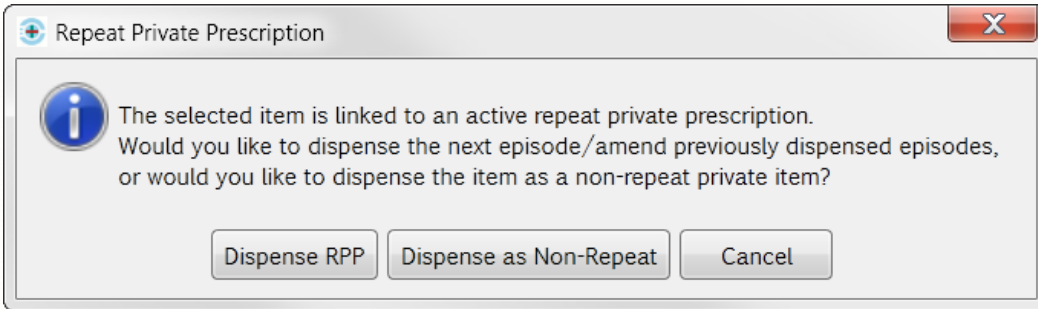


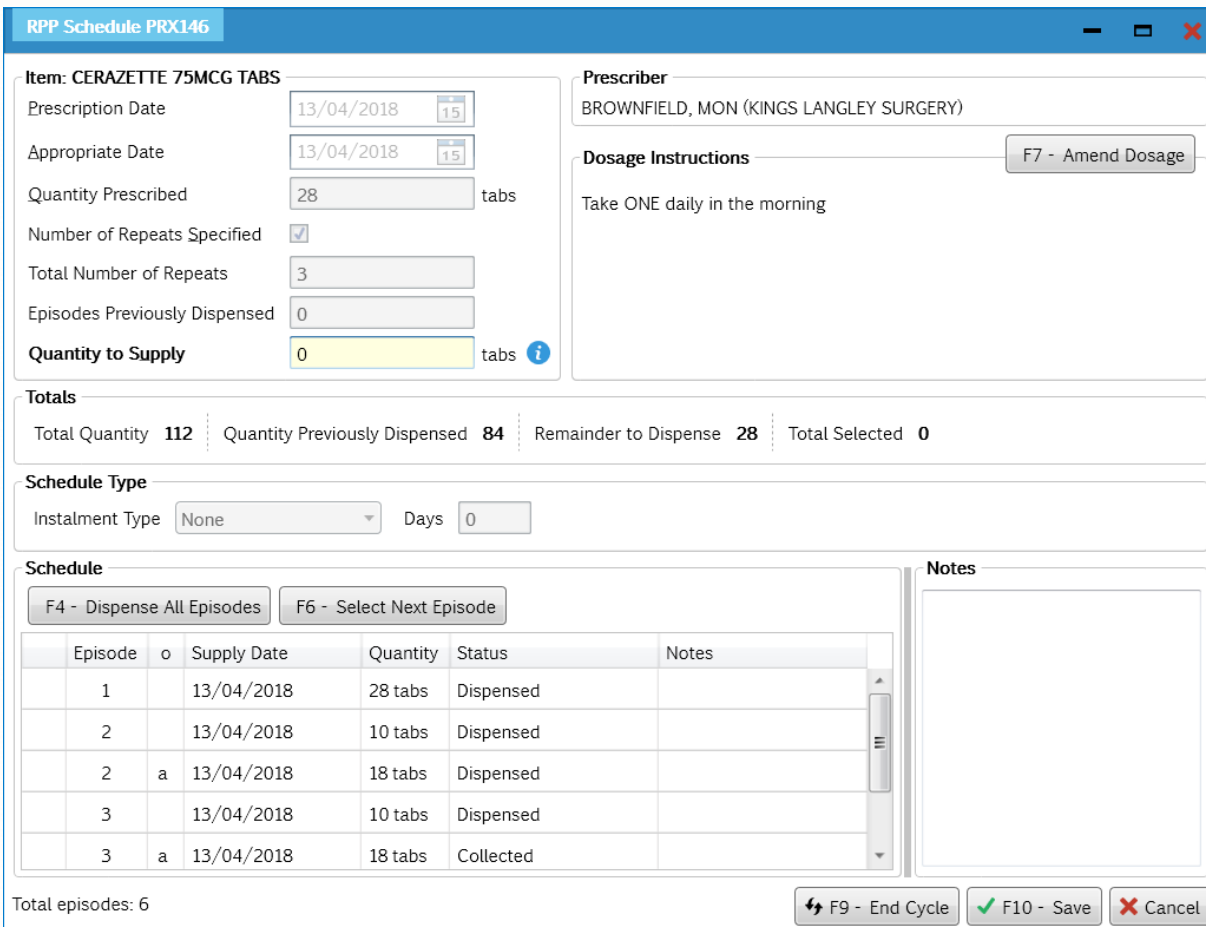
Ending an RPP Schedule

Accessing the RPP Schedule

1. From the first quadrant of the PMR, highlight the prescription marked with an **RPP** tag.
2. Press **[F6 – Next Item]**.
3. A pop-up window displays, advising you that the selected item is linked to an active repeat private prescription.



