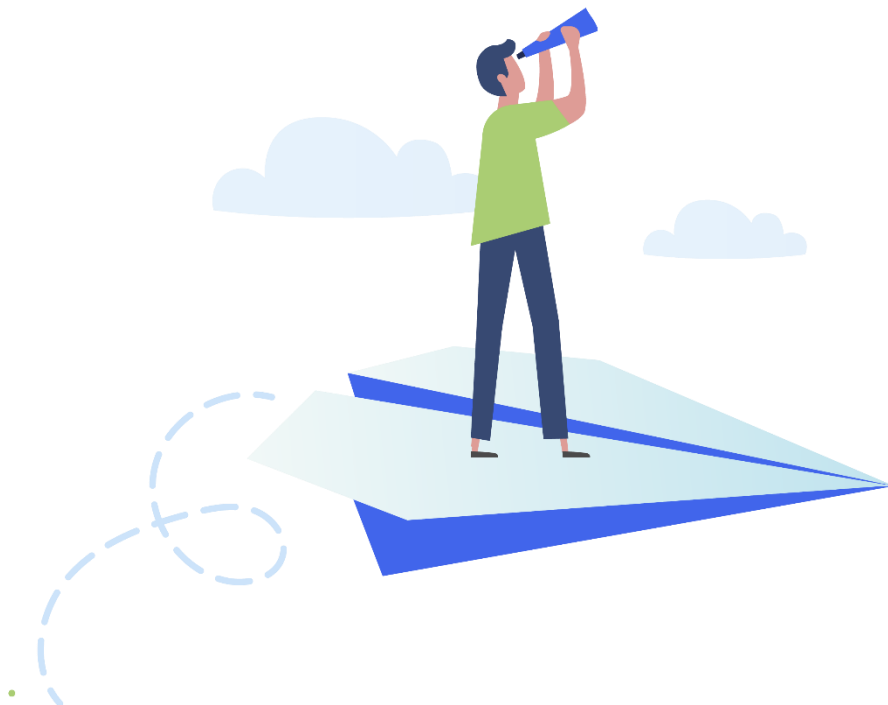




# Vision Anywhere for Windows Desktop Release Guide v4.4

Version 1.7

9<sup>th</sup> February 2023



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# Vision Anywhere for Windows Desktop Release 4.4

## Summary of Changes


July 2022

**Vision Anywhere** release **4.4** contains the following new features and improvements:

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 **Note** - This is the first release since **Vision Anywhere** release **3.9**.

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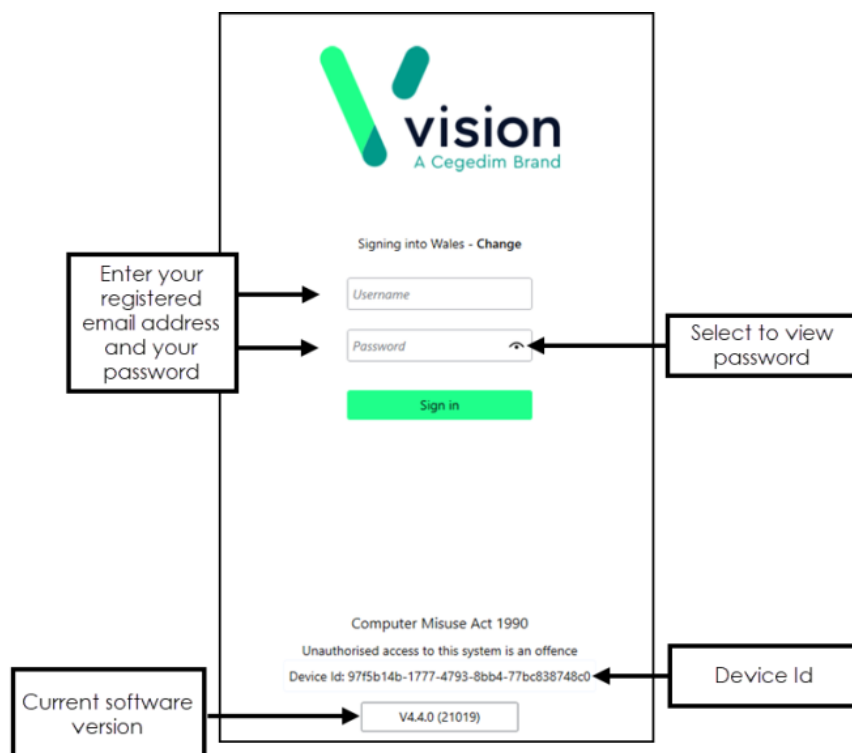
 **Important** – You must be connected to the internet to be able to log in to **Vision Anywhere** release **4.4** for the first time. You must then re-select your service to continue. All other data and preferences are retained.

