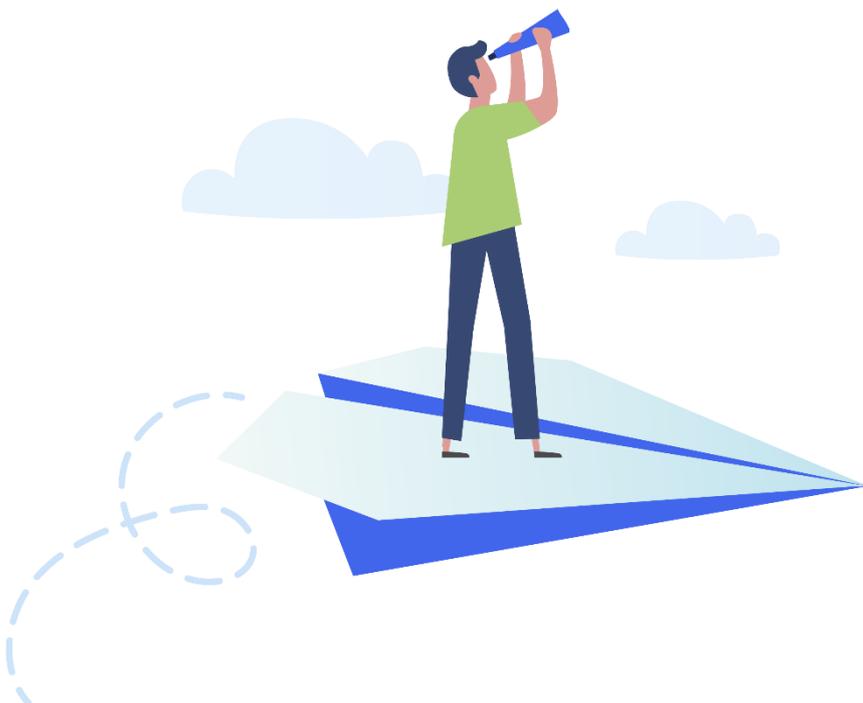




# DMARDs Manager (NHS Scotland) User Guide

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## DMARDs Manager (NHS Scotland)

We have introduced the **DMARDs Manager (NHS Scotland)** pathway to assist you in managing patients prescribed with anti-rheumatic drugs. DMARDs (Disease Modifying Anti-Rheumatic Drugs) are a group of medicines that are used to ease the symptoms and reduce the damaging effect of rheumatoid arthritis.

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 **Note** - This replaces the previous **DMARDs Manager PLUS** pathway.

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 See [Downloading Web Files](#) in the **Vision+ Help Centre** for more information on how to download the **DMARDs Manager (NHS Scotland) [1882]** pathway. Contact your Account Manager if it is not available.

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Using the **DMARDs Manager (NHS Scotland)** pathway, you can:

- Run a **Practice Report** to view patients in your practice that are on disease modifying anti-rheumatic drugs, see [Running the DMARDs Manager \(NHS Scotland\) Practice Report](#) on page 5 for details.
- Open the **Clinical Template** to easily add appropriate Read codes to a patient's record, see [Accessing the DMARDs Manager \(NHS Scotland\) Clinical Template](#) on page 11 for details.
- View, on the **Alert** screen, missing or due data for a patient who is on disease modifying anti-rheumatic drugs, see [Accessing the DMARDs Manager \(NHS Scotland\) Template from the Alert Screen](#) on page 18 for details.

## What do I need to do?

Once you have downloaded the **DMARDs Manager (NHS Scotland)** pathway you must record a patient's shared care agreement and their drug monitoring frequency. **DMARDs Manager (NHS Scotland)** can then flag due or overdue tests in line with this.

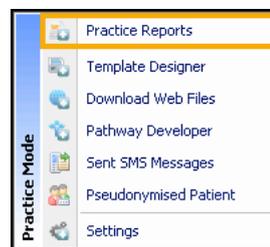
1. Download the **DMARDs Manager (NHS Scotland)** pathway, see [Downloading Web Files](#) in the **Vision+ Help Centre**.
2. Add a shared care agreement to the patient record, see [Shared Care Agreement and Drug Monitoring Frequency](#) on page 13.
3. Add drug monitoring frequency to the patient record, see [Shared Care Agreement and Drug Monitoring Frequency](#) on page 13.
4. Ensure patients receive monitoring in line with their shared care agreement.

# Running the DMARDs Manager (NHS Scotland) Practice Report

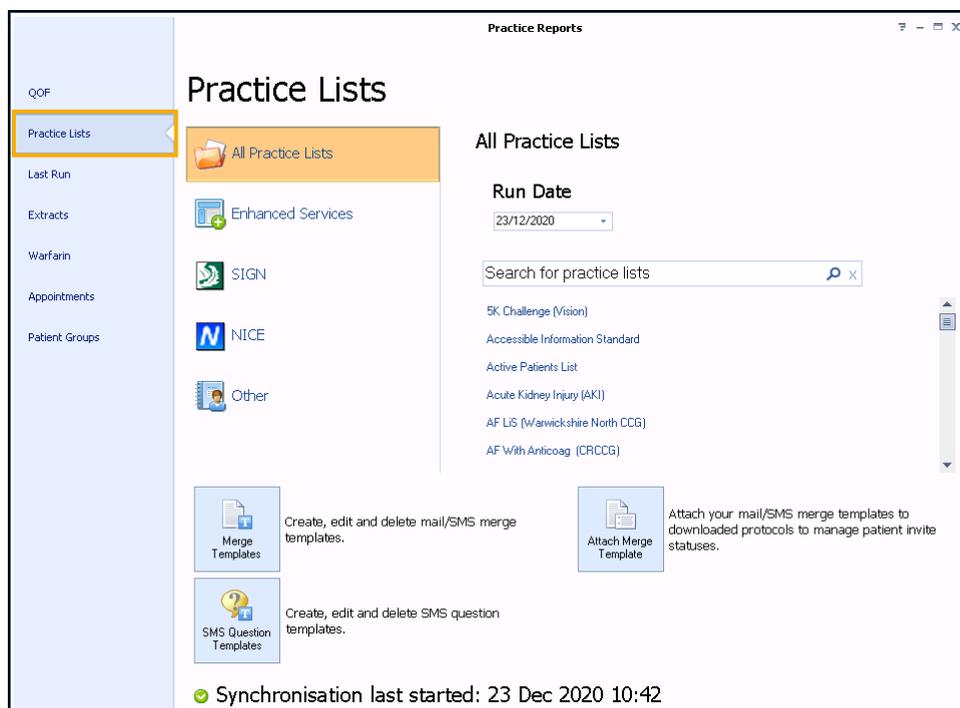
**Vision+** contains a suite of pre-defined **DMARDs Manager (NHS Scotland)** reports allowing you to monitor patients prescribed with disease modifying anti-rheumatic drugs. From the reports you can manage your patients list, export to a CSV (spreadsheet) file or use the **Vision+ Mail Merge** facility to contact your patients.

