

De-Registering a Patient from Medicines Manager

Once a patient has been registered to Medicines Manager, it is possible to de-register them. De-registered patients can be re-registered at a later date following the registering process.



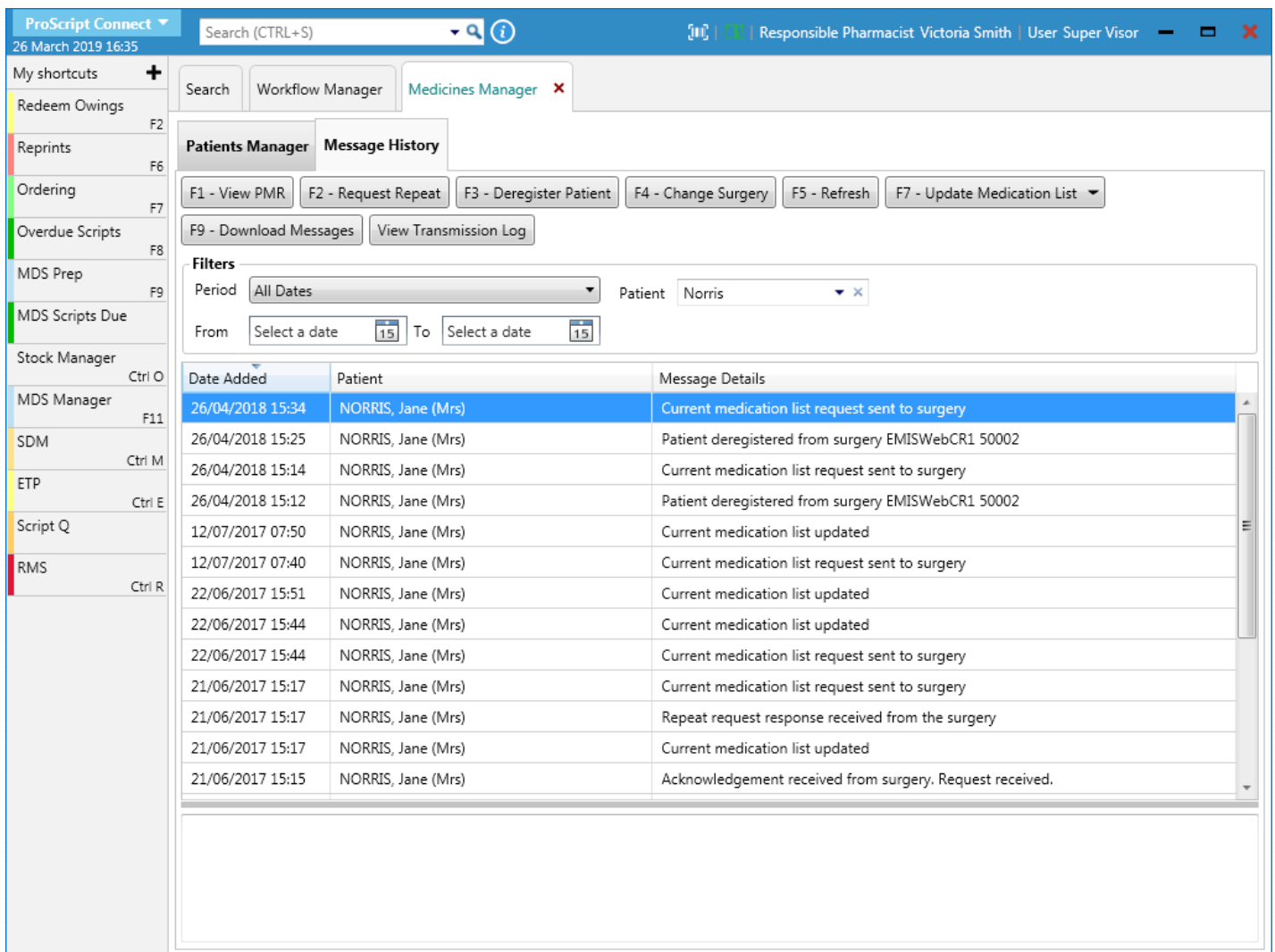
You must be logged in to the NHS Spine with your smart card to de-register a patient from the Medicines Manager service.

Patients Manager Statuses

Status	Definition
Not Eligible	The patient does not meet any of the criteria and is not eligible to be registered for the <u>MM</u> service.
Eligible	The patient is linked to a <u>MM</u> (EMIS Web) surgery within their Patient Details but has not met one or both of the other criteria and is not ready to be registered for the MM service.
Ready	The patient has met all the criteria and is ready to be registered to the MM service.
Pending	A registration request has been sent and is pending checks.
Active	The registration request was successful, and you can now request repeat prescriptions via Medicines Manager for this patient.
Deregistered	The patient has been deregistered within Medicines Manager at your pharmacy.

De-registering a Patient

1. From the Medicines Manager, click the *Message History* tab.
2. The *Message History* tab contents display. Use the *Filters* and search box to locate and highlight the patient you want to de-register.



