



Rx Adaptation and Extension

PEI

September 2020

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Introduction

Prescription adaptation and extensions use a wizard to walk you through the process of creating a new Rx, informing the original prescriber, creating a fee for service transaction when appropriate and recording a separate professional service entry on the patient file that maintains a record of the work performed. A new Rx can be adapted using a paper prescription, a prescription on the provincial Drug Information System (DIS) network where available or from an existing prescription on the patient's local profile.

One or more prescriptions on the patient's local profile can be extended at the same time with all of them being consolidated on a single report in order to inform the original prescriber.

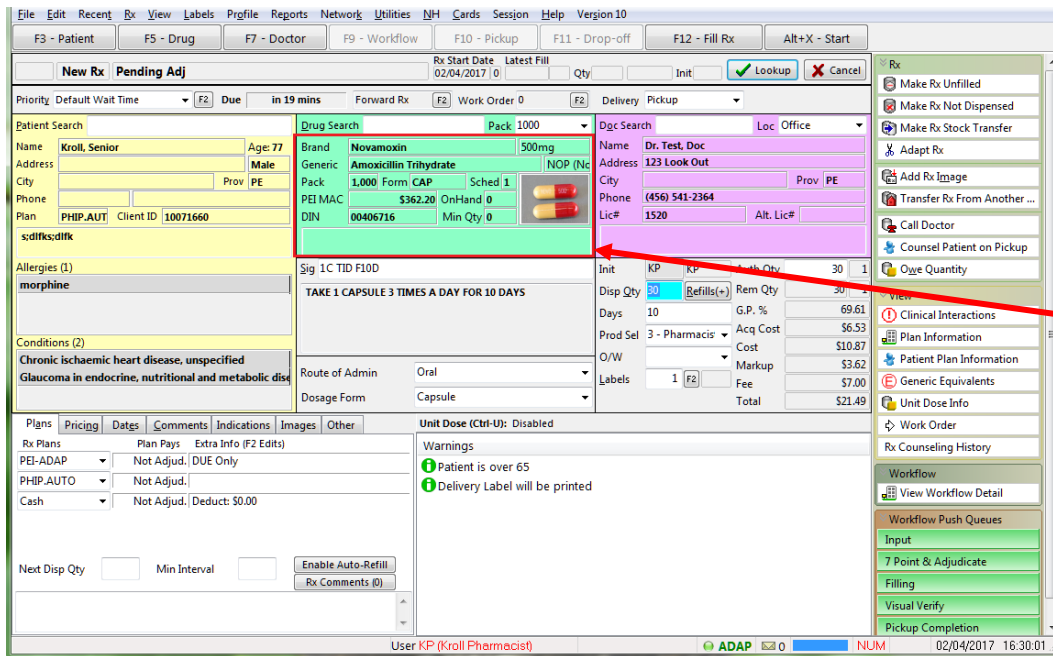
This document shows the processes for a system that is not integrated to a provincial DIS. If your system is integrated, you may want to refer to the adaptation/extension documentation that is specific to your provincial DIS.

Rx Adaptation

The Rx Adaptation process is used when a change to a new or existing prescription is necessary. If you only need to extend an Rx due to the refill authorizations being exhausted, please use the Rx Extension process found in the next section.

Rx Adaptation of Paper Rx from the Rx filling screen

1. Use the following steps when a patient presents with a new prescription that needs to be adapted. That is, the Rx does not already exist on your system.
2. From the Start Screen, select **F12-New Rx**. The Rx screen displays.
3. Enter all of the fields on the F12 – Rx screen using the Original Rx from the prescriber for the initial data entry.



The screenshot shows the TELUS Health software interface. The top menu bar includes File, Edit, Recent, Rx, View, Labels, Profile, Reports, Network, Utilities, NH, Cards, Session, and Help. Below the menu is a toolbar with buttons for F3 - Patient, F5 - Drug, F7 - Doctor, F9 - Workflow, F10 - Pickup, F11 - Drop-off, and F12 - Fill Rx. The main window displays a patient's prescription for Amoxicillin. The patient's name is Kroll, Senior, and the drug is Novamoxin (Amoxicillin Trihydrate). The prescription is for 1,000 capsules, 500mg each, to be taken 1 capsule 3 times a day for 10 days. The pharmacist's name is Dr. Test, Doc, and the location is 123 Look Out. The right side of the interface features a navigation bar with buttons for Rx, Make Rx Unfilled, Make Rx Not Dispensed, Make Rx Stock Transfer, Adapt Rx, Add Rx Image, Transfer Rx From Another..., Call Doctor, Counsel Patient on Pickup, and Owe Quantity. The bottom status bar shows the user as KP (Kroll Pharmacist) and the date as 02/04/2017 16:30:01.