To run and view the **DMARDs Manager (NHS Scotland)** reports:

1. Log into **Vision 3**.
2. From the **Windows Notification Area**, right click **Vision+**  and select **Practice Reports**:



3. From the **Practice Reports** menu, select **Practice Lists**:



4. From **Search for practice lists**, search for and select **DMARDs Manager (NHS Scotland)**:

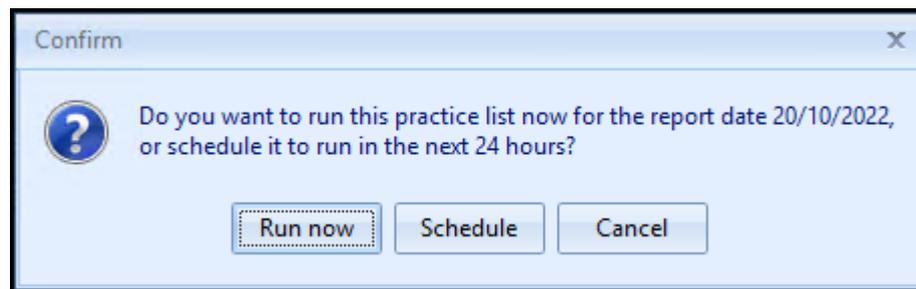
### All Practice Lists

**Run Date**  
18/04/2023

Search for practice lists   

- Active Patients List
- Cancer Care Review (Macmillan)
- Coronavirus (COVID-19) Management
- Coronavirus (COVID19) Management - VA
- DMARDs Manager (NHS Scotland)**
- eFI Severity Stratification
- eFrailty Collaborative Working

5. A message displays stating 'Do you want to run this practice list now, or schedule it to run in the next 24 hours?':



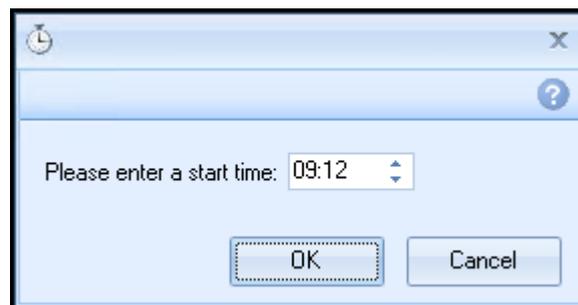
Select from:

- **Run Now** - To run the report. The report screen displays a progress bar.



**Training Tip** - To run a report for call and recall invite purposes you must select **Run Now**.

- **Schedule** - To schedule the report. The **Schedule** screen displays, enter a start time within the next 24 hours to run the report:

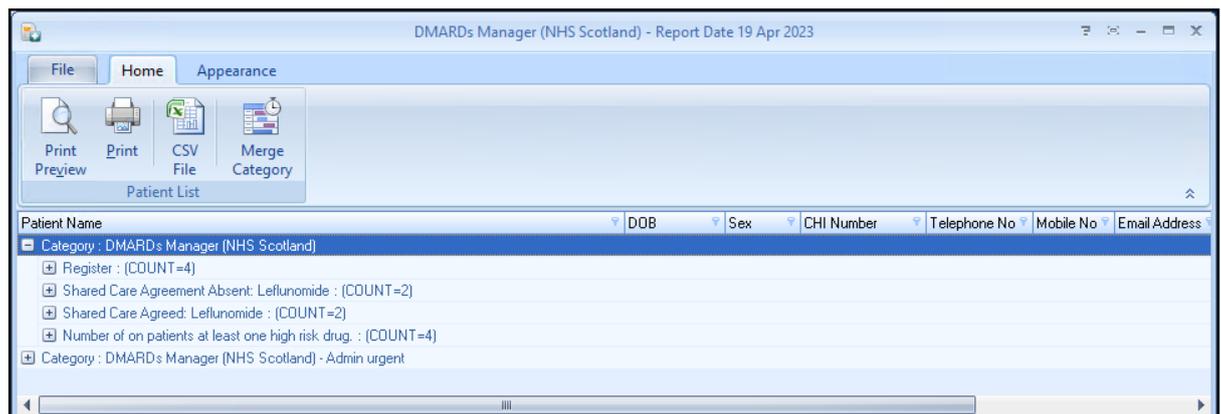


**Training Tip** - This must be set using the 24 hour clock, for example, for 4pm use 16:00.

You can now continue working as usual and the report runs as per your schedule. Once a report is run it displays in the **Practice Reports - Last Run** screen.

- **Cancel** - To exit the confirmation screen.

6. On completion the **DMARDs Manager (NHS Scotland)** reports display:



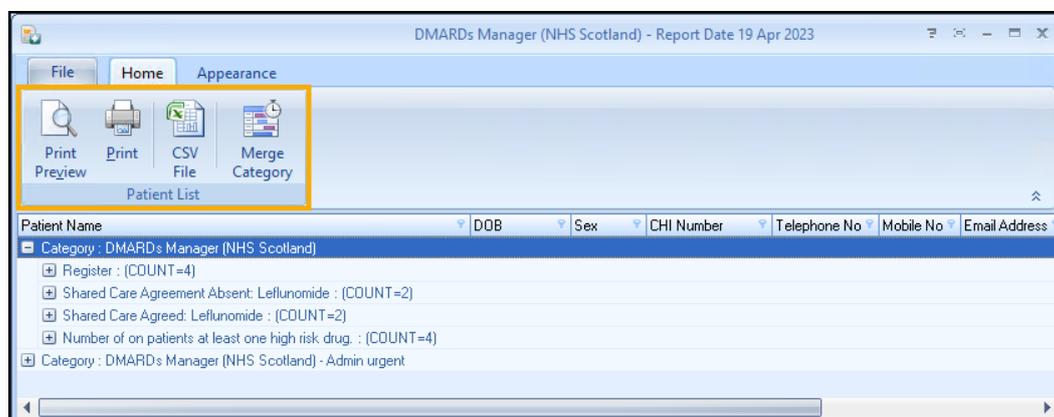
The **DMARDs Manager (NHS Scotland)** reports are grouped into categories making it easier to identify specific cohorts of patients and to prioritise your workload.

