



Fact Sheet

## ePrescribing in Best Practice Modifying eScripts

### Cancelling eScripts

Electronic prescriptions can be cancelled or resent if required. Both of these actions can be done from the Past Prescriptions Tab in a patient record. To cancel an eScript:

- 1. Navigate to the past prescriptions tab of the patient's record and find the prescription in question
- 2. Right click on the script and select the option to cancel eScript

	Represcribe	Vie <u>w</u> Delete	Regrint		
	Search by drug	~ [		Include deleted	
	Script date	Script item		Dose	Doctor
	14/04/2020	Bocon 0.1% Lotion		Apply Twice a day p.r.n.	Dr F. Findacure
	14/04/2020	Flixotide 250 CFC-Free 250mcg Inhaler		2 puffs Four times a day wit	Dr F. Findacure
	14/04/2020	Metformin 1,000mg Tablet			Dr F. Findacure
	34/2020	Paroxetine 20mg Tablet		1 Three times a day	Dr F. Findacure
8020	Amoxicillin 250mg Capsule		1 Three times a day	Dr F. Findacure	
		Oroxine 0.1mg Tablet		the moming	Dr F. Findacure
		Skyrizi 75mg Solution R	eprescribe	laily	Dr F. Findacure
Calast Case		kamal SR 200 200m V	ew	laily	Dr F. Findacure
Select Cano	cei	cillin 250mg Ca	ancel eScript	hree times a day	Dr F. Findacure
		0.1% Lotion		ly Twice a day p.r.n.	Dr F. Findacure
eScript		con 0.1% Lotion	eprint token	ly Twice a day p.r.n.	Dr F. Findacure
		Flixotide 250 CFC-Fre	pen visit	uffs Four times a day wit	Dr F. Findacure
	_ /	Flixotide 250 CFC-Free 250mc	Inhaler	2 puffs Four times a day wit	Dr F. Findacure
	40	Levodopa/Carbidopa 200mg;5	Omg Tablet, modif	1 Daily	Dr F. Findacure
	2020	Levodopa/Carbidopa 200mg;5	Omg Tablet, modif	1 Daily	Dr F. Findacure
	/04/2020	Fosamax Once Weekly 70mg	Tablet	1 Once a week	Dr F. Findacure
	15/04/2020	Fosamax Once Weekly 70mg	Tablet	1 Once a week	Dr F. Findacure
	15 (04 (2020	Metformin 1,000mg Tablet			Dr F. Findacure
	15/04/2020				
	15/04/2020	Metformin 1,000mg Tablet			Dr F. Findacure
		Metformin 1,000mg Tablet Rulide 300mg Tablet		1 Daily	Dr F. Findacure Dr F. Findacure
	15/04/2020			1 Daily 1 Daily	
	15/04/2020 15/04/2020	Rulide 300mg Tablet			Dr F. Findacure
	15/04/2020 15/04/2020 15/04/2020	Rulide 300mg Tablet Rulide 300mg Tablet		1 Daily	Dr F. Findacure Dr F. Findacure
	15/04/2020 15/04/2020 15/04/2020 16/04/2020	Rulide 300mg Tablet Rulide 300mg Tablet Bocon 0.1% Lotion		1 Daily Apply Twice a day p.r.n.	Dr F. Findacure Dr F. Findacure Dr F. Findacure

3. The eScript will be removed from the prescription exchange service, meaning it cannot be dispensed

Note: The cancellation must be performed by the original prescriber

**Note:** The patient will not receive a notification that the tokens been cancelled but see a message informing them of the script has been cancelled when clicking on the link

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# Fact Sheet

### Resending an eScript

eScripts can be resent to a patient, for example if required due to the original token being deleted. To resend an eScript:

- 1. Navigate to the past prescriptions tab in the patient record
- 2. Right click the script and select Resend token

Represcribe	View	Delete	Reprint			
Search by dr	ug:		~	Include deleted		
Script date	Script item			Dose	Doctor	
30/04/2020	Oroxine 0.1mg Tablet			In the morning	Dr F. Findacure	
30/04/2020	Amlodipine 5mg	Tablet		1 Daily	Dr F. Findacure	
30/04/2020	Ozmep 20mg T	ablet		1 Daily	Dr F. Findacure	
30/04/2020	Ventolin CFC-Fr	ee 100mcg/dose	Inhaler	1-2 puffs Every 4 hours p.r.n.	Dr F. Findacure	
01/05/	0	1			Dr.F. Findacure	
01/05/	Represcribe			Apply Twice a day pr.n.	Dr F. Findacure	
01/05/	View			1 Once a week	Dr F. Findacure	
01/05/	Cancel eScript	g/dose	Inhaler	1-2 puffs Every 4 hours p.r.n.	Dr F. Findacure	
01/0	Resend token	Juneg l	Inhaler	2 puffs Four times a day wit	Dr F. Findacure	
01/0	N N			1 Daily	Dr F. Findacure	
01/05/	Open visit			1 Daily	Dr F. Findacure	
01/05/2020	Paroxetine 20mg Tablet			1 Three times a day	Dr F. Findacure	
01/05/2020	Ozmep 20mg Tablet			1 Daily	Dr F. Findacure	
01/05/2020	Zopiclone 7.5m	g Tablet		1 Before bed	Dr F. Findacure	
01/05/2020	Symbicort Rapihaler 100/3 100mcg:3mcg Rapih			h 2 In the morning	Dr F. Findacure	
05/05/2020	Atenolol 50mg Tablet			1 Daily	Dr F. Findacure	
05/05/2020	Metformin 1,000mg Tablet				Dr F. Findacure	
06/05/2020	Amlodipine 5mg	Tablet		1 Daily	Dr F. Findacure	
06/05/2020	Atenalol 50mg	Tablet		1 Daily	Dr F. Findacure	

3. If required you can change the delivery method of the token by entering an alternative mobile phone number or email, or you can print a paper copy of the token

🗶 Resend token	×
SMS () 🗸 🗸	
Enter the email address to send the token to:	
@gmail.com	
Enter the number to send the token to:	
Print token Send Can	cel

4. Click send to reissue the eScript via the chosen delivery mechanism

**Note:** Resending an eScript will automatically cancel the original issue, meaning that the prescription cannot be dispensed twice

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