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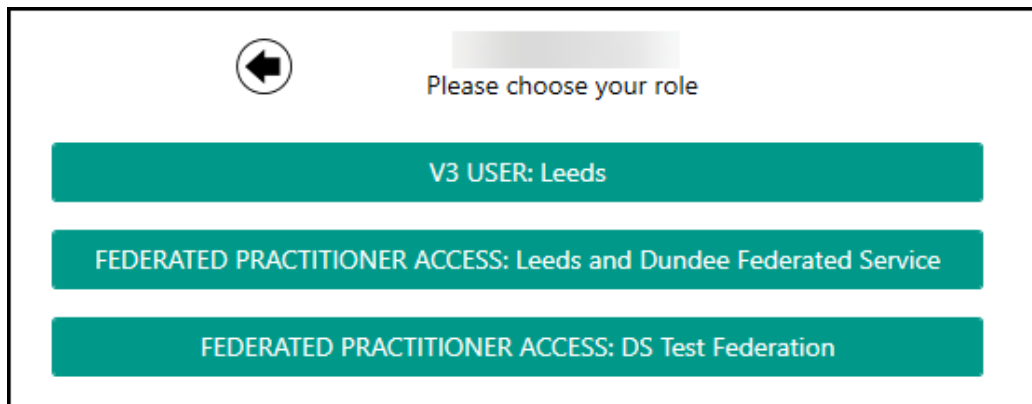
## All Countries

- **Enhanced Security** - This improves the security of your systems and safe guards your patient data in line with the requirements laid out by the national bodies across all four nations. The first time you log into **Vision Anywhere** after the **4.4** update, you need to reselect your **Country** and in Scotland your **Health Board**.

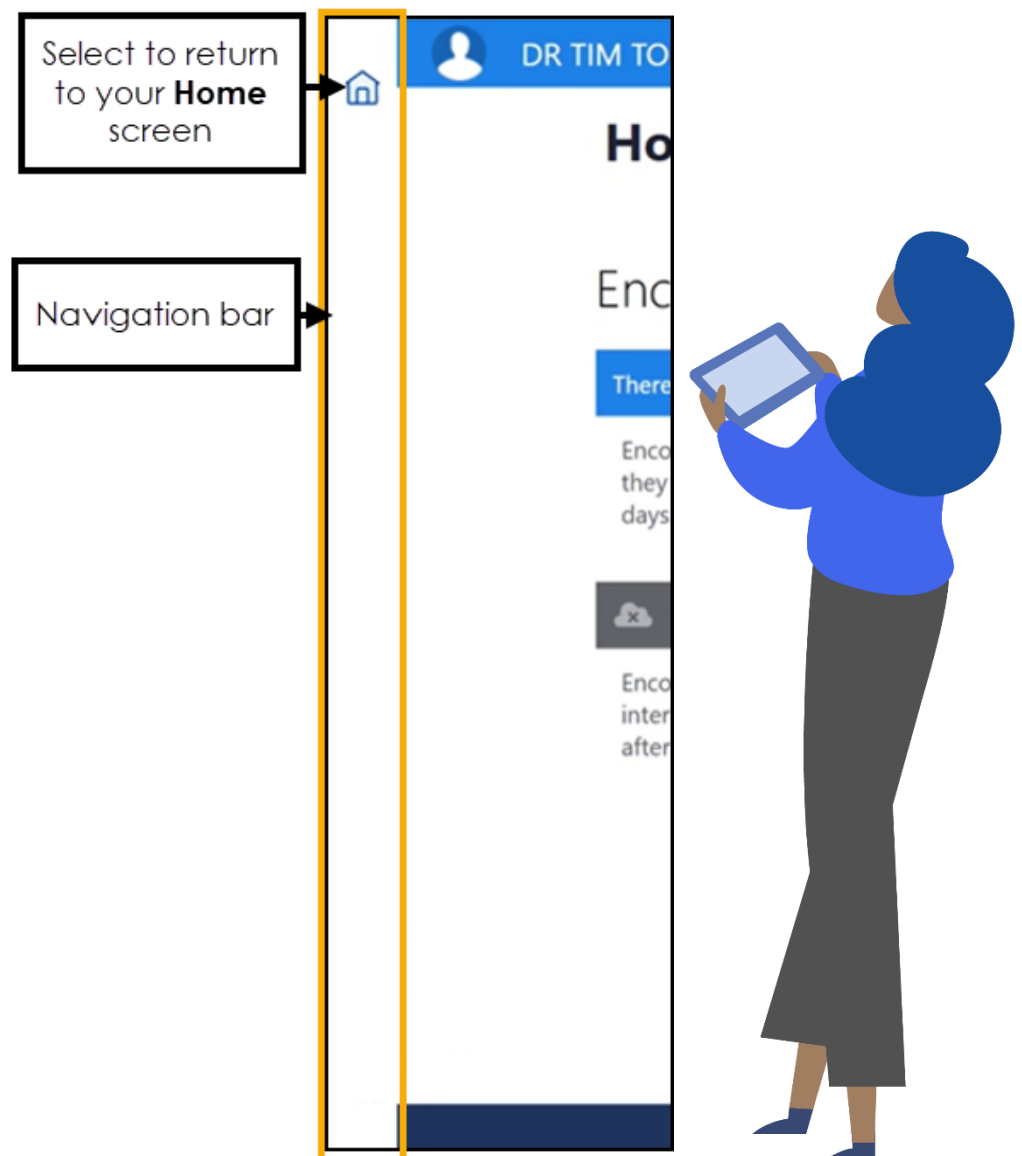
Once enabled, **Enhanced Security** slightly changes the log in screen:



- **Role Selection** - If you have multiple roles set up in **Vision Anywhere**, for example, if you work for more than one practice, or a practice and a federation, you are now presented with your list of roles. Select the appropriate role for this session:




- **Navigation bar** - This release introduces the **Navigation bar** to **Vision Anywhere**:




Long term, this will enable many features including the ability to:

- Launch and switch applications.
- Return to your previous screen.
- Add customisable commands.
- Search for content.
- Set and maintain your settings.
- Access context appropriate Help Centre topics.
- View and update your User Profile.
- See the status of services.

The first release enables:

- **Home** - The ability to return to your **Home** screen from any screen within **Vision Anywhere**, simply select **Home** .

If you select **Home**  when you have a data entry form open, the 'Any data you have entered will be permanently deleted. Do you want to leave without saving this entry' message displays, select **Yes** to abandon your entry and return to your **Home** screen.

If you select **Home**  from an open **Encounter**, the 'This encounter is open and can still be edited or deleted. It has not been added to the patient record' message displays, select **Continue** to go to your **Home** screen leaving the **Encounter** open. You have the option to disable this message in future, simply tick **Don't show this message again** if required.

- **Patient Banner** - You can now display additional demographic details from the **Patient Banner**, simply click anywhere on the **Patient Banner** to expand and collapse:




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 **Note** - All **Preferred Spoken languages** recorded display here.

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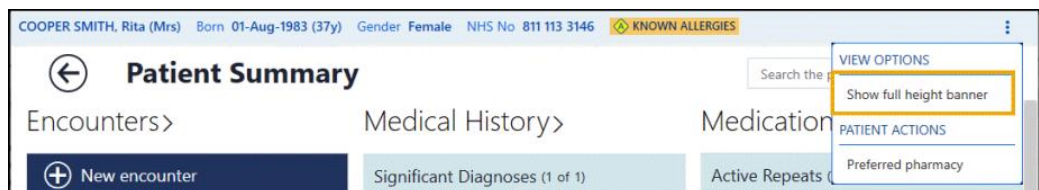
You can now select how your **Patient Banner** displays, from **Options** 

- **Show full height banner:**

- Tick **Show full height banner** to display two lines of patient demographic information, including **Address** and **Phone Number**:



- Untick **Show full height banner** to display one line of patient demographic information:

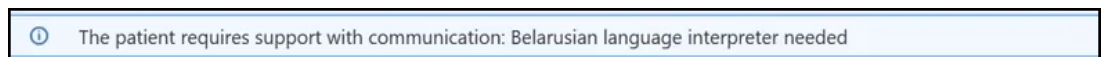


- **Preferred Spoken Language** - The latest **Spoken Language** selection from Vision 3, where **Preferred Spoken Language** is selected, now displays on the full height **Patient Banner**:



**Shared Care Setting** - In a **Shared Care Setting Preferred spoken language** displays as **Unavailable** until you select to record a consultation with consent, then it displays on the **Patient Banner**.

- **Interpreter** - The latest **Interpreter** entry, with a clinical term from the SNOMED CT reference set **Accessible information - requires communication professional + need for interpreter**, recorded in the patient record, now displays in an **Information Banner** just under the **Patient Banner**:



**Shared Care Setting** - In a **Shared Care Setting Interpreter** does not display until you select to record a consultation with consent and then it displays on the **Information Banner**.

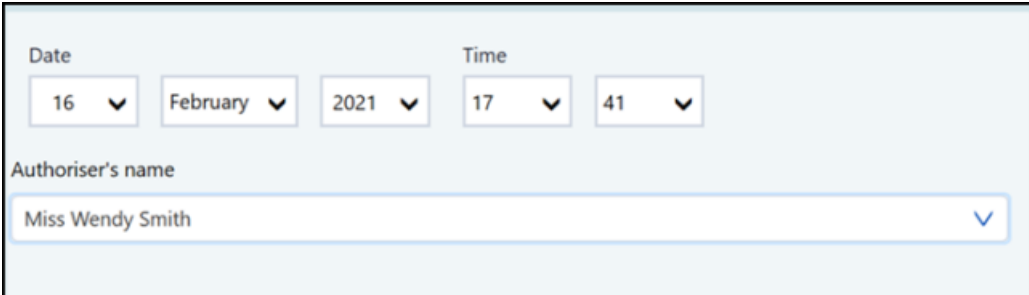
- **Prescribing** - The following new features and improvements are included in this release:
  - **Prescription Manager** - The **Prescription Manager** screen replaces the **Print Prescription** screen. It introduces the following features and updates to **Vision Anywhere** functionality:
    - **Active** - Select to display prescriptions to be printed.
    - **Recent** - Select to display items that can be reprinted.
    - **Clinician to Sign** - Select the signing clinician for the prescription.
    - **F9** - You can now press **F9** on your keyboard to access **Prescription Manager** and then **F9** again to print all active prescriptions.