The three categories that display are:

- **Category: DMARDs Manager (NHS Scotland)** - This batch of reports looks at patients who currently take DMARDs medication and their shared care agreement status. To monitor a specific drug for a specific patient you have to record the shared care agreement and monitoring frequency, see [Shared Care Agreement and Drug Monitoring Frequency](#) on page 13 for details.
- **Category: DMARDs Manager (NHS Scotland) - Admin urgent and Admin routine** - This batch of reports looks at patients with overdue tests or tests that are required imminently. They are split into urgent and routine to assist with allocating admin time and workload.
- **Category: DMARDs Manager (NHS Scotland) - Clinical urgent and Clinical routine** - This batch of reports looks at patients that may require clinical intervention. They are split into urgent and routine to assist with allocating admin time and workload.

Each category is split into Indicator groups and each group contains a list of patients, depending on your selection you have the following options:

## Category



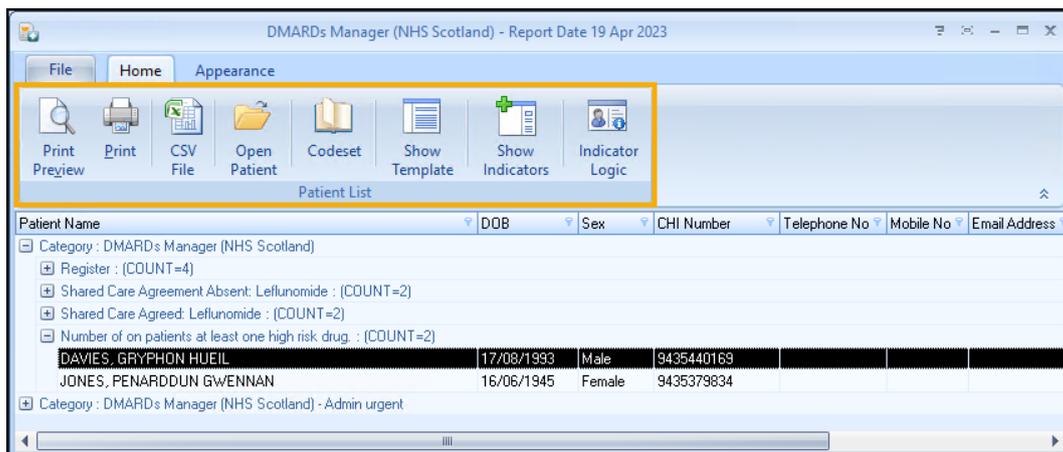
- **Print Preview** - Select to preview the current report view.
- **Print** - Select to print the current report view.
- **CSV File** - Select to export to a CSV file.
- **Merge Category** - Select to merge the category, see [Running a Mail Merge from Patient Target Lists](#) in the **Vision+ Help Centre** for details.

## Indicator



- **Print Preview** - Select to preview the current report view.
- **Print** - Select to print the current report view.
- **CSV File** - Select to export to a CSV file.
- **Merge Indicator** - Select to merge the indicator group, see [Running a Mail Merge from Patient Target Lists](#) in the **Vision+ Help Centre** for details.
- **Add Patient Group** - Select to save the list of patients as a group in **Reporting - Patient Groups**, see [Saving a List of Patients as a Patient Group](#) in the **Vision+ Help Centre** for details.

## Individual Patient



- **Print Preview** - Select to preview the current report view.
- **Print** - Select to print the current report view.
- **CSV File** - Select to export to a CSV file.
- **Open Patient** - Select to open the highlighted patient in **Consultation Manager**.
- **Codeset** - Select to add an appropriate clinical term directly into the patient's record.
- **Show Template** - Select to launch the **DMARDs Manager (NHS Scotland)** template for the patient without having to open **Consultation Manager**.



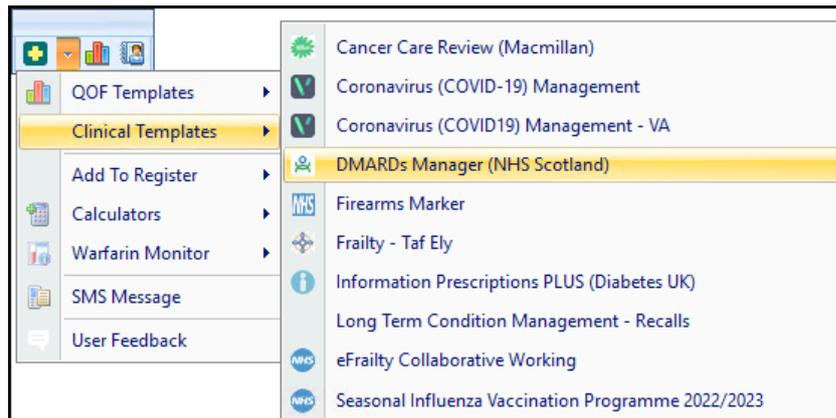
See [Accessing the DMARDs Manager \(NHS Scotland\) Clinical Template](#) on page 11 for details.

- **Show Indicators** - Select to launch the patient's alert pop-up window without having to open **Consultation Manager**.
- **Indicator Logic** - Select to see why the patient is on the cohort list, this opens the pathway in **Pathway Developer**.

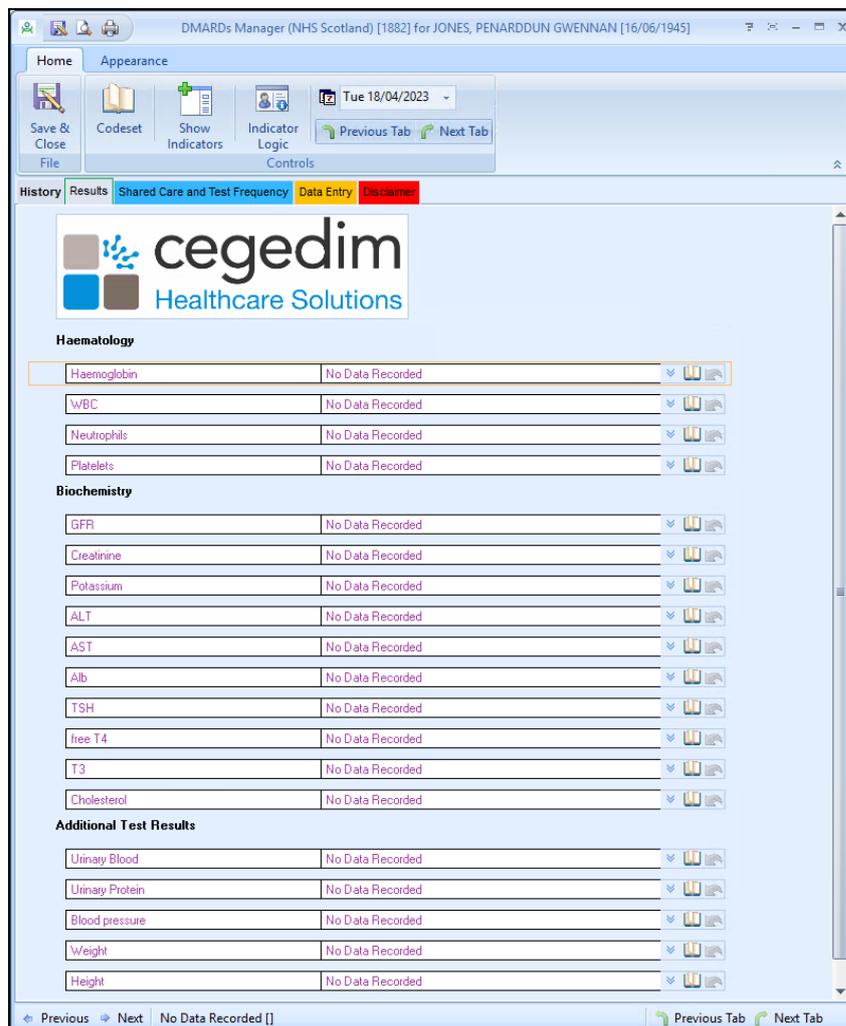
## Accessing the DMARDs Manager (NHS Scotland) Clinical Template

