

Reprints and cancellations

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Once you have created a script, you can interact with it in the Drugs module's **Today's Scripts** section and **Existing Drugs** tab. The ability to reprint, cancel or delete a script will depend on whether it's the same day the script was created and if it's a printed or electronic prescription.

The options for Summary Views are more limited and outlined in the Summary Views guide.

Prescription options

These options are available by right-clicking the script in the Drugs module > Todays Scripts and the Existing Drugs sections.

	Reprint/Resend	Cancel	Delete
Printed Script	Yes (if same day)	No	Yes
Electronic Script	No (cannot resend SMS or email) Can reprint a paper QR code	Yes Also cancels repeats	No Record keeping requirement

Printed prescriptions

Reprint a prescription

You can reprint a prescription if it is the same day the script was created from the Today's Scripts section.

To reprint a script:

- 1. Open the patient in clinical.
- 2. Open the **Drugs** module (you will need to start or resume an encounter).
- 3. Under **Today's Scripts** select the drug then the printer icon or right-click the drug and select(**Re**)print Script.



Cancel a printed prescription

You cannot cancel a printed script within Zedmed. However, as explained in the next section, you can cancel an electronic script.

Delete a printed prescription

You can delete a prescription and remove it from the patient's record. For example, if the script was added to the incorrect patient, a mistaken entry or not required. You can only do this with a printed prescription, not for an electronic prescription.

When you create a prescription, it will be saved in the **Existing Drug** tab and **Today's Scripts** (until midnight). You can delete a prescription from either of these locations, and it will be removed from both.

To delete a prescription via the Existing Drugs tab:

- 1. In the **Drugs** module, select the **Existing Drugs** tab.
- 2. Expand the drug.
- 3. Right-click the prescription (do not right-click the drug) and select Delete this Prescription.

Selecting the delete option for a drug and not the prescription will delete all prescriptions for that drug.

- 4. Select Yes to confirm.
- 5. Use the dialog to select a reason.
- 6. Select **OK** to confirm.

	Prescr	iptions for Holloway, Knu	t - MIMS da	atabase	issue June	2023		_ _ X
Existing Drugs	Prescribe New Drug	Lows Milk, Carmosepune, aspiri	i, Luvox					~
Drug Description/Dates	/ Last Rx Date	Dosage	Qty	Rpts	Rx Nbr	Prescribed By	PBS Status	
Perindopril arginine 10mg - A	mlodipine 10mg Oral 14/02/2023	FREE TEXT	1*30	5	200236	PD	PBS/RPBS	^
Pyrantel 125mg Oral Tablet 12	5mg [6] 30/06/2023	TAKE 2 TAB AS DIRECTED	1*6	0		PD	PBS/RPBS	
Pyrantel 125mg Oral Tablet	12 View Script Datails	TAKE 2 TAB AS DIRECTED	1*6	0		PD	PBS/RPBS	
Sertraline 50mg Coated Tablet	t 50	TAKE 1 DROP	1*30	5	200216	PD	PBS/RPBS	~
MIMS P.I. MIMS C		Incorrect patient Medication not requ Change to treatmen	iired t – not taken					
Pyrantel 125mg Oral Tablet 125m	mg [6] 1*6 0 Undefined Pro	blem	√ <u>о</u> к		X <u>C</u> ancel		Use Coded RFE	s Management Plan
Paracetamol 500mg Coated	Tablet 1*40 0 Undefined Pro	oblem TAKE 1 CAP AS DIRECT	dehydrated	45; Fing	er clubbing	Yes; Spider <u>naev</u> i Ye	es; Bruising Yes; Thinr	ned skin Yes;
			Rx: Pyrant Rx: Temaz	el 125mg epam 10r	Oral Tablet 12 ng Oral Tablet	5mg [6] - Qty: 1*6 Rpts 10mg [25] x 2 - Qty: 2*	: 0 - TAKE 2 TAB AS DIRE 25 Rpts: 5 - TAKE 1 NOCT	E - Auth Nbr: 20004
<	Ш	>	<			ш		>
Print Script(s)	cript(s) and C <u>l</u> ose						? Help	✓ <u>C</u> lose

To delete a prescription via Today's Scripts:

- 1. In the Drugs module, right-click the prescription in Today's Scripts.
- 2. Select Delete This Drug.
- 3. Use the dialog to select a reason.
- 4. Select OK to confirm

Electronic prescriptions

Reprint a prescription token

You cannot resend an electronic prescription. You can (re)print the QR code for it.

The QR code will not work if the prescription has already been filled. If the patient requires a reprint or repeat that was issued by a pharmacy, the pharmacy that issued the repeat token will be able to reprint a token for them.

On the day you prescribe -print out a token using the Drugs module :

- 1. Open the patient in clinical.
- 2. Open the Drugs module (you will need to start or resume an encounter).
- 3. Select the Existing Drugs tab.
- 4. Expand the drug.
- 5. Right-click the prescription and select **Re-print Paper Token**.
- 6. Select **Reprint Token** in the confirmation dialogue.

Drug Description	~	Qty	Rpts	Problem	Dosage
E Temazep	Edit Script Details (Re)print Script Delete this Drug Change Problem Edit Pending PBS A	uthorit	ies	lefined Problem	TAKE 1 NOCTE TAKE 1 CAP AS DIRECT
<	Cancel Script				>
A Drint Carl	Re-print Token				

At a later date - print out a token using the Summary Views :

- 1. Open the patient in clinical.
- 2. Select the Medications tab in Summary Views.
- 3. Expand the drug.
- 4. Right-click the prescription and select **Re-print Paper Token**.
- 5. Select **Reprint Token** in the confirmation dialogue.

