

Pharmacy Manager 12.7 Release Guide

Summary of Changes

Pharmacy Manager release 12.7 introduces the following features:

All Countries

- **Enhancement to Stock Adjustment Functionality** – You are now asked to enter a stock adjustment reason when adjusting stock levels from the **Stock Inventory** screen. See [Enhancements to Stock Adjustment](#).
- **Low Stock Tile** – We have added a Low Stock tile to the **Stock Inventory** screen. See [Low Stock Tile](#).
- **Updated Column Header Icon (eMessages Screen)** – We have updated the Delivery column header icon on the **eMessages** screen. See [Updated Column Header](#).
- **MDS Community Patient Grouping** – Care homes can now be set up as a **Community Patient Group** allowing organisation of community patients. See [MDS Community Patient Grouping](#).

Scotland Only

- **Pharmacy First Phase 2 Enhancements (Allowed Outcomes)** – We have introduced functionality that will limit outcomes to only those allowed on the specific UCF service. See [Allowed Outcomes](#).

Wales Only

- **National MAR Chart** – We have introduced a national MAR chart for all MDS patients in Wales. See [National MAR Chart](#).

Integrated Functionality

- **Pro Delivery Manager Integration Phase 2 Enhancements** – We have increased the number of prescriptions you can send to Pro Delivery Manager (PDM) at the same time.



Note – For more information on integrating your Pro Delivery Manager account with **Pharmacy Manager**, contact your account manager. [Click here to view our Pro Delivery Manager partner page.](#)

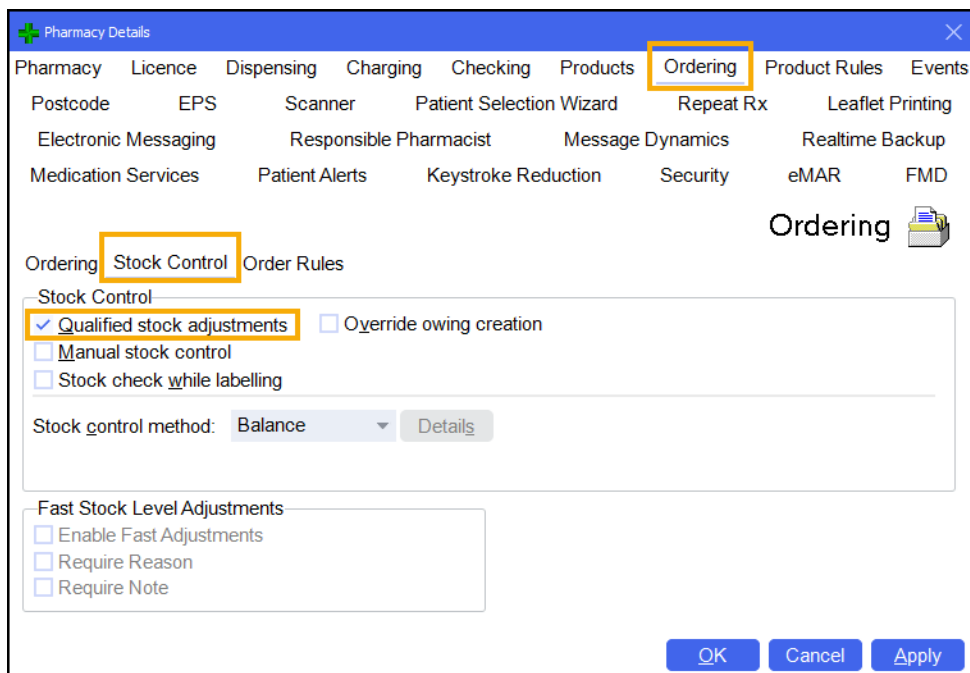
Enhancements to Stock Adjustment Functionality

When **Qualified stock adjustments** is enabled within **Pharmacy Manager**, you are now asked to enter a **Stock Adjustment Reason** when adjusting stock levels from the **Stock Inventory** screen.

