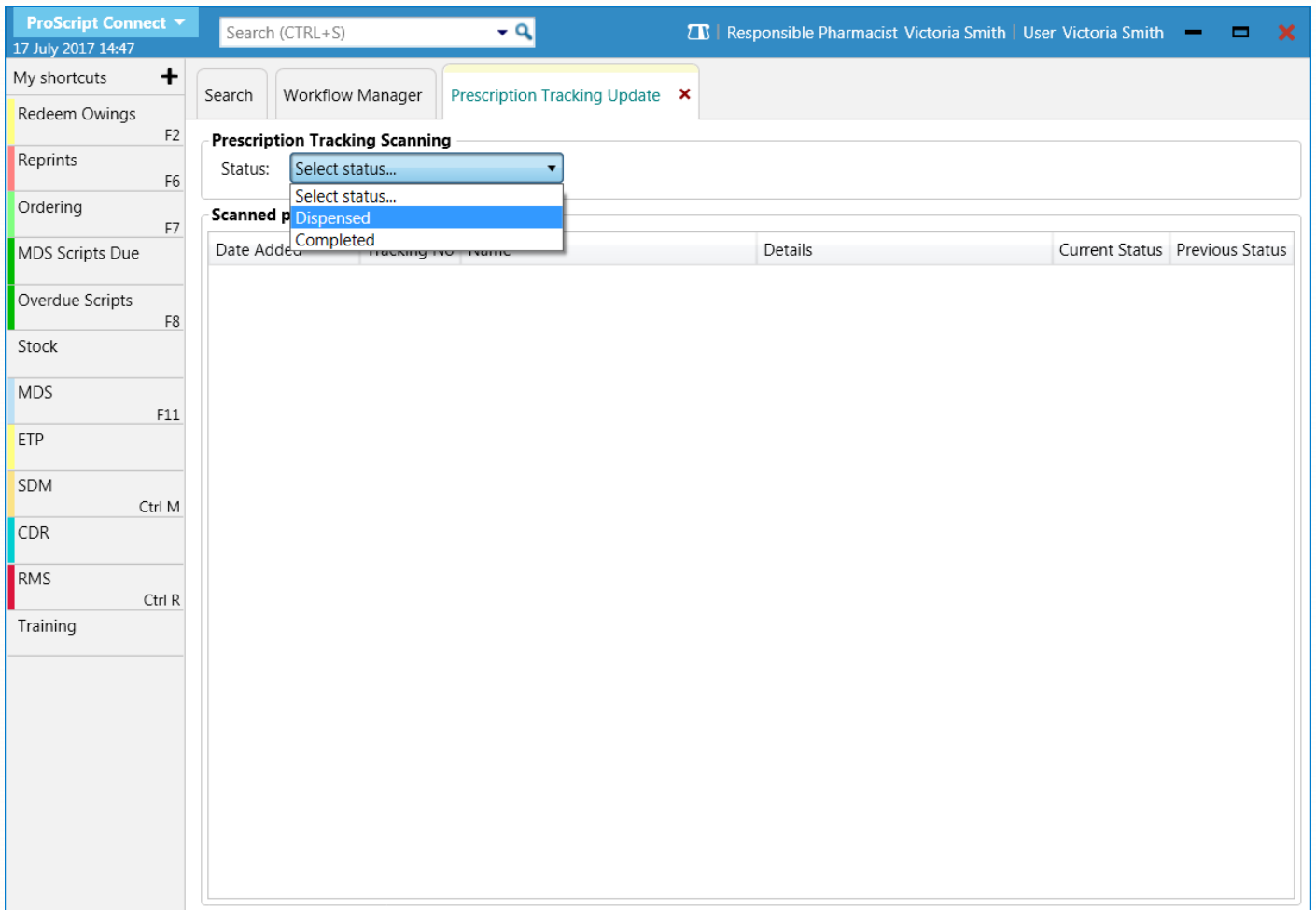


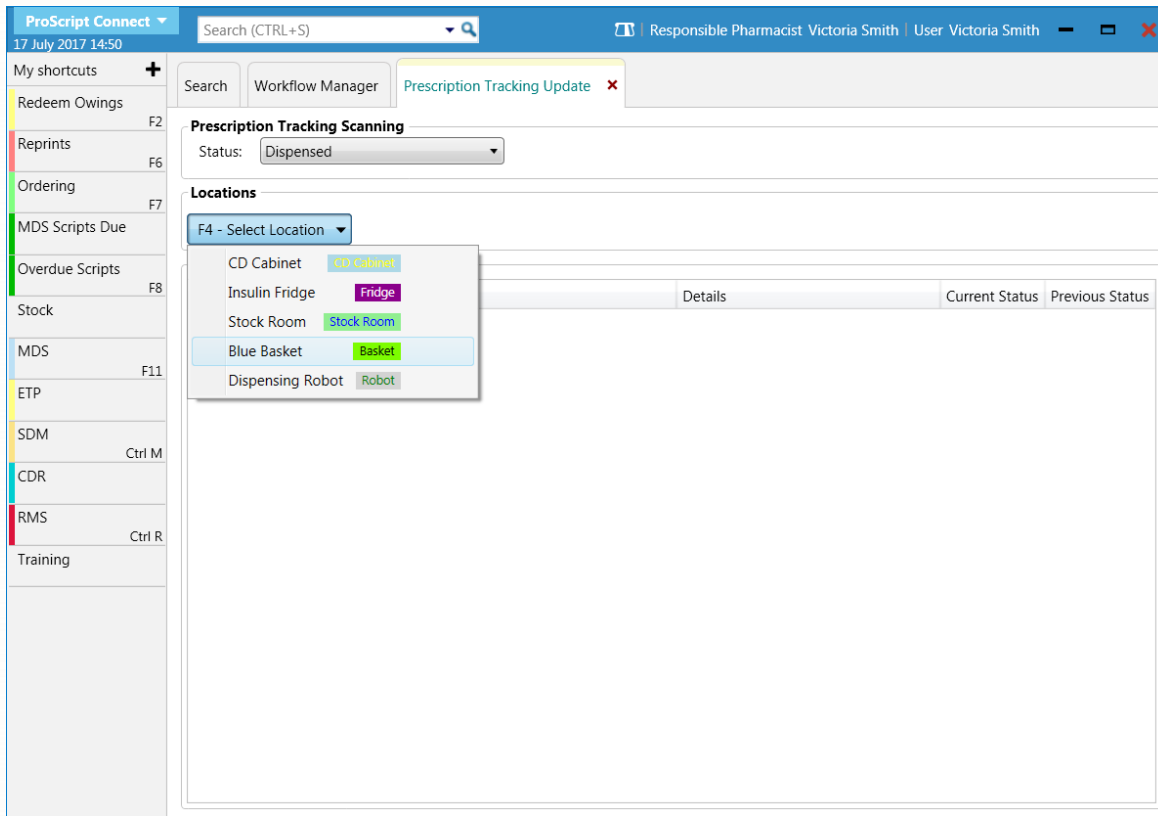
Marking Prescriptions as Dispensed

1. From the Prescription Tracking Update, click the *Status* drop-down menu and select the Dispensed status.



The screenshot shows the ProScript Connect application window. The title bar includes the date and time (17 July 2017 14:47), a search bar (Search (CTRL+S)), and the user information (Responsible Pharmacist Victoria Smith | User Victoria Smith). The main window is titled 'Prescription Tracking Update' and contains a 'Prescription Tracking Scanning' section. A dropdown menu for 'Status' is open, showing options: 'Select status...', 'Select status...', 'Dispensed' (highlighted), and 'Completed'. Below the dropdown is a table with columns: 'Date Added', 'Tracking No.', 'Name', 'Details', 'Current Status', and 'Previous Status'. The table is currently empty.

2. The Prescription Tracking Update window updates, to display a location drop-down field.
3. Click the *Location* drop-down menu and select a location.



