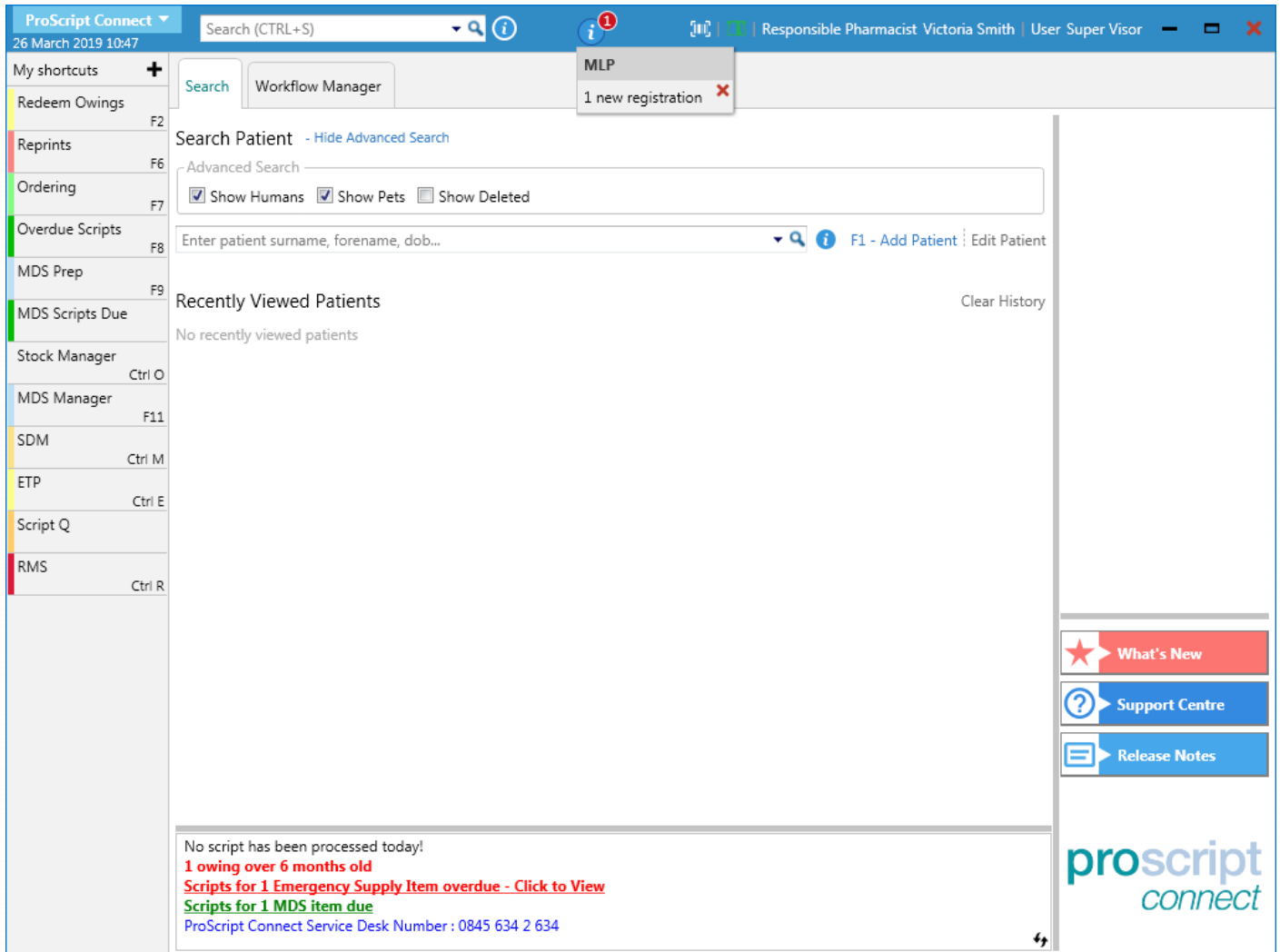


Rejecting an MLP Patient Registration


ProScript Connect will display various notifications within the information notification icon when messages are received, including when a new MLP registration has been submitted to your pharmacy. The number of notifications is displayed within the red circle, and upon clicking the icon, a pop-out box will display providing the details of the notifications received.