Enabling Qualified Stock Adjustments

To enable **Qualified stock adjustments**:

1. Select **Tools – System Settings – Pharmacy Details**.
2. The **Pharmacy Details** screen displays. Select **Ordering**:



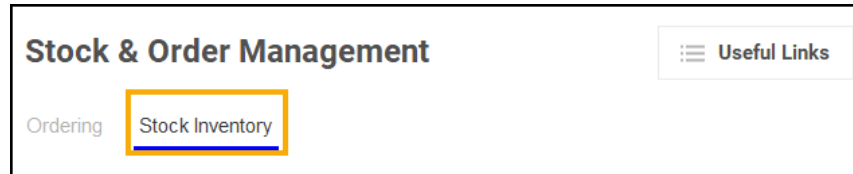
The screenshot shows the 'Pharmacy Details' window with the 'Ordering' tab selected. Under 'Ordering', the 'Stock Control' sub-tab is active. In the 'Stock Control' section, the 'Qualified stock adjustments' checkbox is checked, while 'Manual stock control', 'Stock check while labelling', and 'Override owing creation' are unchecked. The 'Stock control method' is set to 'Balance'. Below this, the 'Fast Stock Level Adjustments' section has three unchecked options: 'Enable Fast Adjustments', 'Require Reason', and 'Require Note'. At the bottom right, there are 'OK', 'Cancel', and 'Apply' buttons.


3. Select the **Stock Control** tab.
4. From **Stock Control**, select the **Qualified stock adjustments** **Qualified stock adjustments** checkbox.
5. Select **Apply** .

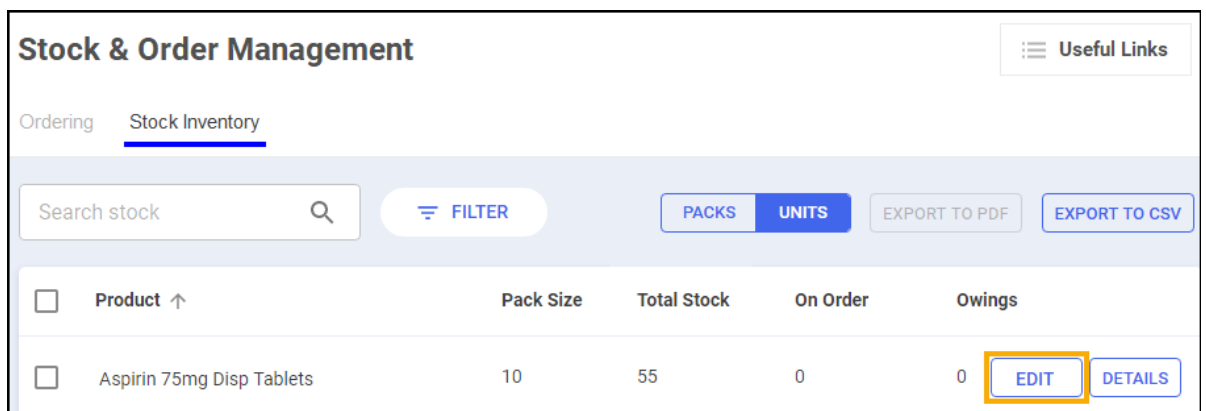
Adjusting Total Stock – Stock Inventory Screen Total

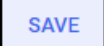
To adjust **Total Stock** from the **Stock Inventory** screen:

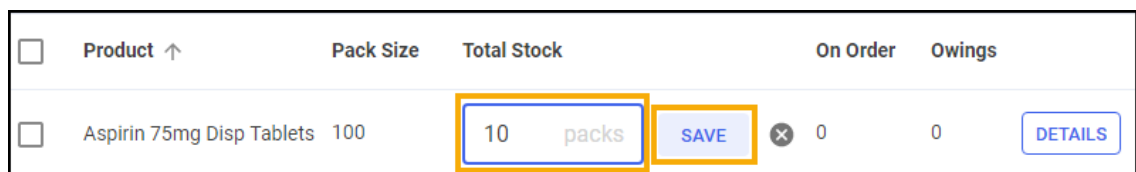
1. From the **Stock & Order Management**  screen, select **Stock Inventory**:



2. The **Stock Inventory** screen displays. Find the product you wish to update. Select **Edit** .

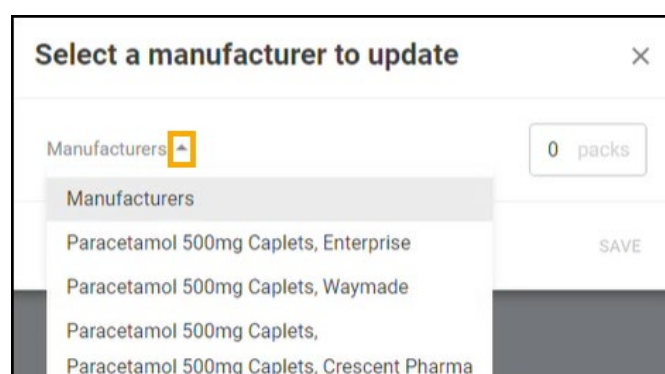


3. From **Total Stock**, enter the correct stock number and select **Save**  or press **Enter** on your keyboard:



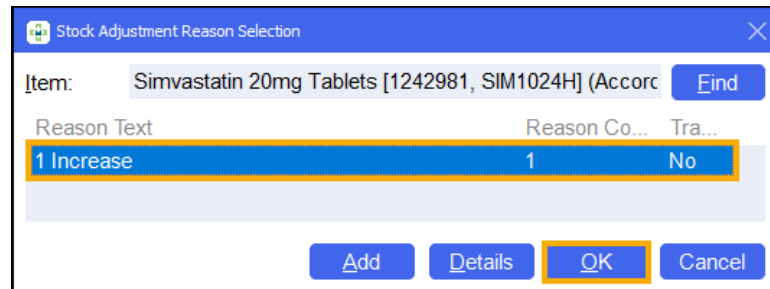
Robot Items Only

4. If the product you are updating is a **Robot item**, the **Select a manufacturer to update** screen displays.
5. Select the manufacturer of the product you are updating and select **Save**:



All Items

- The **Stock Adjustment Reason Selection** screen displays. Select a **Stock Adjustment Reason** and select **OK**:



Stock Inventory Screen

Low Stock Tile - Introduction

We have added a **Low Stock** tile to the **Stock Inventory** screen.

This displays a count of the number of products within the pharmacy that are low in stock. Products are considered in low stock when the current stock level is lower than the maximum daily usage over a given time period:



Stock & Order Management Useful Links

Ordering Stock Inventory

Low Stock

1

→

⚙️

Excess Stock COMING SOON

Products which are overstocked based on your usage

Dead Stock COMING SOON

Products which are in stock, but rarely used

Often Owed COMING SOON

Products which are frequently owed to patients

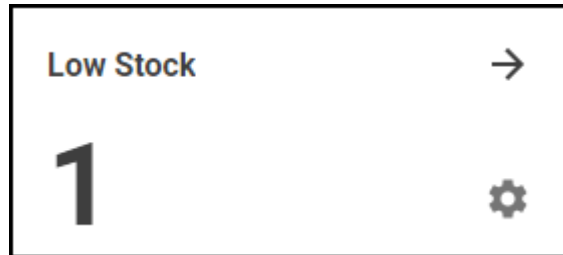
Search stock FILTER EXPORT TO PDF EXPORT TO CSV PACKS UNITS

Product ↑	Pack Size	Total Stock	On Order	Owings	Robot Stock	Shelf Stock	
<input type="checkbox"/> 1 Primary Wound Dressing Spray	10ml	0	0	0	0	0	EDIT DETAILS
<input type="checkbox"/> 1 Primary Wound Dressing Spray	17ml	0	0	0	0	0	EDIT DETAILS
<input type="checkbox"/> 10-Q Co-Enzyme Q10 100mg Capsules	30	0	0	0	0	0	EDIT DETAILS
<input type="checkbox"/> 10-Q Co-Enzyme Q10 30mg Capsules	30	0	0	0	0	0	EDIT DETAILS
<input type="checkbox"/> 100 M-Trate 100mg Capsules	30	0	0	0	0	0	EDIT DETAILS
<input type="checkbox"/> 365 Community Woundcare Pack Lge Gloves	20	0	0	0	0	0	EDIT DETAILS

Low Stock Tile Screen

To access the **Low Stock** screen:

1. Select the **Low Stock** tile:



2. The **Low Stock** screen displays, showing:

Stock & Order Management						Useful Links
Ordering		Stock Inventory				
← Low Stock					PACKS	UNITS
Product	Pack Size	Total Stock	Shelf Stock	Robot Stock	Max. Daily Usage	
Paravit-cf Liquid	7	0	0	0	70	DETAILS

- **Product** – The product name.
- **Pack Size** – The pack size of the product.
- **Total Stock** – Your current stock of the product.
- **Shelf Stock (Robot Sites only)** – Your current shelf stock of the product.
- **Robot Stock (Robot Sites only)** – Your current robot stock of the product.
- **Max. Daily Usage** – The maximum amount of the medication item that you have ever dispensed in a day.

