


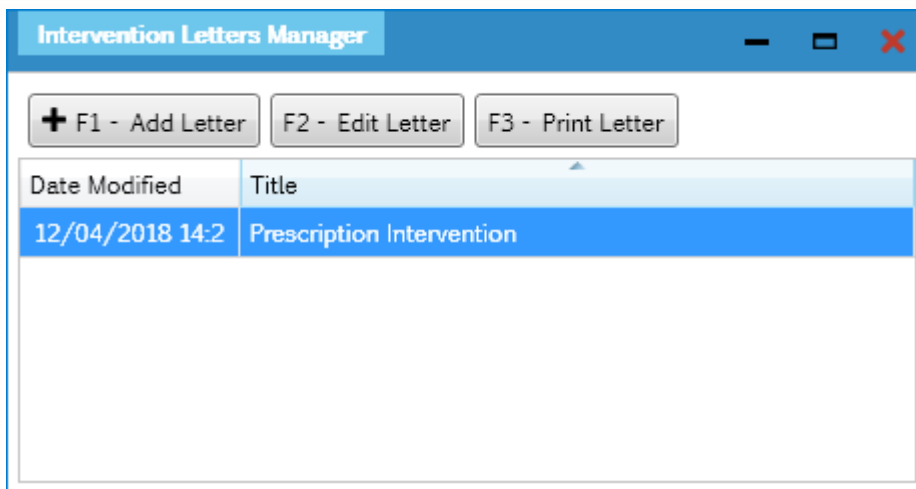
# Deleting/Restoring an Intervention Letter

## Deleting an Intervention Letter

The Intervention Letters Manager enables you to add, edit, delete and print letter templates, which you can use to liaise with a third party, such as a nurse, GP or specialist, regarding a patient intervention.

 Intervention letter templates are only available for anticoagulant therapy, lithium therapy and prescription interventions.

1. You can access the Interventions Manager from the top left-hand corner of the ProScript Connect Main Screen, by clicking **ProScript Connect** > **Interventions**.
2. From the Interventions Manager, highlight either an anticoagulant therapy, lithium therapy or prescription intervention in the grid and press **[F4 – Letters]**.
3. The Intervention Letters Manager window displays.



4. From the Intervention Letters Manager, highlight a letter in the grid and press **[F2 – Edit Letter]**.
5. The Intervention Letter window displays.

Intervention Letter

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**POSTER, Gale (Mr)**  
35 Hillview Road, Pinner, United Kingdom, HA5 4PB

DOB 27 Jan 1979  
Age 39 years 2 months

NHS No 999 999 9654  
EPS Status ●

PATING

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Case ID 3

Title Prescription Intervention

To (Prescriber)

POUPALOS, Stamatios  
HATCH END MEDICAL CENTRE  
HATCH END HEALTH CENTRE 577 UXBRIDGE ROAD  
HATCH END, PINNER  
MIDDLESEX  
HA5 4RD

From (Pharmacy)

128 Waterfields Way  
North Watford  
WD24 7FE

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Letter

A prescription intervention has been encountered regarding a prescription issued for the above patient for the following medication(s)/appliance(s):

Insulin Aspart 100u/1ml 10ml vial

The prescription intervention has been raised for the following reason(s):

Unclear Dosage Instructions

Please could you review the prescription, amending or clarifying as required before returning the prescription to the above pharmacy at your earliest convenience.

Please do not hesitate to contact me should you have any queries.

