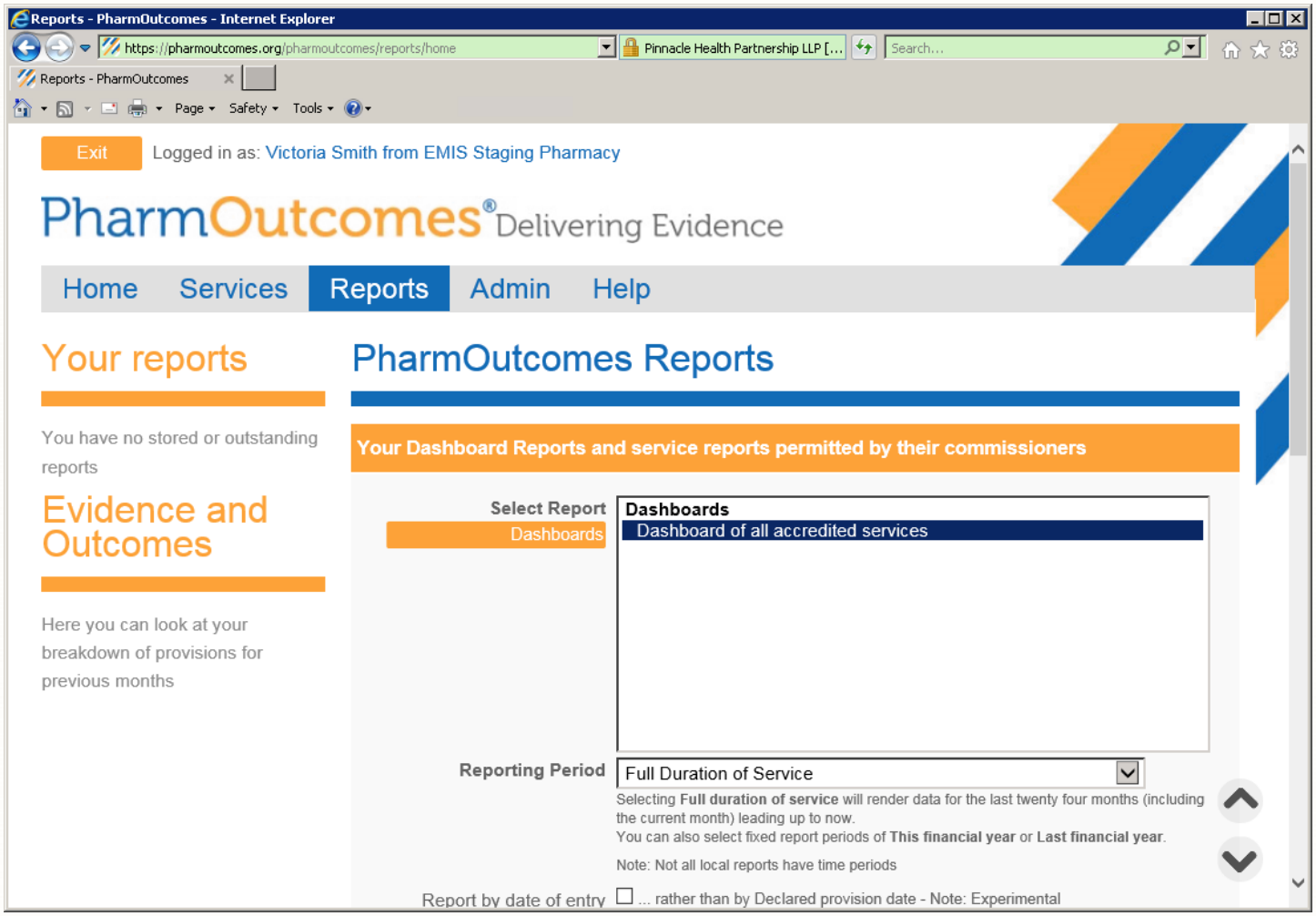
Generating a Shielded Patient Check Report