By clicking on the notification within the pop-out box, the relevant module will open. In this case, clicking on the *1 new registration* menu item will open the *Registration Requests* tab within the MLP Manager.



The screenshot shows the ProScript Connect software interface. At the top, there is a search bar and a notification icon with a red circle containing the number '1'. A pop-out box labeled 'MLP' displays '1 new registration'. The main area is titled 'Search Patient - Hide Advanced Search' and includes an 'Advanced Search' section with checkboxes for 'Show Humans', 'Show Pets', and 'Show Deleted'. Below this is a search input field with the placeholder text 'Enter patient surname, forename, dob...'. The 'Recently Viewed Patients' section shows 'No recently viewed patients'. On the right side, there are buttons for 'What's New', 'Support Centre', and 'Release Notes'. At the bottom, a status bar displays: 'No script has been processed today!', '1 owing over 6 months old', 'Scripts for 1 Emergency Supply Item overdue - Click to View', 'Scripts for 1 MDS item due', and 'ProScript Connect Service Desk Number : 0845 634 2 634'. The ProScript Connect logo is visible in the bottom right corner.

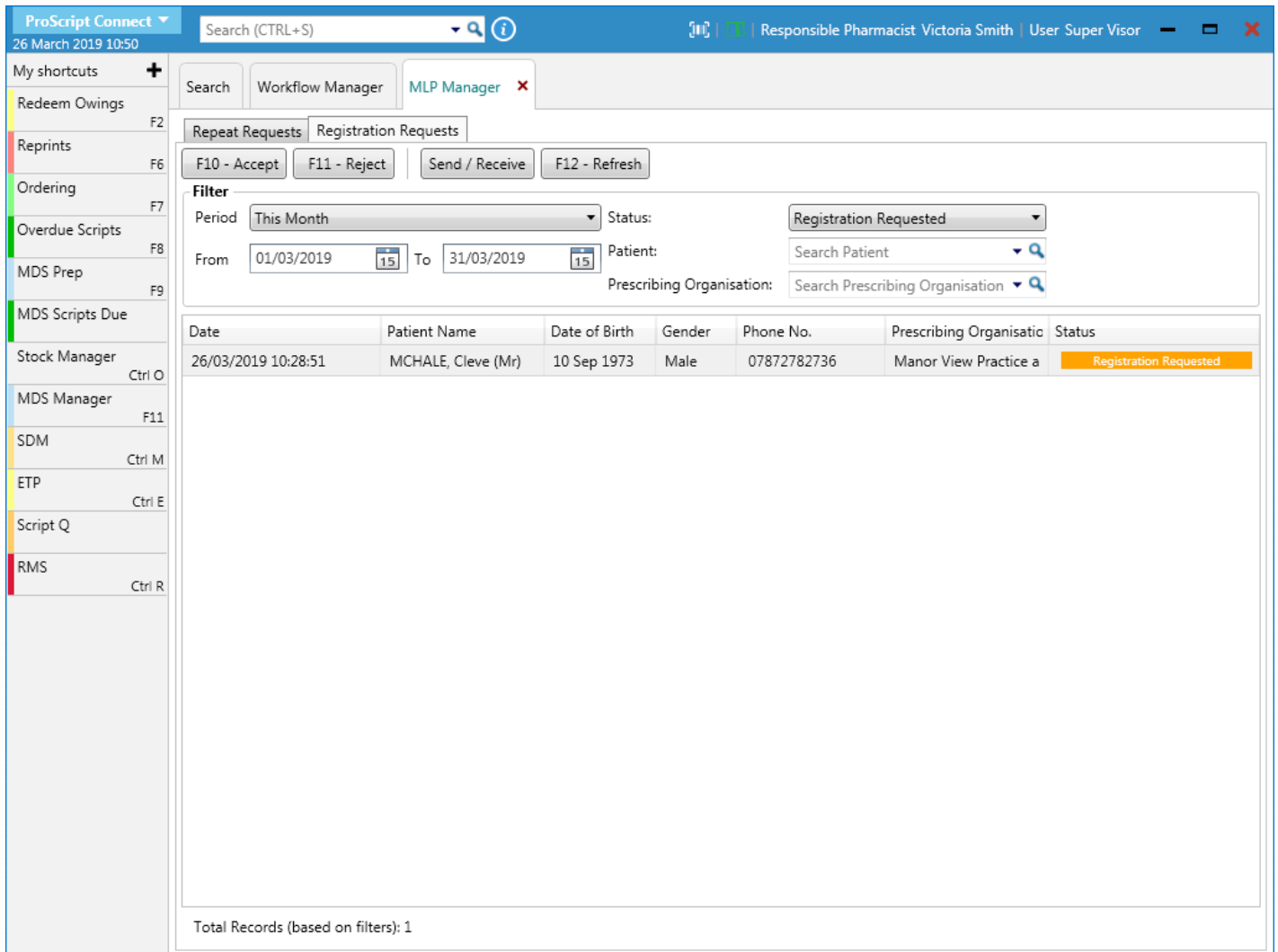
Rejecting the Registration Request

 Rejecting a patient's registration request will send a [push notification](#) to the patient's device if they have push notifications enabled.

1. From the *Registration Requests* tab within the MLP Manager, you will see any outstanding patient registration request(s) displayed as **Registration Requested**.



If the registration request you are looking for does not display in the grid, you can press **[Send/Receive]** to download new messages and **[F12 – Refresh]** to update the grid.



ProScript Connect 26 March 2019 10:50 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 MLP Manager x

Repeat Requests Registration Requests

F10 - Accept F11 - Reject Send / Receive F12 - Refresh