Yours Sincerely  
Victoria Smith

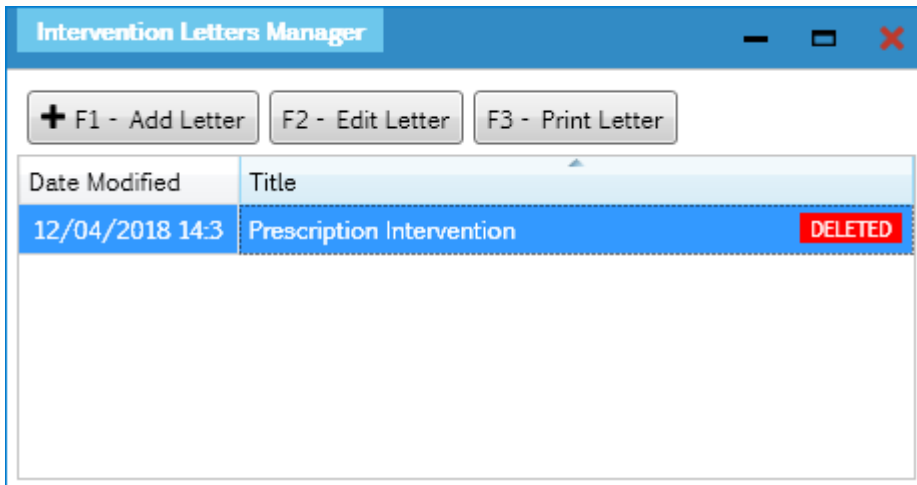
Letter Deleted

ALT+P - Print
✓ F10 - Save
✕ Cancel

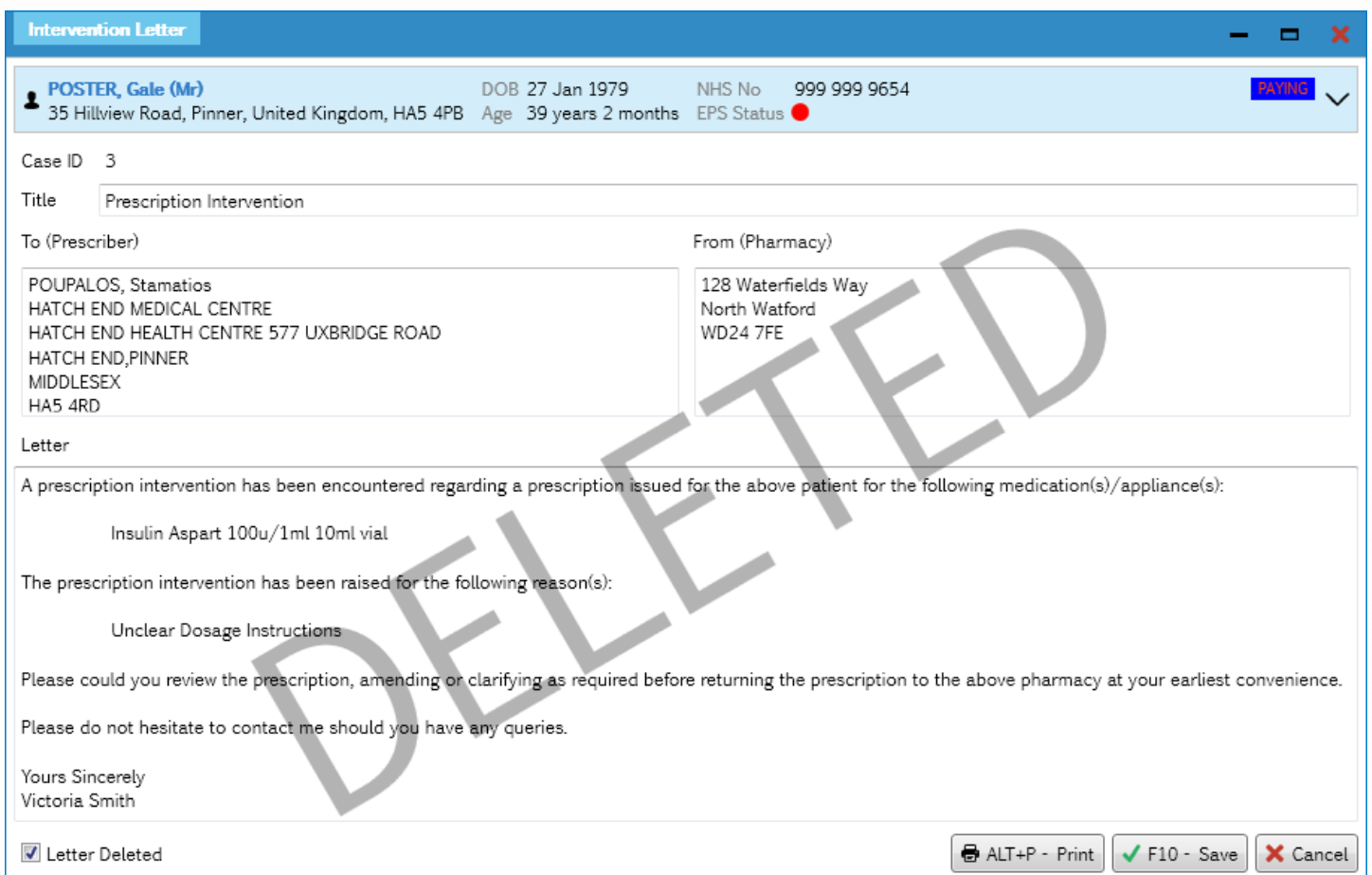
6. From the bottom left-hand corner, select the  Letter Deleted tick box.
7. Press **[F10 – Save]**.

