
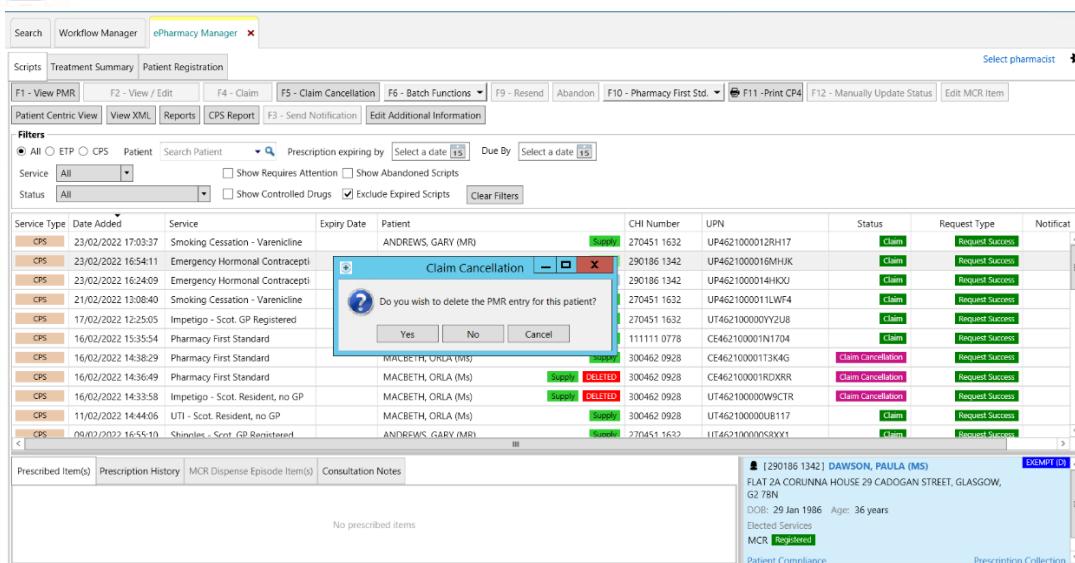


Cancelling a CPS Supply, Consultation or GP Referral

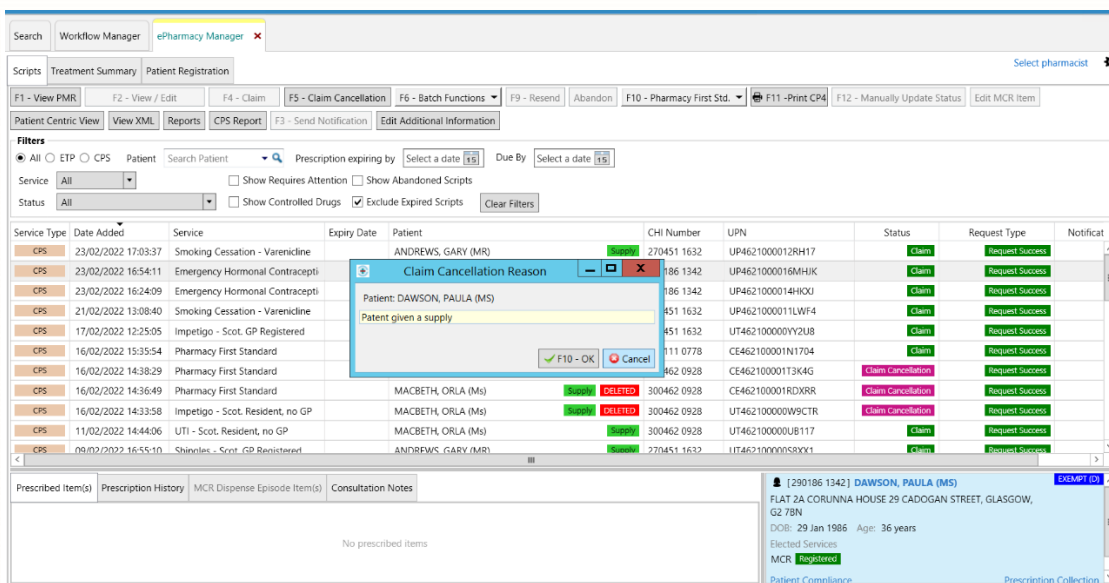
1. From the *Scripts* tab of the ePharmacy Manager, highlight a **CPS Service Type** tag, and the required **CPS Service (Supply, Advice or Referral)** item marked as **Claim**.
2. Select the **[F5 – Claim Cancellation]** button.
3. After selecting a script to cancel in the ePharmacy Manager the user is prompted to decide if they wish to delete the PMR entry for the patient.

 A retained record it will be marked in the PMR **Claim Cancelled**.




The screenshot shows the ePharmacy Manager interface with a list of scripts. A dialog box titled "Claim Cancellation" is open, asking "Do you wish to delete the PMR entry for this patient?". The dialog has three buttons: "Yes", "No", and "Cancel". The background shows a table of scripts with columns for Service Type, Date Added, Service, Expiry Date, Patient, CHI Number, UPN, Status, Request Type, and Notification. The status column shows "Claim" for several entries.

4. Enter a claim cancellation reason.



The screenshot shows the ePharmacy Manager interface with a list of scripts. A dialog box titled "Claim Cancellation Reason" is open, prompting for a reason. The text field contains "Patient given a supply". The dialog has "F10 - OK" and "Cancel" buttons. The background shows the same table of scripts as the previous screenshot, but with a different dialog box.

5. The ePharmacy Manager displays, with the service marked as **Claim Cancellation**.

 A record not retained in the PMR will display in the ePharmacy Manager as **Claim Cancellation** and **Deleted**.

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	24 March 2022		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 2022.