ProScript Connect | 17 July 2017 14:50 | Responsible Pharmacist Victoria Smith | User Victoria Smith

Search (CTRL+S) | Search | Workflow Manager | Prescription Tracking Update

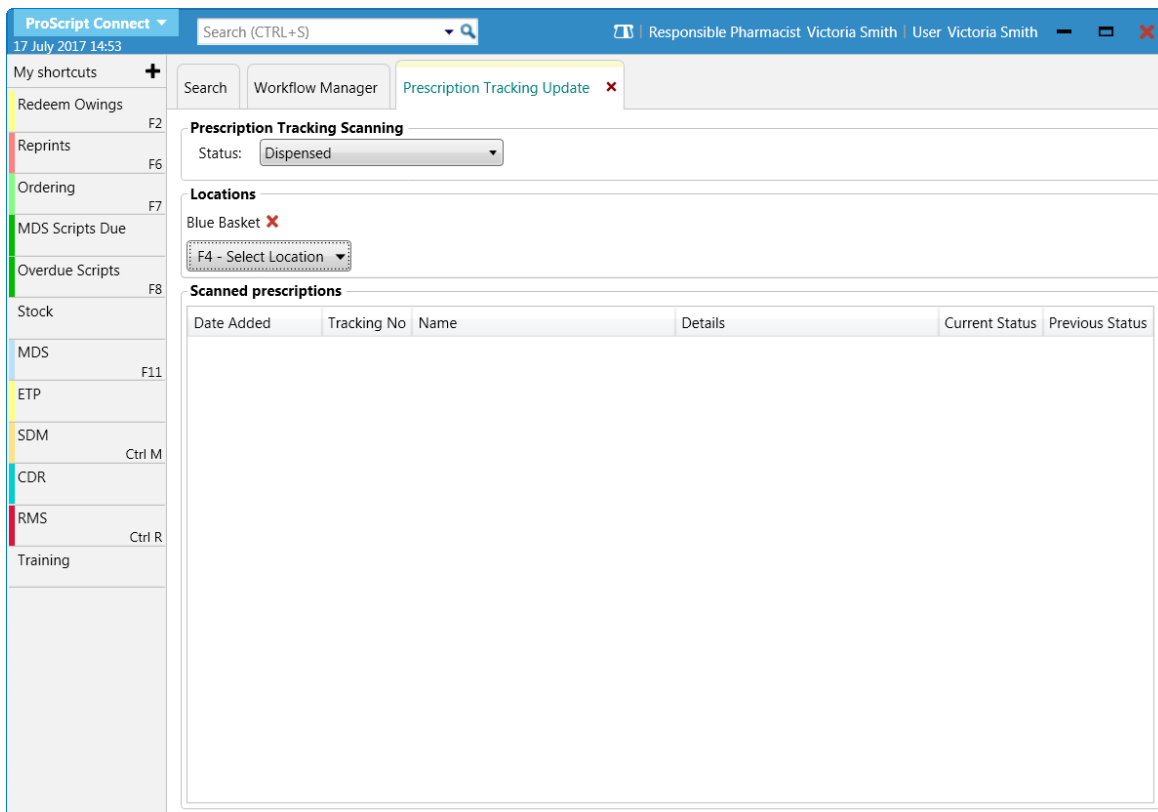
Prescription Tracking Scanning
Status: Dispensed

Locations
F4 - Select Location

- CD Cabinet CD cabinet
- Insulin Fridge Fridge
- Stock Room Stock Room
- Blue Basket Basket (Selected)
- Dispensing Robot Robot

| | Details | Current Status | Previous Status |
|--|---------|----------------|-----------------|
| | | | |

4. The Prescription Tracking Update window updates, to display the selected location.



ProScript Connect | 17 July 2017 14:53 | Responsible Pharmacist Victoria Smith | User Victoria Smith