To access the **DMARDs Manager (NHS Scotland) Clinical Template**:

1. From **Consultation Manager**, select the patient required.
2. Select **Clinical Templates** from the **Vision+** drop-down  on the floating toolbar and then select **DMARDs Manager (NHS Scotland)**:



3. The **DMARDs Manager (NHS Scotland)** template displays:



The template is split into five tabs:

- **History** - Displays clinical information from the patient's record.



See [Viewing the History Tab](#) in the **Vision+ Help Centre** for details.

- **Results** - Displays the patient's latest blood test results. From here you can select the red arrow  to view previous results or select **Codeset**  to add test results.



See [Using Templates](#) in the **Vision+ Help Centre** for details.

- **Shared Care and Test Frequency** - Use this tab to activate a shared care agreement and set the monitoring frequency.



See [Shared Care Agreement and Drug Monitoring Frequency](#) on page **13** for details.

- **Data Entry** - Assists you in managing and reviewing your patients on DMARDs medication.



See [Using Templates](#) in the **Vision+ Help Centre** for details.

- **Disclaimer**



4. Select **Save & Close**  to save the data to the patient's record.

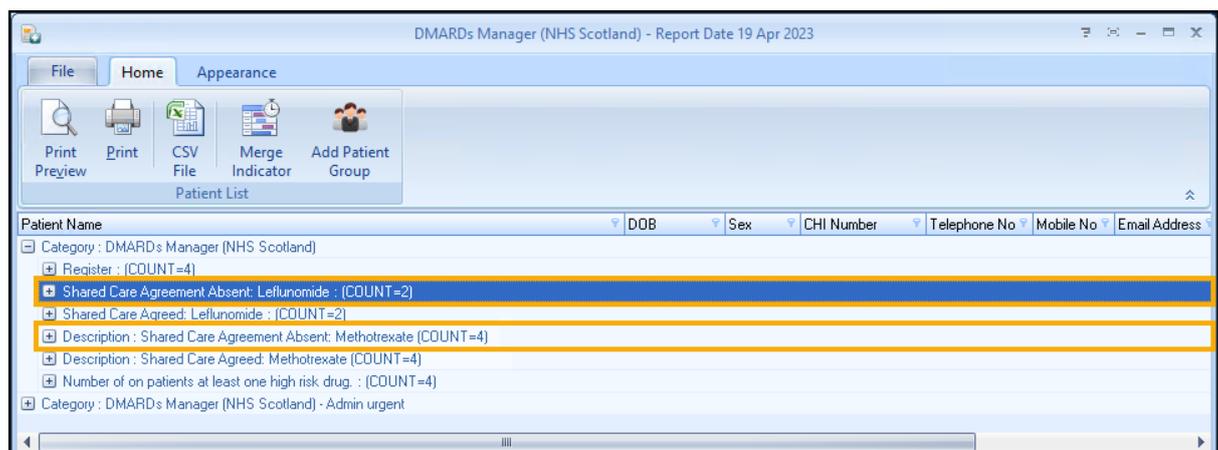
# Shared Care Agreement and Drug Monitoring Frequency

Patients who you decide to manage through **DMARDs Manager (NHS Scotland)** should be allocated a shared care agreement and have their drug monitoring frequency recorded. Assigning this information assists in monitoring the patient more effectively by identifying those who are not receiving regular blood tests for example.

## Shared Care Agreement

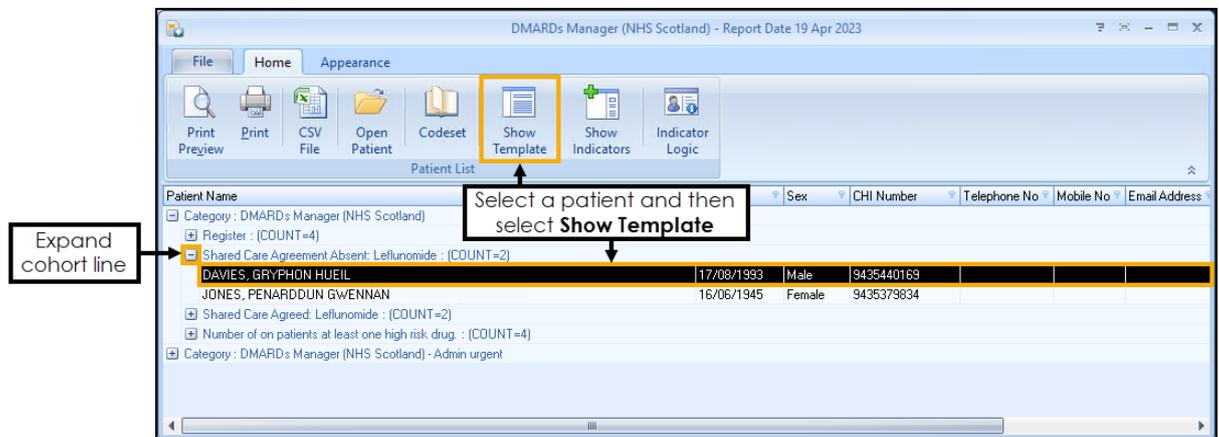
To set a shared care agreement:

1. Run the **DMARDs Manager (NHS Scotland) Practice Report**, see [Running the DMARDs Manager \(NHS Scotland\) Practice Report](#) on page 5 for details.
2. Once complete, the **DMARDs Manager (NHS Scotland)** practice report displays various cohort lines. Look for lines that state **Shared Care Agreement Absent**, there may be multiple indicator lines for different drugs:

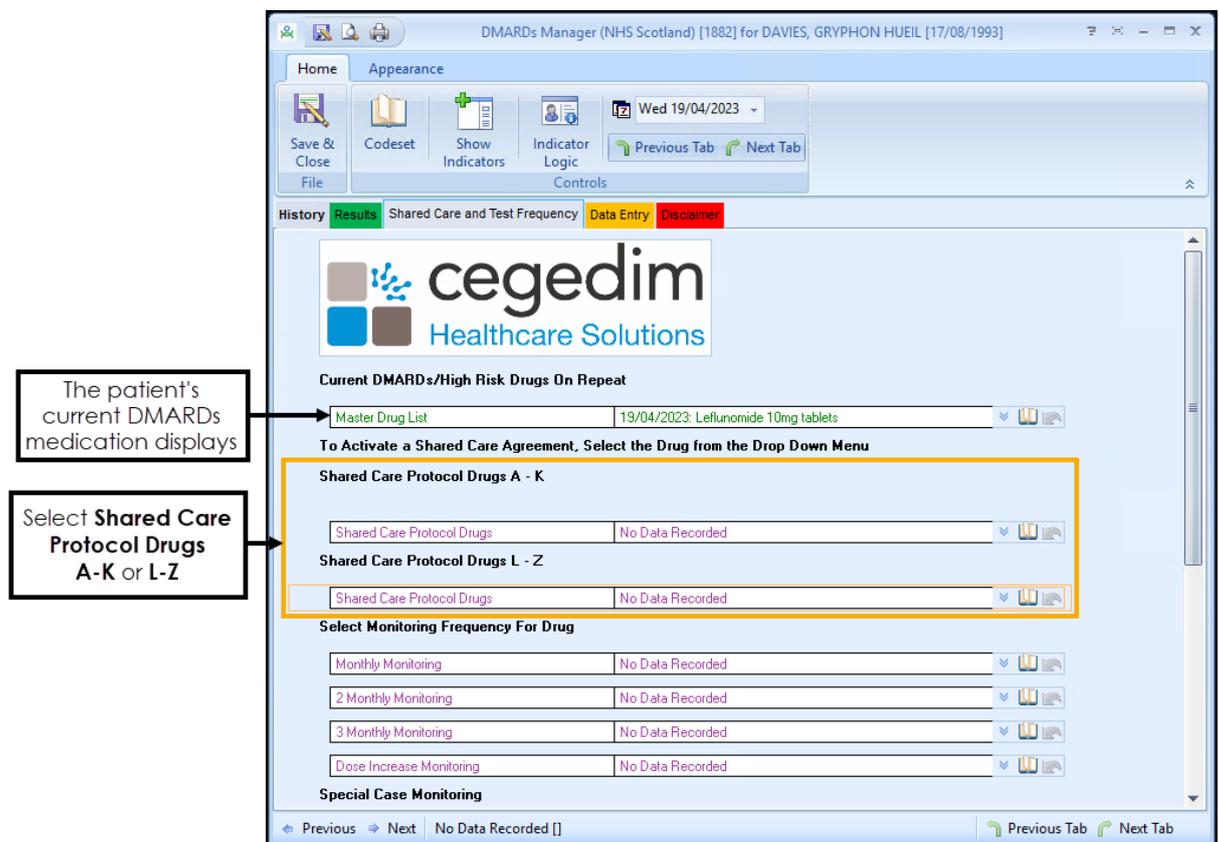


- Expand a cohort line stating **Shared Care Agreement Absent** to view

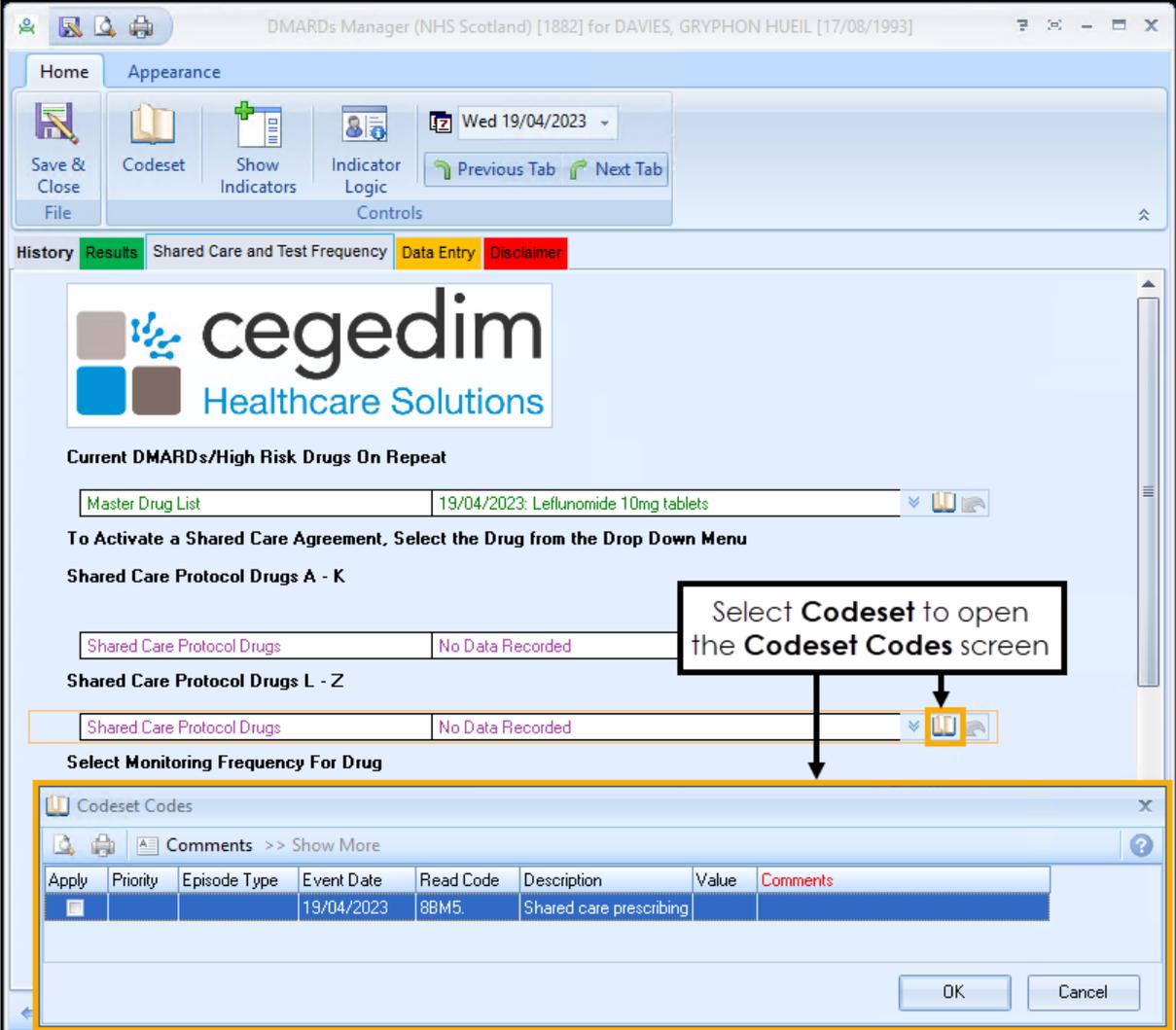
the patients. Select a patient and select **Show Template**  from the toolbar, alternatively right click the patient and select **Show Template** :