3. Select **Details**  to display the **Drug Details** screen.

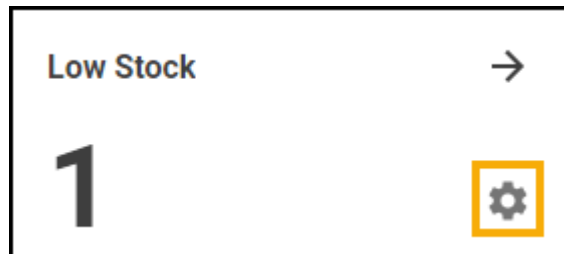
4. Select the **Return arrow**  to return to the **Stock Inventory** screen:



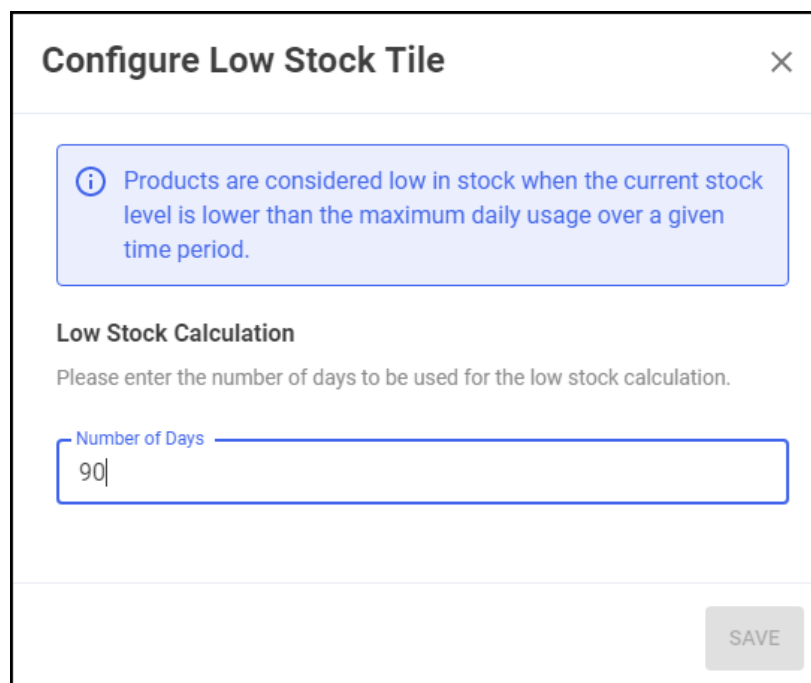
Configuring the Low Stock Tile

By default, the **Low Stock** tile is set to look back over the last 90 days when calculating which products are low in stock. To configure this setting:

1. Select the **Settings**  icon:




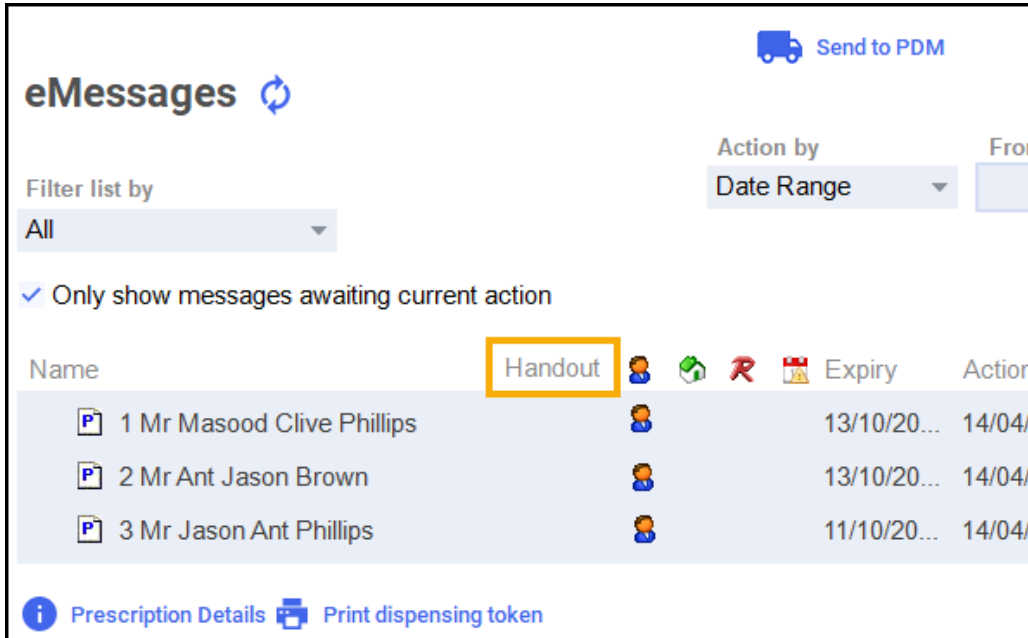
2. The **Configure Low Stock Tile** screen displays:

A screenshot of the 'Configure Low Stock Tile' dialog box. The title bar says 'Configure Low Stock Tile' with a close button (X) on the right. Below the title bar is an information box with a blue border and an 'i' icon, containing the text: 'Products are considered low in stock when the current stock level is lower than the maximum daily usage over a given time period.' Below this is the section 'Low Stock Calculation' with the instruction 'Please enter the number of days to be used for the low stock calculation.' There is a text input field labeled 'Number of Days' with the value '90' entered. At the bottom right of the dialog is a 'SAVE' button.

3. From **Number of Days**, enter the number of days to be used for the low stock calculation.
4. Select **Save**.

Updated Column Header Icon

From the **eMessages** screen, we have updated the **Delivery** column header from  to **Handout**:



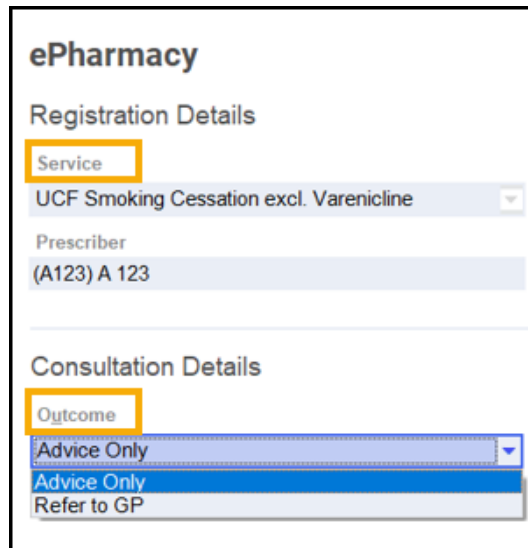
The screenshot shows the 'eMessages' interface. At the top right, there is a 'Send to PDM' button with a truck icon. Below it, there are filters for 'Filter list by' (set to 'All') and 'Action by' (set to 'Date Range'). A checkbox is checked for 'Only show messages awaiting current action'. The main table has columns for 'Name', 'Handout' (highlighted with a yellow box), 'Expiry', and 'Action'. The 'Handout' column contains icons for a person, a green recycling symbol, a red 'X', and a calendar. The table lists three messages:

Name	Handout	Expiry	Action
1 Mr Masood Clive Phillips		13/10/20...	14/04/...
2 Mr Ant Jason Brown		13/10/20...	14/04/...
3 Mr Jason Ant Phillips		11/10/20...	14/04/...

At the bottom, there are buttons for 'Prescription Details' and 'Print dispensing token'.

Pharmacy First Phase 2 - Allowed Outcomes

When recording any UCF services, you will be limited in the **Outcomes** that you can select:



The screenshot shows the 'ePharmacy' registration details form. Under 'Registration Details', the 'Service' dropdown is highlighted with a yellow box and set to 'UCF Smoking Cessation excl. Varenicline'. The 'Prescriber' field is '(A123) A 123'. Under 'Consultation Details', the 'Outcome' dropdown is highlighted with a yellow box and shows a list of options: 'Advice Only', 'Advice Only', and 'Refer to GP'.