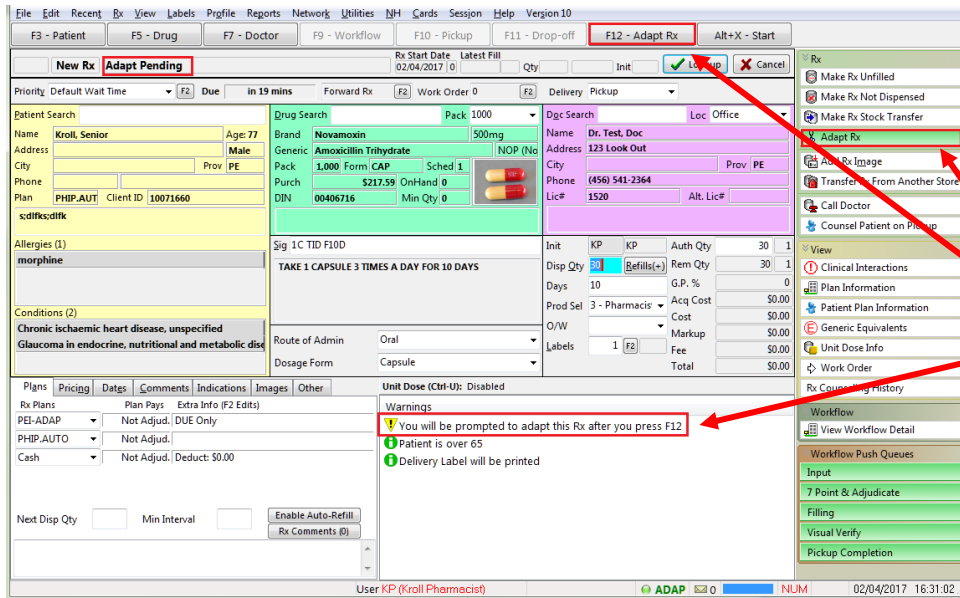
The family doctor prescribed Amoxicillin 500mg capsules to a patient who is positive for Strep Throat.

Patient has indicated that they are having difficulty swallowing.

Pharmacist decides that the liquid would be better and decides to adapt the Rx.

After completing the initial data entry,

- Click on the **Adapt Rx** button on the right side navigation bar.

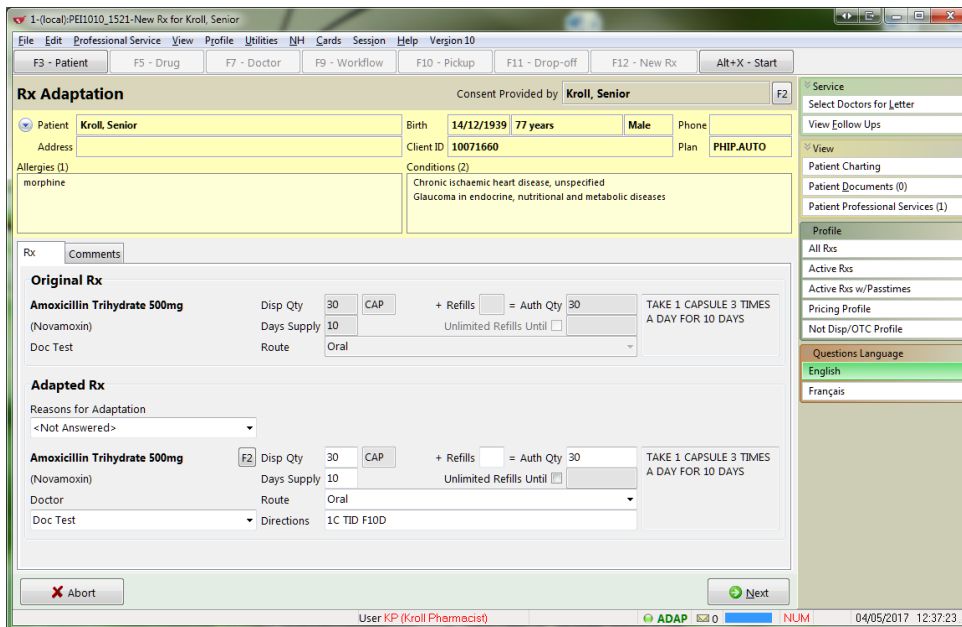


The screenshot shows the TELUS Health software interface with the 'Adapt Rx' button highlighted in the right side navigation bar. The top toolbar now shows 'F12 - Adapt Rx' instead of 'F12 - Fill Rx'. A warning message is displayed in the center of the screen: 'You will be prompted to adapt this Rx after you press F12'. The patient's prescription for Amoxicillin remains the same. The bottom status bar shows the user as KP (Kroll Pharmacist) and the date as 02/04/2017 16:31:02.