4. Click **[Dispense RPP]**.
5. The RPP Schedule window for the selected prescription displays.



Item: CERAZETTE 75MCG TABS

Prescription Date: 13/04/2018

Appropriate Date: 13/04/2018

Quantity Prescribed: 28 tabs

Number of Repeats Specified:

Total Number of Repeats: 3

Episodes Previously Dispensed: 0

Quantity to Supply: 0 tabs

Prescriber: BROWNFIELD, MON (KINGS LANGLEY SURGERY)

Dosage Instructions: Take ONE daily in the morning

Totals: Total Quantity 112 | Quantity Previously Dispensed 84 | Remainder to Dispense 28 | Total Selected 0

Schedule Type: Instalment Type: None | Days: 0

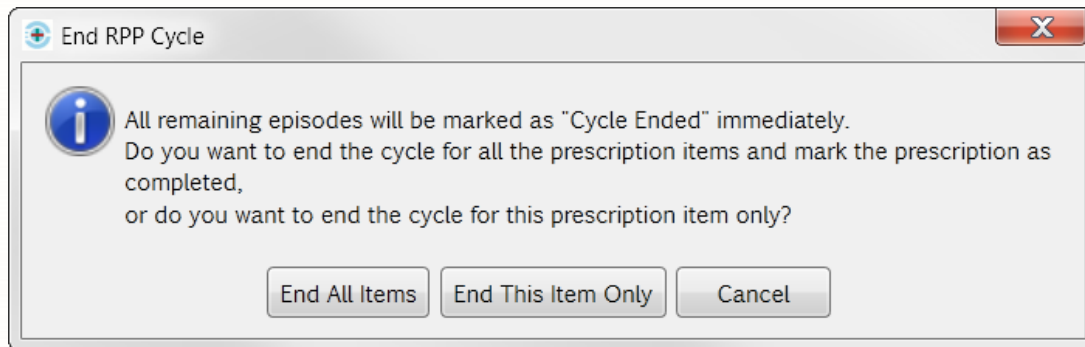
| Episode | o | Supply Date | Quantity | Status | Notes |
|---------|---|-------------|----------|-----------|-------|
| 1 | | 13/04/2018 | 28 tabs | Dispensed | |
| 2 | | 13/04/2018 | 10 tabs | Dispensed | |
| 2 | a | 13/04/2018 | 18 tabs | Dispensed | |
| 3 | | 13/04/2018 | 10 tabs | Dispensed | |
| 3 | a | 13/04/2018 | 18 tabs | Collected | |

Total episodes: 6

Buttons: F4 - Dispense All Episodes, F6 - Select Next Episode, F9 - End Cycle, F10 - Save, Cancel

Ending the RPP Cycle

1. From the RPP Schedule window, press **[F9 – End Cycle]**.
2. A pop-up window displays, advising you that all remaining episodes to be dispensed will be marked as *Cycle Ended* immediately. The system will also give you the option to either:
 - end the cycle for all prescription items and mark the prescription as *Completed*
 - end the cycle for this prescription item only, which means that any remaining item's cycle will resume as per usual



Ending the Entire RPP Prescription

This option is useful if you want to end the entire RPP schedule, which will end the cycle for all items on the prescription.

1. From the End RPP Cycle window, click **[End All Items]**.
2. All outstanding episodes are marked as *Cycle Ended*.
3. The PMR displays. The prescription has been completed.

Ending the RPP Item

This option is useful is you want to end one of several items in the RPP schedule. This will only end the cycle for the selected item on the prescription.

1. From the End RPP Cycle window, click **[End This Item Only]**.
2. All episodes linked to the selected item within the prescription will be marked as *Cycle Ended*.
3. The PMR displays. The selected item's RPP cycle has been ended, but the remaining item still has all its outstanding episodes.

Revision History

| Version Number | Date | Revision Details | Author(s) |
|----------------|------------------|------------------|----------------------|
| 1.0 | 24 December 2019 | | Joanne Hibbert-Gorst |

Contact us

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