Prescriptions

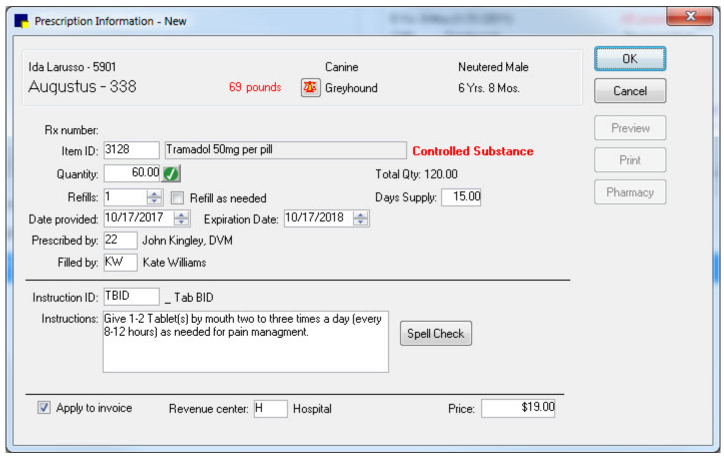
The Prescription Labels feature allows you to:

- Create, refill, correct, or void a prescription (Rx)
- Quickly add stored instructions to a prescription
- Print a prescription on a blank or preprinted label
- Apply prescriptions to invoices through the Patient Visit List (PVL)
- Review prescription information generated through this window in detailed prescription reports

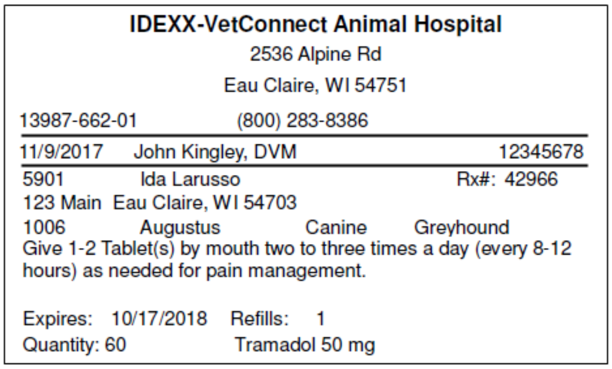
Tip: Right-click a prescription on the Patient Clipboard* to access prescription menu options.

Create a new prescription

1. With the client's account open in the Patient Clipboard*, right-click the patient name in the **Patient list** area and click **Prescribe**.
   OR
   Add the item directly to a Patient Visit List (PVL); in the PVL, click the prescription icon if the Prescription label does not open automatically.
2. In the **Item ID** box, type the ID, or press F2/double-click to search for the item.
3. In the **Quantity** box, enter the dispensed amount.
4. (Optional) In the **Refills** box, enter the number of refills, or select **Refill as needed**.
5. Accept or edit the dates in the **Date provided** and **Expiration date** boxes.
6. In the **Prescribed by** box, type the staff ID, or press F2/double-click to search for a staff member.
7. In the **Filled by** box, type the staff ID, or press F2/double-click to search for a staff member.
8. For a controlled substance, enter the number of days in the Days Supply box (this box may be set as required).



9. In the **Instruction ID** box, type the ID for the instructions or press F2/double-click to search for them.
10. Edit the prescription instructions if needed.
    Edits apply only to this label.
11. Click **Spell Check**. If no words are displayed for editing, the words are spelled correctly.
12. Click **OK** to process the prescription. You can also cancel the prescription, preview the label, and print the label.
    Note: If your practice uses the Pharmacy Formulary and you have the proper security access, you can click **Pharmacy** to view the pharmacy information associated with the item.


IDEXX-VetConnect Animal Hospital
2536 Alpine Rd
Eau Claire, WI 54751
13987-662-01 (800) 283-8386
11/9/2017 John Kingley, DVM 12345678
5901 Ida Larusso Rx#: 42966
123 Main Eau Claire, WI 54703
1006 Augustus Canine Greyhound
Give 1-2 Tablet(s) by mouth two to three times a day (every 8-12 hours) as needed for pain management.

Expires: 10/17/2018 Refills: 1
Quantity: 60 Tramadol 50 mg

13. Accept or modify the printing information and click OK. This will also send the item to the PVL as dispensed/performed.

Note: When you work In the Prescription Labels window, the following options are available at the bottom of the window:

- To apply the item to the invoice, select the **Apply to invoice** check box.
- To select a revenue center for the item, enter the revenue center ID in the **Revenue center** box.
- Edit the price that will be applied to the invoice.

Other prescription actions

To…	Do this…
View a prescription	With the patient's name selected on the Patient Clipboard, click the **Rx** tab.
Refill or renew a prescription	1. With the patient's name selected on the Patient Clipboard, click the Rx tab. 2. Right-click the prescription and select **Refill** or **Renew.** 3. Make changes in any of the available fields and click **OK.** 4. If the item is currently on the PVL, you can override or add the new prescription to the PVL. Click **OK** to print. This will also send the item to the PVL as dispensed/performed.
Correct a prescription	1. With the patient's name selected on the Patient Clipboard, click the **Rx** tab. 2. Right-click the prescription and select **Correct.** Make changes in any of the available fields. Click **OK.** Click **OK** to print.
Void a prescription	1. With the patient's name selected on the Patient Clipboard, click the **Rx** tab. 2. Right-click the prescription and select **Void.** 3. When prompted, click **Yes.** The prescription will be hidden in the **Patient history** area. To view voided items, clear the **Hide Voided Items** check box.

Keyboard shortcuts

F1	Display onscreen help for the current window.
F2	Look up values for a field, such as an ID field.
F7/F8	Move through the Rx list.
Tab	Move the cursor to the next field.
Shift+Tab	Move the cursor to the previous field.
Ctrl+Enter	Move cursor to the next line in note areas.

Right-click menus

Use right-click menus for quick access to many tools.

Tip: Double-click in an ID field to search for an item.

For more information

For prescription label setup and detailed instructions, see the "Prescription Labels" section of the Cornerstone* Help ?.
Find this document on **idexx.com/cornerstoneresources**

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