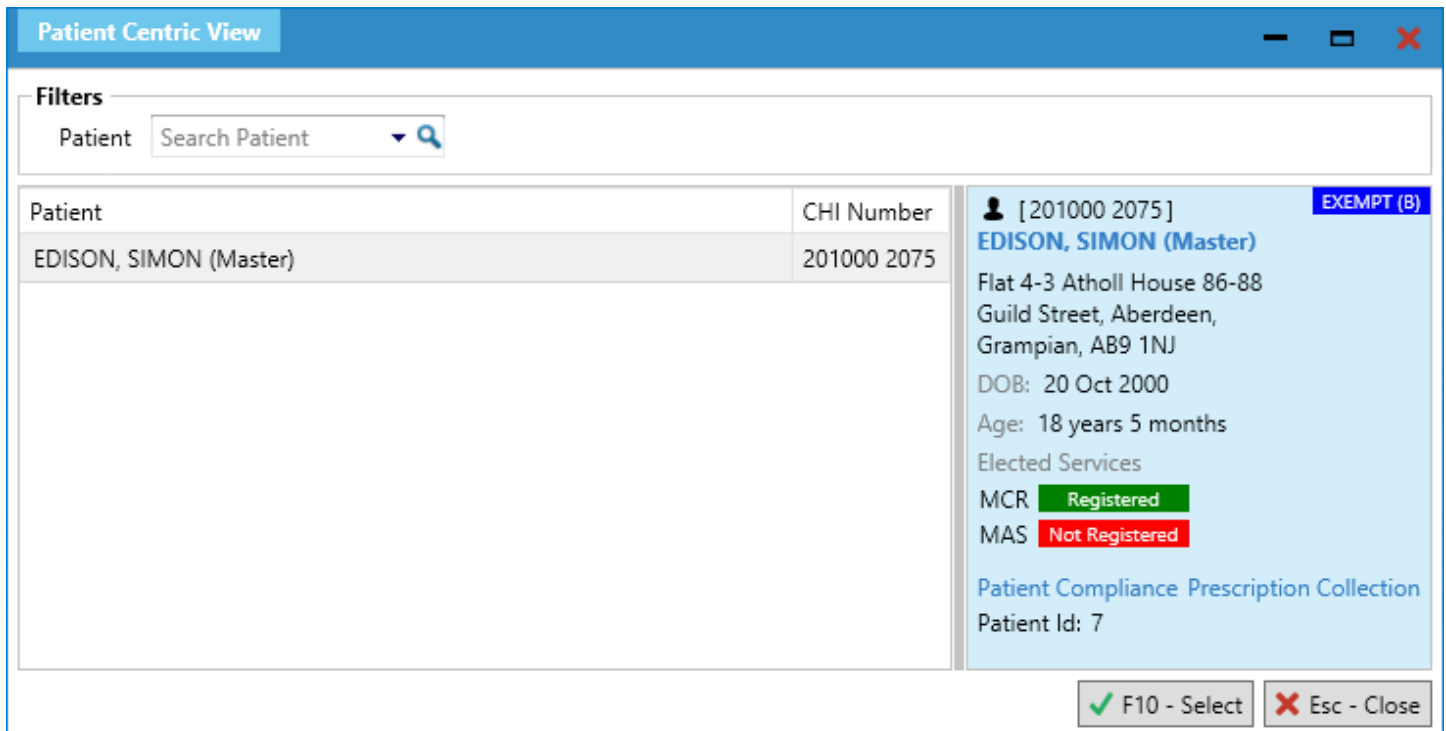# Synchronising MCR Due Dates

In certain cases, patients may have more than one concurrent MCR prescription. To avoid that patient having to come back to the pharmacy twice for two different prescriptions, you can synchronise the due dates for <u>all</u> prescriptions for that patient, so that the patient can come collect their prescriptions on a single due date.

1. From ePharmacy, click the **[Patient Centric View]** button.
2. The Patient Centric View window displays.

3. Highlight the patient for which you want to view the prescriptions, and select the **[F10 – Select]** button.
4. The Patient Centric View for the selected patient displays in a new tab.

5. Enter a date in the *Alt+S – Synchronise All Item(s) Due Date with* field at the top of the window to synchronise all prescriptions to that specific due date. The system automatically synchronises all prescriptions in the grid to the same due date.

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6. Press **[F10 – Save]**.

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	17 September 2019		Joanne Hibbert-Gorst

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