Search (CTRL+S) | Search | Workflow Manager | Prescription Tracking Update

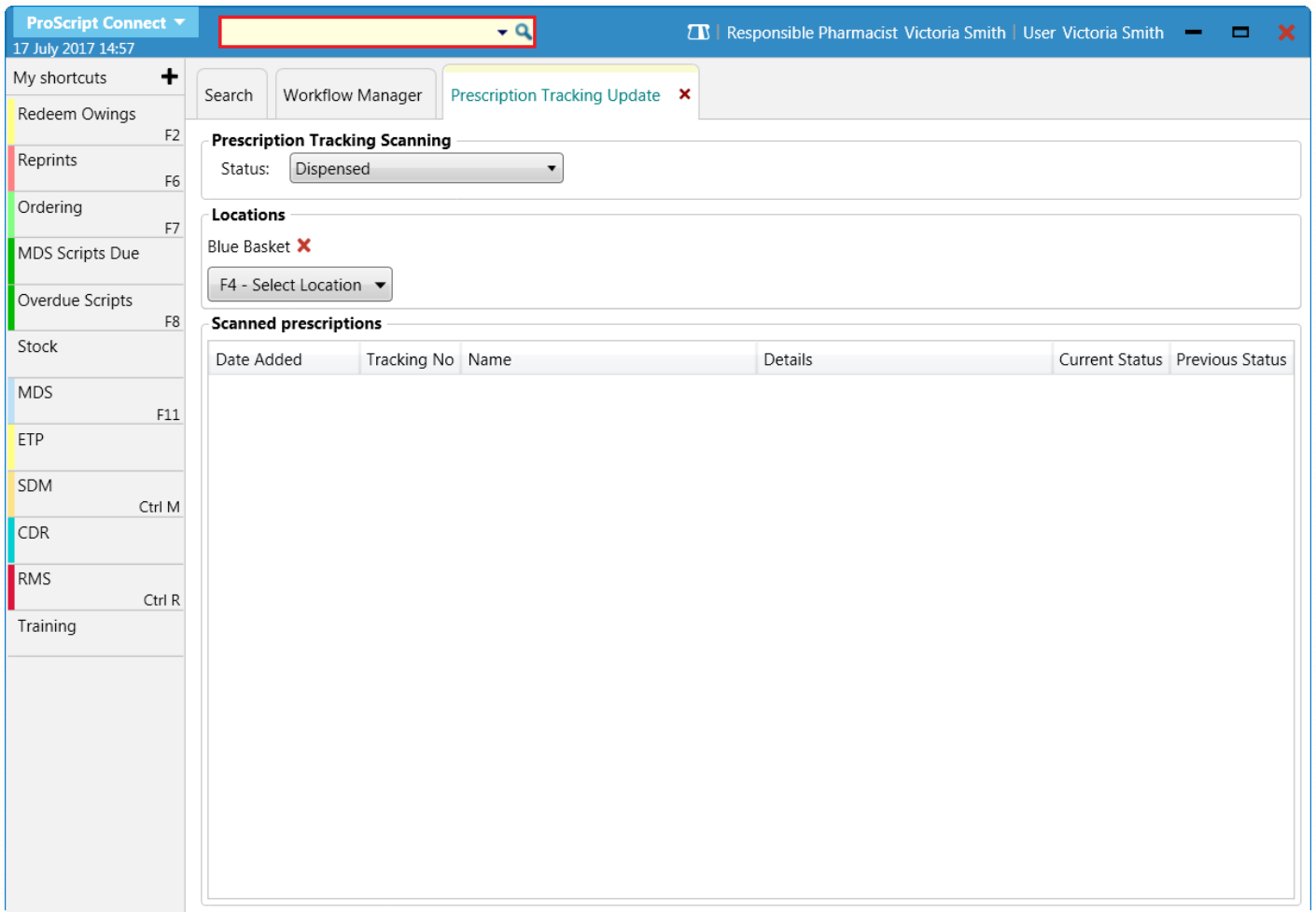
Prescription Tracking Scanning
Status: Dispensed

