

Pharmacy Manager v12.4 Release Guide

Summary of Changes

Pharmacy Manager release v12.4 introduces the following features:

All Countries

- **Repeat Request Report** – We have introduced a Repeat Request Report that outlines all repeat requests that have been sent by your pharmacy. See [Running a Repeat Request Report](#).
- **Repeat Prescription Request Enhancements** – You can now preview a repeat prescription email/ letter, and add additional comments before sending it to the GP. See [Repeat Prescription Request Enhancements](#).

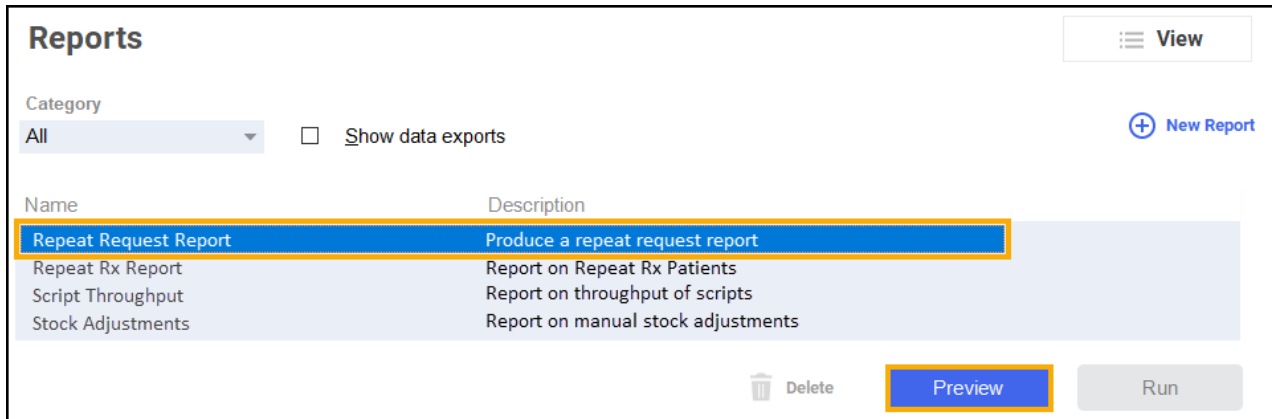
England Only


- **NHS Prescription Tracker Enhancements** - You can now access the NHS Prescription Tracker within Patient Details, helping you quickly locate and view all prescriptions for the patient. See [NHS Prescription Tracker Enhancements](#).

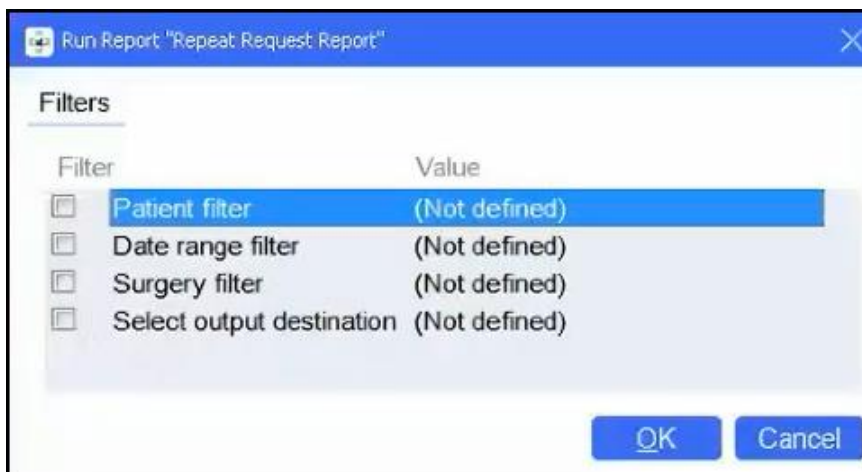
Running a Repeat Request Report

To run a Repeat Request Report, from the **Reports**  screen:

1. Select **Repeat Request Report** and select **Preview** .



2. The **Run Report** screen displays. Apply the required filters.
3. Select **OK** .



4. The **Repeat Request Report** displays, containing all repeat requests that have been emailed or printed by your pharmacy. The report contains:
 - Practice request sent to
 - Patient name
 - Requested item
 - Request date

Previewing and adding comments to a repeat prescription request


To preview and add comments when requesting a repeat prescription:

1. From **Patient Details**, select the **Medication** tab.
2. Select the item you wish to request the repeat prescription for.
3. From **Select Repeat Request Format**, select the required format, for example, **Email**.