- The **DMARDs Manager (NHS Scotland)** Clinical Template displays with the patient's current DMARDs medications selected. Select either **Shared Care Protocol Drugs A-K** or **Shared Care Protocol Drugs L-Z** depending on the patient's current DMARDs medication:



5. Select **Codeset**  to open the **Codeset Codes** screen:



DMARDs Manager (NHS Scotland) [1882] for DAVIES, GRYPHON HUEIL [17/08/1993]

Home Appearance

Save & Close File | Codeset | Show Indicators | Indicator Logic | Wed 19/04/2023 | Previous Tab | Next Tab

History Results Shared Care and Test Frequency Data Entry Disclaimer

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Current DMARDs/High Risk Drugs On Repeat

Master Drug List | 19/04/2023: Leflunomide 10mg tablets

To Activate a Shared Care Agreement, Select the Drug from the Drop Down Menu

Shared Care Protocol Drugs A - K

Shared Care Protocol Drugs L - Z

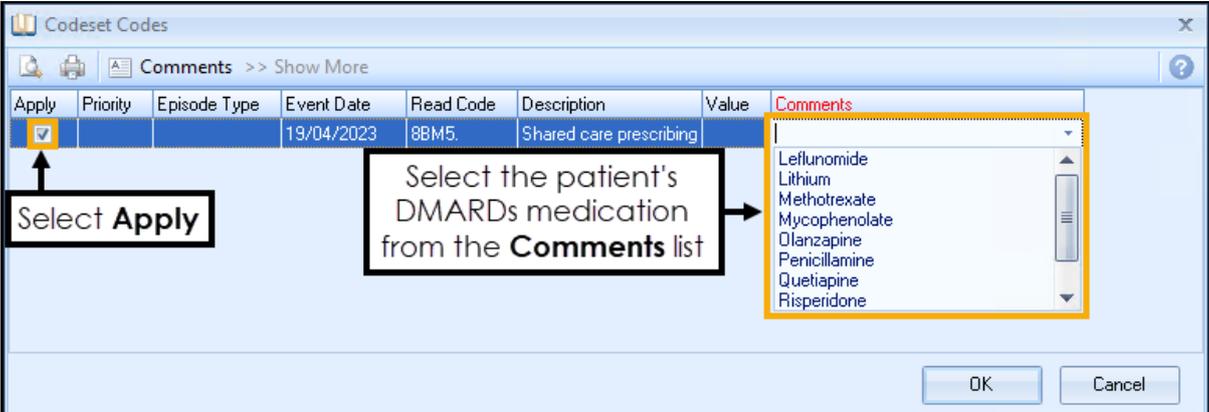
Select Monitoring Frequency For Drug

**Codeset Codes**

Apply	Priority	Episode Type	Event Date	Read Code	Description	Value	Comments
<input checked="" type="checkbox"/>			19/04/2023	8BM5	Shared care prescribing		

OK Cancel

6. Select **Apply** next to the clinical term **8BM5 - Shared care prescribing** and then select the DMARDs medication from the **Comments** list:



**Codeset Codes**

Comments >> Show More

Apply	Priority	Episode Type	Event Date	Read Code	Description	Value	Comments
<input checked="" type="checkbox"/>			19/04/2023	8BM5	Shared care prescribing		<ul style="list-style-type: none"> <li>Leflunomide</li> <li>Lithium</li> <li>Methotrexate</li> <li>Mycophenolate</li> <li>Olanzapine</li> <li>Penicillamine</li> <li>Quetiapine</li> <li>Risperidone</li> </ul>