Locations
Blue Basket X
F4 - Select Location

Scanned prescriptions

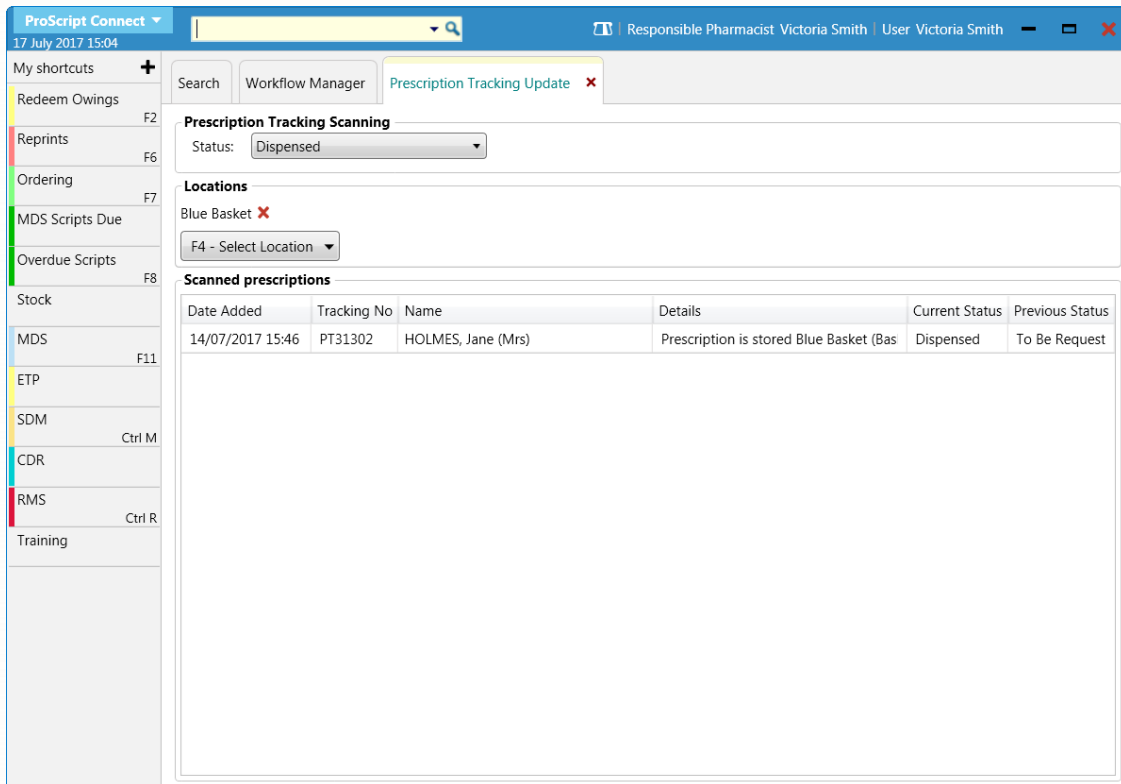
| Date Added | Tracking No | Name | Details | Current Status | Previous Status |
|------------|-------------|------|---------|----------------|-----------------|
| | | | | | |

5. Press **[CTRL+S]**.
6. This highlights the search field in the top left-hand corner.



The screenshot shows the ProScript Connect application window. The title bar includes 'ProScript Connect', a search icon, and user information: 'Responsible Pharmacist Victoria Smith | User Victoria Smith'. The date and time are '17 July 2017 14:57'. A sidebar on the left lists shortcuts: My shortcuts, Redeem Owings (F2), Reprints (F6), Ordering (F7), MDS Scripts Due, Overdue Scripts (F8), Stock, MDS (F11), ETP, SDM (Ctrl M), CDR, RMS (Ctrl R), and Training. The main area has a 'Search' field (highlighted in red), 'Workflow Manager', and 'Prescription Tracking Update' tabs. Below these are sections for 'Prescription Tracking Scanning' (Status: Dispensed), 'Locations' (Blue Basket, F4 - Select Location), and 'Scanned prescriptions' (a table with columns: Date Added, Tracking No, Name, Details, Current Status, Previous Status).

7. Scan the first prescription barcode you want to mark as Dispensed.
8. The prescription will display in the grid below, marked as Dispensed in the selected location.



ProScript Connect | 17 July 2017 15:04 | Responsible Pharmacist Victoria Smith | User Victoria Smith