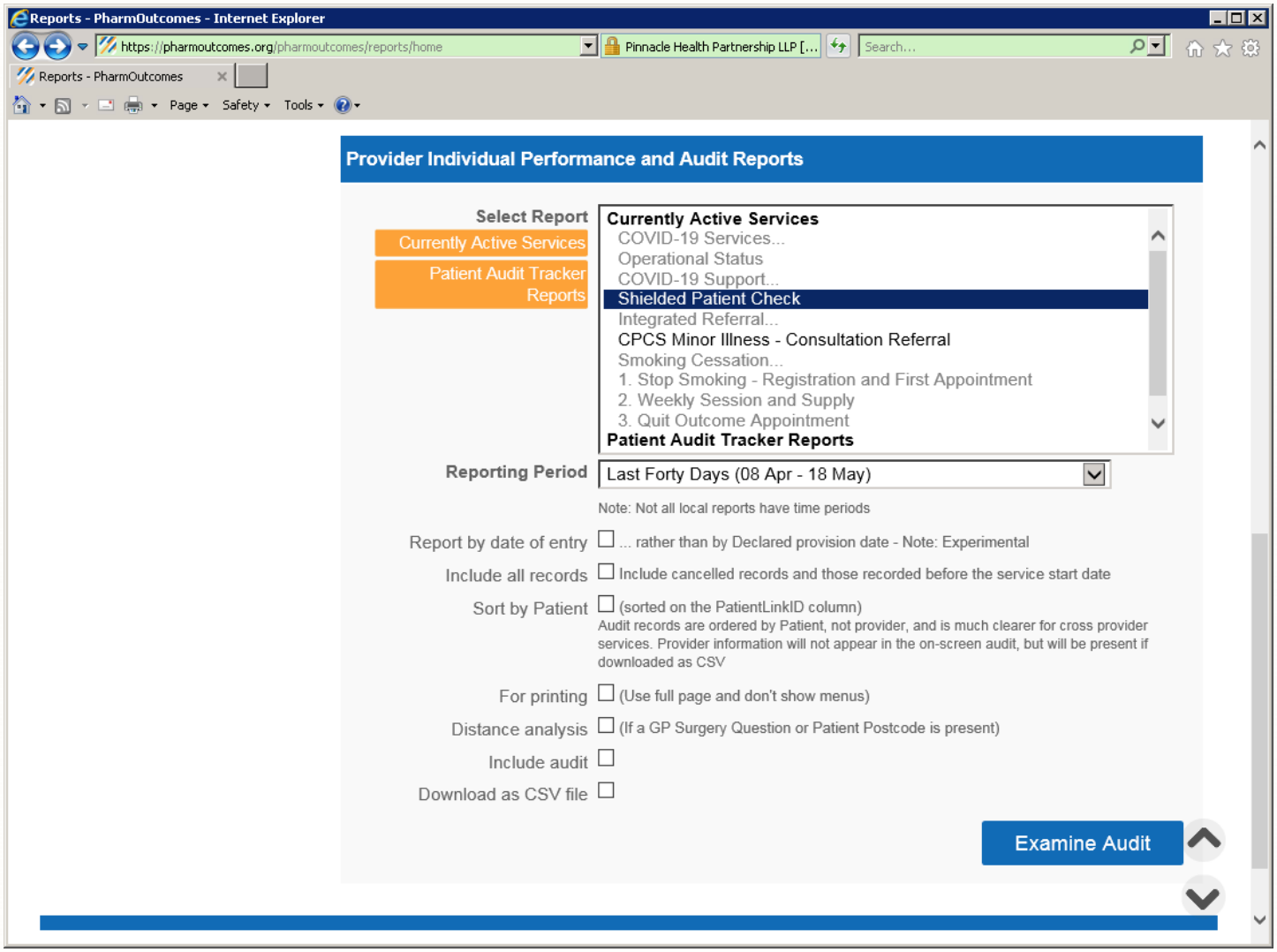
The PharmOutcomes website allows you to generate various reports, including a report which provides information on COVID-19 Support Shielded Patient Checks that you have carried out and recorded using PharmOutcomes.

1. To begin, login to the PharmOutcomes website using your username and password.
2. Select the Reports section. The PharmOutcomes Reports web page displays.



