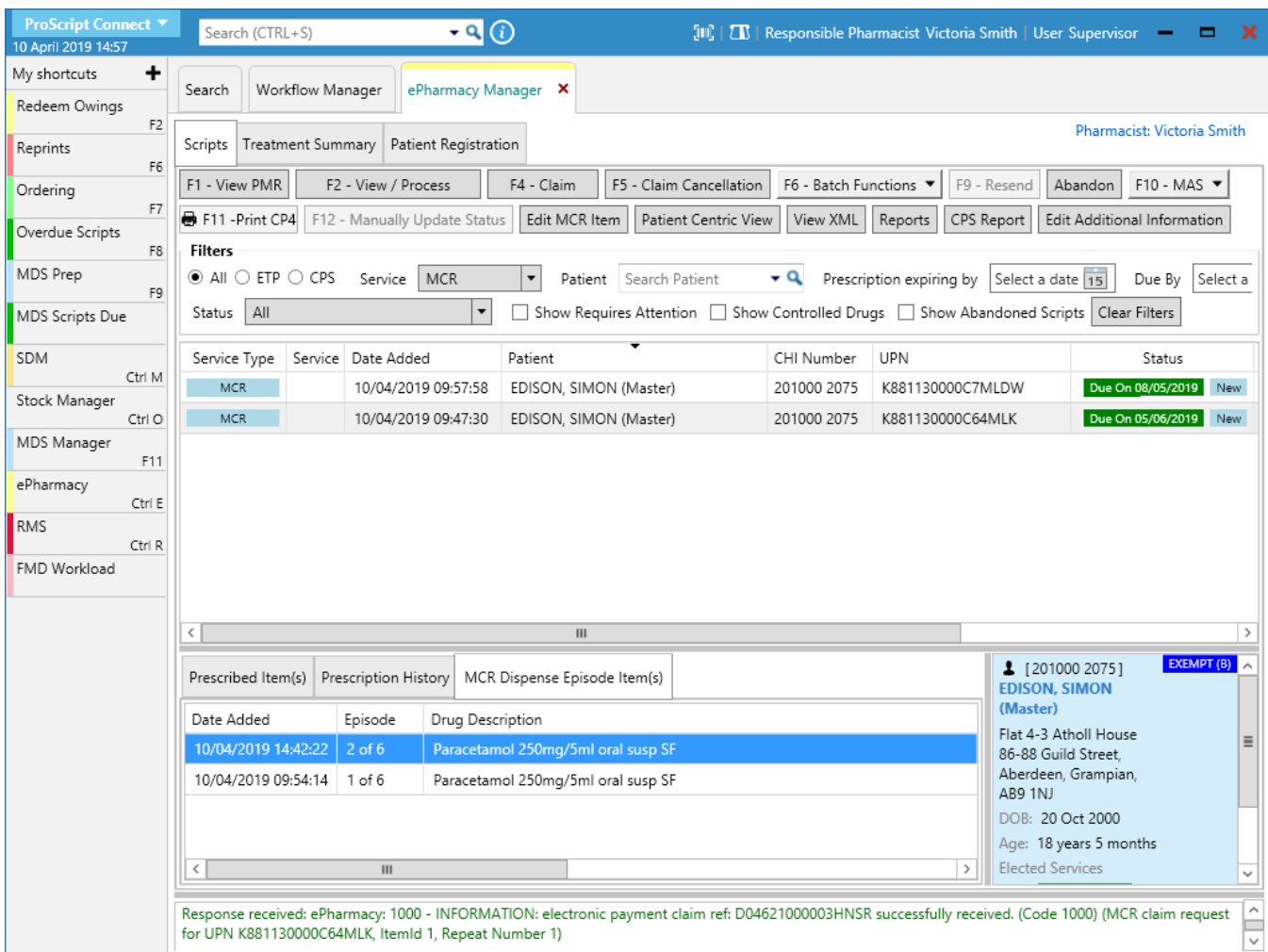


Creating an MCR Owing After Dispensing

1. From the ePharmacy Manager *Scripts* tab, highlight a prescription marked as **MCR**.
2. The bottom section of the screen includes three tabs:
 - *Prescription Item(s)*, which lists items to be dispensed for this instalment
 - *Prescription History*, which displays a history of prescription statuses for that serial prescription
 - *MCR Dispense Episode Item(s)*, which lists items which have already been dispensed against that serial prescription
3. Click the *MCR Dispense Episode Item(s)* tab and highlight the item for which you want to create an owing.