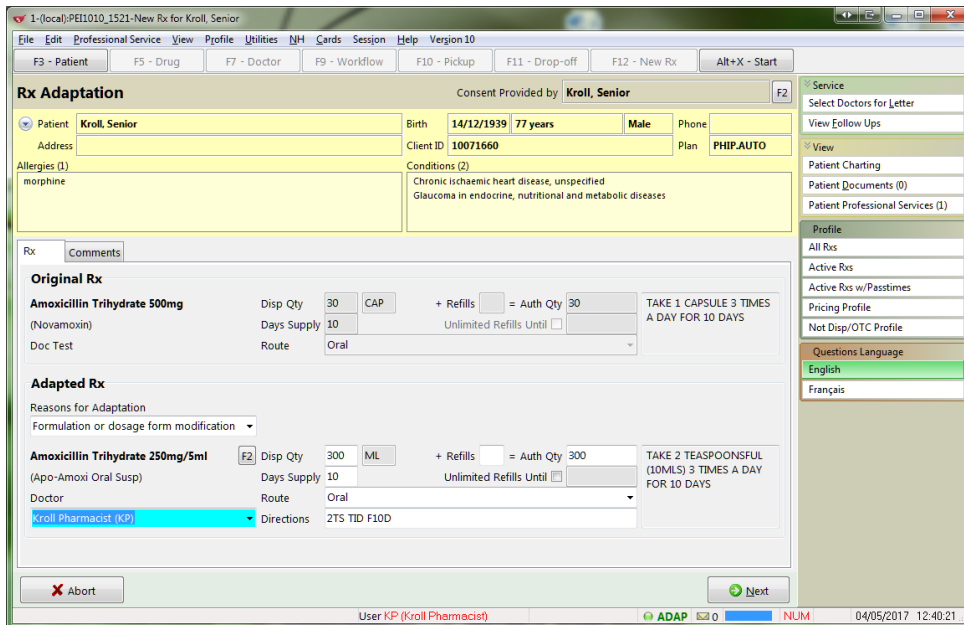
The data entered remains, however the pharmacist is presented with an activated **Adapt Rx** button, the function key **F12** is now labelled **F12- Adapt Rx** and a warning message displays indicating that the pharmacist will be prompted to 'Adapt the Rx'.

NOTE: For an Electronic (eRx) prescription, go the Network Patient profile, right click the Order to **Create Local Rx** and then choose **Adapt Rx** on the Rx filling screen.

