	17/01/2024 ⌚ 23:59:59		● Requires Check <input type="button" value="ACTIONS"/> <input type="button" value="DISPENSE"/>
<input type="checkbox"/>	Mr Jason Dave Bloggs Matched	Acute R2	IN STORE	21/07/2023 ⌚ 14:39:20	17/01/2024 ⌚ 23:59:59		● Checked - Auto <input type="button" value="ACTIONS"/> <input type="button" value="DISPENSE"/>

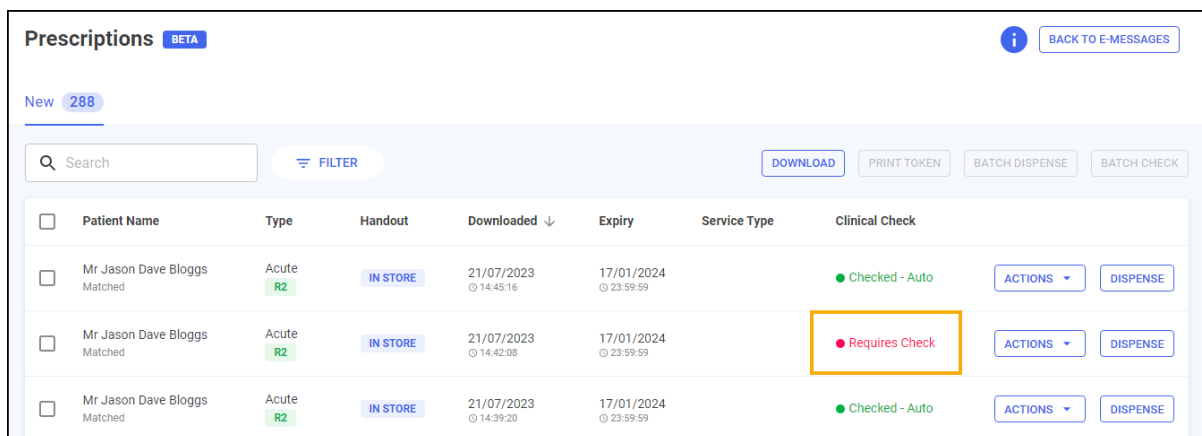


Training Tip - You can still manually clinically check a prescription with the status of **Checked - Auto**.

However, if you download a prescription where:

- The patient is unmatched,
- The patient has not had the items on the prescription before,
- There are new major or minor alerts,
- There is a change to the DM+D code of the prescribed item,
- There has been a change in the prescribed directions or prescribed quantity,
- The previous prescription has not been manually clinically checked in the time-frame set in **Automated Clinical Check Activation**, or
- The prescription contains a controlled drug,

The prescription displays a status of **Requires Check** and a manual clinical check is required:

