

Saving and Applying a Restrictions Template Locally

Saving and applying a restrictions template locally means that the restrictions template and its adjoining restrictions and pack notes will be saved on ProScript Connect and only applied on <u>the computer you are currently using</u>.

This will not publish the restrictions template to its assigned branches and the template's restrictions and pack notes will only apply locally to the computer's drug database.

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			
	✓ × 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	Search (CTRL+	+S) 🗸 🗸		۲	🖪 l 🍫 Respons	sible Pharmacist Vic	toria Smith:	User Vict	oria Smith	- - x
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F2	Restrictions All Templates History									
Overdue Scripts F8	8 F1 - Select Template F2 - Edit Restriction F3 - Remove Restriction F8 - Save Changes V Ratch Lindate Add Park Note Print Preview Import/5vi						xnort 👻			
Reprints	The server reinipriate in a structure in the structure in						importe	shore		
F6 MDS Scripts Due	Import Iemplate Preview Changes View Iemplate History Edit Excluded Suppliers									
in bo ben po buo	London Branches Type: Retail Published Date: 21/06/2017 14:39 Delayed Date: Not Delayed Published By: Victoria Smith Status: 0/2 Published									
Ordering F7	Filters 0									
MDS	Drug	AMOX 250MG CAPS	▼ × Product <u>C</u> ode		Shc	w Restricted Items	Only		Exclude Parallel	Imports
F11 RMS	Drug Category All Manufacturers All							Suppliers		
Ctrl R	Ctrl R Suppliers All Minimum Price (£) 0		Show Pack Notes Only Show Assigned Wholesalers							
SDM Ctrl M				A						
ETP	Pip Code Link	k Code Override Code	Drug Name		Category	Manufacturer	Supplier	Price (£)	Wholesaler	AGBM
Training	8530800 1A	MO263	Amoxicillin 250mg caps (21)) Restricted	G		THGN	0.0000	AAH	A
maining	8530818 1A	MO264	Amoxicillin 250mg caps (50	0) Restricted	G		THGN	0.0000	AAH	A
Stock	8025959 1AI	MO255	Amoxicillin 250mg caps (21)) Restricted	G		SPL	0.2800	AAH	A
	8025942 1AI	MO256	Amoxicillin 250mg caps (50	0) Restricted	G		SPL	9.9400	AAH	A
	8563678 1A	MO390	Amoxicillin 250mg caps (15)) Restricted	G		THGN	0.0000	AAH	A
	8041733 1AI	MO378	Amoxicillin 250mg caps (15)) Restricted	G		SPL	0.4700	AAH	A
	1207414 1A	MO399	Amoxicillin 250mg caps (21)) Restricted	G	ACCORD HEALT		0.0000	AAH	А
	1210749 1A	MO283:	Amoxicillin 250mg caps (21)) Restricted	G	BROWN AND BL		0.0000	AAH	A
	1216159 1A	MO284	Amoxicillin 250mg caps (21)) Restricted	G	FLAMINGO PHA		1.0900	AAH	A
	1216167 1A	MO284:	Amoxicillin 250mg caps (15)) Restricted	G	FLAMINGO PHA		0.7800	AAH	A
	8880213 1A	MO353	Amoxicillin 250mg caps [Ho	ospital] (15) Restricted	G		PHD	0.5500	AAH	A
	LP01432 1A	MO402	Amoxicillin 250mg caps [LLC	O] (21) Restricted	G		LLP	1.0800	AAH	Α _
	8893000 2AI	MO33	Amoxicillin 250mg caps [Mo	orningside] (21) Restricted	G		PHD	0.3500	AAH	Α =
	0453951 AM	403	Amoxil 250mg caps (21)	Brand Restricted	В	GLAXOSMITHKL		0.9200	AAH	A
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Saving and Applying the Restrictions Template Locally

- 1. Ensure you have added or removed the required restrictions.
- 2. Ensure you have added, edited or deleted the required pack notes.
- 3. Once you are done, press [F9 Save and Apply Locally].
- 4. A green snippet displays at the bottom of the Head Office Restrictions Manager, confirming that you have successfully saved and applied the template locally.

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21 June 2017 15:22	Search (CTRL+S)	•	٩			π	🖁 l 🍫 Respor	sible Pharmacist Vic	toria Smith	User Vict	toria Smith	• •
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Redeem Owings	Search	lead Office R	estrictions Manag	er 🔺									
E Overdue Scripts	2 Restrictions	All Templa	tes History										
Filler	F1 - Select	Template	F2 - Edit Restric	tion	F3 - Remove Restricti	on F8 - Save Chan	ges 👻 🛛 Bato	h Update	dd Pack Note	nt Preview	Import/8	Export 👻	
Reprints	5 Import Ten	plate Prev	view Changes	√iew Ter	mplate History Edit E	xcluded Suppliers							
MDS Scripts Due		·)_											
Ordering	E London	Branches Ty	ype: Retail Pul	blished	Date: 21/06/2017 14:3	9 Delayed Date:	Not Delayed	Published B	y: Victoria Smith	Status: 0/2	Published		
Fi Fi	Filters –	D									_		
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ETP	Pip Code	Link Code	Override Code		Amovicillia 250ma and	(21)	Portricted	Category	Manufacturer	Supplier	Price (£)	wholesaler	AGBM
Training	9520919	14M0265			Amoxicillin 250mg caps	(21)	Restricted	G		THON	0.0000		A A
-	8025050	14M0255			Amoxicillin 250mg caps	(21)	Restricted	G		SDI	0.2800		A .
STOCK	8025942	14M0256			Amoxicillin 250mg caps	(500)	Pestricted	G		SPL	0.2000	AAU	
	0023542	14140200			Amovicillin 250mg caps	(15)	Postricted	G		THON	0.0000		
	0041722	14140330			Amoxiciiin 250mg caps	(13)	Restricted	G		Indiv	0.0000		A .
	0041/33	1/10/01/12/19			Amovicillin 250mg cans	(15)	Restricted	G		CDI	0.4700		~
	1207414	1AMO378			Amoxicillin 250mg caps	(15)	Restricted	G		SPL	0.4700		٨
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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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