Problems	Prescribed >= All 💗	😭 Include MHR	Sort: Date Added
Referrals	Current Medications		
Results	Temazepam 10mg Oral	Tablet 10mg [25] x 2 - TAI	KE 1 NOCTE
Immunisations	Paracetamol 500mg	Filter History View to th	hese Encounter Segments
Allergies	Paracetamol 500mc	Add New	
Images/FCG	Amlodipine 10mg	Re-print Paper Token Make All Non-Current	
Documents	Paracetamol 500mg	Make All Current	
bocuments	Paracetamol 120mc Paracetamol 1,000n		
Attachments	Paracetamol 1,000n	Cancel Script	
Measurements	Paracetamol 1000m Paracetamol 1000mg - I	Show arugs Phenylephrine hydrochlo	ride 12.2mg - Guaifenesin 2
Medications	Paracetamol 1000mg - I Melovicam 7 5mg Oral	Phenylephrine hydrochlo	ride 12.2mg - Guaifenesin 2
coming Documents	Paracetamol 1000mg - I	Phenylephrine hydrochlo	ride 12.2mg - Guaifenesin 2

Cancel an electronic prescription

Canceling an electronic prescription transmits a cancellation to the prescription exchange service, which will also

cancel any repeats.

To cancel an electronic prescription:

- 1. Open the patient in clinical.
- 2. Open the Drugs module (you will need to start or resume an encounter).
- 3. Select the Existing Drugs tab.
- 4. Expand the drug.
- 5. Right-click the prescription and select **Cancel Script**.
- 6. Select Cancel Prescription in the confirmation dialogue.

The cancelled electronic prescription will have a red **X** on the script icon.

Carter Rate yes Easting Drugs Prescribe New Drug Drug Description/Dates Last Rx Date Dosage Cty Rpts Rx Nbr Prescribed By PBS Status Takes 1 NoCTE 2725 200277 PD Authority -PBS/RP Prancetamol S00m Colspan Status Colspan Status Authority -PBS/RP Prancetamol S00m Colspan Status TAKE 1 CAP AS DIRECTED 1140 0 200277 PD Authority -PBS/RP Prancetamol S00m Colspan Status Colspan="2">Colspan="2" Colspan="2" Current Encounter Prancetamol S00m Colspan Status Colspan="2" Current Encounter Prancetamol S00m Colspan Status Current Encounter Current Encounter Current Encounter	Patient Alleraier Penicillin V Pa	tassium Tablets IISD //	Prescriptions fo	r Holloway, Knut - M	MIMS database is	sue Jun	e 2023			×
Drug Description/Dates Last Rx Date Dosage Option Prescribed By PBS Status Regular Use masspam 10mg Oral Tablet 10mg (25) x 2 30/06/2023 TAKE 1 NOCTE 2*25 5 200277 PD Authority - PBS/RP Paracetamol 500mg Coated Tablet 500mg (26) x 2 30/06/2023 TAKE 1 NOCTE 2*25 5 200277 PD Authority - PBS/RP Paracetamol 500mg Coated Tablet 500mg (40) 2906/2023 TAKE 1 CAP AS DIRECTED 1*40 0 200276 PD Private Paracetamol 500mg - Stopport 2000 Week Script Details Paracetamol 500mg - Stopport 200 PBS TAKE 1 CAP AS DIRECTED 1*40 0 200275 PD Private Paracetamol 500mg - Stopport 200 Perivate Paracetamol 500mg - Stopport 200 PBS/RPBS TAKE 1 CAP AS DIRECTED 1*40 0 200275 PD Private Cancel Script Take 1 CAP AS DIRECTED 1*40 0 200272 PD PBS/RPBS Comments/Notes about Paracetamol 500 Cancel Script Take 1 CAP AS DIRECTED 1*40 0 200272 PD PBS/RPBS Drug Dester thit Cancel Script	Existing Drugs	Prescribe New I	Drug	vink, Carmosepune, aspin	n, LUVOX					~
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Image: Comparison of the problem of	Regular Use Regular Use Temazepam 10mg Oral Tablet Daracetamol 500mg Coated Ta Paracetamol 500mg Coated Ta Paracetamol 500mg - Ibuprofi Amilodipine 10mg - Atorvasta Comments/Notes about Paracetar	10mg [25] x 2 Fablet 10mg [25] x 2 biet 50mg [40] tied Tablet 50mm [40] View Scrip en 150 View Scrip Delete the Cancel Sc Show dru	30/06/2023 30/06/2023 29/06/2023 29/06/2023 29/06/2023 20/06/20 20/06/2023 20/06/2023 20/06/2020 20/06/200 20/00/2000 20	TAKE 1 NOCTE TAKE 1 NOCTE TAKE 1 CAP AS DIRECTE TAKE 1 CAP AS DIRECTE TAKE 1 CAP AS DIRECTE TAKE 1 CAP AS DIRECTE FREE TEXT III	2225 225 5D 1140 0 1140 1130 5D 1110 1130	5 5 0 0 0 0 5	200277 200277 200276 200276 200275 200275 200271 200272	PD PD PD PD PD PD PD PD	Authority - PBS Authority - PBS Private Private Private PS/RPBS	rRPBS RPBS
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Delete an electronic prescription

For government recording-keeping requirements, you cannot delete the record of an electronic prescription.