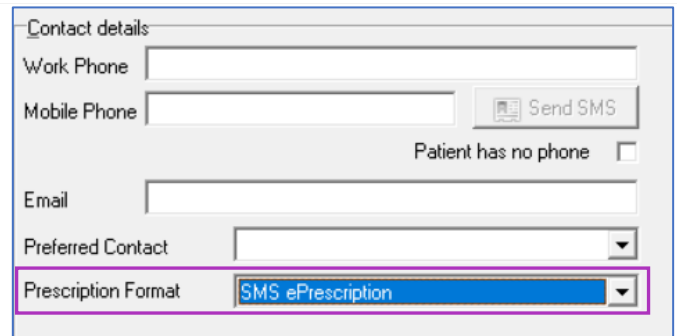


# ePrescribing Quick Reference

Communicare supports ePrescribing for registered providers who have opted into ePrescribing (version 22.1 and later). This reference sheet provides an overview of the changes.

## Prescription Format

In Patient Biographics, use the new **Prescription Format** field to set a patient's preference for how they want to receive their ePrescription token.



The screenshot shows the 'Contact details' section of a patient biographics form. Fields include Work Phone, Mobile Phone, Email, and Preferred Contact. The 'Prescription Format' dropdown menu is highlighted with a purple box and set to 'SMS ePrescription'. A 'Send SMS' button is visible next to the Mobile Phone field.

## Writing a Prescription

**Interval Between Repeats** If there is at least one repeat, for S8 or S4D medicines, the prescriber must nominate a repeat interval.

**Regulation 49 (Regulation 24)** Where hardship conditions apply, set to allow the pharmacist to dispense all repeats at once.

**Script Retained by Pharmacy** Set for controlled medications where the script is not given to the patient but goes direct to the pharmacy. The patient is not sent an ePrescription token or any repeat tokens by SMS or email.

**Unusual Dosage:** Set where the prescription is outside the normal therapeutic range.

**PBS/RPBS Approval Number** If you select **RPBS** for a medication that is not PBS-listed, but which has been given ad-hoc approval by the DVA for supply to patients with funding from the DVA, also set **Unlisted RPBS Authority**. In the **PBS/RPBS Approval Number** field, be sure to also include the RPBS approval number.

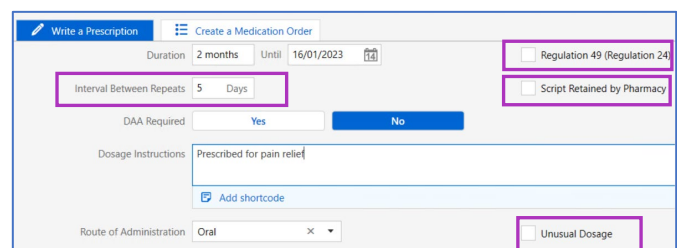
**Reason (Clinical Item)/Reason (Free Text)** Used where the clinical item is not recorded or available, the prescriber can free text – free text is only visible in the prescription record. [Reason (Clinical Item) is not available where free text is entered].

**Note to Pharmacist (ePrescriptions only)** For ePrescriptions, add a note to the pharmacist, such as details of unusual dosages or staged supply.

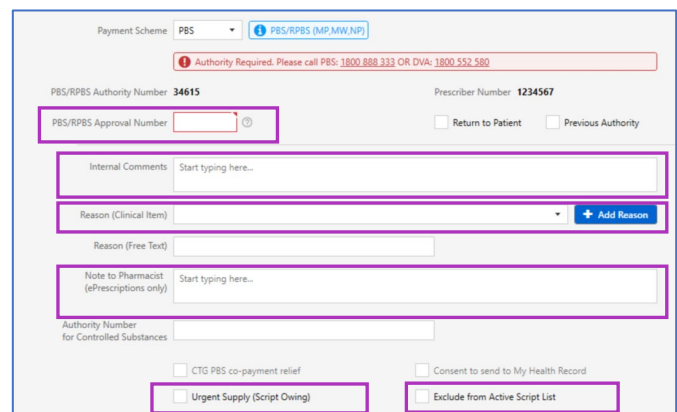
**Authority Number for Controlled Substances** Enter the number provided by your state that gives you authority to prescribe controlled substances.

**Urgent Supply (Script Owing)** Set if requesting the pharmacist to supply medication without a prescription, where the written prescription and duplicate will be forwarded within seven days.

**Exclude from Active Script List** Set if a patient requests this prescription be excluded from their Active Script List.



The screenshot shows the 'Write a Prescription' form. Fields highlighted with purple boxes include: 'Interval Between Repeats' (5 Days), 'Regulation 49 (Regulation 24)', 'Script Retained by Pharmacy', 'DAA Required' (Yes), 'Dosage Instructions' (Prescribed for pain relief), 'Route of Administration' (Oral), and 'Unusual Dosage'. The 'Duration' is set to 2 months and 'Until' is 16/01/2023.

