

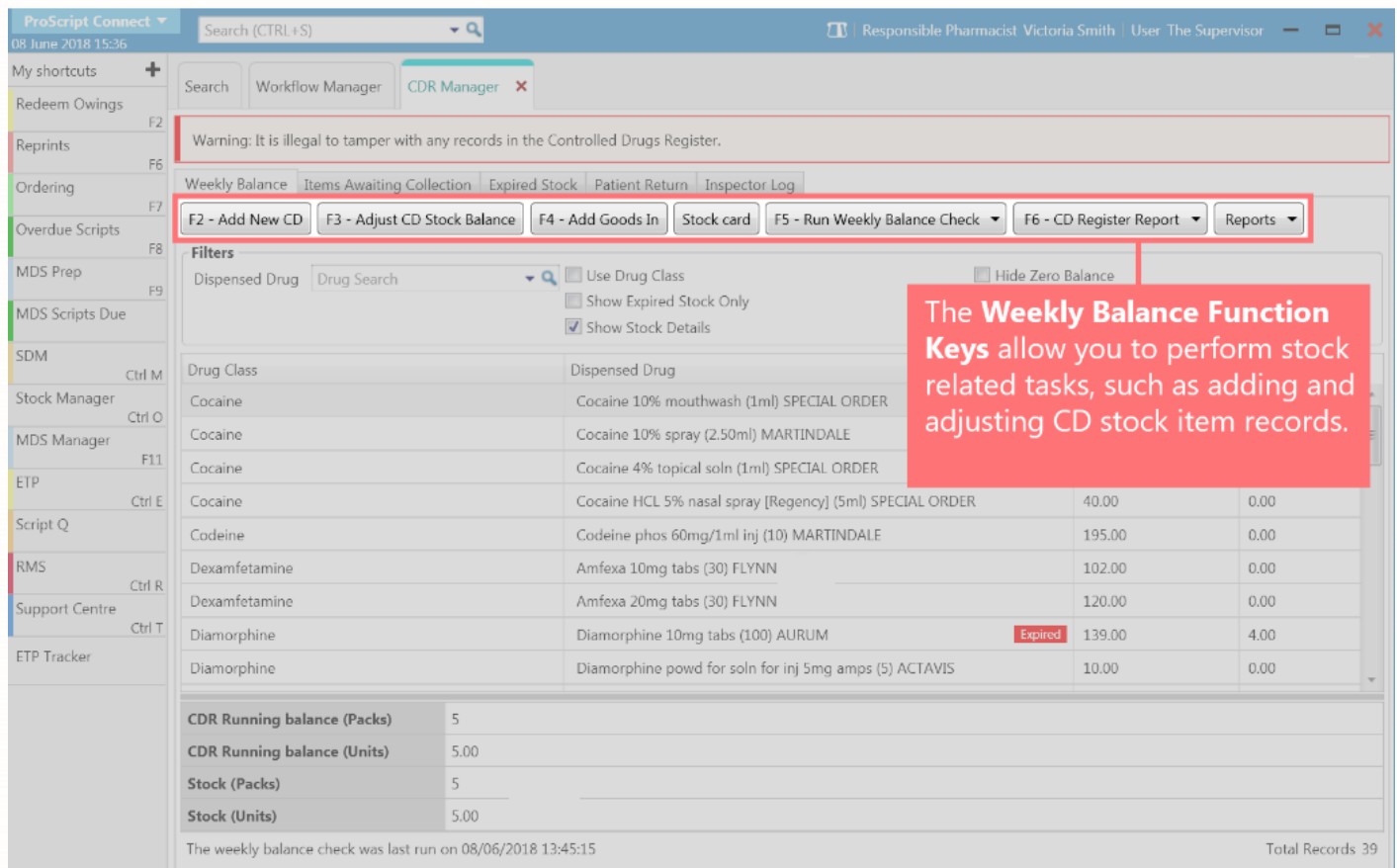
## CDR Manager

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.



Warning: It is illegal to tamper with any records in the Controlled Drugs Register.