Note: Email is currently only available in England.

4. Select **Preview** .



Patient Details - Mr Dave Williams

Patient Doctor Conditions **Medication** History Other
 Suppressions Exemptions Repeat Rx ePrescription Updates

Medication Items 

Description	Price	#	Last Dispensed	Qty Prescribed	Dose
1 Paracetamol 500mg Tablets To be taken as directed. 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.	£0.86	1	10/02/2021 07:24	28	

Don't show me expanded directions
 Show me expanded dispensed items

Regular Repeat Refresh Details

Select Repeat Request Format Email Edit Print Request **Preview**

NHS View Prescription Tracker Delete OK Cancel Apply

5. The **Repeat Request Email** screen displays, providing you a preview of the email being sent to the GP.
6. Within **Additional Comments**, enter any supporting information for the GP to read.



Repeat Request Email - chetna.aggarwal@cegedimrx.co.uk

10/02/2021

Please provide a repeat prescription for the following patient:

Patient: Mr Dave Williams
 Patient's DOB: 10/02/1986
 NHS number: 7536189419
 Ref. No. with GP:
 Patient Address: IV15 9HL.

The following Item(s) are due to be repeated:

Description	Qty
Paracetamol 500mg Tablets	28

Additional Comments:
 Test notes added on the screen.

Send

7. Select **Send** .
8. The repeat request is sent to the patient's listed GP practice.

NHS Prescription Tracker - Enhancements

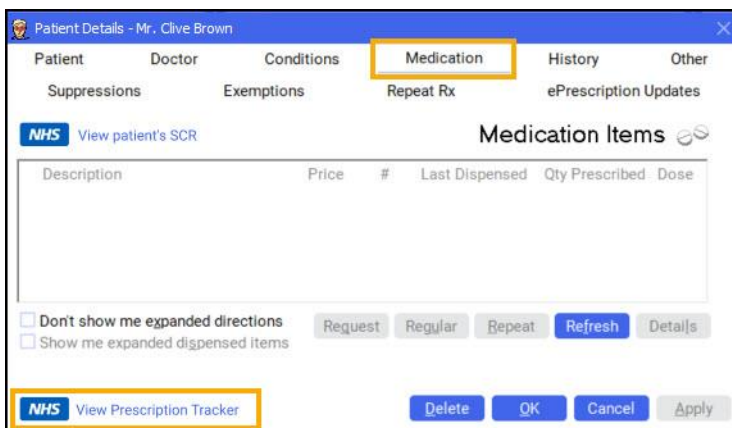
You can now access the **NHS Prescription Tracker** within **Patient Details**, helping you quickly locate and view all prescriptions for the patient.

Accessing the Prescription Tracker within Patient Details

To view the **Prescription Tracker** from within **Patient Details**:

1. From **Patient Details**, select **Medication**.


2. Select **View Prescription Tracker** 



Patient Details - Mr. Clive Brown

Patient Doctor Conditions **Medication** History Other

Suppressions Exemptions Repeat Rx ePrescription Updates

NHS View patient's SCR Medication Items 

Description	Price	#	Last Dispensed	Qty Prescribed	Dose

Don't show me expanded directions Show me expanded dispensed items

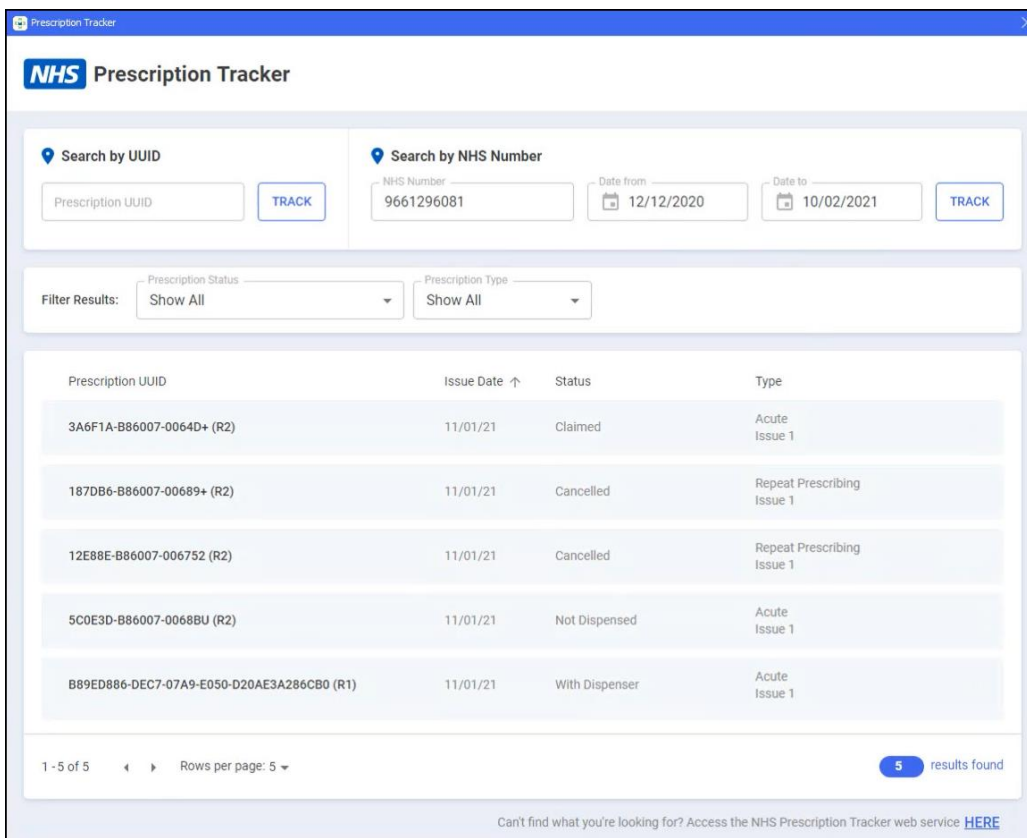
Request Regular Repeat Refresh Details

NHS View Prescription Tracker Delete OK Cancel Apply



Note: The patient's NHS number must be recorded to enable the View Prescription Tracker button.

3. The **Prescription Tracker** screen displays, containing all prescriptions for the patient:



NHS Prescription Tracker

Search by UUID Prescription UUID TRACK

Search by NHS Number NHS Number 9661296081 Date from 12/12/2020 Date to 10/02/2021 TRACK

Filter Results: Prescription Status Show All Prescription Type Show All

Prescription UUID	Issue Date ↑	Status	Type
3A6F1A-B86007-0064D+ (R2)	11/01/21	Claimed	Acute Issue 1
187DB6-B86007-00689+ (R2)	11/01/21	Cancelled	Repeat Prescribing Issue 1
12E88E-B86007-006752 (R2)	11/01/21	Cancelled	Repeat Prescribing Issue 1
5C0E3D-B86007-0068BU (R2)	11/01/21	Not Dispensed	Acute Issue 1
B89ED886-DEC7-07A9-E050-D20AE3A286CB0 (R1)	11/01/21	With Dispenser	Acute Issue 1

1 - 5 of 5 Rows per page: 5 **5** results found

Can't find what you're looking for? Access the NHS Prescription Tracker web service [HERE](#)

4. The **Prescription Tracker** screen contains a range of functionality to help you locate a prescription. Select the drop-down text below to read more about the available functionality:

4.1 Search by UUID

To search for a prescription by UUID:

1. Enter the **Prescription UUID**.
2. Select **Track** .




The screenshot shows a search interface titled "Search by UUID". It features a text input field containing the UUID "A4B377-2DE268-5A277B" and a blue "TRACK" button to its right.

3. The matching prescription displays.

4.2 Search by NHS Number

To search for a prescription by NHS Number:

1. Enter the required date range within **Date from** and **Date to**.
2. Select **Track** .



The screenshot shows a search interface titled "Search by NHS Number". It features three input fields: "NHS Number" with the value "9661296081", "Date from" with the value "12/12/2020", and "Date to" with the value "10/02/2021". A blue "TRACK" button is positioned to the right of the date fields.