5. Click/Press **F12 – Adapt Rx**. The Rx Adaptation screen displays.

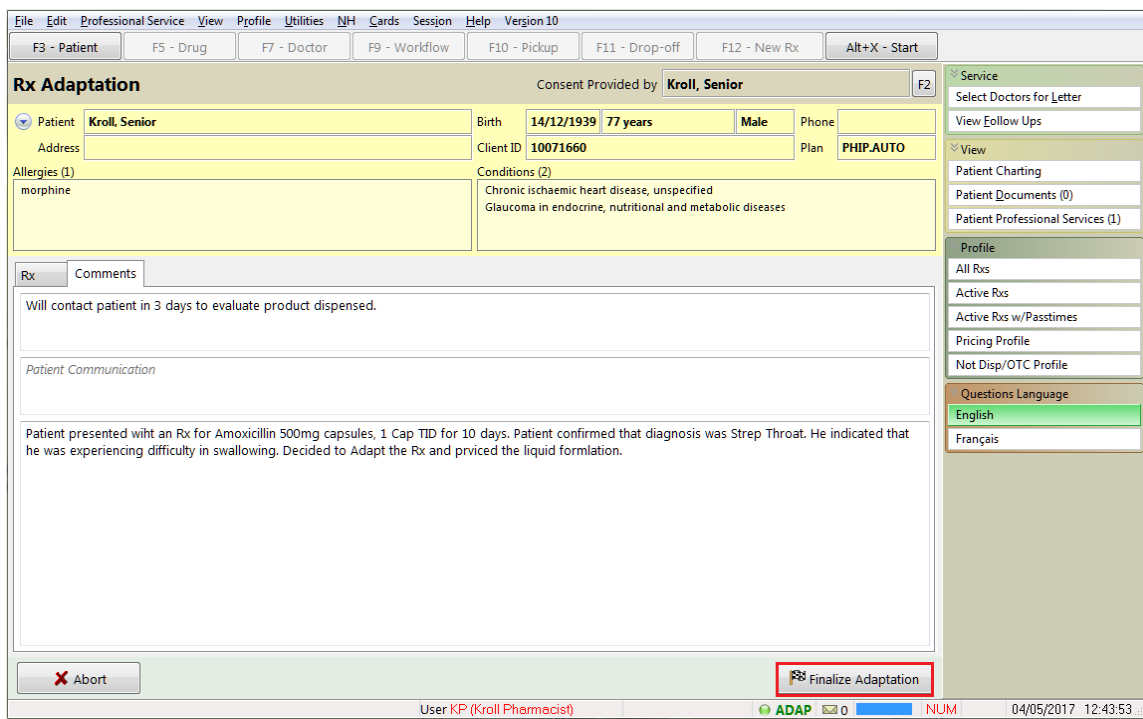


6. Click the down arrow on the '**Reasons for Adaptation**' field. Select the appropriate option.
7. If necessary, click **F2** button that is adjacent to the highlighted drug name to initiate the drug search. Select the appropriate drug card.
8. If necessary, edit any of the remaining fields. Enter the new **Disp Qty**, **Days Supply**, **Refills**, **Route** and **Directions** that are reflective of the drug and/or the adaptation being performed.
9. If you are not the pharmacist performing the adaptation, click the down arrow on the **Doctor** field and select the pharmacist who is adapting the Rx.



10. Click **Next** or the **Comments** tab. The '**Comments**' screen displays.

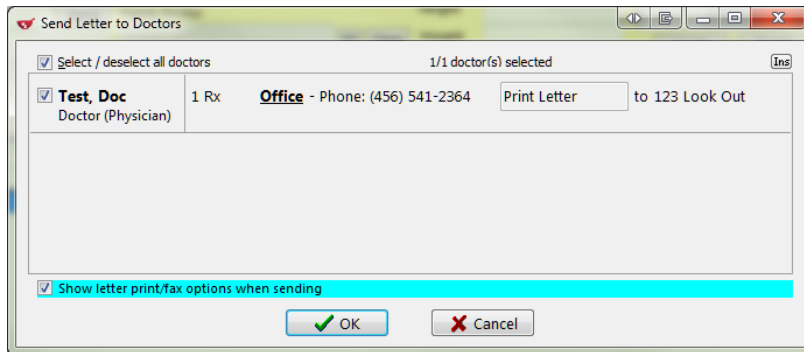
11. Enter any appropriate notes/comments that you wish to have documented.



12. Click **Finalize Adaptation**.

13. From here, you can select which prescriber and their location is to receive the Pharmacist Prescription Adaptation Notification.

NOTE: The contents of this list are dependent upon the prescribers noted on prescriptions in the patient's profile. Pharmacist selects the Prescriber(s) and their respective locations.



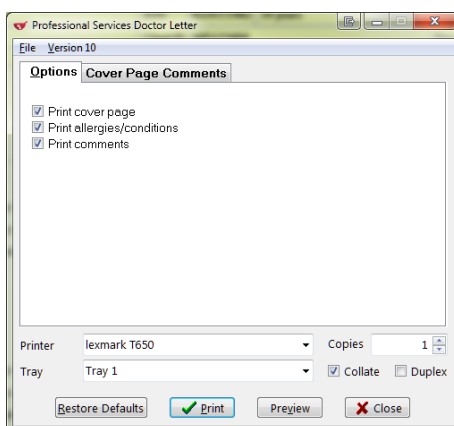
If the pharmacist wishes to send the Notification form to more physicians, they can click on **Ins** which will launch a prescriber search.

They then search and then select the appropriate prescribers. The selected prescribers will then be included on the Send Letter to Doctors form.

NOTE: To enable the Fax Letter option, electronic signature capture must be enabled, there must be a fax number associated to the doctor in that specific location and the doctor must not have the **No Professional Service Faxes** option enabled. Otherwise, only the '**Print Letter**' option is available and will appear read-only in the **Send Letter to Doctors** form.