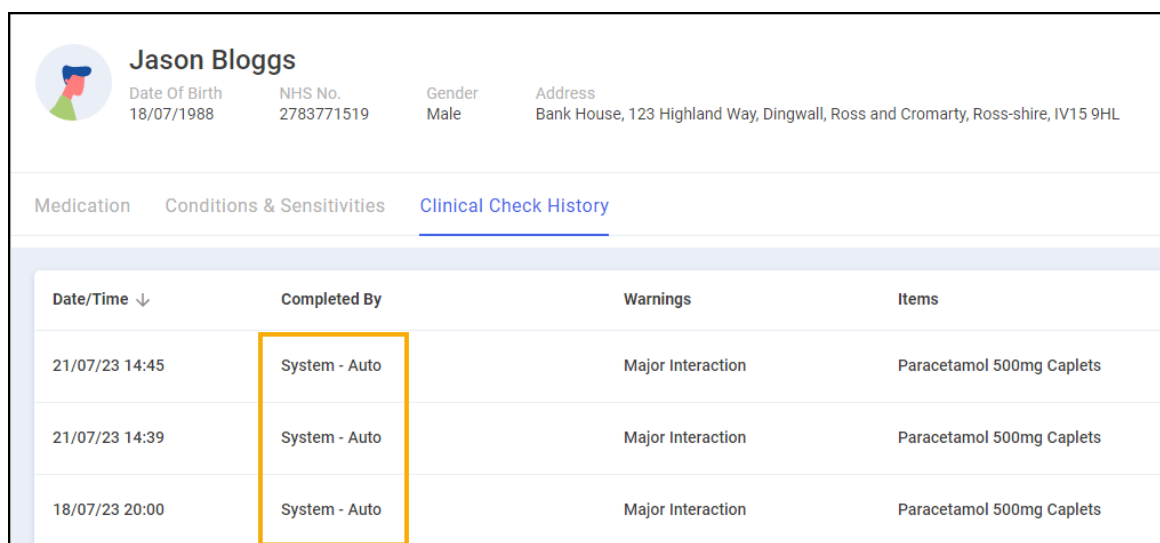


Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check
Mr Jason Dave Bloggs Matched	Acute R2	IN STORE	21/07/2023 ⌚ 14:45:16	17/01/2024 ⌚ 23:59:59		● Checked - Auto
Mr Jason Dave Bloggs Matched	Acute R2	IN STORE	21/07/2023 ⌚ 14:42:08	17/01/2024 ⌚ 23:59:59		● Requires Check
Mr Jason Dave Bloggs Matched	Acute R2	IN STORE	21/07/2023 ⌚ 14:39:20	17/01/2024 ⌚ 23:59:59		● Checked - Auto

Automated Clinical Check History

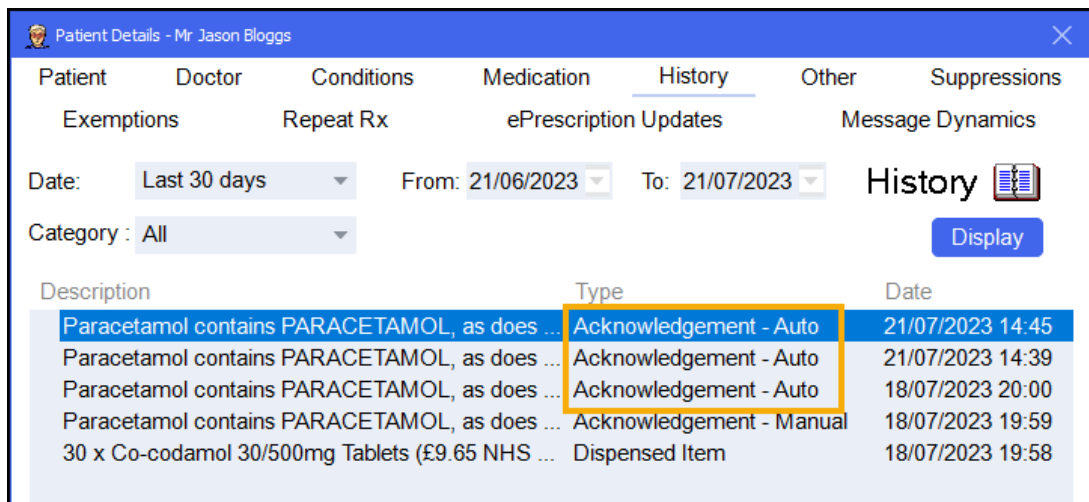
Where prescriptions are automatically clinically checked the following displays:

- **Clinical Check History** displays **System - Auto** under **Completed By**:



