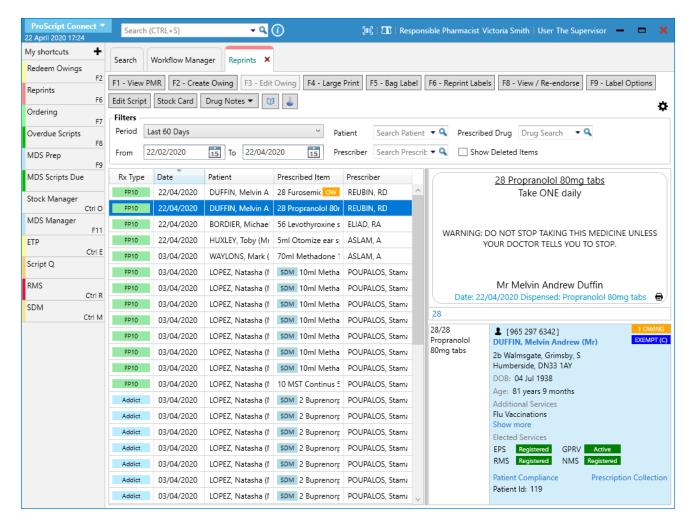


Creating an Owing from Reprints

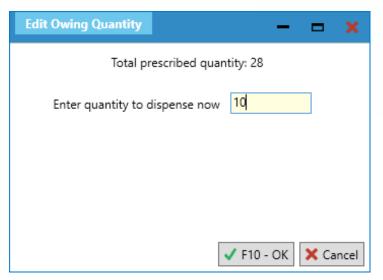
ProScript Connect enables you to create an Owing, which consists in dispensing a partial quantity of a prescription item to a patient, with the outstanding quantity to be redeemed at a later date. You can create an Owing from Reprints, as shown below, or from the Patient Medication Record.

1. From the ProScript Connect Main Screen, select the **Reprints** shortcut or click **F6**. The Reprints module opens in a new tab.



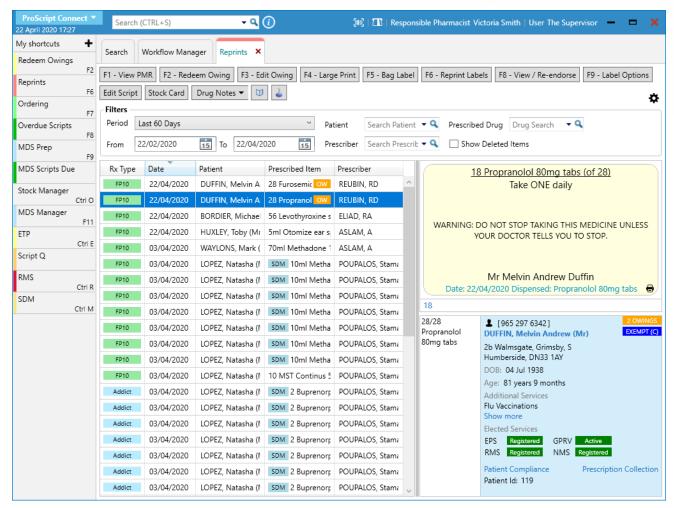
 From Reprints, highlight the item for which you want to create an owing and click F2 - Create Owing. The Edit Owing Quantity screen is displayed.





- 3. Enter the quantity you want to dispense now, then click **F10 OK**. The system will generate the relevant Owing label for the selected item and any remaining labels for the selected patient e.g. the bag label.
- 4. The Reprints Main Screen is displayed with the selected item marked with the Owing OW tag, and the label preview in pale yellow. You can now redeem the Owing, either from the Patient Medication Record, Reprints or Redeem Owings.





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Revision History

Version Number	Date	Revision Details	Author(s)
1.0	29 April 2024		Joanne Hibbert-Gorst

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Contact us

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