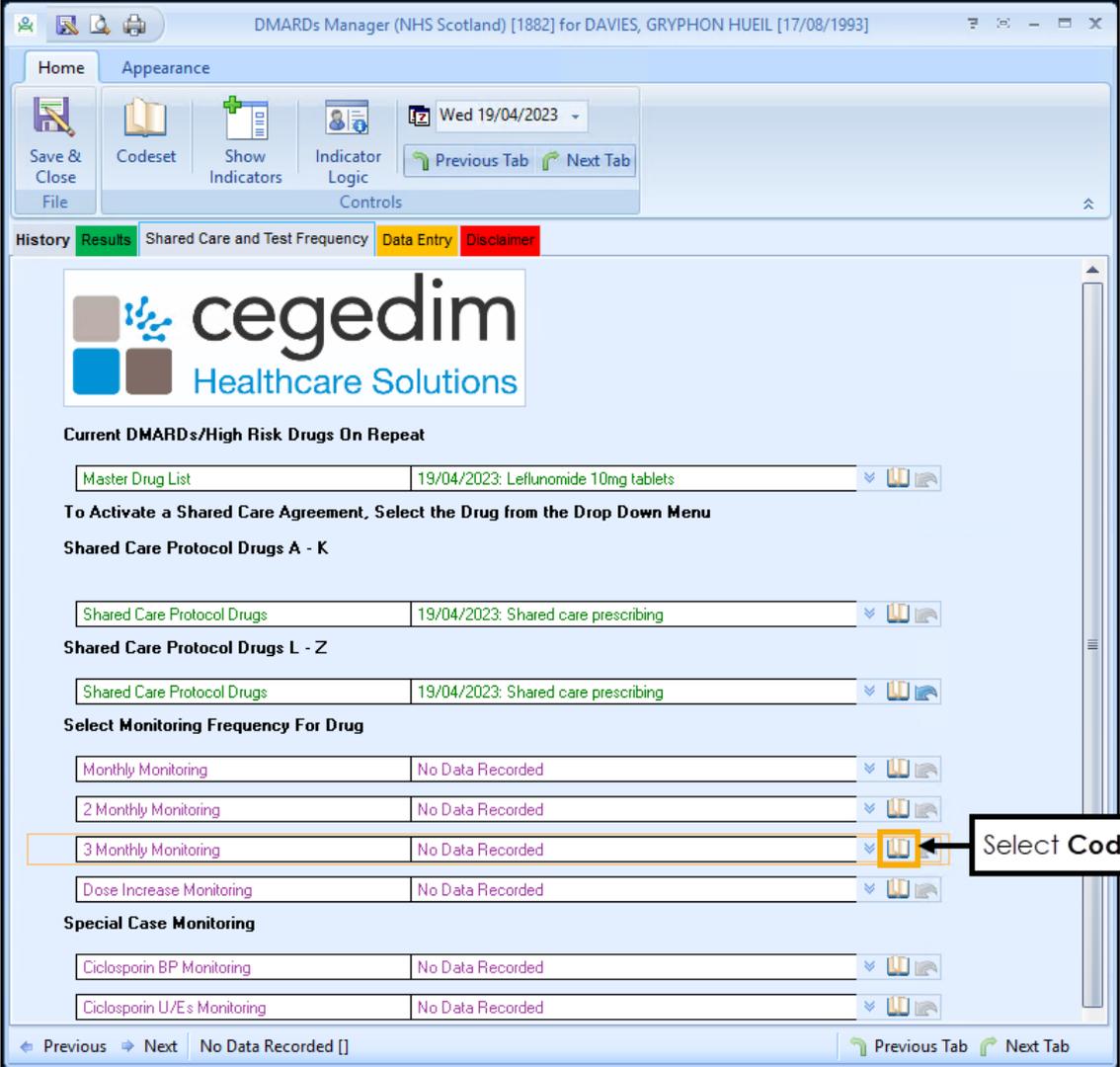
OK Cancel

7. Select **OK** to close the **Codeset Codes** screen and add the shared care prescribing agreement to the clinical template.

## Allocating a Drug Monitoring Frequency

Patients on DMARDs medication require regular monitoring. To allocate a patient's recommended drug monitoring frequency:

1. From the **DMARDs Manager (NHS Scotland) Clinical Template**, select **Codeset**  next to the monitoring frequency required:



DMARDs Manager (NHS Scotland) [1882] for DAVIES, GRYPHON HUEIL [17/08/1993]

Home Appearance

Save & Close File | Codeset | Show Indicators | Indicator Logic | Wed 19/04/2023 | Previous Tab | Next Tab

History Results Shared Care and Test Frequency Data Entry Disclaimer

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Current DMARDs/High Risk Drugs On Repeat

Master Drug List | 19/04/2023: Leflunomide 10mg tablets

To Activate a Shared Care Agreement, Select the Drug from the Drop Down Menu

Shared Care Protocol Drugs A - K

Shared Care Protocol Drugs | 19/04/2023: Shared care prescribing

Shared Care Protocol Drugs L - Z

Shared Care Protocol Drugs | 19/04/2023: Shared care prescribing

Select Monitoring Frequency For Drug

Monthly Monitoring	No Data Recorded	
2 Monthly Monitoring	No Data Recorded	
3 Monthly Monitoring	No Data Recorded	 <b>Select Codeset</b>
Dose Increase Monitoring	No Data Recorded	

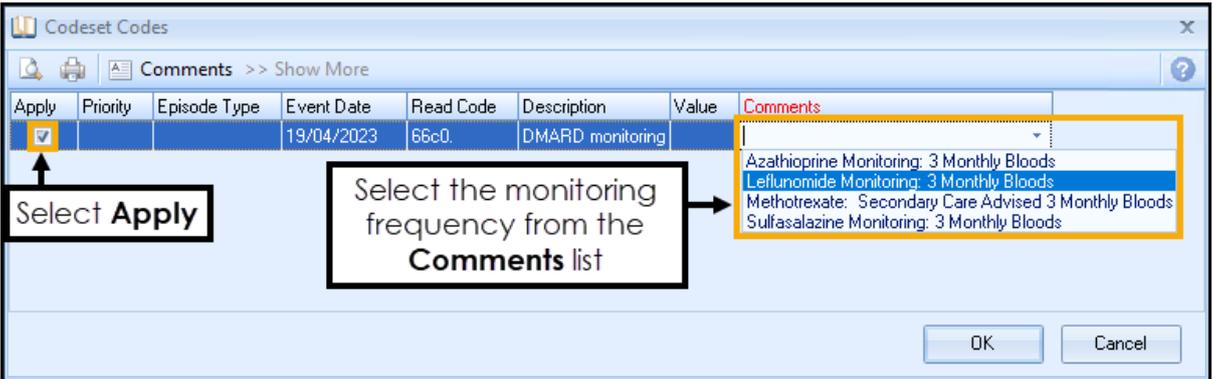
Special Case Monitoring

Ciclosporin BP Monitoring | No Data Recorded

Ciclosporin U/E's Monitoring | No Data Recorded

Previous Next No Data Recorded [] Previous Tab Next Tab

2. The **Codeset Codes** screen displays, select **Apply** next to the clinical term **66c0 - DMARD monitoring** and then select the correct monitoring frequency from the **Comments** list:



Codeset Codes

Comments >> Show More

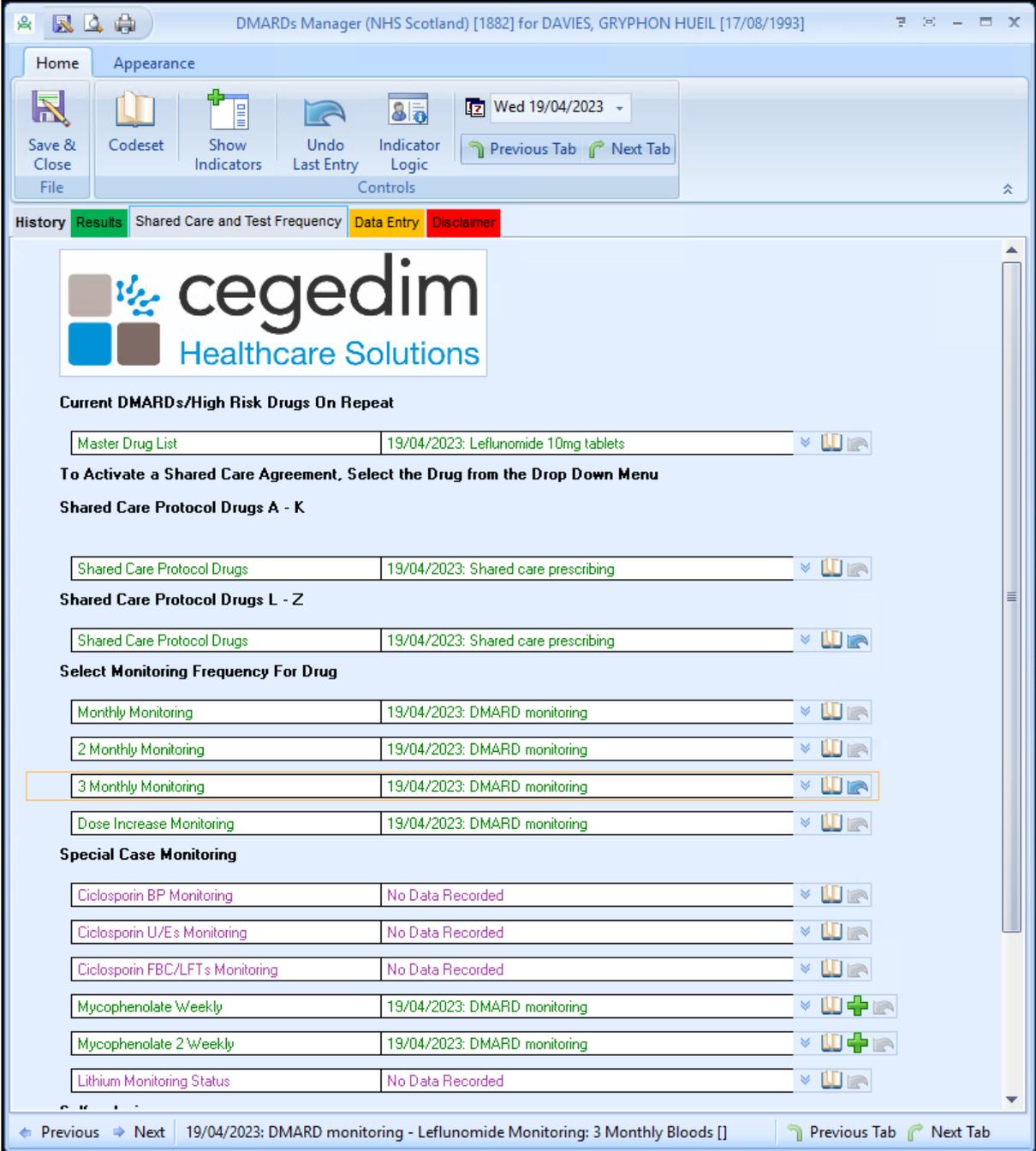
Apply	Priority	Episode Type	Event Date	Read Code	Description	Value	Comments
<input checked="" type="checkbox"/>			19/04/2023	66c0	DMARD monitoring		Azathioprine Monitoring: 3 Monthly Bloods Leflunomide Monitoring: 3 Monthly Bloods Methotrexate: Secondary Care Advised 3 Monthly Bloods Sulfasalazine Monitoring: 3 Monthly Bloods