3. All prescriptions within the selected date range display.

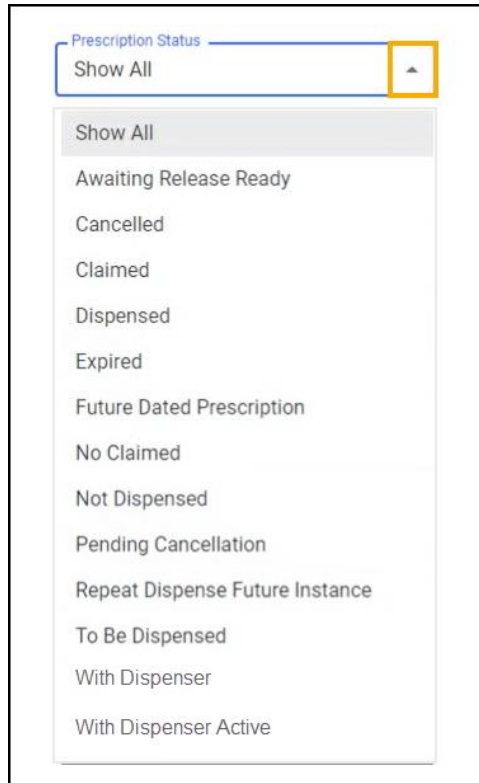


Note: The patient's NHS number displays by default.

4.3 Filter Results - Prescription Status

To filter prescriptions by prescription status:

1. Select the **Prescription Status** drop-down.
2. Select the required prescription status, for example, **To Be Dispensed**.



3. All matching prescriptions with a matching prescription status display.

4.4 Filter Results – Prescription Type

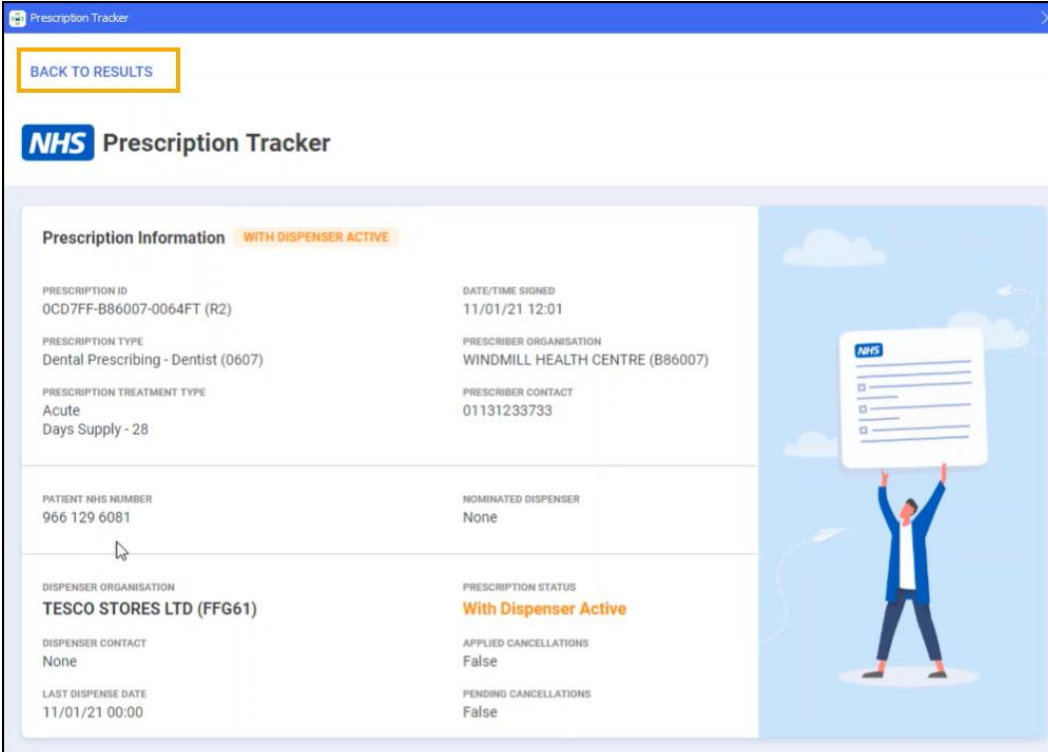
To filter prescriptions by prescription type:

1. Select the **Prescription Type** drop down.
2. Select the required prescription type, for example, **Repeat Dispensing**.