ProScript Connect 10 April 2019 14:57 Search (CTRL+S) Responsible Pharmacist Victoria Smith | User Supervisor

My shortcuts: Redeem Owings, Reprints, Ordering, Overdue Scripts, MDS Prep, MDS Scripts Due, SDM, Stock Manager, MDS Manager, ePharmacy, RMS, FMD Workload

Search Workflow Manager ePharmacy Manager

Scripts Treatment Summary Patient Registration Pharmacist: Victoria Smith

F1 - View PMR F2 - View / Process F4 - Claim F5 - Claim Cancellation F6 - Batch Functions F9 - Resend Abandon F10 - MAS

F11 - Print CP4 F12 - Manually Update Status Edit MCR Item Patient Centric View View XML Reports CPS Report Edit Additional Information

Filters: All ETP CPS Service MCR Patient Search Patient Prescription expiring by Select a date Due By Select a Status All Show Requires Attention Show Controlled Drugs Show Abandoned Scripts Clear Filters

Service Type	Service	Date Added	Patient	CHI Number	UPN	Status
MCR		10/04/2019 09:57:58	EDISON, SIMON (Master)	201000 2075	K881130000C7MLDW	Due On 08/05/2019 New
MCR		10/04/2019 09:47:30	EDISON, SIMON (Master)	201000 2075	K881130000C64MLK	Due On 05/06/2019 New

Prescribed Item(s) Prescription History MCR Dispense Episode Item(s)

Date Added	Episode	Drug Description
10/04/2019 14:42:22	2 of 6	Paracetamol 250mg/5ml oral susp SF
10/04/2019 09:54:14	1 of 6	Paracetamol 250mg/5ml oral susp SF

[201000 2075] EXEMPT (B)
EDISON, SIMON (Master)
Flat 4-3 Atholl House
86-88 Guild Street,
Aberdeen, Grampian,
AB9 1NJ
DOB: 20 Oct 2000
Age: 18 years 5 months
Elected Services

Response received: ePharmacy: 1000 - INFORMATION: electronic payment claim ref: D0462100003HNSR successfully received. (Code 1000) (MCR claim request for UPN K881130000C64MLK, ItemId 1, Repeat Number 1)

4. Highlight the item and click **[Edit MCR Item]**.
5. The Edit Prescription window displays.

Edit EDISON, SIMON (Master)'s Prescription Dispensed on 10/04/2019

This is a MCR prescription.
Paracetamol 250mg/5ml oral susp SF - Status: Dispensed

Prescriber: GREEN, Christine (Atos Origin Test Practice) [Change Prescriber](#) MCR

Patient Exemption: **B** is 16, 17 or 18 and in fulltime education i Evidence Seen

Prescription Tracking Status: **Prescription dispensed on 10/04/2019 14:42:22**

Requires Attention Prescription Notes

Prescription Items	Prescribed Item Details
1) 300ml Paracetamol 250mg/5ml oral susp SF 5ML QID WHEN...	<p>F1 - Change Prescribed Qty F2 - Change Dosage F3 - Change Prescribed Item F4 - Delete</p> <p>Prescribed Paracetamol 250mg/5ml oral susp SF</p> <p>Quantity 300ml</p> <p>Dosage 5ML QID WHEN REQUIRED</p> <p>Dispensing Details</p> <p>F5 - Change Dispensed Qty F6 - Change Dispensed Item F7 - Not Given F8 - Delete Dispensing</p> <p>300ml Paracetamol 250mg/5ml oral susp SF (100ml) AAH (£1.19) 10/04/2019 14:42</p> <p>Endorsement</p> <p>Additional Endorsements</p> <p>100 Paracetamol 250mg/5ml oral susp SF</p>

Reason for Change *

Select Edit Reason

Delete Entire Prescription | Last edited on 10/04/2019 at 14:55 by Supervisor F10 - Save Cancel

- Highlight the item for which you want to create an owing and press **[F5 – Change Dispensed Qty]**.
- A Change Dispensed Quantity pop-up window displays.

Change Dispensed Quantity - □ X

Please input the new dispensed quantity.

F10 - OK Cancel

- Input the quantity you want to dispense now in the field and press **[F10 – OK]**.
- You are returned to the Edit Prescription window, where the item displays with an **X OWING** tag.

Edit EDISON, SIMON (Master)'s Prescription Dispensed on 10/04/2019

This is a MCR prescription.
Paracetamol 250mg/5ml oral susp SF - Status: Dispensed

Prescriber: GREEN, Christine (Atos Origin Test Practice) [Change Prescriber](#) MCR

Patient Exemption: is 16, 17 or 18 and in fulltime education i Evidence Seen

Prescription Tracking Status: **Prescription dispensed on 10/04/2019 14:42:22**

Requires Attention Prescription Notes

Prescription Items	Prescribed Item Details			
1) 300ml Paracetamol 250mg/5ml oral susp SF 150ml OWING S...	<div style="border: 1px solid gray; padding: 2px;">F1 - Change Prescribed Qty F2 - Change Dosage F3 - Change Prescribed Item F4 - Delete</div> <p>Prescribed Paracetamol 250mg/5ml oral susp SF</p> <p>Quantity 300ml</p> <p>Dosage 5ML QID WHEN REQUIRED</p> <div style="border: 1px solid gray; padding: 2px;">Dispensing Details F5 - Change Dispensed Qty F6 - Change Dispensed Item F7 - Not Given F8 - Delete Dispensing</div> <table border="1" style="width: 100%;"><tr><td>150ml</td><td>Paracetamol 250mg/5ml oral susp SF (100ml) AAH (£1.19)</td><td>10/04/2019 14:42</td></tr></table> <div style="border: 1px solid gray; padding: 2px;">Endorsement Additional Endorsements</div> <p>100</p>	150ml	Paracetamol 250mg/5ml oral susp SF (100ml) AAH (£1.19)	10/04/2019 14:42
150ml	Paracetamol 250mg/5ml oral susp SF (100ml) AAH (£1.19)	10/04/2019 14:42		