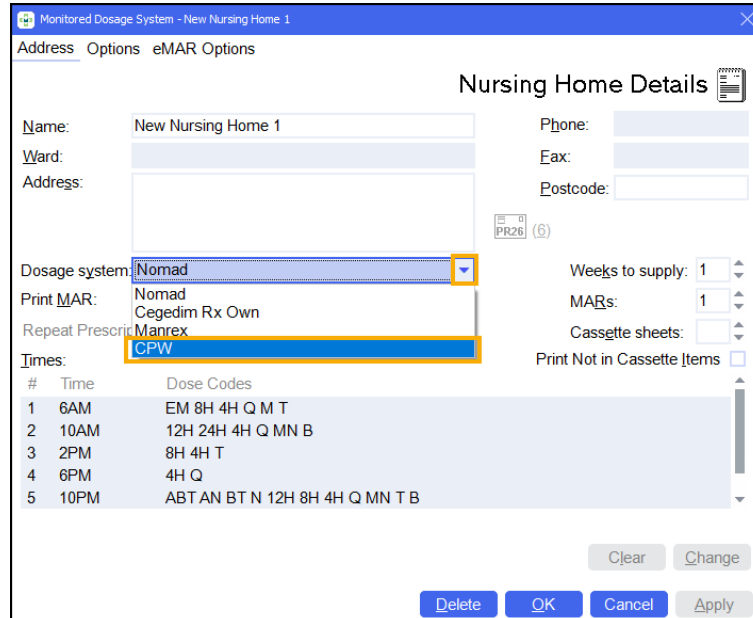


Note: This functionality requires a new configuration file to be automatically issued and functionality will not be active until this is deployed to 12.7.

National MAR Chart

We have introduced a National MAR chart for all MDS patients in Wales. To access the updated MAR Chart, from the **Nursing Home Details** screen:

1. From **Dosage system**, select **CPW**:



Monitored Dosage System - New Nursing Home 1

Address Options eMAR Options

Nursing Home Details

Name: New Nursing Home 1 Phone:

Ward: Fax:

Address: Postcode:

Dosage system: **Nomad** Weeks to supply: 1

Print MAR: **Nomad** MARs: 1

Repeat Prescrip: **Manrex** Cassette sheets:

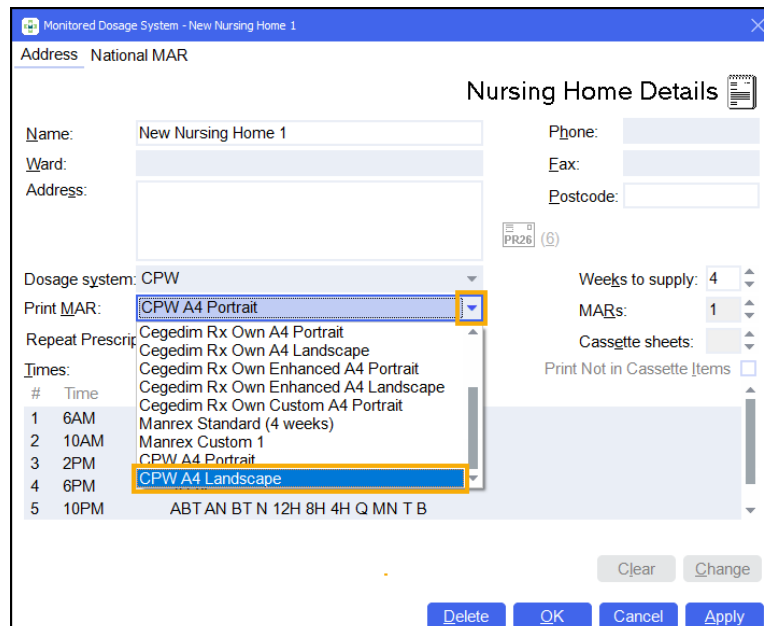
Times: **CPW** Print Not in Cassette Items

#	Time	Dose Codes
1	6AM	EM 8H 4H Q M T
2	10AM	12H 24H 4H Q MN B
3	2PM	8H 4H T
4	6PM	4H Q
5	10PM	ABT AN BT N 12H 8H 4H Q MN T B

Clear Change

Delete OK Cancel Apply

2. From **Print MAR**, select **CPW A4 Portrait** or **CPW A4 Landscape**:



Monitored Dosage System - New Nursing Home 1

Address National MAR

Nursing Home Details

Name: New Nursing Home 1 Phone:

Ward: Fax:

Address: Postcode:

Dosage system: CPW Weeks to supply: 4

Print MAR: **CPW A4 Portrait** MARs: 1

Repeat Prescrip: **Manrex** Cassette sheets:

Times: **CPW A4 Landscape** Print Not in Cassette Items

#	Time	Dose Codes
1	6AM	Manrex Standard (4 weeks)
2	10AM	Manrex Custom 1
3	2PM	CPW A4 Portrait
4	6PM	CPW A4 Landscape
5	10PM	ABT AN BT N 12H 8H 4H Q MN T B