3. All prescriptions with a matching prescription type display.

5. Select the required prescription. The **Prescription information** screen displays.



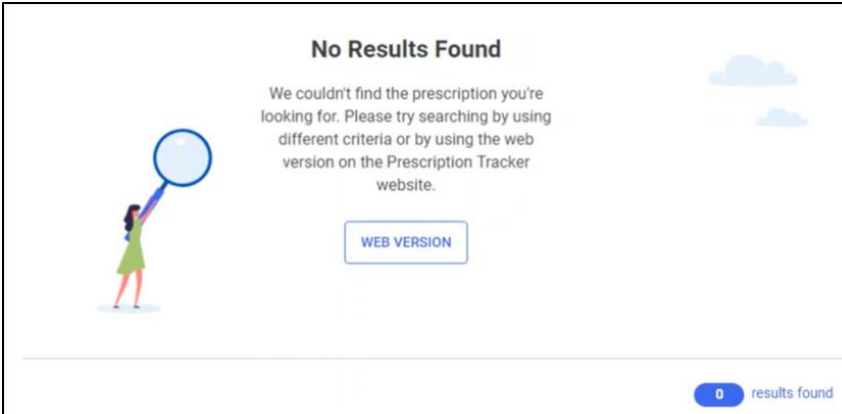
Prescription Information WITH DISPENSER ACTIVE

PRESCRIPTION ID OCD7FF-B86007-0064FT (R2)	DATE/TIME SIGNED 11/01/21 12:01
PRESCRIPTION TYPE Dental Prescribing - Dentist (0607)	PRESCRIBER ORGANISATION WINDMILL HEALTH CENTRE (B86007)
PRESCRIPTION TREATMENT TYPE Acute Days Supply - 28	PRESCRIBER CONTACT 01131233733
PATIENT NHS NUMBER 966 129 6081	NOMINATED DISPENSER None
DISPENSER ORGANISATION TESCO STORES LTD (FFG61)	PRESCRIPTION STATUS With Dispenser Active
DISPENSER CONTACT None	APPLIED CANCELLATIONS False
LAST DISPENSE DATE 11/01/21 00:00	PENDING CANCELLATIONS False

6. Select **Back to Results** [BACK TO RESULTS](#) to return to the **Prescription Tracker** screen.

Please Note

If no prescription is available, or the service is unavailable, the below notifications display:

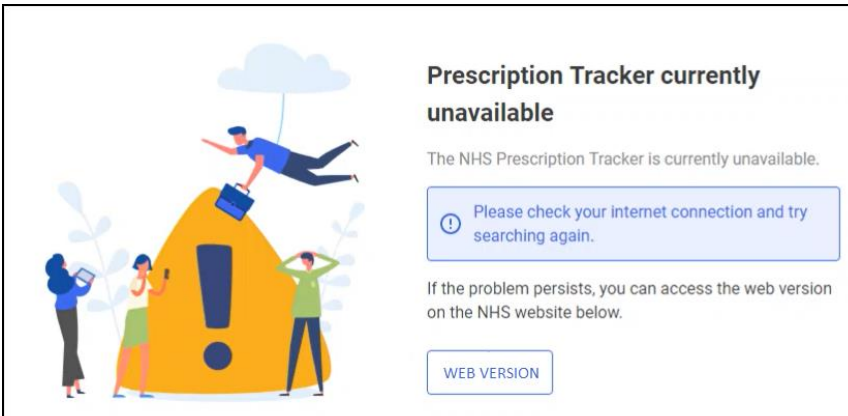


No Results Found

We couldn't find the prescription you're looking for. Please try searching by using different criteria or by using the web version on the Prescription Tracker website.

[WEB VERSION](#)

0 results found



Prescription Tracker currently unavailable

The NHS Prescription Tracker is currently unavailable.

Please check your internet connection and try searching again.

If the problem persists, you can access the web version on the NHS website below.

[WEB VERSION](#)