

# Sending a Dispense Notification

If you want to batch scan several prescriptions to send dispense notifications, please refer to the [Scan to Send Dispense Notifications](#) article.



Whenever applicable, if you want your claim to apply for the current calendar month, you need to ensure you send dispense notifications before the end of the month and your claim before the 5<sup>th</sup> of the following month.



Schedule 2, 3 and 4 prescriptions are only valid for **28 days**, which means that the prescription might potentially expire before the cut-off date for dispense notifications. We highly recommend you send the dispense notification within 28 days of the prescription issue date, ideally immediately after the patient has collected their prescription.



You will be unable to send a dispense notification for Schedule 2 or 3 (if configured) CD prescriptions until all items have been marked as Collected. If you attempt to send a dispense notification for an item awaiting collection, the CDR Dispensed Goods window will trigger for you to save to the item(s) as Collected to the CD Register before sending the DN.

1. To begin, open the ETP Main Screen from the ProScript Connect Main Screen by clicking the **[ETP]** shortcut button, or by pressing **[Ctrl+E]**.
2. From the ETP Main Screen, highlight a prescription marked as **Dispensed** and select the **[F3 – Send Dispense]** button.
3. The system will poll the NHS Spine and send the dispense notification. The ETP Main Screen updates to display the prescription with a **Dispense Notification Success** status.

ProScript Connect 31 January 2019 12:10 Search (CTRL+S) Responsible Pharmacist Victoria Smith User The Supervisor

My shortcuts: Redeem Owings, Reprints, Ordering, Overdue Scripts, MDS Prep, MDS Scripts Due, SDM, Stock Manager, MDS Manager, ETP, Script Q, RMS

Workflow Manager: F1 - Send / Receive, F2 - View, F3 - Send Dispense, F4 - Send Claim, F5 - Additional Functions, F6 - Nominated Scripts, F7 - Return Script, F8 - Re-Send, F9 - Nominated Dispensary, F10 - Batch Functions, F11 - Reports, Re-process Script, Request Next Episode, View PMR

Prescriptions: Requests, Nomination Requests

Filters:
 

- All: Period All Dates, Filter Prescription On, Prescriptions Due to expire by Select a date [15]
- R1: From Select a date [15] To Select a date [15], Dispense Notification Success, Show Deleted, Show Requires Attention Only, Exclude Sent DN More Than 180 Days, Exclude Expired Prescriptions
- R2: Search Search Patient, Script ID, DOB, All Scripts

Version	Date	Expiry Date	Patient	Token	Treatment Type	Rx Type	Status
R2	29/01/2019	17/06/2019	MCHALE, Cleve Gerald (Mr)	Repaying	Acute	FP10	Dispense Notification Success
R2	29/01/2019	17/06/2019	MCHALE, ...	REQUIRES ATTENTION Script Edited Repaying	Acute	FP10	Dispense Notification Success

Drug Description: Propranolol 10mg tablets, Quantity: 28 tablet, Dosage: One To Be Taken Twice A Day, Expiry Date: 17/06/2019

Patient: [944 637 0876] MCHALE, Cleve Gerald (Mr), 2 Besford Close, Luton, LU2 8TX, DOB: 10 Sep 1973, Age: 45 years 4 months, Elected Services: EPS Registered, GPRV Active

Total (based on filters) Line items: 2 Scripts: 2 Redeem Owing/Partial

The total number of responses returned in this nominated retrieval was 0 script(s).  
 The download of nominated prescriptions batch no. bb9d5a76-5747-47c1-9f79-f46d472e4274 was successful.  
 Nomination release prescription request: Message send  
 The total number of responses returned in this nominated retrieval was 0 script(s).

## Revision History

Version Number	Date	Revision Details	Author(s)
1.0	29 <sup>th</sup> April 2019		Joanne Hibbert-Gorst

### Contact us

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