Clear Change

Delete OK Cancel Apply

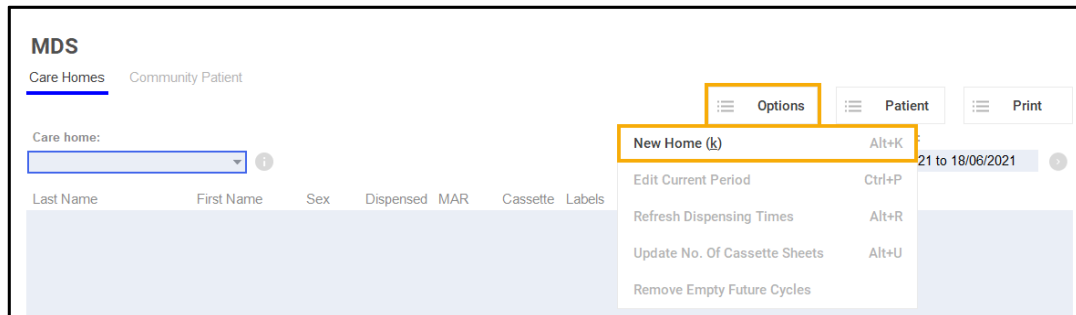
3. Select **Apply**.
4. The updated MAR chart is now available to use.

MDS Community Patient Grouping

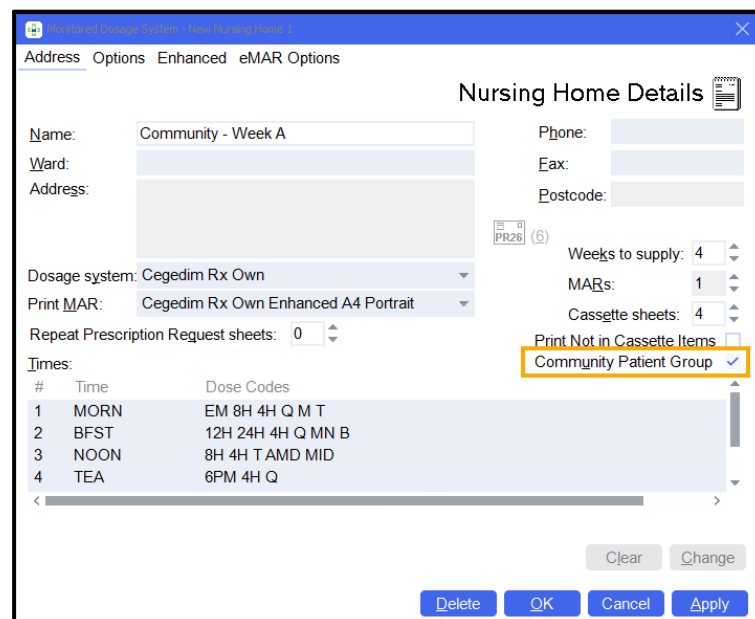
Care homes can now be set up as a **Community Patient Group** which allows the grouping of community patients. This allows organisation of community patients and provides the ability to print MAR sheets and send eMAR in bulk.

To create a **Community Patient Group**:

1. From the **Pharmacy Manager Side Navigation Bar** select **MDS** . The **MDS** screen displays:

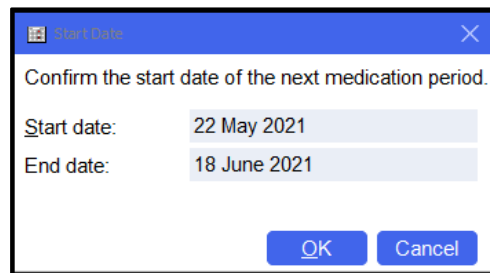


2. Select **Options - New Home**.
3. Select the **Community Patient Group** option:



4. Enter **Name**, **Dosage System**, **Print MAR**, **Weeks to supply** and **Cassette Sheets** as required.

5. Select **OK** . The **Start Date** screen displays:



Start Date

Confirm the start date of the next medication period.