Select Apply

Select the monitoring frequency from the Comments list

OK Cancel

- Select **OK** to close the **Codeset Codes** screen and add the monitoring frequency to the clinical template:



The screenshot shows the 'DMARDs Manager (NHS Scotland) [1882] for DAVIES, GRYPHON HUEIL [17/08/1993]' application. The interface includes a top navigation bar with 'Home' and 'Appearance' tabs, and a toolbar with icons for 'Save & Close File', 'Codeset', 'Show Indicators', 'Undo Last Entry', 'Indicator Logic', and 'Controls'. A date dropdown shows 'Wed 19/04/2023'. Below the toolbar are tabs for 'History', 'Results', 'Shared Care and Test Frequency', 'Data Entry', and 'Disclaimer'. The main content area features the 'cegedim Healthcare Solutions' logo and several sections for drug monitoring configuration:

- Current DMARDs/High Risk Drugs On Repeat:** A dropdown menu shows 'Master Drug List' and a date '19/04/2023: Leflunomide 10mg tablets'.
- To Activate a Shared Care Agreement, Select the Drug from the Drop Down Menu:** A section for 'Shared Care Protocol Drugs A - K' with a dropdown showing 'Shared Care Protocol Drugs' and '19/04/2023: Shared care prescribing'.
- Shared Care Protocol Drugs L - Z:** A dropdown menu showing 'Shared Care Protocol Drugs' and '19/04/2023: Shared care prescribing'.
- Select Monitoring Frequency For Drug:** A list of monitoring options:
 

Monthly Monitoring	19/04/2023: DMARD monitoring
2 Monthly Monitoring	19/04/2023: DMARD monitoring
3 Monthly Monitoring	19/04/2023: DMARD monitoring
Dose Increase Monitoring	19/04/2023: DMARD monitoring
- Special Case Monitoring:** A list of special cases:
 

Ciclosporin BP Monitoring	No Data Recorded
Ciclosporin U/E's Monitoring	No Data Recorded
Ciclosporin FBC/LFT's Monitoring	No Data Recorded
Mycophenolate Weekly	19/04/2023: DMARD monitoring
Mycophenolate 2 Weekly	19/04/2023: DMARD monitoring
Lithium Monitoring Status	No Data Recorded

The bottom status bar shows navigation arrows and the current tab title: '19/04/2023: DMARD monitoring - Leflunomide Monitoring: 3 Monthly Bloods []'.

## Accessing the DMARDs Manager (NHS Scotland) Template from the Alert Screen

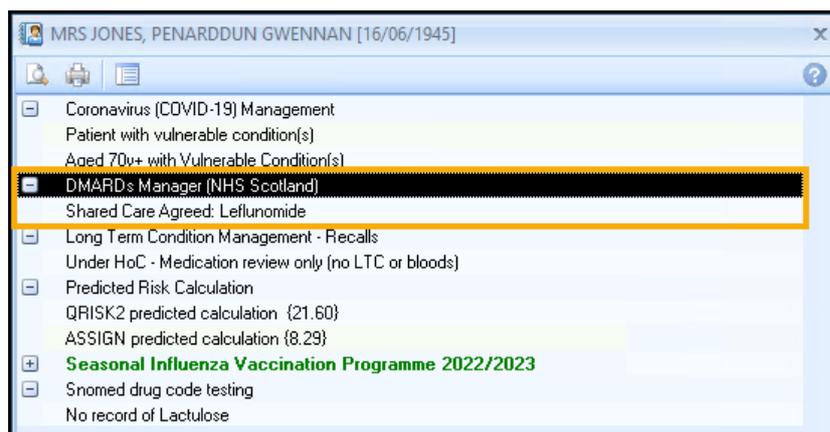
To launch the **DMARDs Manager (NHS Scotland) Clinical Template** from the **Alert** screen:

1. From **Consultation Manager** select the patient required.
2. Select **Show Other Indicators**  on the **Vision+ floating** toolbar



 **Note** - By default QOF alerts display when you select a patient in **Consultation Manager**. To combine both QOF and non-QOF alerts, see [Options - Indicators](#) in the **Vision+ Help Centre** for details.

3. The **Alert** screen displays the **DMARDs Manager (NHS Scotland)** sub category headings expanded to show relevant data:



To launch the **DMARDs Manager (NHS Scotland) Clinical Template** either:

- Right click on the **DMARDs Manager (NHS Scotland)** category and select **Show Template** ,
- Highlight the **DMARDs Manager (NHS Scotland)** category and select **Template** , or,
- Double click one of the expanded lines below the **DMARDs Manager (NHS Scotland)** category heading.

 See [Accessing the DMARDs Manager \(NHS Scotland\) Clinical Template](#) on page 11 for details on the Clinical Template.