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## How to record specialist-prescribed drugs on each GP clinical system

It is important that all drugs that are not prescribed by the GP practice are recorded within the medication of the patient notes (eg red drugs / methadone prescribing etc). This is so that any clinician is aware of all medication the patient is taking and they will appear on any interaction warnings etc. Please ensure your clinicians and prescription clerks are aware of your own individual procedures.

## TPP (SystmOne)

- On the medication screen, click the red question mark button which records a 'nonprintable dental or hospital medication'
- This allows you to add the drug and select Hospital/Dental etc.
- If you then go to the repeat template screen it will appear underneath the repeat templates as 'other medication'. This can be hidden but appears as a yellow line near the bottom prompting to "click here to view other medication".
- If you did want to prescribe it you can do but you have to make it a repeat or an acute first you can't just 're-prescribe' as it comes up with an error message

vent Details		Patholog	y Drawing	Auto-Consultation	Settings				
ø	Medication (All medication)								
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ecord Other Medication	Charles (1997) and	×					
Other Details Exact da	ite & time 🔻 Thu 14 Dec 2017 🔽 12:33 🦉 🗙						
Changing the consultat	ion date will affect all other data entered. To avoid this, cancel and press the 'l	Next' button Hide Warning					
Start date End date	14 Dec 2017 💌						
Medication source	Other Medication						
Drug	📋 👔 🖥 HIGH RISK: Prograf 1 mg capsules (Astellas Pharma Ltd)						
Dose	Take ONE twice a day						
Quantity	0						
Script notes	Prescribed by RUH - DO NOT DISPENSE						
Administrative notes							
Administrative notes	1						
	Ok Ok & Another Cancel						
epeat Templates							
at medication review recorded on 14 Dec 201	10 • • • • • • • • • • • • • • • • • • •	View Current rape					
harised   Drug * Dec 2017 Istin Sing tablets (Pfizer Ltd) 56 tablet - Take ONE tablet every m	eming to reduce blood pressure	Last issued Pleview issues Plags 12 Dec 2017, 14 Dec 2010 0 (3)					
Essential hypertension (XEOUc) Dec 2017 Paracetamol 500mg tablets		08 Sep 2017, 14 Dec 2010 0 (6)					
Repeat templates (2 Selected)	auf a candina and						
pected next issue Sat 09 Sep 2017	Issue duration 1 Days Days between issues (1, 1, 200, 100, 9						
s authorisation started Thu 14 Dec 2017	Done by [Mrs Laura Trevena (Pharmacist)	en Thu 14 Dec 20					
inenstrative notes							
ther Medication Hale This							
Ither Medication Hear The of Date 11 Drug Dec 2017 Prograf 1 mg capsules (Astellas Ph 0 Tate DME butte e dr	arma Lidi)	Scheduled E. Da Fiags					

## EMIS WEB

1. Use read code **8B2D** (hospital prescription) to document that the patient has a hospital prescription

2. Open 'medication' tab

- 3. Select 'add drug' icon and enter drug details
- 4. Complete the other required details of the non-practice drug:
- a. 'Dose': HOSPITAL PRESCRIBED & SUPPLIED NOT TO BE ISSUED BY GP

b. 'Quantity': Enter ZERO or if this is not possible the lowest possible quantity should be entered e.g. 1 tablet, 1mL

c. 'Rx types': Select 'Repeat'

5. Select **'Issue'**. This will open another window. Go to the **'Change All'** tab and select **'Hospital (No Print)'** from drop down menu

6. Then click on '**Approve and complete**'. The non-practice drug will now be displayed in a different section of the medication screen to the other GP prescribed medicines (see below).

Summary Consultations Medication Problems Investigations Care History Dary Match SPR: Type - CoT Switch End Resolutions Will Link problems Sets	Documenta Referrals Config Current Ver System Screen Message Config Current Ver System Current Ver System Current Curren			8
Medication box - 8 Tasks - 30 (28) Lab Reports - 17 (6) Registration - 798 (11) Medicine Nat	agement - 4 (4) Documents - 11 Referais - 6 (6) SCR - 13 Report Managem	ent + 8		
Active 🗧 EWING, Bobby (Mr)	Born 15-Apr-1965 (52y) Gender Male EMIS No. 500003	Usual GP LEGGATE, WILL	LIAM (DR)	E3 🕑
	Current			
Drug / Dosage / Quantity		Usage Current / Average	Last Issue Date / Authoriser	Last Issue Number / Methr
Venlafaxine 150mg modified-release capsules One To Be Taken Each Day, 28 capsul Xylocaine 2% with Addrenalme 100micrograms/20ml (1 in 200,000) solution for i Zoladex LA 10.8mg implant SafeSystem pre-filed syringes (AstraZeneca UK Ltd) 36D Zolpidem Sing tablets One To Be Taken At Hight, 28 tablet	LEGGATE, WILLIAM (DR) CHANDRAN, VINOD (DR) LEGGATE, WILLIAM (DR) LEGGATE, WILLIAM (DR)			
epeat Cetirizine 10mg tablets One To Be Taken Each Day, 30 tablet Revaxis vaccine suspension for injection 0.5ml pre-filled syringes (sanofi pasteur	MSD Ltd) For Intramuscular Injection, 1 pre-filed disposable injection		LEGGATE, WILLIAM (DR) MURRAY, CLAIRE (Dr)	<sup>1</sup> ¥
ospital <b>CE</b> Methadone 1mg/ml oral solution HOSPITAL PRESCRIBED & SUPPLIED - NOT ISSU	JED BY GP, 0 ml		23-Jun-2017 LEGGATE, WILLIA	M (DR) Record Hospital