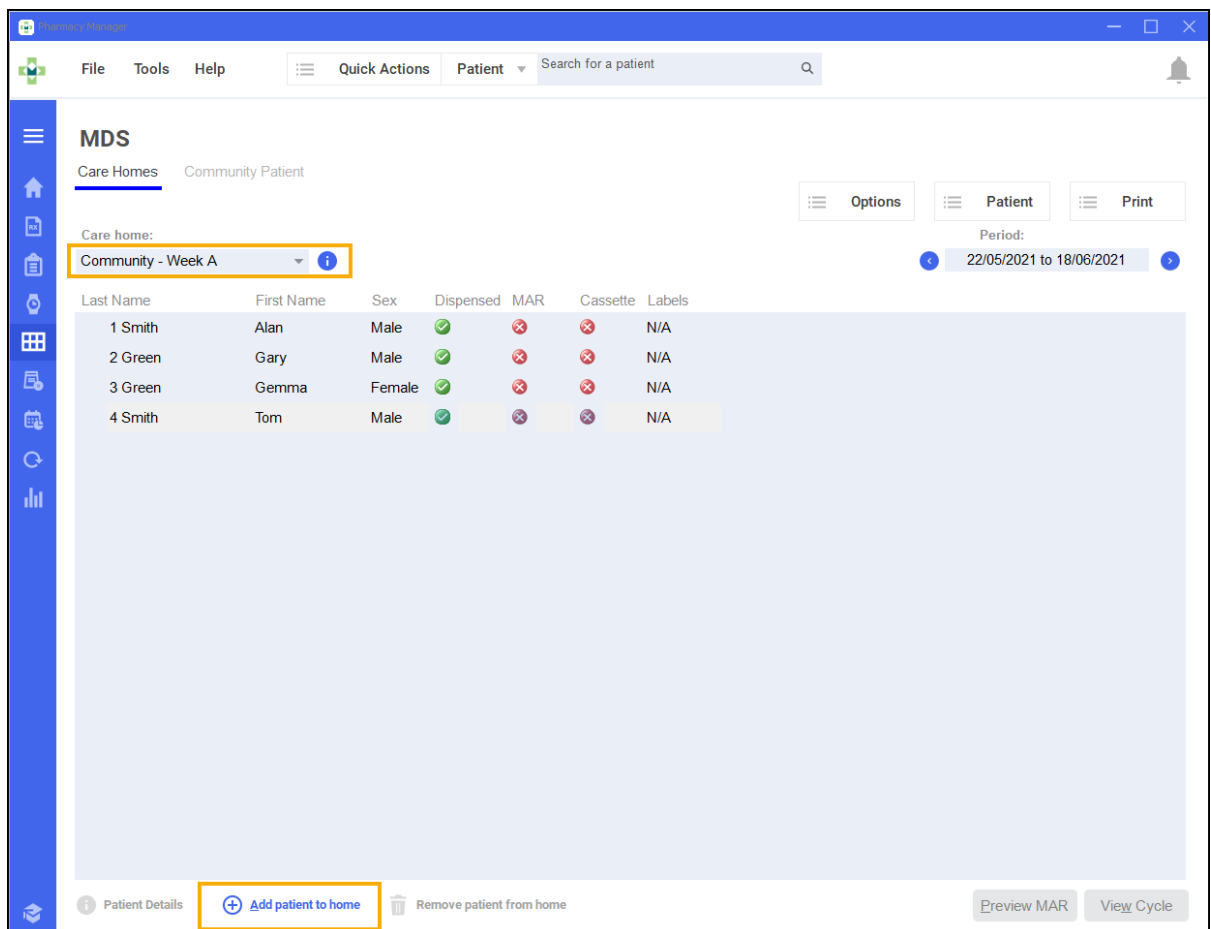
Start date: 22 May 2021

End date: 18 June 2021

OK Cancel

6. Enter the cycle **Start Date**.

The **Community Patient Group** shows as a care home:



MDS


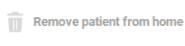
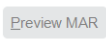

Care Homes Community Patient

Care home: Community - Week A


Period: 22/05/2021 to 18/06/2021


Last Name	First Name	Sex	Dispensed	MAR	Cassette	Labels
1 Smith	Alan	Male	✓	✗	✗	N/A
2 Green	Gary	Male	✓	✗	✗	N/A
3 Green	Gemma	Female	✓	✗	✗	N/A
4 Smith	Tom	Male	✓	✗	✗	N/A

Options Patient Print

 Add patient to home
  Remove patient from home
  Preview MAR
  View Cycle

7. New patients can be added by selecting **Add patient to home**

 and searching for the patient.

 **Note** - Any patients added to the group will all use the same Dosage System, MAR settings and Cycle dates.