Filter

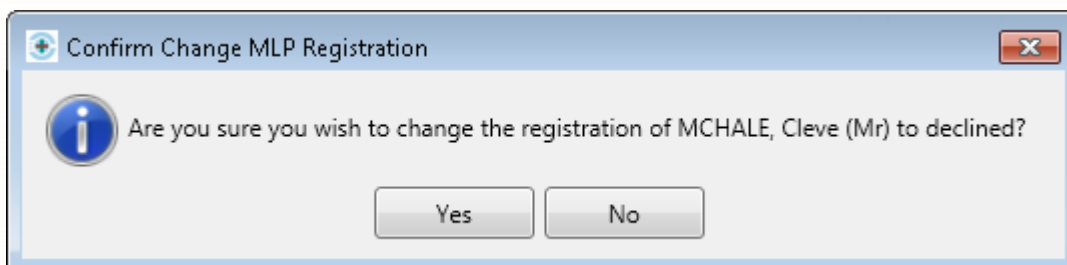
Period: This Month Status: Registration Requested

From: 01/03/2019 To: 31/03/2019 Patient: Search Patient Prescribing Organisation: Search Prescribing Organisation

| Date | Patient Name | Date of Birth | Gender | Phone No. | Prescribing Organisation | Status |
|---------------------|--------------------|---------------|--------|-------------|--------------------------|------------------------|
| 26/03/2019 10:28:51 | MCHALE, Cleve (Mr) | 10 Sep 1973 | Male | 07872782736 | Manor View Practice a | Registration Requested |

Total Records (based on filters): 1

2. Highlight a patient registration request in the grid and press **[F11 – Reject]**.
3. A pop-up window displays, asking whether you want to change the selected patient registration request to declined.



4. Click **[Yes]**.
5. The patient registration request is now marked as **Patient Rejected**.

ProScript Connect 26 March 2019 11:03 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 MLP Manager X

Repeat Requests Registration Requests

F10 - Accept F11 - Deregister Send / Receive F12 - Refresh

Filter

Period: This Month Status: Patient Rejected

From: 01/03/2019 To: 31/03/2019 Patient: Search Patient Prescribing Organisation: Search Prescribing Organisation

| Date | Patient Name | Date of Birth | Gender | Phone No. | Prescribing Organisatic | Status |
|---------------------|--------------------|---------------|--------|-------------|-------------------------|------------------|
| 26/03/2019 10:28:51 | MCHALE, Cleve (Mr) | 10 Sep 1973 | Male | 07872782736 | Manor View Practice a | Patient Rejected |

Total Records (based on filters): 1

Revision History

| Version Number | Date | Revision Details | Author(s) |
|----------------|----------------|------------------|----------------------|
| 1.0 | 15 August 2019 | | Joanne Hibbert-Gorst |
| | | | |
| | | | |

Contact us

For more information contact:
Telephone: 0344 209 2601