14. Click **Ok**. The Professional Services Doctor Letter form displays.

NOTE: Leaving this option disabled will use the options previously selected and will skip this form, automatically printing or faxing the report.



15. Make the appropriate selections and click on **Print** or **Fax**, if available.

NOTE: If Kroll Fax is available, ensure Sent to = Fax.

16. The notification form is either generated or faxed via Kroll Fax.

Pharmacist Prescription Adaptation Notification						
To Dr. Test, Doc 123 Look Out PE A1A 1A1 Tel: (456) 541-2364	From Kroll Pharmacy 123 Main Street Charlottetown PE A1A 1A1 Tel: (555) 555-1234 Fax: N/A Kroll, Pharmacist (1535)					
Date 04-May-2017	Pharmacist					
Patient Kroll, Senior PE	Date of Birth 14-Dec-1939 Gender Male Health Card # 10071660					
CONFIDENTIAL						
<p>Dear Dr. Doc Test</p> <p>I adapted the following medications prescribed for Senior Kroll on 04-May-2017.</p>						
<p>REASON</p> <p>Formulation or dosage form modification</p>						
<p>Original Prescription Information</p> <table style="width: 100%;"> <tr> <td style="width: 60%;"> Amoxicillin Trihydrate 500mg (Novamoxin) Dr. Doc Test (Reg #: 1520) / 123 Look Out TAKE 1 CAPSULE 3 TIMES A DAY FOR 10 DAYS </td> <td style="width: 20%;"> DispQty Total AuthQty Route </td> <td style="width: 20%;"> 30 CAP 30 CAP Oral </td> </tr> </table>				Amoxicillin Trihydrate 500mg (Novamoxin) Dr. Doc Test (Reg #: 1520) / 123 Look Out TAKE 1 CAPSULE 3 TIMES A DAY FOR 10 DAYS	DispQty Total AuthQty Route	30 CAP 30 CAP Oral
Amoxicillin Trihydrate 500mg (Novamoxin) Dr. Doc Test (Reg #: 1520) / 123 Look Out TAKE 1 CAPSULE 3 TIMES A DAY FOR 10 DAYS	DispQty Total AuthQty Route	30 CAP 30 CAP Oral				
<p>Pharmacist Adapted Prescription Information</p> <table style="width: 100%;"> <tr> <td style="width: 60%;"> Amoxicillin Trihydrate 250mg/5ml (Apo-AmoxiOralSusp) TAKE 2 TEASPOONSFUL (10ML) 3 TIMES A DAY FOR 10 DAYS </td> <td style="width: 20%;"> DispQty Total AuthQty Route </td> <td style="width: 20%;"> 300 ML 300 ML Oral </td> </tr> </table>				Amoxicillin Trihydrate 250mg/5ml (Apo-AmoxiOralSusp) TAKE 2 TEASPOONSFUL (10ML) 3 TIMES A DAY FOR 10 DAYS	DispQty Total AuthQty Route	300 ML 300 ML Oral
Amoxicillin Trihydrate 250mg/5ml (Apo-AmoxiOralSusp) TAKE 2 TEASPOONSFUL (10ML) 3 TIMES A DAY FOR 10 DAYS	DispQty Total AuthQty Route	300 ML 300 ML Oral				
<p>FOLLOW-UP PLAN AND RESULTS</p> <p>Will contact patient in 3 days to evaluate product dispensed.</p> <p>If you have any questions or concerns, I would be pleased to speak with you further.</p> <p>Sincerely,</p>						
<p>Pharmacist Kroll (1535) Pharmacist</p>						
<p style="text-align: center;">FOR YOUR RECORDS. NO RESPONSE REQUIRED.</p> <p style="text-align: center;">THIS TELECOPY IS CONFIDENTIAL AND IS INTENDED TO BE RECEIVED BY THE ADDRESSEE ONLY. IF THE ADDRESSEE DOES NOT INTEND TO RECEIVE IT, PLEASE INFORM THE ORIGINATOR OF THIS MESSAGE. ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS MESSAGE IS STRICTLY PROHIBITED</p> <p>Printed on: 04/05/2017 12:47 Page 1 of 1</p>						

NOTE: If you do not have electronic signature capture enabled, the form will print for you to sign pen to paper and then manually fax to the prescriber.

17. Click **Close**.

18. You are then presented with a number of options:

Select an Option

Please select an option:

Dispense Adapted Rx Now

Unfill Adapted Rx Now

Add Adapted Rx to ToDo

Select **Dispense Adapted Rx Now** if the Rx is to be dispensed immediately

Select **Unfill Adapted Rx Now** if the Rx is to be dispensed some time in the future.