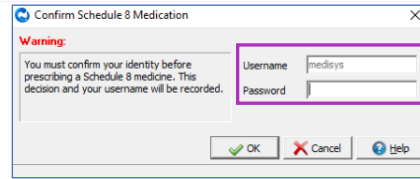


The screenshot shows the 'Payment Scheme' section. The 'PBS/RPBS Approval Number' field is highlighted with a purple box. Below it are 'Internal Comments' and 'Reason (Free Text)' fields. At the bottom, checkboxes for 'Urgent Supply (Script Owing)' and 'Exclude from Active Script List' are highlighted with purple boxes. A red error message states: 'Authority Required. Please call PBS: 1800.888.333 OR DVA: 1800.552.580'.

# ePrescribing Quick Reference

## Schedule 8 Prescribing

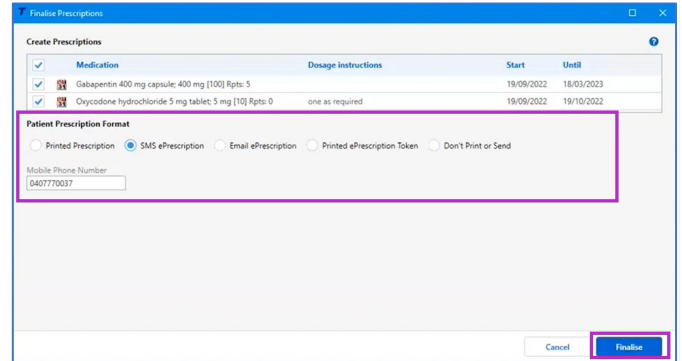
**Confirm Schedule 8 Medication** Additional authentication is required for Schedule 8 prescriptions, (this conformance requirement aligns with the previous requirement to sign a paper prescription).



## Finalising ePrescriptions

When you finalise ePrescriptions you have the option to modify the Patient Prescription Format.

Note: This is a temporary change for this ePrescription only. Update the default preference in the Patient Biographics.



## Preview Prescription

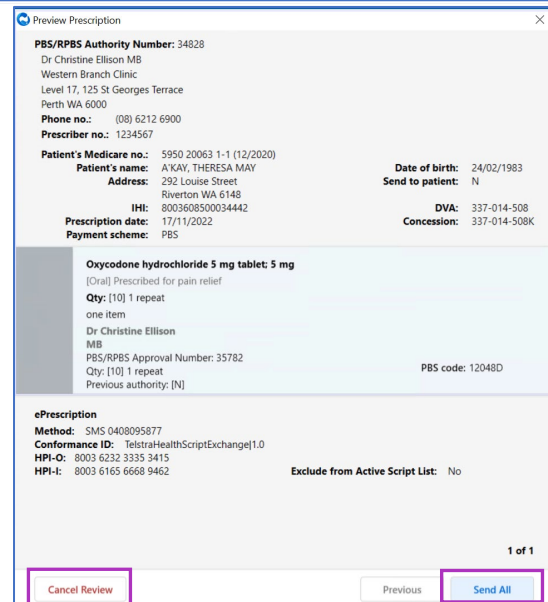
ADHA conformance requires that the prescribing clinician reviews the content of the prescription prior to sending it.

In the preview, review each prescription.

Step through each prescription using the **Previous** and **Next** buttons.

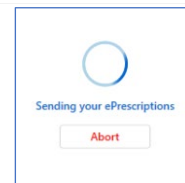
To send all reviewed ePrescriptions, click **Send All**.

If you select **Cancel Review**, you will be returned to the finalise prescriptions screen and NO prescriptions will be sent.



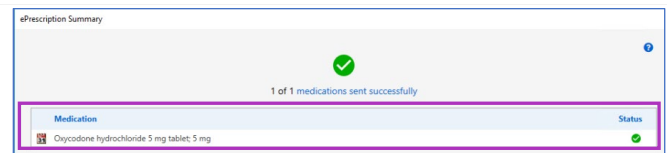
## Sending ePrescriptions

This icon will appear once you have selected **Send All**. To cancel the sending process for all ePrescriptions listed in the Finalise Prescriptions view, click **Abort**.



## ePrescription Summary

This summary is displayed at the end of the sending process, listing all ePrescriptions successfully sent, or otherwise.



## Medication Summary

The Medication Summary includes the status of prescriptions sent. Additional changes to the Medication Summary include:

- Columns can be ordered by the user, according to their preference. The new column order is saved as the default for that user. Right-click to reset the column order back to the default.
- For represcribed medications, <Represcribed> is displayed in the Medication Summary and on the Detail tab.