See [Prescription Manager](#) on page **10** for full details.

---

- **Authoriser's name** - When recording medication, the **Clinician name** option has been renamed **Authoriser's name**:



The screenshot shows a form with two rows of input fields. The first row is for the date and time, with 'Date' and 'Time' labels above the fields. The date fields are '16', 'February', and '2021', and the time fields are '17' and '41'. The second row is for the 'Authoriser's name', with a dropdown menu showing 'Miss Wendy Smith' and a downward arrow.

- **Independent and Supplementary Nurse Prescribers** - Your nurse prescribers, both **Independent** and **Supplementary** are now available to select from **Authoriser's name**. As with all clinicians, if the nurse prescribers are logged in, **Authoriser's name** defaults to their name, if a non-clinician is logged in, the **Usual GP** is the default, but independent and supplementary nurse prescribers are now available to select.



**Note** - This functionality is not currently available in a **Shared Care Setting**.

---



- **Prescription Printing** - You can now select to change the orientation that your prescriptions print. As with all prescription printing, this is a 'by printer' setting. All prescription printers default to **Portrait**. To update this setting:
  1. From the **Settings** menu, select **Prescription printing preferences**.
  2. Select the printer required and select the **Page orientation**.


---

 See [Prescription Printing Preferences](#) on page 18 for full details.

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- **Repeat Reauthorisation** - The reauthorisation process has been streamlined behind the scenes making it a more stable process with no duplication in the case of a network failure.


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 **Note** - Reauthorising Repeat Medication is available for patients registered at a **Vision 3** practice only.

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- **Repeat Synchronisation** - The issue with the intermittent creation of a duplicated Repeat Master being created has been addressed.

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 **Note** - Reauthorising Repeat Medication is available for patients registered at a **Vision 3** practice only.

---

- **Test Qualifiers** - You can now view, add and if necessary update result qualifiers for a test result.

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 See [Recording a Test](#) for details.

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- **Downloaded Patient Records** - Downloaded patient records, that have not been updated, are now stored on your device for 7 days and then automatically deleted.

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 See [Downloading Patients to a Windows Device](#) for details.

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- **Drug Allergy form** - The issue with any SNOMED CT term being available via the concept ID search in the **Drug Allergy** form has been addressed. You can now only select terms from the Drug Allergy concepts.
- **Follow-up** - The issue with the **SNOMED CT** term 'Follow-Up' writing back incorrectly as 'Hospital Follow-up' has been addressed.

- **First Contact Physiotherapy (FCP) template** - The issue with **OK** not being available if you have added a comment alongside a Red Flag has been addressed.
- **Appointments** - The issue with the **Appointments** list displaying if the **Next Appointment** is for a restricted patient has been addressed.
- **Logging in Offline** - You no longer have to disconnect your device from the internet to be able to log in offline in the case of service failure.



See [Logging in to Vision Anywhere](#) and [Business Continuity](#) in the **Vision Anywhere** Help Centre for further details if required.

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- **Preferred Pharmacy** - The issue with selecting a new **Preferred Pharmacy** if the current **Preferred Pharmacy** is inactive, has been addressed.

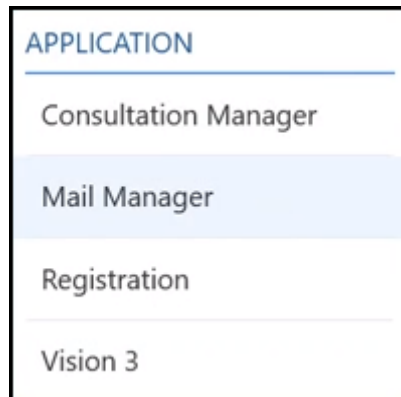
## England, Scotland and Wales

- **eMED3** - To further support the change in legislation from April 6th 2022, the MED3 (Statement of Fitness for Work) created by **Vision Anywhere** now displays the **Authoriser's name** and **Profession** where the **Signature** box used to be.

## Wales only

- **Application Switch - Wales only** - The ability to access **Vision 3** modules.

From the **Navigation bar**, select **Application Switch**  and the **Application** list displays:



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 **Note** - Select **Vision 3** to access the **Vision 3** front screen.

---

Select the module you require from the list. The **RemoteApp** screen briefly displays:

- If you are already logged into **Vision 3** on this device the selected **Vision 3** module displays.
- If you are not already logged into **Vision 3** on this device, the **Vision Login** screen displays, enter your details in the usual way and select **OK**.

You only need to log in to **Vision 3** once, if you select other modules they open without you having to log on again.