Select **Add Adapted Rx to ToDo** if the Rx is to be placed into Workflow.

19. Click **Dispense Adapted Rx Now**. The Adapted Prescription form prints.

Adapted Prescription

Patient	Kroll, Senior	Date of Birth	14-Dec-1939
	PE	Gender	Male
		Health Care Number	10071660

Original Prescriber	Dr. Test, Doc (Reg #: 1520) 123 Look Out PE A1A 1A1 Tel: (456) 541-2364 Fax: N/A	Original Rx Written Date	04-May-2017
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Adapted By	Mrs. Kroll, Pharmacist (Reg #: 1535) 123 Main Street Charlottetown PE A1A 1A1 Tel: (555) 555-1234 Fax: N/A	Date Rx Adapted	04-May-2017
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Allergies	Conditions
morphine	Chronic ischaemic heart disease, unspecified; Glaucoma in endocrine, nutritional and metabolic diseases

Original Prescription Information		DispQty	30 CAP
Amoxicillin Trihydrate 500mg (Novamoxin)		Total AuthQty	30 CAP
Dr. Doc Test (Reg #: 1520) / 123 Look Out		Route	Oral
TAKE 1 CAPSULE 3 TIMES A DAY FOR 10 DAYS			

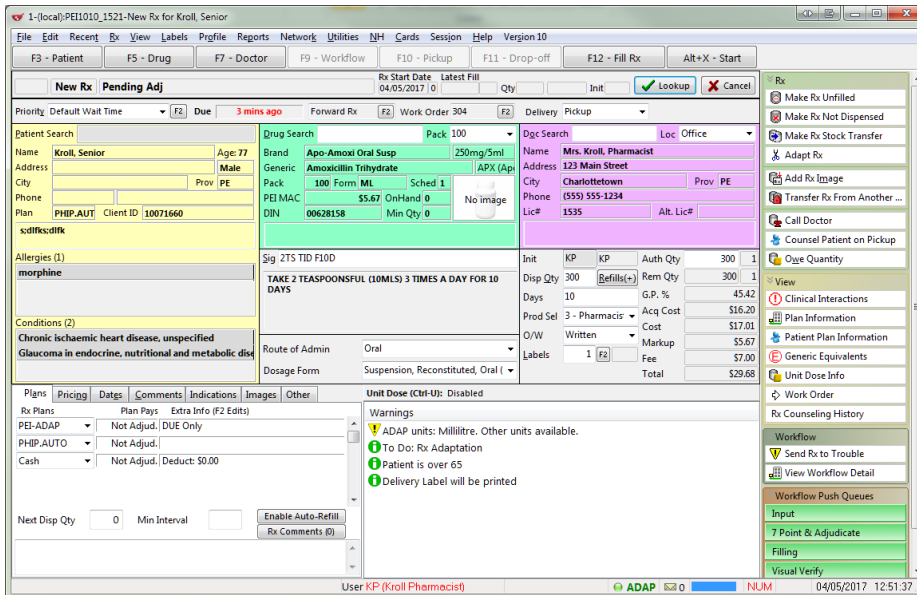
Pharmacist Adapted Prescription Information		DispQty	300 ML
Amoxicillin Trihydrate 250mg/5ml (Apo-AmoxOraSusp)		Total AuthQty	300 ML
TAKE 2 TEASPOONSFUL (10MLS) 3 TIMES A DAY FOR 10 DAYS		Route	Oral

Pharmacist Signature	_____	Date	_____
	Pharmacist Kroll (1535)		

Printed on: 04/05/2017 12:49



20. The F12 Rx screen displays with the adapted Rx information displayed.



The screenshot shows the F12 Rx screen with the following details:

- Patient Search:** Name: Kroll, Senior; Age: 77; Male; Address: 123 Main Street; City: Charlottetown; Prov: PE; Phone: (555) 555-1234; Alt. Lic#: 1535.
- Drug Search:** Brand: Apo-Amoxi Oral Susp; Pack: 100; Dose: 250mg/5ml; Generic: Amoxicillin Trihydrate; APX (Ap); PEI MAC: \$5.67; DIN: 00628158; Min Qty: 0.
- Prescription Details:** Sig: 2TS TID F10D; TAKE 2 TEASPOONFUL (10MLS) 3 TIMES A DAY FOR 10 DAYS; Route of Admin: Oral; Dosage Form: Suspension, Reconstituted, Oral.
- Right Panel Actions:** Make Rx Unfilled, Make Rx Not Dispensed, Make Rx Stock Transfer, Adapt Rx, Add Rx Image, Transfer Rx From Another..., Call Doctor, Counsel Patient on Pickup, Owe Quantity, Clinical Interactions, Plan Information, Patient Plan Information, Generic Equivalents, Unit Dose Info, Work Order, Rx Counseling History, Workflow, Send Rx to Trouble, View Workflow Detail, Workflow Push Queues, Input, 7 Point & Adjudicate, Filing, Visual Verify.