ProScript Connect 26 March 2019 16:35 Search (CTRL+S) Responsible Pharmacist Victoria Smith | User Super Visor

My shortcuts + Redeem Owings F2 Reprints F6 Ordering F7 Overdue Scripts F8 MDS Prep F9 MDS Scripts Due Stock Manager Ctrl O MDS Manager F11 SDM Ctrl M ETP Ctrl E Script Q RMS Ctrl R

Search Workflow Manager Medicines Manager X

Patients Manager Message History

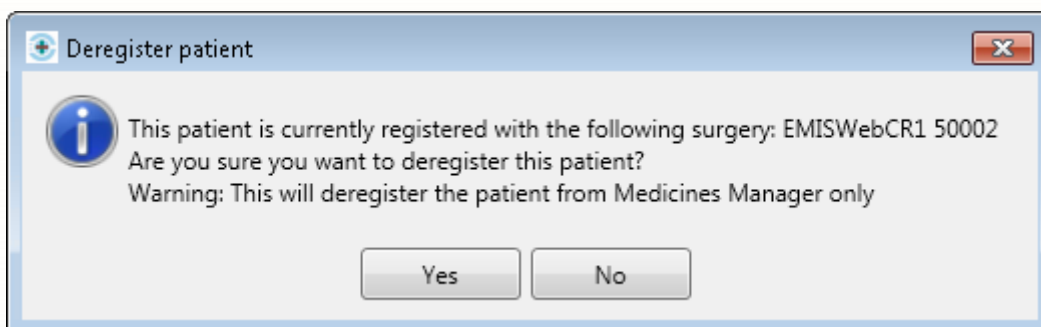
F1 - View PMR F2 - Request Repeat F3 - Deregister Patient F4 - Change Surgery F5 - Refresh F7 - Update Medication List

F9 - Download Messages View Transmission Log

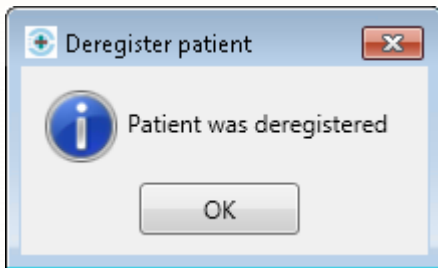
Filters
Period All Dates Patient Norris
From Select a date 15 To Select a date 15

Date Added	Patient	Message Details
26/04/2018 15:34	NORRIS, Jane (Mrs)	Current medication list request sent to surgery
26/04/2018 15:25	NORRIS, Jane (Mrs)	Patient deregistered from surgery EMISWebCR1 50002
26/04/2018 15:14	NORRIS, Jane (Mrs)	Current medication list request sent to surgery
26/04/2018 15:12	NORRIS, Jane (Mrs)	Patient deregistered from surgery EMISWebCR1 50002
12/07/2017 07:50	NORRIS, Jane (Mrs)	Current medication list updated
12/07/2017 07:40	NORRIS, Jane (Mrs)	Current medication list request sent to surgery
22/06/2017 15:51	NORRIS, Jane (Mrs)	Current medication list updated
22/06/2017 15:44	NORRIS, Jane (Mrs)	Current medication list updated
22/06/2017 15:44	NORRIS, Jane (Mrs)	Current medication list request sent to surgery
21/06/2017 15:17	NORRIS, Jane (Mrs)	Current medication list request sent to surgery
21/06/2017 15:17	NORRIS, Jane (Mrs)	Repeat request response received from the surgery
21/06/2017 15:17	NORRIS, Jane (Mrs)	Current medication list updated
21/06/2017 15:15	NORRIS, Jane (Mrs)	Acknowledgement received from surgery. Request received.

3. Press **[F3 – Deregister Patient]**.
4. A Deregister patient pop-up window displays asking if you're sure you want to deregister the patient.



5. Click **[Yes]**.
6. A second Deregister patient pop-up window displays, advising you that the patient was deregistered.



7. Click **[OK]**.
8. Once new messages are downloaded and refreshed, the *Message History* tab will display a new message confirming the patient has been deregistered from their surgery, and the patient will be marked as **Deregistered** on the *Patients Manager* tab.

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My shortcuts: Redeem Owings (F2), Reprints (F6), Ordering (F7), Overdue Scripts (F8), MDS Prep (F9), MDS Scripts Due, Stock Manager (Ctrl O), MDS Manager (F11), SDM (Ctrl M), ETP (Ctrl E), Script Q, RMS (Ctrl R)

Workflow Manager Medicines Manager

Patients Manager Message History

F1 - View PMR F2 - View Details F3 - Update Medication List F5 - Refresh F6 - Register Patient F7 - Print Patient List F8 - Export Patient List

Filters
 Period: All Dates Patient: Norris Surgery: Search Surgery
 From: Select a date (15) To: Select a date (15) Status: Deregistered

NHS Number	Patient	DOB	Status	Last Updated	Surgery
9435522475	NORRIS, Jane (Mrs)	11/08/1958	Deregistered		HALESOWEN MEDICAL...

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	31 July 2019		Joanne Hibbert-Gorst

Contact us

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