

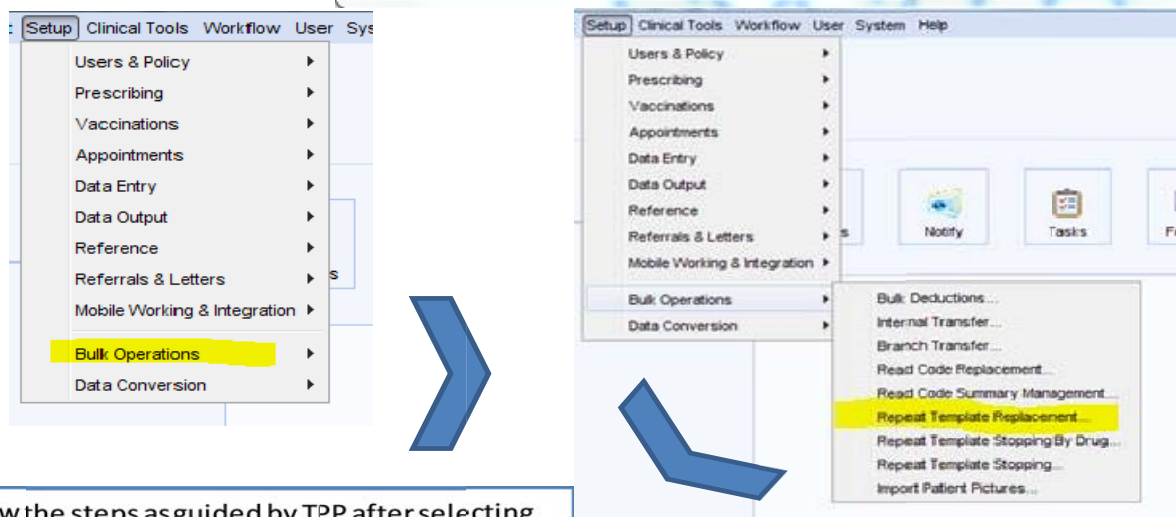
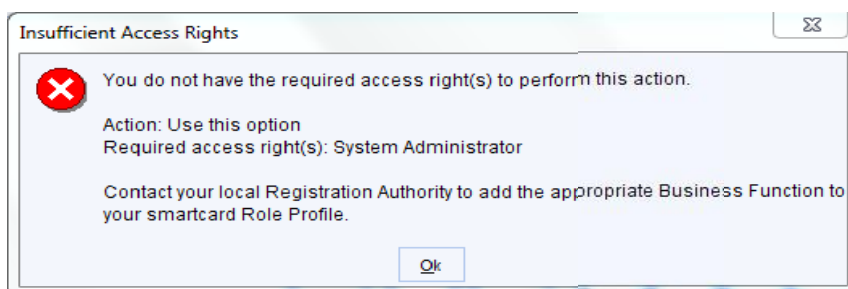
## Bulk switches on Systmone

### Medicines Optimisation Team Advisory Summary

Bulk operations allow a practice/GP to apply the same change to all patients with just one intervention.

This document is focused on “Repeat Template Replacement” that allows to switch one drug to another one (e.g. brand to generic) Please note each strength/pharmaceutical form/ brand name has to be done separately (e.g. Amlodipine 5mg tablets, Amlodipine 10mg tablets...)

- Only System Administrators have permission to run ‘bulk switches’



Follow the steps as guided by TPP after selecting the ‘repeat template replacement’ option.

All existing dosage instructions, and quantities on prescription are preserved (or changed if needed).

The batch change happens overnight.

**Important:** use the PRINT option when prompted to print off a list of patients that have been changed. This is the only chance to do it!

The batch change is documented in each patient’s journal.