Search | Workflow Manager | Prescription Tracking Update

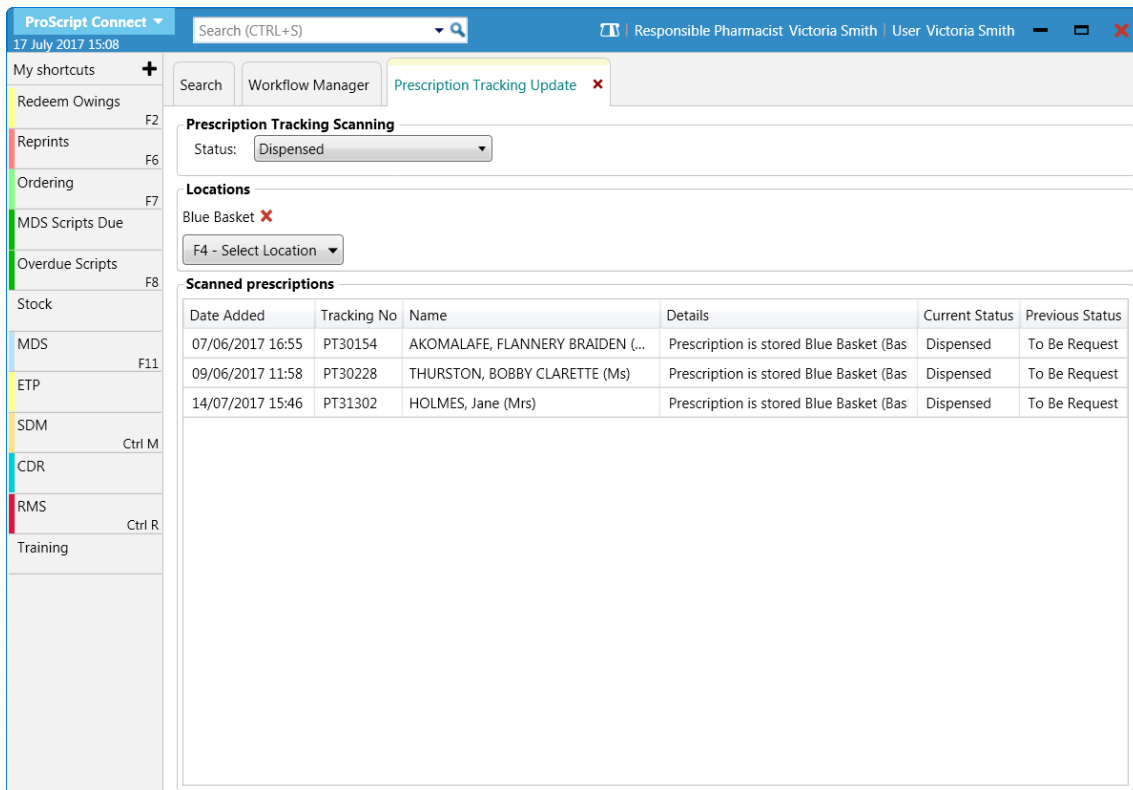
Prescription Tracking Scanning
 Status: Dispensed

Locations
 Blue Basket
 F4 - Select Location

Scanned prescriptions

| Date Added | Tracking No | Name | Details | Current Status | Previous Status |
|------------------|-------------|--------------------|---|----------------|-----------------|
| 14/07/2017 15:46 | PT31302 | HOLMES, Jane (Mrs) | Prescription is stored Blue Basket (Bas | Dispensed | To Be Request |

9. Scan the prescriptions, until they all display in the grid below, marked as Dispensed in the selected location.



ProScript Connect | 17 July 2017 15:08 | Responsible Pharmacist Victoria Smith | User Victoria Smith

Search (CTRL+S) | Workflow Manager | Prescription Tracking Update

Prescription Tracking Scanning
 Status: Dispensed

Locations
 Blue Basket
 F4 - Select Location

Scanned prescriptions

| Date Added | Tracking No | Name | Details | Current Status | Previous Status |
|------------------|-------------|-----------------------------------|---|----------------|-----------------|
| 07/06/2017 16:55 | PT30154 | AKOMALAFE, FLANNERY BRAIDEN (...) | Prescription is stored Blue Basket (Bas | Dispensed | To Be Request |
| 09/06/2017 11:58 | PT30228 | THURSTON, BOBBY CLARETTE (Ms) | Prescription is stored Blue Basket (Bas | Dispensed | To Be Request |
| 14/07/2017 15:46 | PT31302 | HOLMES, Jane (Mrs) | Prescription is stored Blue Basket (Bas | Dispensed | To Be Request |

Prescription Tracking Update ✕

10. Once you are done, close the  tab by clicking the ✕ in the left-hand corner.

11. The ProScript Connect Search Screen displays.

Revision History

| Version Number | Date | Revision Details | Author(s) |
|----------------|-------------------|------------------|----------------------|
| 1.0 | 26 September 2019 | | Joanne Hibbert-Gorst |
| | | | |
| | | | |

Contact us

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