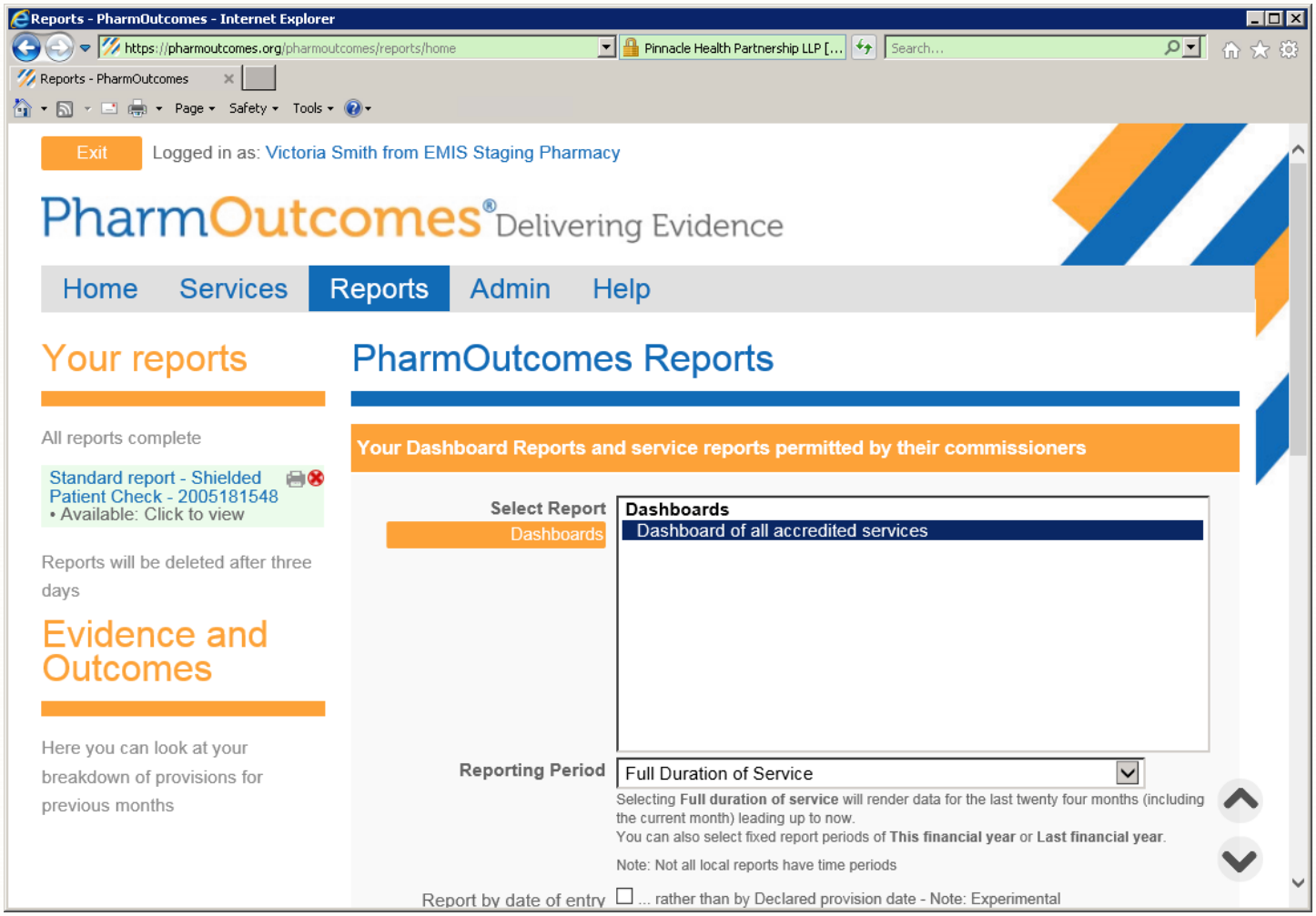
3. Scroll down the page to the Provider Individual Performance and Audit Reports section. Select *Shielded Patient Check* from the list of reports in the box.
4. Select the *Reporting Period* from the list of options in the drop-down box.
5. Select other options if required by selecting the relevant tick-box, such as *Download as CSV* file then select the **[Examine Audit]** button to generate the report.