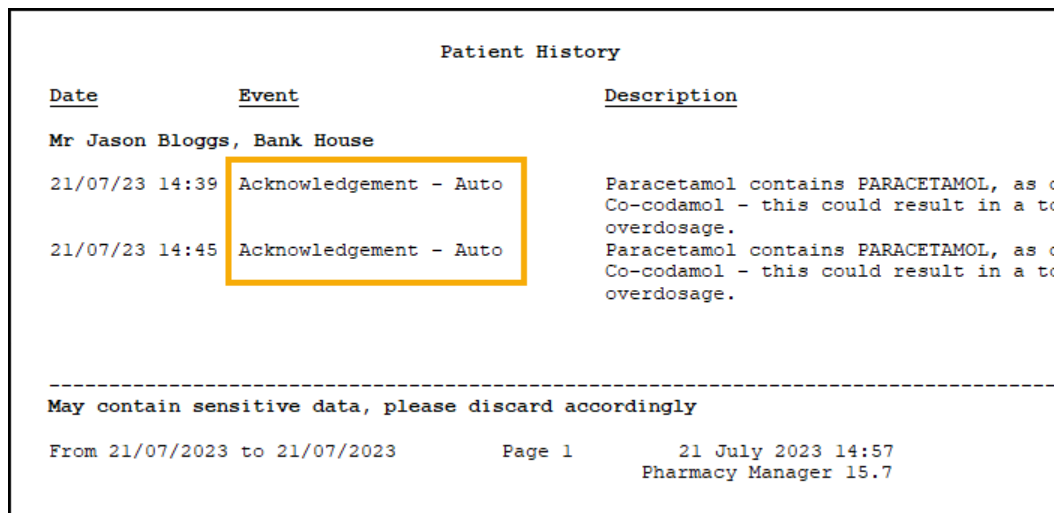
Date/Time ↓	Completed By	Warnings	Items
21/07/23 14:45	System - Auto	Major Interaction	Paracetamol 500mg Caplets
21/07/23 14:39	System - Auto	Major Interaction	Paracetamol 500mg Caplets
18/07/23 20:00	System - Auto	Major Interaction	Paracetamol 500mg Caplets

- **Patient Details - History** displays a **Type of Acknowledgement - Auto**:




Description	Type	Date
Paracetamol contains PARACETAMOL, as does ...	Acknowledgement - Auto	21/07/2023 14:45
Paracetamol contains PARACETAMOL, as does ...	Acknowledgement - Auto	21/07/2023 14:39
Paracetamol contains PARACETAMOL, as does ...	Acknowledgement - Auto	18/07/2023 20:00
Paracetamol contains PARACETAMOL, as does ...	Acknowledgement - Manual	18/07/2023 19:59
30 x Co-codamol 30/500mg Tablets (£9.65 NHS ...	Dispensed Item	18/07/2023 19:58

- The **Patient History** report displays an **Event of Acknowledgement - Auto**:



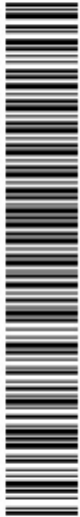
Date	Event	Description
21/07/23 14:39	Acknowledgement - Auto	Paracetamol contains PARACETAMOL, as d Co-codamol - this could result in a to overdosage.
21/07/23 14:45	Acknowledgement - Auto	Paracetamol contains PARACETAMOL, as d Co-codamol - this could result in a to overdosage.

 May contain sensitive data, please discard accordingly
 From 21/07/2023 to 21/07/2023 Page 1 21 July 2023 14:57
 Pharmacy Manager 15.7

 **Note** - If an automated clinically checked prescription is reset, it needs to be manually checked.

Printing Dispensing Tokens after an Automated Clinical Check

If a dispensing token is printed after an automated clinical check has taken place, and the clinical check module is restricted to a user with a role of **Pharmacist, Checked - Auto** and the date of the check display on the dispensing token:

Pharmacy	36y 9m	ALVA STANBOROUGH
Address		123 DANSOM LANE NORTH HULL
	08/12/1985	
PR26 7QN		HU8 7RP
FLL14		9446366771
07/10/2022		
Page 1 of 1		
Furosemide 40mg tablets (28 tablet) As Directed		
	X	 5E7F8E-C81007-00001+
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
Checked - Auto 26/09/2023	X	
LABL	CHK	
DISP	PRIN	
		07/10/2022
MAIZIE BHOWMIK		3410772
13 VERNON STREET DERBY DERBYSHIRE 01332332812 GREATER DERBY PCT		DE1 1FW 5EX

➔ See [Restricting the Clinical Check Module](#) on page 42 for details.

