

## Pharmacy Manager Release 15.2

Pharmacy Manager release **15.2** introduces the following new features and improvements:

### England Only

- **Scanning Prescriptions** - We have introduced scanning functionality to the **Prescriptions** screen to help you easily locate your prescriptions.

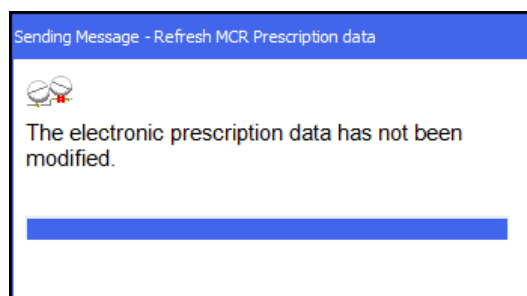


See [Scanning Prescriptions](#) on page [2](#) for more details.

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### Scotland Only

- **MCR First Iteration Cancellation Check** - When dispensing the first iteration of a Serial (MCR) Prescription, on any day other than the day of download, **Pharmacy Manager** now checks to see if the MCR prescription has been modified by the prescriber:



See [Confirming the Dispensing Schedule](#) on page [4](#) for more details.

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## Scanning Prescriptions

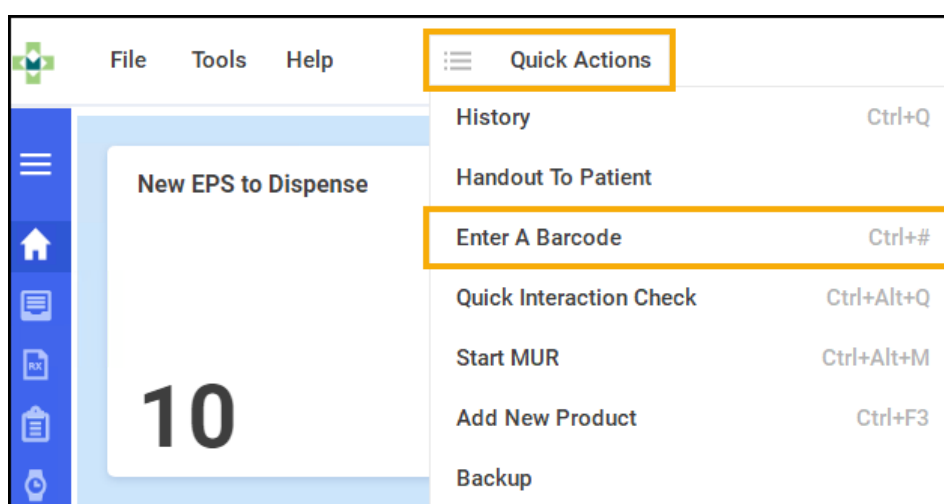
We have introduced a scanning function to the **Prescriptions** screen to allow you to quickly and easily locate prescriptions to dispense. Prescriptions can be scanned with a barcode scanner or if no scanner is available you can manually enter the prescription **Universally Unique Identifier (UUID)**.

### Manually Entering a Barcode

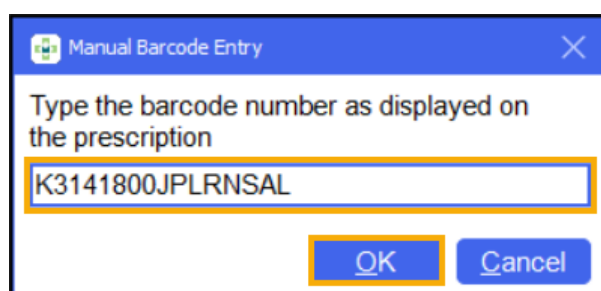
If scanning the barcode of a prescription is not an option, for example, if no scanner is available, you can manually enter the barcode.