A McKesson Company

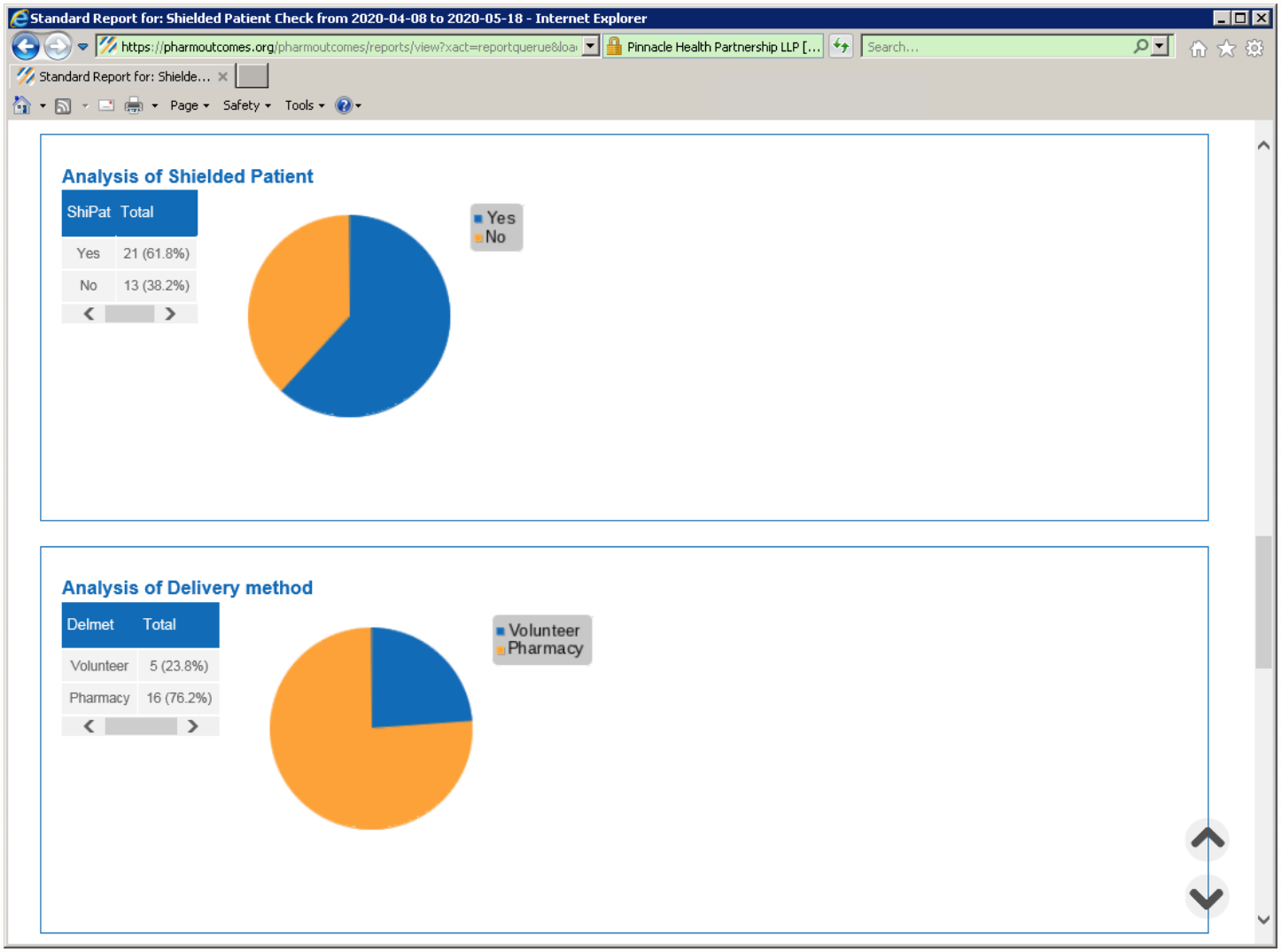


6. A banner displays stating that report has been successfully queued. Scroll back to the top of the web page. A new report called *Standard report – Shielded Patient Check* is listed under the Your Reports section down the left-hand side. The status of the report will initially display as *Waiting to be run*, while the data is being compiled. Once ready, the status will change to display as *Available: Click to view*. Select the name of the report, which is highlighted in blue, to view the data.

A McKesson Company



7. The report displays in the web page. You can scroll down to view helpful information such as an analysis of shielded patients and the delivery methods used.



Revision History

Version Number	Date	Revision Details	Author(s)
1.0	10 September 2020		Joanne Hibbert-Gorst

Contact us

For more information contact:
Telephone: 0344 209 2601

Not to be reproduced or copied without the consent of AAH Pharmaceuticals Limited 2020.