Resetting a Clinically Checked Prescription

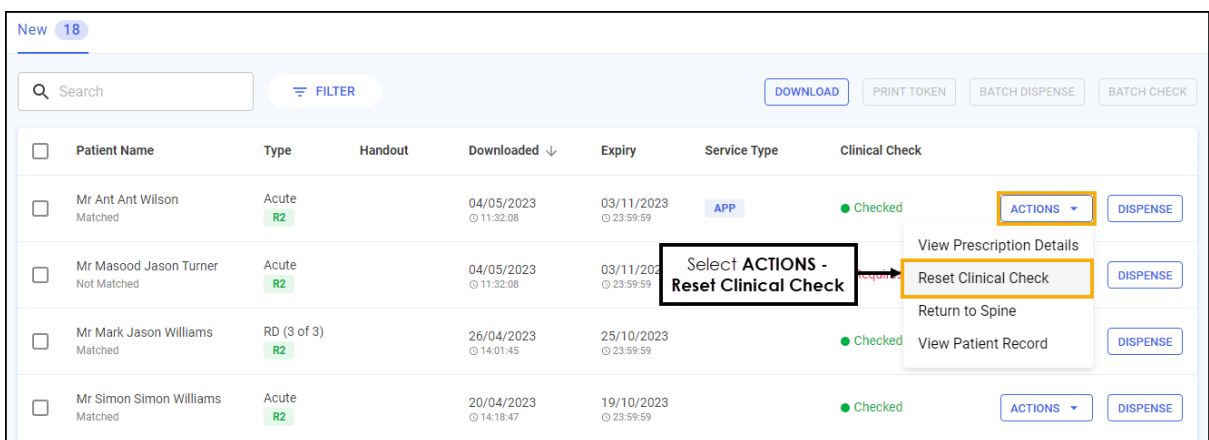
You may wish to reset the clinical check on a new prescription. This resets the status to **Requires Check** and clears the patient's history of any acknowledgements recorded during the clinical check.

To reset a clinical check on a prescription:

1. From the **Prescriptions** screen, locate the prescription you want to reset.

 See [Searching for, Sorting and Filtering Prescriptions](#) on page **10** for details.

2. Select **ACTIONS - Reset Clinical Check**:

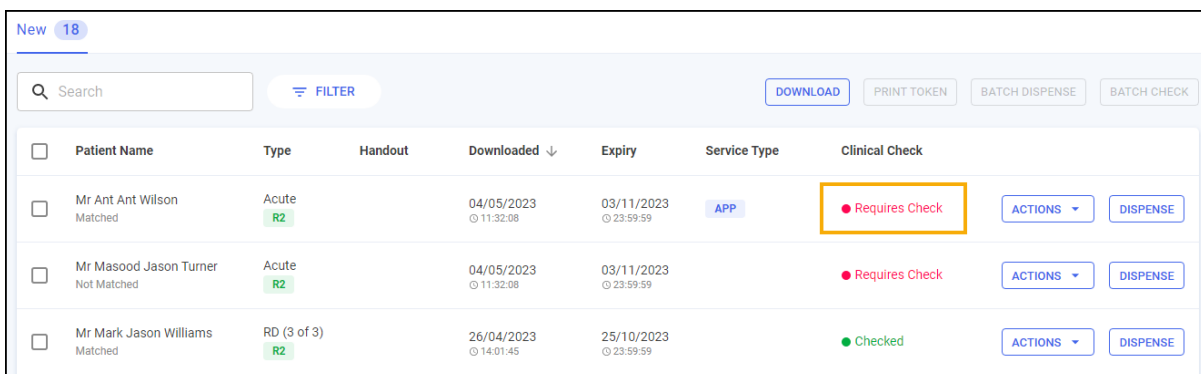


The screenshot shows the 'Prescriptions' screen with a table of prescriptions. The 'Clinical Check' column for the first two prescriptions is 'Checked'. A callout box highlights the 'ACTIONS' dropdown for the first prescription, which is open, showing the 'Reset Clinical Check' option. A text box points to this option with the text 'Select ACTIONS - Reset Clinical Check'.

Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check
Mr Ant Ant Wilson Matched	Acute R2		04/05/2023 ⌚ 11:32:08	03/11/2023 ⌚ 23:59:59	APP	Checked
Mr Masood Jason Turner Not Matched	Acute R2		04/05/2023 ⌚ 11:32:08	03/11/2023 ⌚ 23:59:59		Checked
Mr Mark Jason Williams Matched	RD (3 of 3) R2		26/04/2023 ⌚ 14:01:45	25/10/2023 ⌚ 23:59:59		Checked
Mr Simon Simon Williams Matched	Acute R2		20/04/2023 ⌚ 14:18:47	19/10/2023 ⌚ 23:59:59		Checked

 **Note - Reset Clinical Check** is only available for prescriptions with a status of **Checked**.

The clinical check is removed from the patient's history and the status of the prescription reverts to **Requires Check**:



The screenshot shows the 'Prescriptions' screen after the clinical check has been reset. The 'Clinical Check' column for the first two prescriptions is now 'Requires Check'.

Patient Name	Type	Handout	Downloaded ↓	Expiry	Service Type	Clinical Check
Mr Ant Ant Wilson Matched	Acute R2		04/05/2023 ⌚ 11:32:08	03/11/2023 ⌚ 23:59:59	APP	Requires Check
Mr Masood Jason Turner Not Matched	Acute R2		04/05/2023 ⌚ 11:32:08	03/11/2023 ⌚ 23:59:59		Requires Check
Mr Mark Jason Williams Matched	RD (3 of 3) R2		26/04/2023 ⌚ 14:01:45	25/10/2023 ⌚ 23:59:59		Checked

Dispensing Prescriptions


Prescriptions can be dispensed either individually or as a prescription grouping:

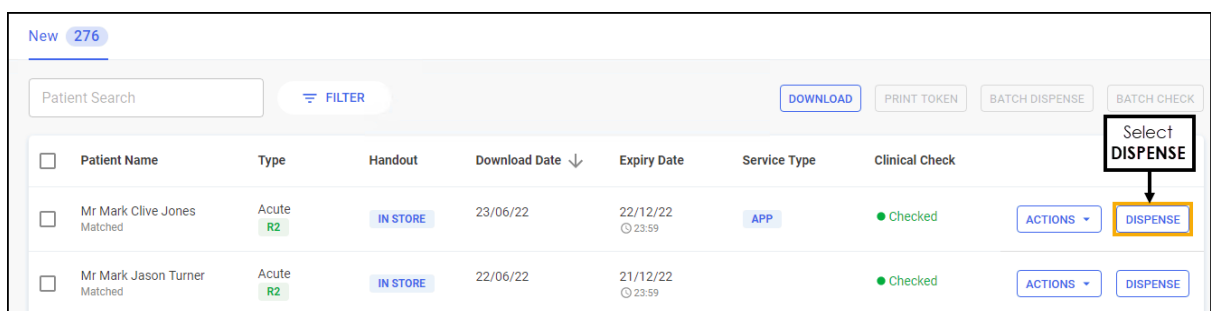
To dispense an individual prescription

1. Identify the prescription to dispense.



You can search, sort and filter the prescriptions, see [Searching for, Sorting and Filtering Prescriptions](#) on page 10.

2. Select **DISPENSE**  to the right of the prescription:



<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check	
<input type="checkbox"/>	Mr Mark Clive Jones Matched	Acute R2	IN STORE	23/06/22	22/12/22 ⌚ 23:59	APP	● Checked	ACTIONS ▾ DISPENSE
<input type="checkbox"/>	Mr Mark Jason Turner Matched	Acute R2	IN STORE	22/06/22	21/12/22 ⌚ 23:59		● Checked	ACTIONS ▾ DISPENSE



Training Tip - You do not need to select the prescription to dispense individually.

3. The **Dispensary** screen displays, dispense as normal, see [Dispensing an Electronic Prescription](#) in the **Pharmacy Manager Help Centre**.




Note - If **Fast Labelling** is enabled, the following are pre-populated: **Patient, Prescriber, Written As, Quantity** and **Directions**. See [Fast Labelling](#) in the **Pharmacy Manager Help Centre** for details.