Weekly Balance | Items Awaiting Collection | Expired Stock | Patient Return | Inspector Log

F2 - Add New CD | F3 - Adjust CD Stock Balance | F4 - Add Goods In | Stock card | F5 - Run Weekly Balance Check | F6 - CD Register Report | Reports

Filters

Dispensed Drug Drug Search  Use Drug Class  Hide Zero Balance  
 Show Expired Stock Only  
 Show Stock Details

Drug Class	Dispensed Drug			
Cocaine	Cocaine 10% mouthwash (1ml) SPECIAL ORDER			
Cocaine	Cocaine 10% spray (2.50ml) MARTINDALE			
Cocaine	Cocaine 4% topical soln (1ml) SPECIAL ORDER			
Cocaine	Cocaine HCL 5% nasal spray [Regency] (5ml) SPECIAL ORDER	40.00		0.00
Codeine	Codeine phos 60mg/1ml inj (10) MARTINDALE	195.00		0.00
Dexamfetamine	Amfexa 10mg tabs (30) FLYNN	102.00		0.00
Dexamfetamine	Amfexa 20mg tabs (30) FLYNN	120.00		0.00
Diamorphine	Diamorphine 10mg tabs (100) AURUM		Expired	139.00 4.00
Diamorphine	Diamorphine powd for soln for inj 5mg amps (5) ACTAVIS	10.00		0.00

CDR Running balance (Packs) 5  
 CDR Running balance (Units) 5.00  
 Stock (Packs) 5  
 Stock (Units) 5.00

The weekly balance check was last run on 08/06/2018 13:45:15 Total Records 39

**The Weekly Balance Function Keys** allow you to perform stock related tasks, such as adding and adjusting CD stock item records.

ProScript Connect | 08 June 2018 15:36 | Responsible Pharmacist Victoria Smith | User The Supervisor

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Weekly Balance | Items Awaiting Collection | Expired Stock | Patient Return | Inspector Log

F2 - Add New CD | F3 - Adjust CD Stock Balance | F4 - Add Goods In | Stock card | F5 - Run Weekly Balance Check | F6 - CD Register Report | Reports

**Filters**

Dispensed Drug: Drug Search

Use Drug Class |  Hide Zero Balance  
 Show Expired Stock Only |  Hide Closed Register  
 Show Stock Details

Drug Class	Dispensed Drug	Total Running Balance	Expired Quantity	
	Cocaine 10% mouthwash (1ml) SPECIAL ORDER	5.00	0.00	
	Cocaine 10% spray (2.50ml) MARTINDALE	107.00	0.00	
	Cocaine 4% topical soln (1ml) SPECIAL ORDER	10.00	0.00	
	Cocaine HCL 5% nasal spray [Regency] (5ml) SPECIAL ORDER	40.00	0.00	
	Codeine phos 60mg/1ml inj (10) MARTINDALE	195.00	0.00	
	Dexamfetamine	Amfexa 10mg tabs (30) FLYNN	102.00	0.00
	Dexamfetamine	Amfexa 20mg tabs (30) FLYNN	120.00	0.00
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CDR Running balance (Packs) 5  
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**Refine the CD item records displayed in the grid using the available Filters, such as hiding items with no balance.**

ProScript Connect | 08 June 2018 15:36 | Responsible Pharmacist Victoria Smith | User The Supervisor

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Weekly Balance | Items Awaiting Collection | Exp

F2 - Add New CD | F3 - Adjust CD Stock Balance | F4 - Add Goods In | F5 - Run Weekly Balance Check | F6 - CD Register Report | Reports

**Filters**

Dispensed Drug: Drug Search

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CDR Running balance (Packs) 5  
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 Stock (Packs) 5  
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**The Weekly Balance Grid shows CDs based on your chosen filters and includes details such as Drug Class and Total Running Balance.**

ProScript Connect | Search (CTRL+S) | Responsible Pharmacist Victoria Smith | User The Supervisor

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Weekly Balance | Items Awaiting Collection | Expired Stock | Patient Return | Inspector Log

F2 - Add New CD | F3 - Adjust CD Stock Balance | F4 - Add Goods In | Stock card | F5 - Run Weekly Balance Check | F6 - CD Register Report | Reports

**Filters**

Dispensed Drug | Drug Search |  Use Drug Class |  Hide Zero Balance  
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The **Stock Details** for the highlighted item can be viewed here when *Show Stock Details* is selected.

<b>CDR Running balance (Packs)</b>	5
<b>CDR Running balance (Units)</b>	5.00
<b>Stock (Packs)</b>	5
<b>Stock (Units)</b>	5.00

The weekly balance check was last run on 08/06/2018 13:45:15 | Total Records 39

## Revision History

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

### Contact us

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