

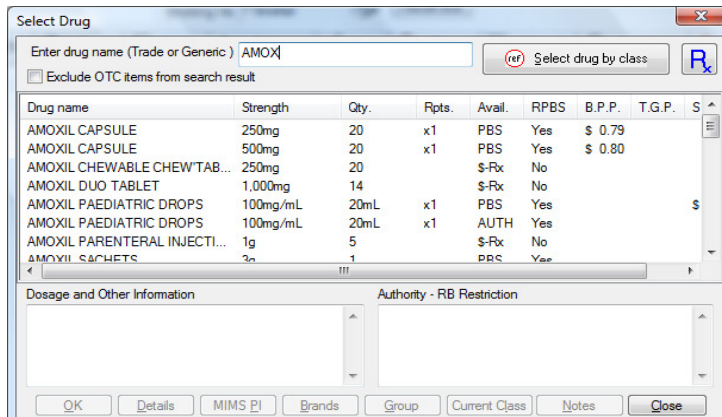


PRESCRIBE A NEW MEDICATION

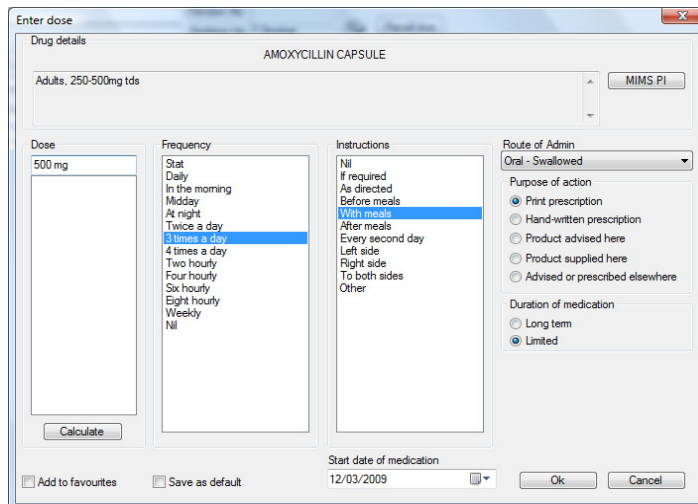
- Open **patient's record** → **current medication tab**
- **Edit** → **add a new item**, click the **red + button**, press **F3** or right click within the current medication list and select **new Item** from the menu **OR**
- Select directly from a **'favourite'** drug regimen that has previously been saved (see below) by clicking on the  button 
- **Select drug** using generic or trade name → **OK**



Drug name	Strength	Qty.	Rpts.	Avail.	RPBS	B.P.P.	T.G.P.	S
AMOXIL CAPSULE	250mg	20	x1	PBS	Yes	\$ 0.79		
AMOXIL CAPSULE	500mg	20	x1	PBS	Yes	\$ 0.80		
AMOXIL CHEWABLE CHEWTAB...	250mg	20		\$-Fx	No			
AMOXIL DUO TABLET	1,000mg	14		\$-Fx	No			
AMOXIL PAEDIATRIC DROPS	100mg/mL	20mL	x1	PBS	Yes			\$
AMOXIL PAEDIATRIC DROPS	100mg/mL	20mL	x1	AUTH	Yes			
AMOXIL PARENTERAL INJECTI...	1g	5		\$-Fx	No			
AMOXIL SACHETS	2g	1		PBS	Yes			

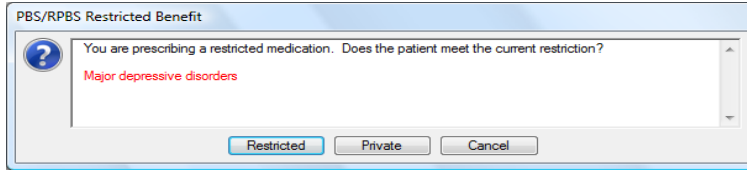
Enter **dose, frequency, instructions and route of administration** as well as **duration** and **start date** of medication

- Choose **Long term** or **Limited** as appropriate. When Limited medications have elapsed a prompt appears to enable refiling of medication into the old scripts section.

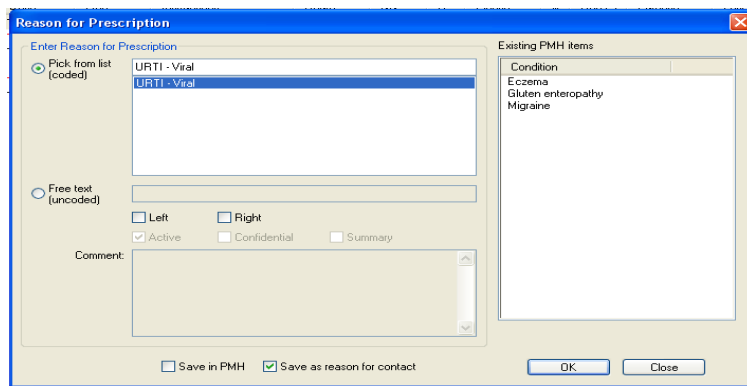


It is important to keep the list of current medications as up to date as possible as information is drawn from here to populate referral letters, management plans etc

- Click **OK** to save and exit
- You will be prompted to **confirm the drug quantities** and repeats. Modify if necessary
- You may also be prompted regarding the PBS/RPBS Restricted Medication Benefits



- Record a **reason for the prescription**, preferably from the coded pick list coded or using a reason listed in the past medical history.



Check whether the **Save in PMH** is/should be ticked to ensure only relevant items are saved to this list. The PMH list is routinely included on summaries/templates etc.

CREATING A SHORT LIST OF FAVOURITES

- Tick '**add to favourite**' when you first use a medication and it will be added to a favourite list that will common up when you click on the **Rx** button.
- **Double click on the required medication** in the favourite menu and **change dosage** as required

CHANGES TO MEDICATIONS

- Select a medication from the current list, right click and select option

REPEAT PRESCRIPTIONS AND PAST MEDICATIONS

- Past medications may be accessed in the **old scripts tab** in the **patient's record**
- To re-prescribe a previously given script select the **old scripts tab** → **highlight the medication** → right click and select **prescribe item** from the menu
- Proceed as usual.