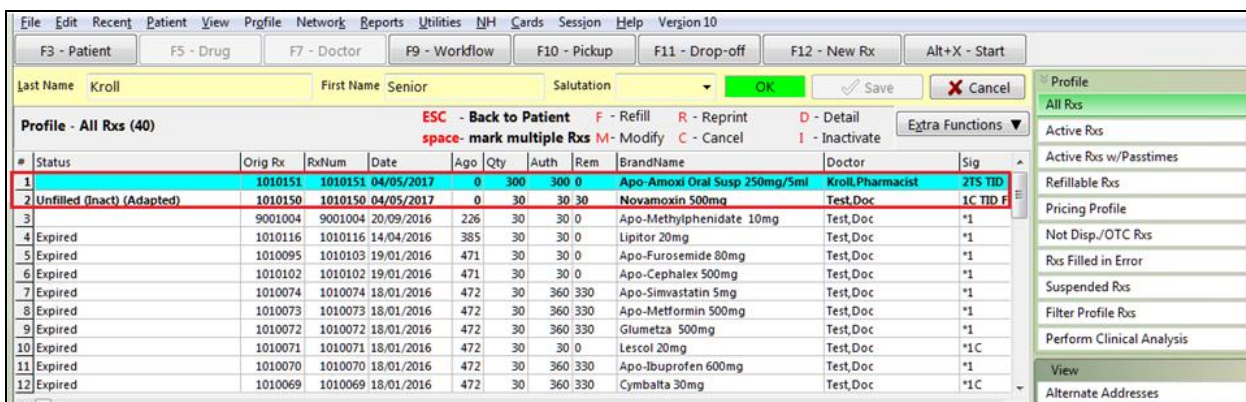
NOTE: If you do not have electronic signature capture enabled, an adapted prescription order will print for you to sign pen to paper and then scan back into the system. Otherwise, an electronic version of the prescription image of the adapted Rx is automatically attached to the Rx and viewable by clicking on **the View Script Image** button in the right panel.

21. Click **F12-Fill Rx** to continue processing the adapted prescription. Adjudication is successful.

Viewing adaptation details

1. To view the details of the Adapted Prescription, display the Patient Card.

a. From the View menu or ribbon bar, select **All Rxs** to display the profile.