To manually enter a barcode:

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



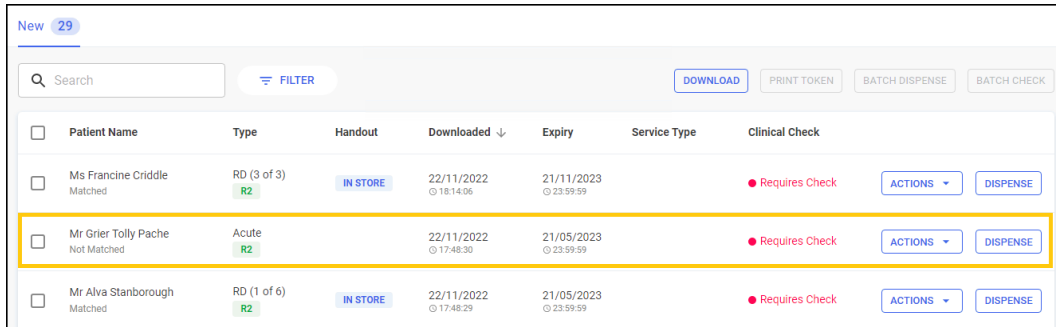
2. The **Manual Barcode Entry** screen displays. Enter the barcode number from the prescription and select **OK** :




## Scanning a Barcode

To scan a barcode:

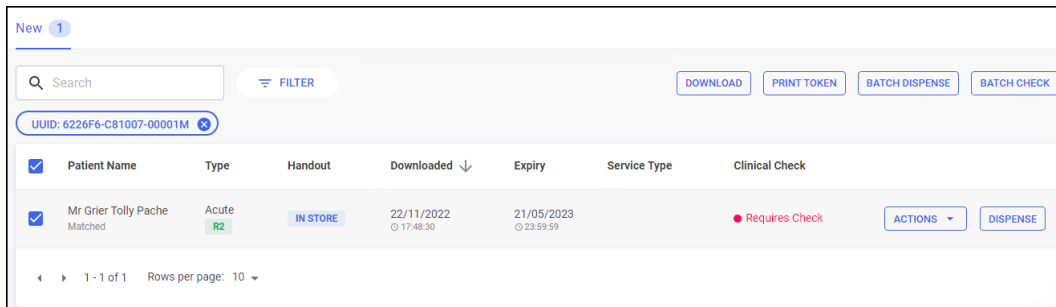
- If you scan a prescription that has not been downloaded to **Pharmacy Manager**, the prescription downloads from the NHS Spine and displays on the prescription list:



<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.

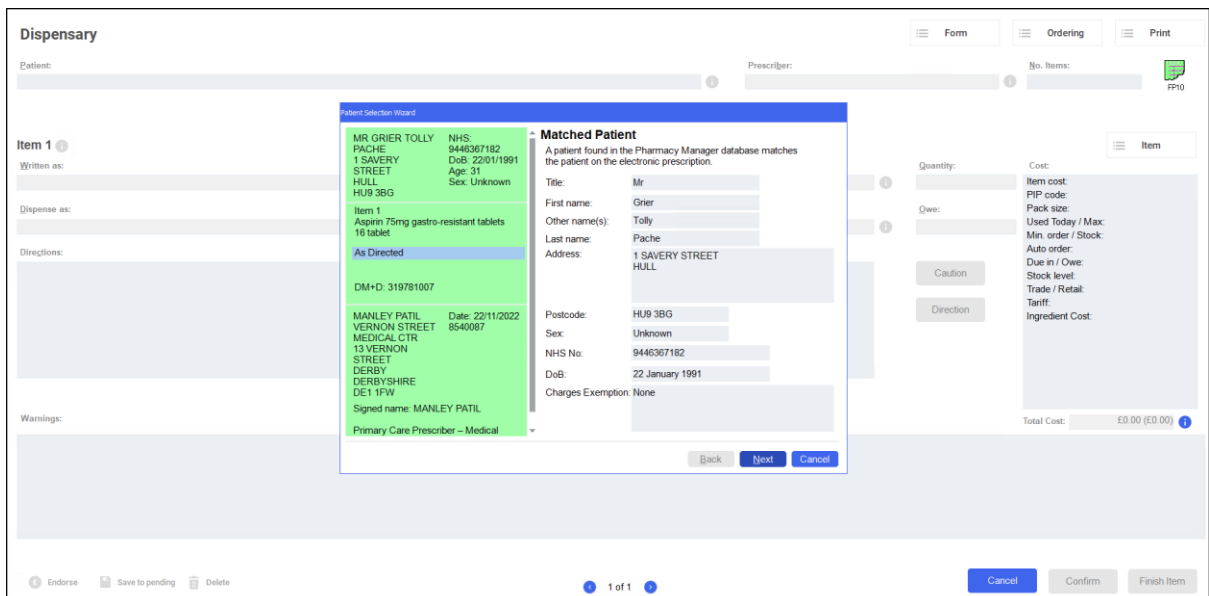
- If you scan a prescription that is already downloaded, **Pharmacy Manager** filters the prescription list by the scanned UUID number the appropriate prescription displays and is selected:



<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

Patient: \_\_\_\_\_ Prescriber: \_\_\_\_\_ No. Items: \_\_\_\_\_

**Item 1**

Written as: \_\_\_\_\_

Dispense as: \_\_\_\_\_

Directions: \_\_\_\_\_

Warnings: \_\_\_\_\_

**Patient Selection Wizard**

**MR GRIER TOLLY PACHE** NHS: 9446367182  
DOB: 22/01/1991  
Age: 31  
Sex: Unknown

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

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

Item 1  
Aspirin 75mg gastro-resistant tablets  
16 tablet

As Directed

DM+D: 319781007

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

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

Caution

Direction

Total Cost: £0.00 (E0.00)

Endorse Save to pending Delete

1 of 1

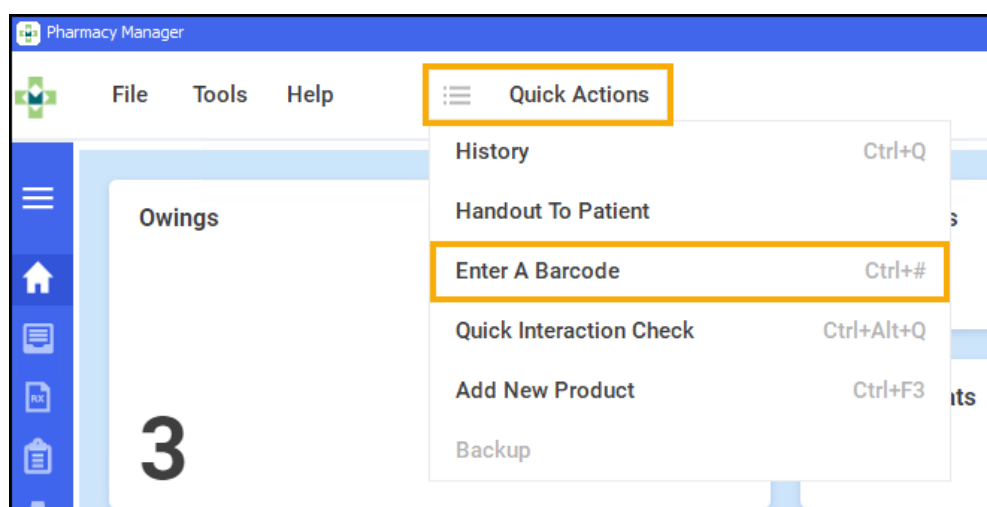
Cancel Confirm Finish Item


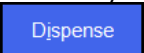
## Confirming the Dispensing Schedule

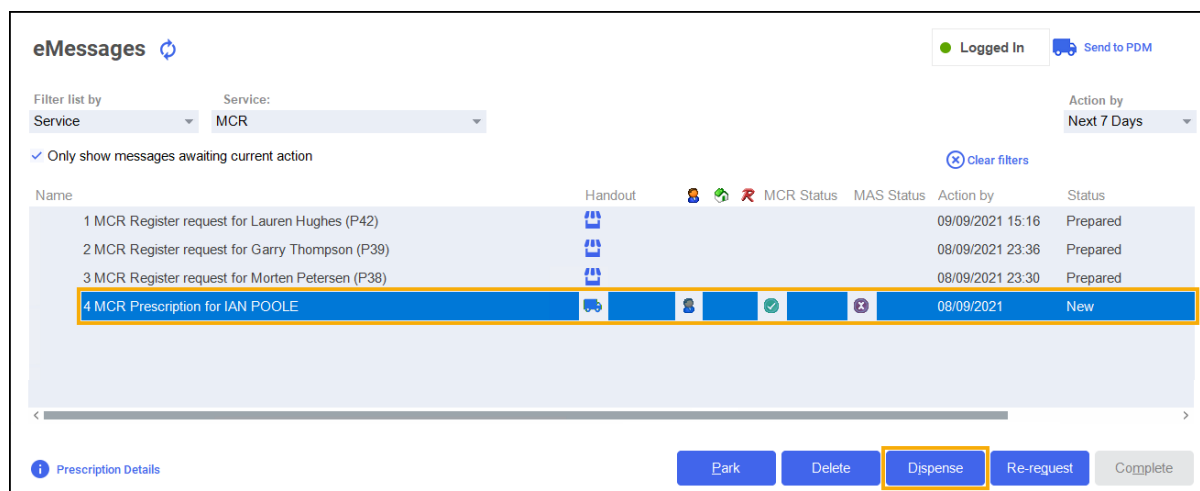
When dispensing the first iteration of a Serial (MCR) Prescription you must confirm the dispensing schedule. The dispensing schedule indicates the quantity of medication and the frequency at which it is due to be dispensed to the patient.