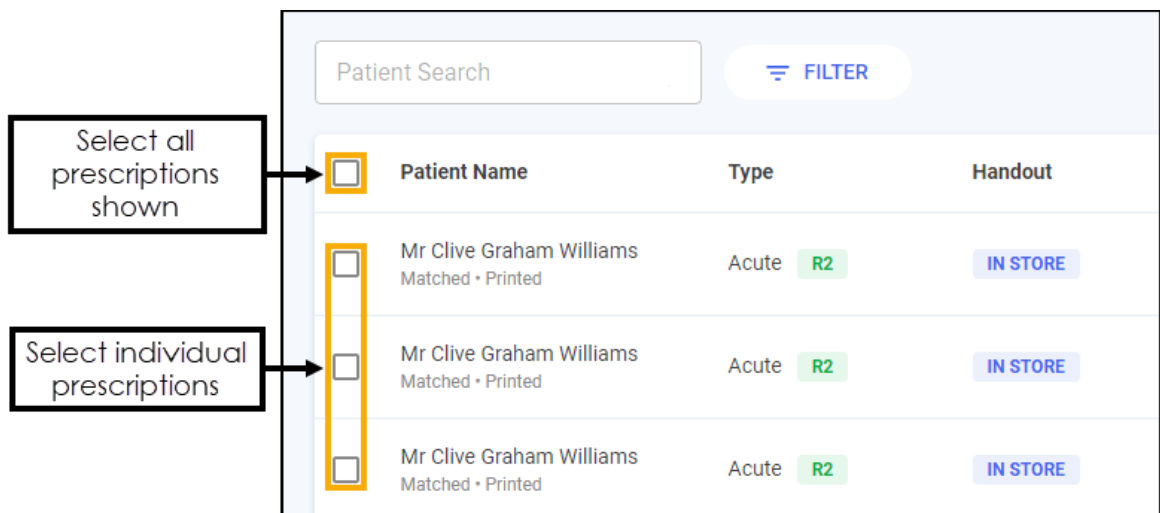


Note - If the prescriptions have been clinically checked upfront, the warnings are pre-confirmed on the **Dispensary** screen. However if anything is changed during the dispensing process, such as selecting a different item with a different DM+D code, an additional warning may display that needs to be confirmed before continuing.

To group dispense prescriptions

 **Note** - You can only group dispense prescriptions that are for the same patient, from the same prescriber and are the same form type.

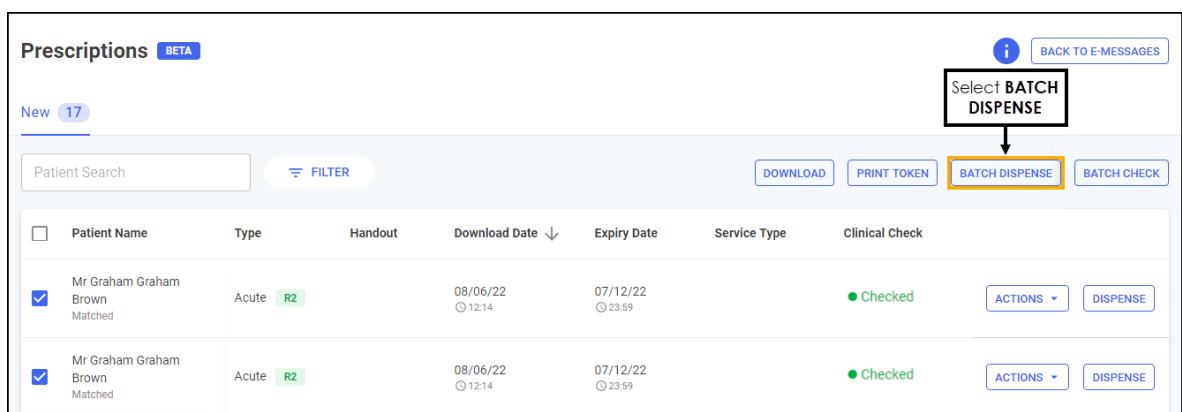
1. Select the prescriptions to dispense, either individually or chose the column to select all:



<input type="checkbox"/>	Patient Name	Type	Handout
<input type="checkbox"/>	Mr Clive Graham Williams Matched • Printed	Acute R2	IN STORE
<input type="checkbox"/>	Mr Clive Graham Williams Matched • Printed	Acute R2	IN STORE
<input type="checkbox"/>	Mr Clive Graham Williams Matched • Printed	Acute R2	IN STORE


 You can search, sort and filter the prescriptions, see [Searching for, Sorting and Filtering Prescriptions](#) on page 10.


