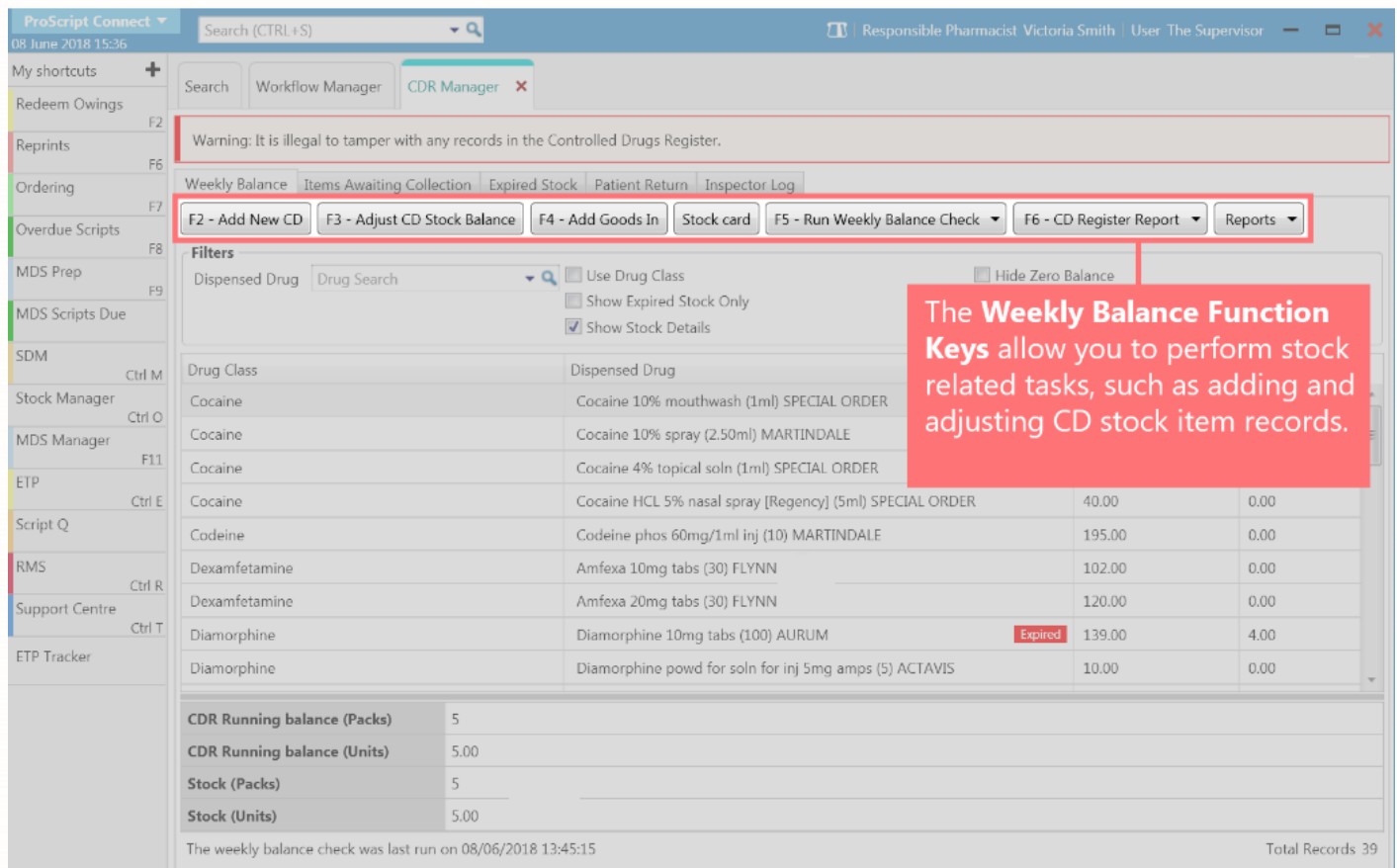# CDR Manager

The CDR Manager acts as a central hub to record any and all instances of CD processing, including CDs awaiting collection, expired CD stock, destroying expired CD records, CDs returned to your pharmacy and the weekly CD balance check. There is also a dedicated tab for GPhC inspectors to leave notes whilst auditing without disrupting the pharmacy's dispensing process.

You can access the CDR Manager from the top left-hand corner of the ProScript Connect Main Screen by clicking the **[ProScript Connect]** menu button and selecting the **CDR Manager** menu item.

💡 Use Screenshots below to learn about the CDR Manager.

A McKesson Company

Refine the CD item records displayed in the grid using the available **Filters**, such as hiding items with no balance.

The **Weekly Balance Grid** shows CDs based on your chosen filters and includes details such as *Drug Class* and *Total Running Balance*.

The **Stock Details** for the highlighted item can be viewed here when *Show Stock Details* is selected.

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	11 June 2019		Joanne Hibbert-Gorst

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