To confirm the dispensing schedule:

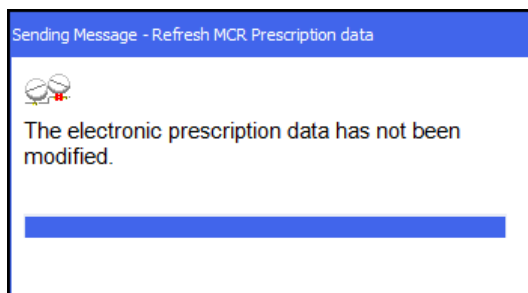
1. Scan the barcode on the Serial (MCR) Prescription, or select **Quick Actions - Enter A Barcode**, and enter the UPN number from the Serial (MCR) Prescription:



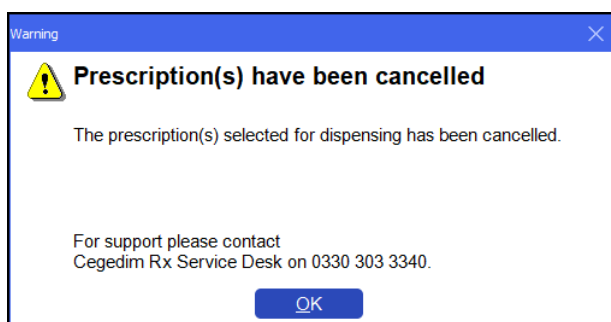
2. From the **Pharmacy Manager Side Navigation Bar** select **eMessages**  and the **eMessages** screen displays with the scanned/entered prescription highlighted.
3. The prescription is ready to dispense when the status changes to **New**, select **Dispense** :



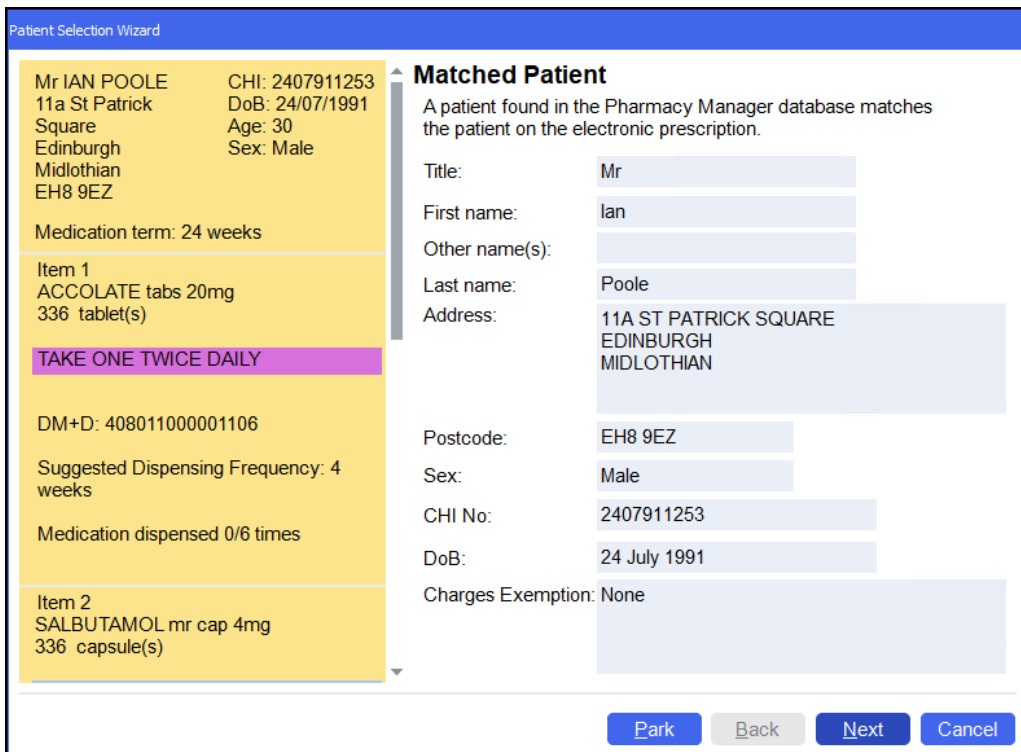
4. **Pharmacy Manager** checks to see if the MCR prescription has been modified by the prescriber:



If the prescription is cancelled a warning displays:



5. The **Matched Patient** screen displays. Confirm the patient's identity and select **Next**:



**Patient Selection Wizard**

Mr IAN POOLE      CHI: 2407911253  
 11a St Patrick Square      DoB: 24/07/1991  
 Edinburgh      Age: 30  
 Midlothian      Sex: Male  
 EH8 9EZ

Medication term: 24 weeks

Item 1  
 ACCOLATE tabs 20mg  
 336 tablet(s)  
**TAKE ONE TWICE DAILY**

DM+D: 408011000001106

Suggested Dispensing Frequency: 4 weeks

Medication dispensed 0/6 times

Item 2  
 SALBUTAMOL mr cap 4mg  
 336 capsule(s)

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

Title: Mr  
 First name: Ian  
 Other name(s):  
 Last name: Poole  
 Address: 11A ST PATRICK SQUARE  
 EDINBURGH  
 MIDLOTHIAN

Postcode: EH8 9EZ  
 Sex: Male  
 CHI No: 2407911253  
 DoB: 24 July 1991  
 Charges Exemption: None

**Park**   **Back**   **Next**   **Cancel**



**Training Tip** - If you are unsure when you are going to dispense the first iteration of the prescription you can choose to **Park** the prescription. The prescription status changes from **New** to **Parked** and no longer displays as a **New Prescription**.

6. The **Dispensing Schedule** screen displays:

Patient Selection Wizard - Mr Ian Poole (11A ST PATRICK SQUARE, EDINBURGH, MIDLOTHIAN, EH8 9EZ)


Mr IAN POOLE 11a St Patrick Square Edinburgh Midlothian EH8 9EZ	CHI: 2407911253 DoB: 24/07/1991 Age: 30 Sex: Male	<h3>Dispensing Schedule</h3> <p>Please select the dispensing schedule for each item of medication on the electronic prescription.</p> <p>The details selected below describe how often medication will be dispensed and how much will be given each time the prescription is dispensed. Once selected these details will be used to establish a dispensing schedule for this prescription.</p>
<p>Medication term: 24 weeks</p>		
<p>Item 1 ACCOLATE tabs 20mg 336 tablet(s)</p> <p><b>TAKE ONE TWICE DAILY</b></p>		<p>ACCOLATE tabs 20mg 336 tablet(s) Dispense <input type="text" value=""/> every 28 days Total: Unknown</p> <p>SALBUTAMOL mr cap 4mg 336 capsule(s) Dispense <input type="text" value="56"/> every 28 days Total: 336</p>
<p>DM+D: 408011000001106</p> <p>Suggested Dispensing Frequency: 4 weeks</p> <p>Medication dispensed 0/6 times</p>		
<p>Item 2 SALBUTAMOL mr cap 4mg 336 capsule(s)</p>		<p>Proposed date of first dispensing: <input type="text"/></p>

**Pharmacy Manager** automatically populates the **Dispensing Schedule** for each item on the prescription based on the Medication term, quantity and dosage/directions on the serial prescription and populates **Dispense** and **Every** with the correct values. In the example of the second item above, 336 capsules of Salbutamol 4mg is prescribed over a 24 week period with the directions 'TAKE ONE TWICE DAILY', **Pharmacy Manager** calculates you should dispense 56 tablets every 28 days.

If a value is required it is highlighted with your chosen colour, in this example the **Dispense** value requires adding.

Enter the **Proposed date of first dispensing**.

7. Select **Finish**  and the **Dispensary**  screen displays.

 Continue to dispense the first iteration of the Serial Prescription in the usual way, see [Dispensing the first iteration of a serial \(MCR\) prescription](#) in the **Pharmacy Manager** Help Centre.