

Re-Sending a Restrictions Template

Selecting the Restrictions Template

- 1. From the Head Office Restrictions Manager, press **[F1 Select Template]**.
- 2. The Search Restrictions Template window displays, with a list of existing templates on the system.

Search Restrictions Template			×
Filters Show Deleted			
	▼ × F1 - Add	Template Edit Templa	te Duplicate Template
Template Name	Туре	Total Restrictions	Date Modified
Hertfordshire Branches	Contract	237	20/06/2017 16:07:14
Kent Branches	Retail	237	20/06/2017 14:22:40
London Branches	Retail	237	20/06/2017 13:22:29
			✓ F10 - Select X Close

- 3. From there, search for and highlight the template you want to select.
- 4. Press **[F10 Select]**.
- 5. The Head Office Restrictions Manager displays, with the template now selected, as per the top snippet.

ProScript Connect 21 June 2017 15:12	Search (CTRL+S)	+ Q		Π	🖁 l 🍫 Respor	sible Pharmacist Vic	toria Smith	User Vic	toria Smith		
My shortcuts 🕂	Search	lead Office Re	estrictions Manager	•								
Redeem Owings F2	Pertrictions	All Tamala	tee 1 lister .									
Overdue Scripts	Trestrictions	All Templa	tes History									
F8 Reprints	F1 - Select	Template	F2 - Edit Restriction	F3 - Remove Restriction	F8 - Save Changes Bate	h Update	dd Pack Note Pri	nt Preview	Import/I	Export 🔻		
F6	Import Ten	nplate Prev	view Changes View T	emplate History Edit Exclu	ded Suppliers							
MDS Scripts Due		Branches Ty	vne: Retail Publishe	d Date: 21/06/2017 14:39	Delayed Date: Not Delayed	Published B	v Victoria Smith	Status: 0/2	2 Published			
Ordering	- Filtorr	י. י			, ,							
F7 MDS	Drug		250MG CAPS	 × Product Code 		🔲 Sh	w Restricted Items	Only		Exclude Paralle	I Imports	;
F11	Drug Cate	Deng Church 2007 The Constructed Discontinued Items Only Show Excluded Suppliers										
RMS Ctrl R	Drug <u>C</u> ate			- Manufacturers	All	She She	ow Pack Notes Only			Show Assigned	Wholes	alers
SDM	Suppliers	All		Minimum Price (£)	0	Shi	ow Family					
Ctrl M	Pip Code	Link Code	Override Code	Drug Name	*	Category	Manufacturer	Supplier	Price (£)	Wholesaler	AGBM	
EIP	8530800	1AMO263		Amoxicillin 250mg caps (21	Restricted	G		THGN	0.0000	AAH	A	^
Training	8530818	1AMO264		Amoxicillin 250mg caps (50	0) Restricted	G		THGN	0.0000	AAH	А	
Stock	8025959	1AMO255		Amoxicillin 250mg caps (21	Restricted	G		SPL	0.2800	AAH	А	
	8025942	1AMO256		Amoxicillin 250mg caps (50	0) Restricted	G		SPL	9.9400	AAH	А	
	8563678	1AMO390		Amoxicillin 250mg caps (15	Restricted	G		THGN	0.0000	AAH	А	
	8041733	1AMO378		Amoxicillin 250mg caps (15	Restricted	G		SPL	0.4700	AAH	А	
	1207414	1AMO399		Amoxicillin 250mg caps (21	Restricted	G	ACCORD HEALT		0.0000	AAH	А	
	1210749	1AMO283		Amoxicillin 250mg caps (21	Restricted	G	BROWN AND BL		0.0000	AAH	А	
	1216159	1AMO284		Amoxicillin 250mg caps (21	Restricted	G	FLAMINGO PHA		1.0900	AAH	А	
	1216167	1AMO284		Amoxicillin 250mg caps (15	Restricted	G	FLAMINGO PHA		0.7800	AAH	А	
	8880213	1AMO353		Amoxicillin 250mg caps [Ho	spital] (15) Restricted	G		PHD	0.5500	AAH	А	_
	LP01432	1AMO402		Amoxicillin 250mg caps [LL	O] (21) Restricted	G		LLP	1.0800	AAH	А	
	8893000	2AMO33		Amoxicillin 250mg caps [Mo	orningside] (21) Restricted	G		PHD	0.3500	AAH	А	Ξ
	0453951	AMO3		Amoxil 250mg caps (21)	Brand Restricted	В	GLAXOSMITHKL		0.9200	AAH	А	
	Total Drugs	Database Ite	ms (Based on applied f	ilters): 54 Total Restricter	d Items (Based on applied filters	i): 16 Tota	l Changes Made:	0				Ŧ



Re-Sending the Restrictions Template

- 1. From the Head Office Restrictions Manager, click the *All Templates History* tab in the top left-hand corner of the window.
- 2. The *All Templates History* tab contents display, with a list of all previous template publication instances and their status.

ProScript Connect	Search (CTRL+S)	- Q					Responsible Pharma	cist Victoria Smith	User Victoria Smith	-	- x
My shortcuts	Search Head Office	Restrictions Manager 🗙									
Ctrl R Reprints F6	Restrictions All Temp	lates History F2 - Cancel 5 F3 - Ret	resh								
Ordering F7	Filters Period Last 60 Days			Status		Licor	Search Lloor	- 9			
Redeem Owings	From 23/04/2017 15 To 22/06/2017 15 Iemplate Search Template						Search Oser	- Q			
ETP	Restrictions										
SDM Ctrl M	Date Published Date Delayed Template Name 21/06/2017 03:45 PM 22/06/2017 05:00 PM London Branches								Status Delayed	Vers 6	ion
MDS F11	21/06/2017 03:36 PM Not Scheduled London Branches								0/2 Published	5	
Overdue Scripts	21/06/2017 03:36 PM Not Scheduled London Bra			iches					0/2 Published	4	
Stock	21/06/2017 03:35 PM Not Scheduled London Branches 21/06/2017 02:39 PM Not Scheduled London Branches							0/2 Published	d 2		
Training	21/06/2017 02:38 PM Not Scheduled London Branches 0/2 Published 1										
	13/06/2017 03:43 PM Not Scheduled Links 0/2 Published						3				
	Branches	Not scheduled	TINKS						0/2 Published	4	
	Branch							Pranch Identifier			
	Kensington						Delayed	8585			
	Tottenham						Delayed	6479			

- 3. Highlight the template you want to re-send and press **[F1 Re-Send]**.
- 4. The Resend Template window for the selected template displays.



Resend Template		- = ×
Filters Branch Name	Branch Identifier Search Branch Identifier - C	Status All
Branches		
Branch	Status	Branch Identifier
Kensington	Delayed	8585
Tottenham	Delayed	6479
	✓ F8 - Send Failed Only	▼ F9 - Send Selected ▼ F10 - Send All ★ Cancel

- 5. From here, you can:
 - Press **[F8 Send Failed Only]** to publish the template to branches for which the publication has failed
 - Highlight one or more branches using [CTRL]/[SHIFT]+left-click and press [F9 – Send Selected] to send the template to the selected branches
 - Press **[F10 Send All]** to send the templates to all the branches

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	02/08/2023		Joanne Hibbert-Gorst

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Contact us

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