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 **Remember** - If you close down all **Vision 3** modules, you have to log on again if you select a different module from **Application Switch**.

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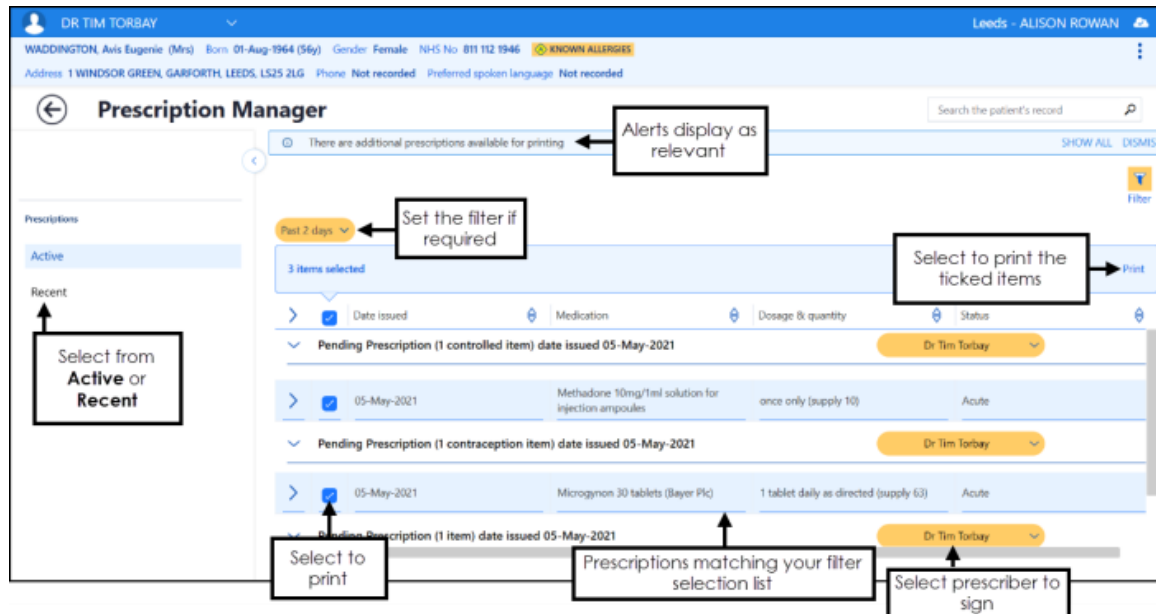
 **Note** - The **Application Switch** facility is due to be released in **England** and **Scotland** in the near future.

---

## Prescription Manager

All prescription printing in **Vision Anywhere** is done from **Prescription Manager**.

No matter where you select to print a prescription from in **Vision Anywhere**, the **Prescription Manager** screen displays:



The **Prescription Manager** screen consists of the following sections, both sections group items as controlled drugs, contraceptives and then standard items:

- **Prescriptions** - Consists of two views:
  - **Active** - Selected by default, displays any unprinted items in the specified date range:
    - Items added today are automatically selected for printing, remove the tick to deselect an item.
    - The default date filter is two days, if there are unprinted items outside of that range, the 'There are additional prescriptions available for printing' alert displays at the top of the **Prescription Manager** screen, simply select **SHOW ALL** from the alert banner or select a wider date range from the **Filter** Past 2 days to view other unprinted items.



**Training Tip** - **SHOW ALL** displays every unprinted item from the past four weeks.



See **Printing Prescriptions** on page **14** for further details.

- **Recent** - Select to display:
  - Items printed in the last week by default.
  - Select items printed in a specific time frame by selecting from the filter.



See [Reprinting a Prescription](#) on page 16 for further details.

---



**Note** - The general **Filter**  is in place for future functionality, if selected it currently hides the **Prescription**

**Manager Filter** . Select the **Filter**  again to redisplay the **Prescription Manager Filter** .

---

## Printing Prescriptions

To print acute(s) or issued repeat medication:

1. From either:

- **Current Encounter** - Select **Print**  from the top of the current encounter view, or simply press **F9** on your keyboard:

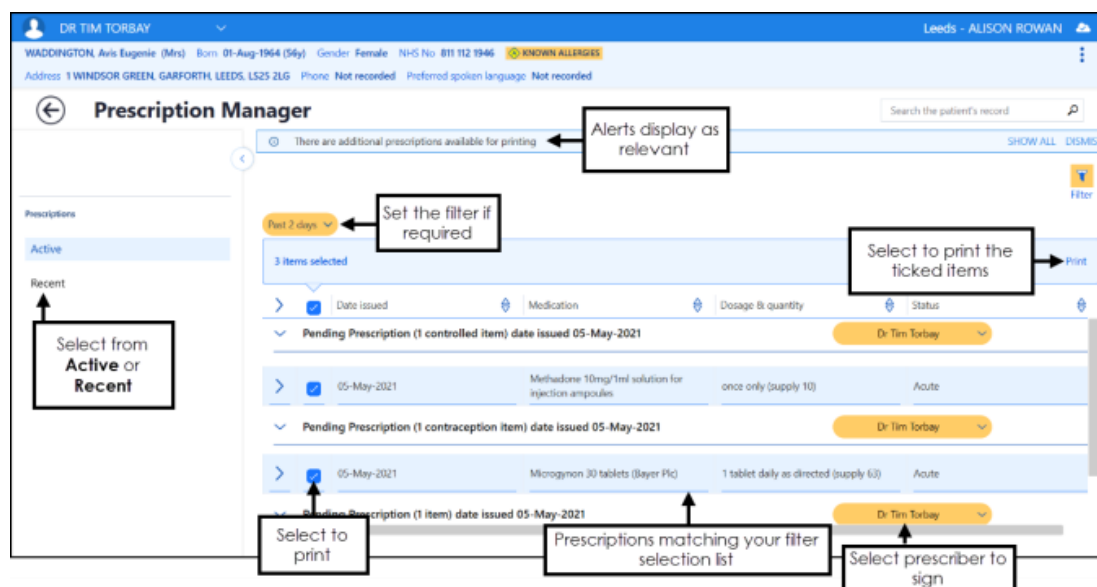


- **Medications** - From the **Patient Summary** screen, select Medication and then either select **Printing**, or press **F9** on your keyboard:

 **Note** - You do not need an open an **Encounter** to print prescriptions.

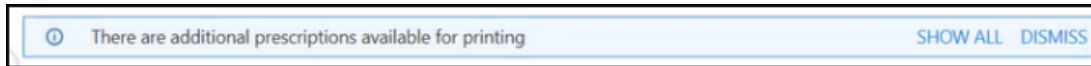


2. The **Prescription Manager** screen displays:

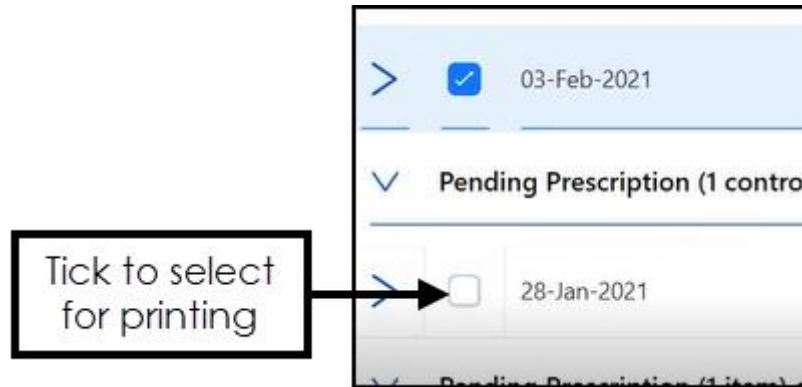


3. Items prescribed today are automatically selected, remove the tick from any items you do not want to print.


- If there are other items available to print, the 'There are additional prescriptions available for printing' banner displays:



Select **SHOW ALL** or use **Filter** Past 2 days to display and then tick any other items to print:




---


 **Note** - If you are printing items with different issue dates, they are printed on different prescriptions.

---

- Check the clinician to sign is correct and update if required.
- Select **Print**, or simply press **F9** on your keyboard.

The 'Successfully sent to printer' message briefly displays and then the screen refreshes, displaying either any unprinted items you opted not to print, or the **Nothing to Display** screen.

---

 **Important** - After an item is printed, even if the encounter is still open, a prescription cannot be edited or deleted.

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 See [Reprinting a Prescription](#) on page 16, [Recording Medication, Issuing Repeat Medication](#) and [Prescription Manager](#) on page 10 for further details.

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## Reprinting a Prescription

In the event of a patient losing a prescription or the printer jamming, a prescription can be reprinted.

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**i Important** - You can only reprint a prescription issued in the last 28 days.

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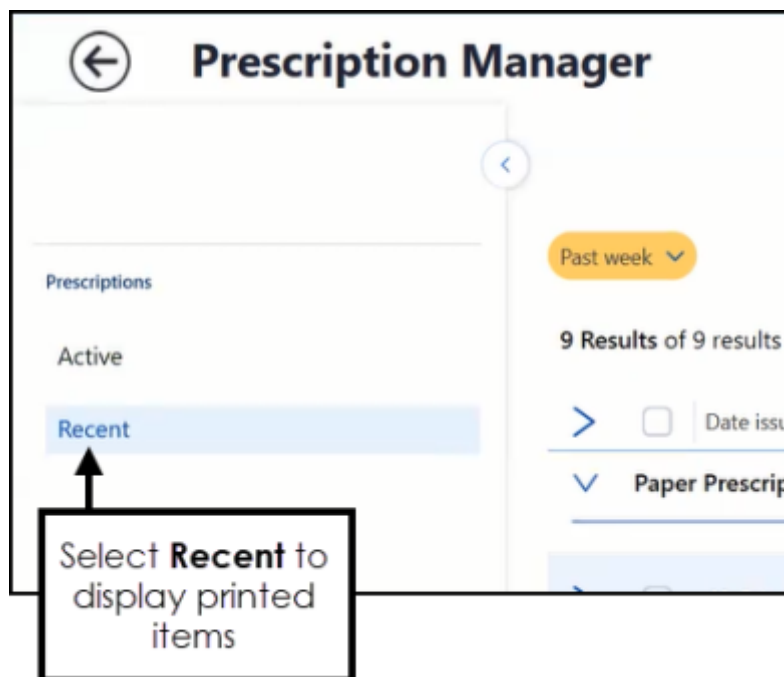
To reprint a prescription:

---

**Note** - For patients registered at a **Vision** practice, you do not need an open **Encounter** to reprint prescriptions. In a **Shared Care Setting**, for a patient registered at an **EMIS** practice, you cannot reprint a prescription once the **Encounter** it was added in, is closed.

---

1. Select the patient in the usual way, see [Selecting a Patient](#) if required.
2. From the **Patient Summary** screen, select **Medication**.
3. Select **Printing** and the **Prescription Manager** screen displays.
4. Select **Recent**:



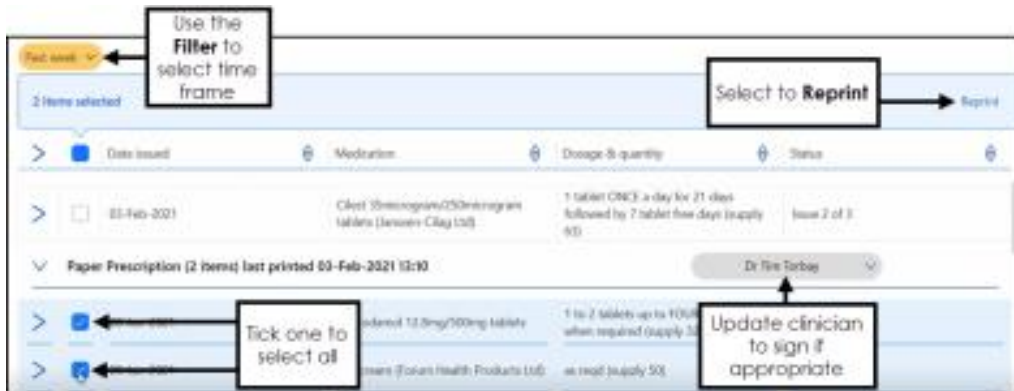
5. Items printed in the last week display by default, select a wider time frame using the **Filter**  if required. Tick the item(s) you want to reprint.





**Training Tip** - Select one item from a prescription for all of the items printed as part of that prescription to be selected. Remember, you cannot reprint part of a prescription it must be a whole reprint.

6. Check the clinician to sign is correct and update if required.
7. From the banner, select **Reprint**, or press **F9** on your keyboard:



8. The **Reprint reason** screen displays, select the reason from the available list as appropriate:



**Note** - If you select **Other**, you must enter explanatory notes.

**Reprint reason**

- Printer problem
- Script was damaged/destroyed
- Stolen
- Patient lost script (genuine)
- Patient lost script (query)
- Pharmacy lost script
- Practice lost script
- Other (please specify)

Other reason

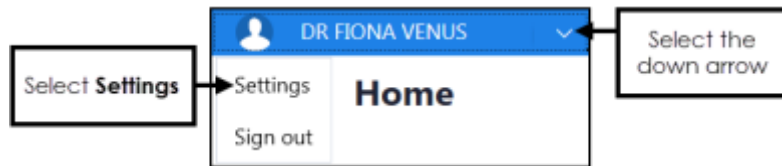
*Enter a reason for reprinting this prescription.*

9. Select **OK** to print and update the patient's record.

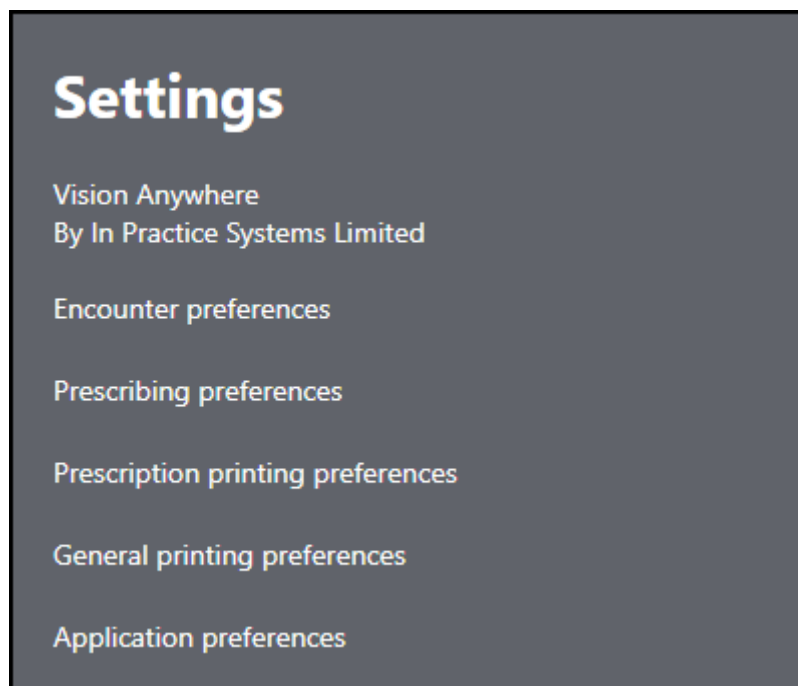
## Prescription Printing Preferences

To customise your Prescription printing preferences:

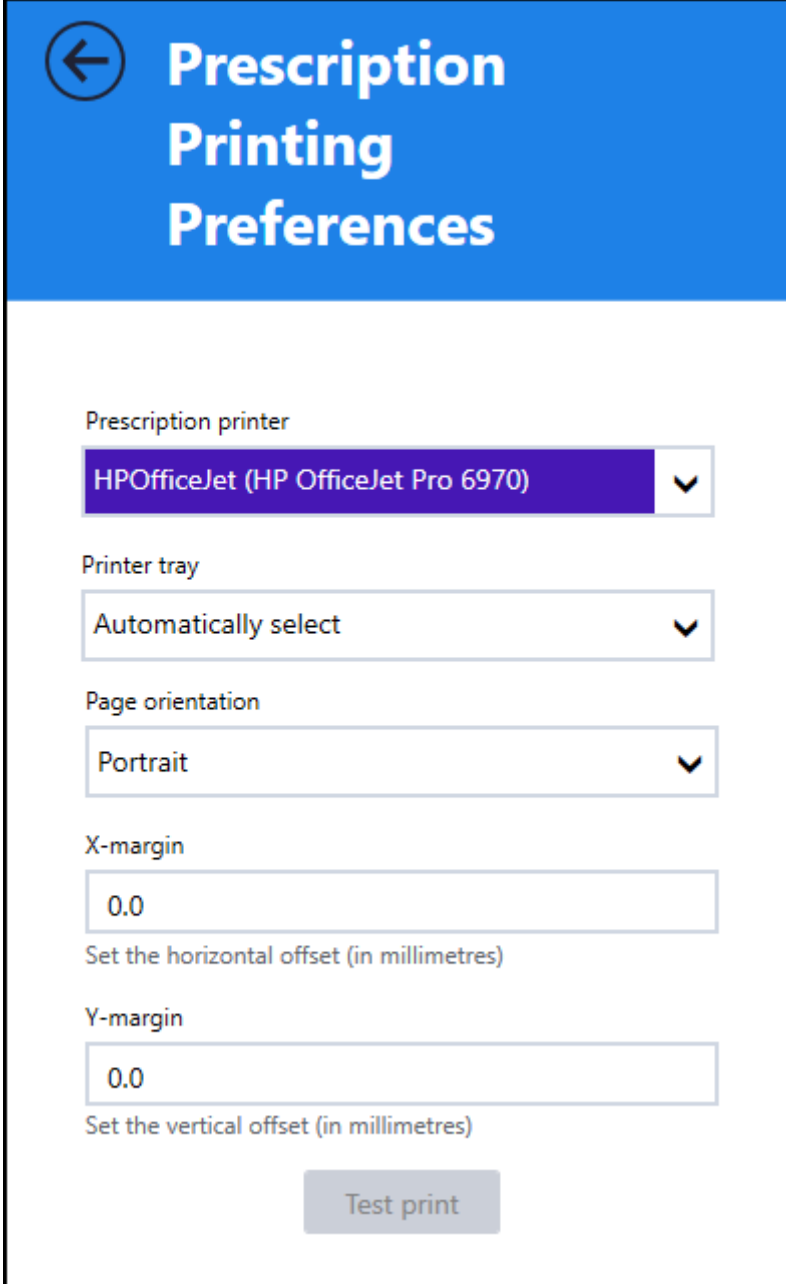
1. From **Vision Anywhere**, select the arrow next to your name, and select **Settings**.



2. The **Settings** list displays:



3. Select **Prescription printing preferences** and the **Prescription printing preferences** screen displays:



**Prescription Printing Preferences**

Prescription printer  
HPOfficeJet (HP OfficeJet Pro 6970)

Printer tray  
Automatically select

Page orientation  
Portrait

X-margin  
0.0  
Set the horizontal offset (in millimetres)

Y-margin  
0.0  
Set the vertical offset (in millimetres)

Test print

4. Complete as appropriate:
  - **Prescription printer** - Select your printer.
  - **Printer tray** - If available, select **Automatically select**.
  - **Page orientation** - Defaults to **Portrait**, select **Landscape** if required.
  - **X-margin** - Update as required.
  - **Y-margin** - Update as required.
5. Select **Test Print** to check you have the correct settings.