## Restoring a Deleted Intervention Letter

1. You can access the Interventions Manager from the top left-hand corner of the ProScript Connect Main Screen, by clicking **ProScript Connect** > **Interventions**.
2. From the Interventions Manager, highlight either an anticoagulant therapy, lithium therapy or prescription intervention in the grid and press **[F4 – Letters]**.
3. The Intervention Letters Manager window displays.

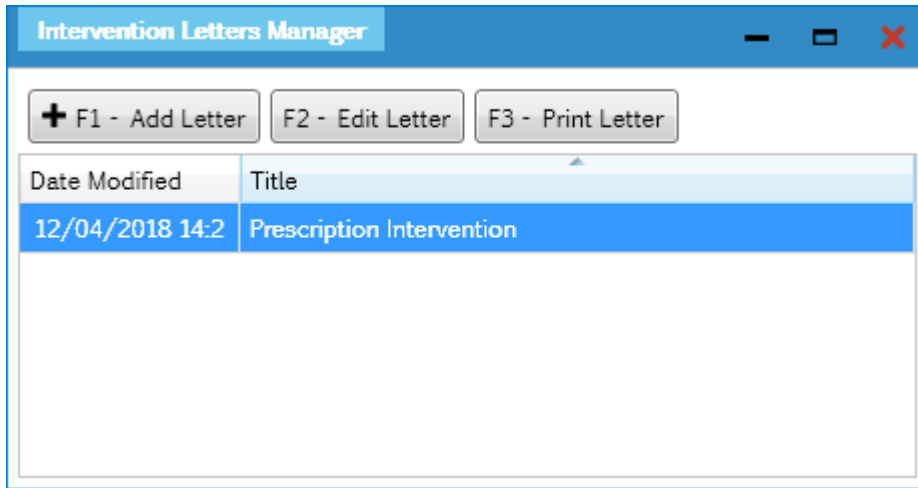


4. Any deleted intervention letters display with a **DELETED** tag.
5. Highlight the **DELETED** intervention letter and press **[F2 – Edit Letter]**.
6. The Intervention Letter window displays with a DELETED watermark.



7. From the bottom left-hand corner of the Intervention Letter window, deselect the  Letter Deleted tick box.

8. Press **[F10 – Save]**.
9. You are returned to the Intervention Letters Manager, where the letter is no longer tagged as deleted.



## Revision History

Version Number	Date	Revision Details	Author(s)
1.0	05 November 2021		Joanne Hibbert-Gorst

### Contact us

For more information contact:  
**Telephone: 0344 209 2601**

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