2. Select **BATCH DISPENSE** BATCH DISPENSE:



<input type="checkbox"/>	Patient Name	Type	Handout	Download Date ↓	Expiry Date	Service Type	Clinical Check
<input checked="" type="checkbox"/>	Mr Graham Graham Brown Matched	Acute R2		08/06/22 12:14	07/12/22 23:59		● Checked
<input checked="" type="checkbox"/>	Mr Graham Graham Brown Matched	Acute R2		08/06/22 12:14	07/12/22 23:59		● Checked

3. The **Dispensary** screen displays, dispense as normal, see [Dispensing an Electronic Prescription](#) in the **Pharmacy Manager Help Centre**.
-

 **Note** - If **Fast Labelling** is enabled, the following are pre-populated: **Patient, Prescriber, Written As, Quantity** and **Directions**. See [Fast Labelling](#) in the **Pharmacy Manager Help Centre** for details.

 **Note** - If the prescriptions have been clinically checked upfront, the warnings are pre-confirmed on the **Dispensary** screen. However if anything is changed during the dispensing process, such as selecting a different item with a different DM+D code, an additional warning may display that needs to be confirmed before continuing.

 **Note** - Once dispensed the prescriptions no longer display on the **Prescriptions** screen.

Restricting the Clinical Check Module

To restrict a clinical check to a Pharmacist only:

1. From the **Pharmacy Manager Toolbar**, select **System Settings - Pharmacy Details** and select the **Checking** tab.
2. In **Clinical Check Module** place a tick next to **Only allow pharmacist role access?**:

Clinical Check Module <input checked="" type="checkbox"/> Only allow pharmacist role access?

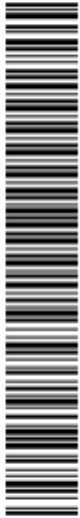
The clinical check module is now only accessible to users with a job role of **Pharmacist** set in **Tools - User Settings - User Account Management**.

➔ See [Adding a User](#) in the **Pharmacy Manager Help Centre** for details on how to set up individual user accounts to ensure the information displayed on the dispensing token is accurate.

If a dispensing token is printed after a manual clinical check has taken place, the pharmacist's initials, registration number and the date of the check display on the dispensing token:

Pharmacy	36y 9m	ALVA STANBOROUGH
Address		123 DANSOM LANE NORTH HULL
	08/12/1985	
PR26 7QN		HU8 7RP
FLL14		9446366771
07/10/2022		
Page 1 of 1		
Furoseamide 40mg tablets (28 tablet)		
As Directed		
	X	 5E7F8E-C81007-00001+
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
CA PR8858		
07/10/2022		
CASC + CHKO		
12%* @123		
	07/10/2022	
MAIZIE BHOWMIK		3410772
13 VERNON STREET		
DERBY		
DERBYSHIRE		DE1 1FW
01332332812		
GREATER DERBY PCT		5EX

If a dispensing token is printed after an automated clinical check has taken place, **Checked - Auto** and the date of the check display on the dispensing token:

Pharmacy	36y 9m	ALVA STANBOROUGH
Address		123 DANSOM LANE NORTH HULL
	08/12/1985	
PR26 7QN		HU8 7RP
FLL14		9446366771
07/10/2022		
Page 1 of 1		
Furosemide 40mg tablets (28 tablet) As Directed		
	X	 5E7F8E-C81007-00001+
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
	X	
Checked - Auto 26/09/2023	X	
LABL CREK DISP PRIN	X	
		07/10/2022
MAIZIE BHOWMIK		3410772
13 VERNON STREET DERBY DERBYSHIRE 01332332812 GREATER DERBY PCT		DE1 1FW 5EX



Training Tip - An audit grid can be printed below the clinical check details, see [Audit Grid](#) in the **Pharmacy Manager** Help Centre for more information.