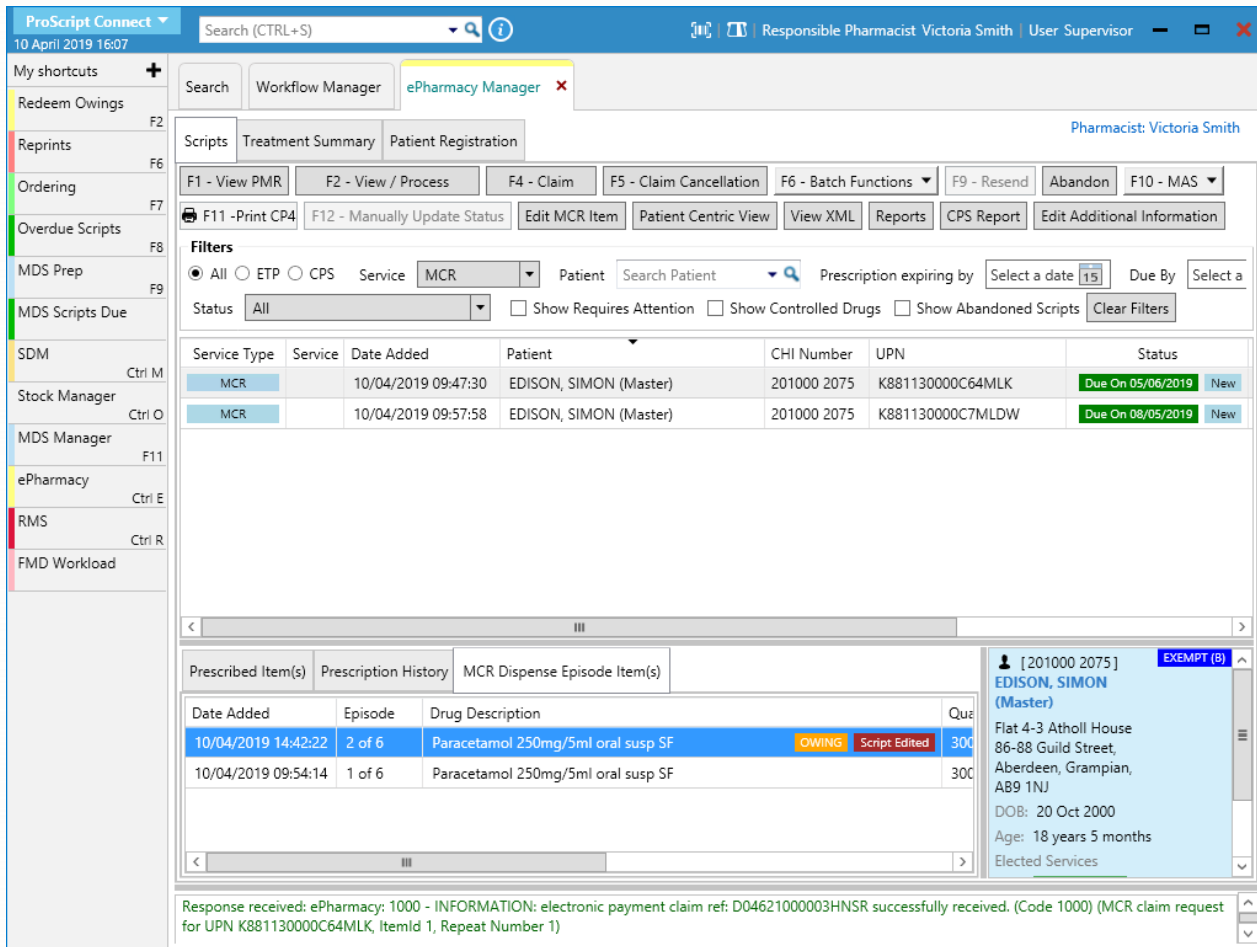
Reason for Change *
Select Edit Reason Edit Reason


Delete Entire Prescription | Last edited on 10/04/2019 at 14:55 by Supervisor

10. Select a *Reason for Change*, enter an *Edit Reason*, and press **[F10 – Save]**.

11. ProScript Connect will generate an owing label for the edited quantity.

12. The ePharmacy Manager *Scripts* tab displays, where the item displays as OWING and Script Edited in the *MCR Dispense Episode Item(s)* section at the bottom of the window.



 You can also create an owing after dispensing an MCR prescription from reprints

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	16 September 2019		Joanne Hibbert-Gorst

Contact us

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