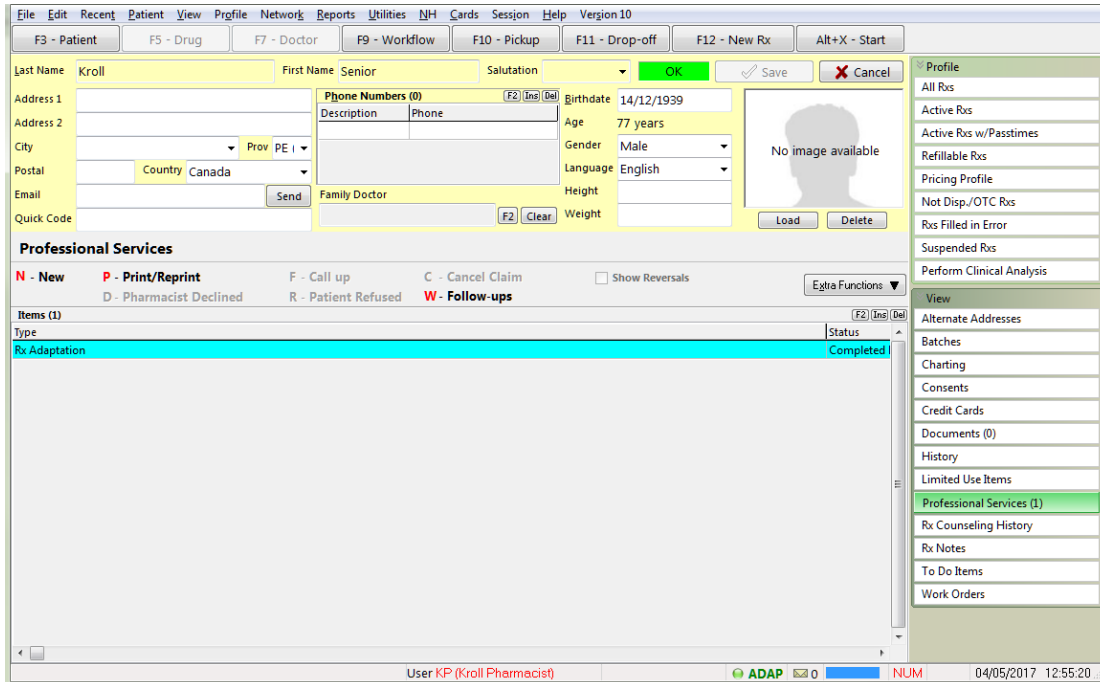


The screenshot shows the Patient Card for Kroll, Senior, with the 'All Rxs' profile displayed. The table below represents the data shown in the screenshot:

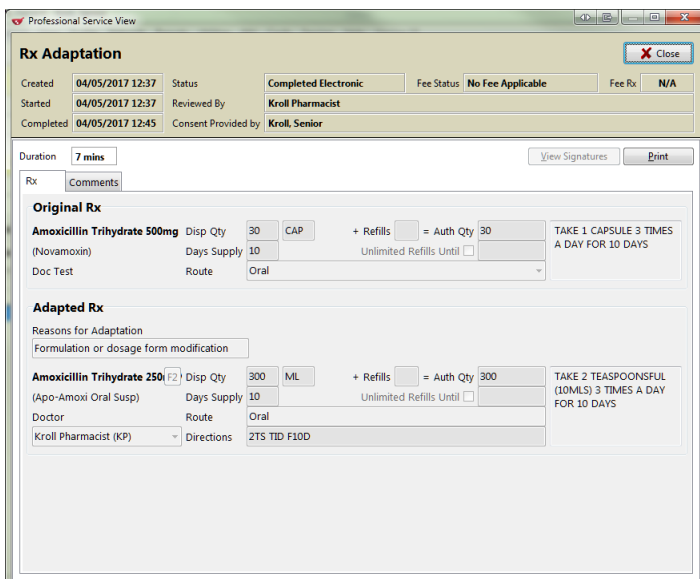
#	Status	Orig Rx	RxNum	Date	Ago	Qty	Auth	Rem	BrandName	Doctor	Sig
1	Unfilled (Inact) (Adapted)	1010151	1010151	04/05/2017	0	300	300	0	Apo-Amoxi Oral Susp 250mg/5ml	Kroll, Pharmacist	2TS TID F
2	Unfilled (Inact) (Adapted)	1010150	1010150	04/05/2017	0	30	30	30	Novamoxin 500mg	Test, Doc	1C TID F
3	Expired	9001004	9001004	20/09/2016	226	30	30	0	Apo-Methylphenidate 10mg	Test, Doc	*1
4	Expired	1010116	1010116	14/04/2016	385	30	30	0	Lipitor 20mg	Test, Doc	*1
5	Expired	1010095	1010103	19/01/2016	471	30	30	0	Apo-Furosemide 80mg	Test, Doc	*1
6	Expired	1010102	1010102	19/01/2016	471	30	30	0	Apo-Cephalex 500mg	Test, Doc	*1
7	Expired	1010074	1010074	18/01/2016	472	30	360	330	Apo-Simvastatin 5mg	Test, Doc	*1
8	Expired	1010073	1010073	18/01/2016	472	30	360	330	Apo-Metformin 500mg	Test, Doc	*1
9	Expired	1010072	1010072	18/01/2016	472	30	360	330	Glumetza 500mg	Test, Doc	*1
10	Expired	1010071	1010071	18/01/2016	472	30	30	0	Lescol 20mg	Test, Doc	*1C
11	Expired	1010070	1010070	18/01/2016	472	30	360	330	Apo-Ibuprofen 600mg	Test, Doc	*1
12	Expired	1010069	1010069	18/01/2016	472	30	360	330	Cymbalta 30mg	Test, Doc	*1C

There will always be two Rx records in an Rx Adaptation scenario: The original from the prescriber with a Status=Unfilled (Inact) (Adapted) and the Adapted Rx that was dispensed to the patient. Optionally, a fee for service transaction may also appear.

b. From the **View** menu or ribbon bar, select **Professional Services**.



c. On the highlighted record, select/press **F2** to display the details.

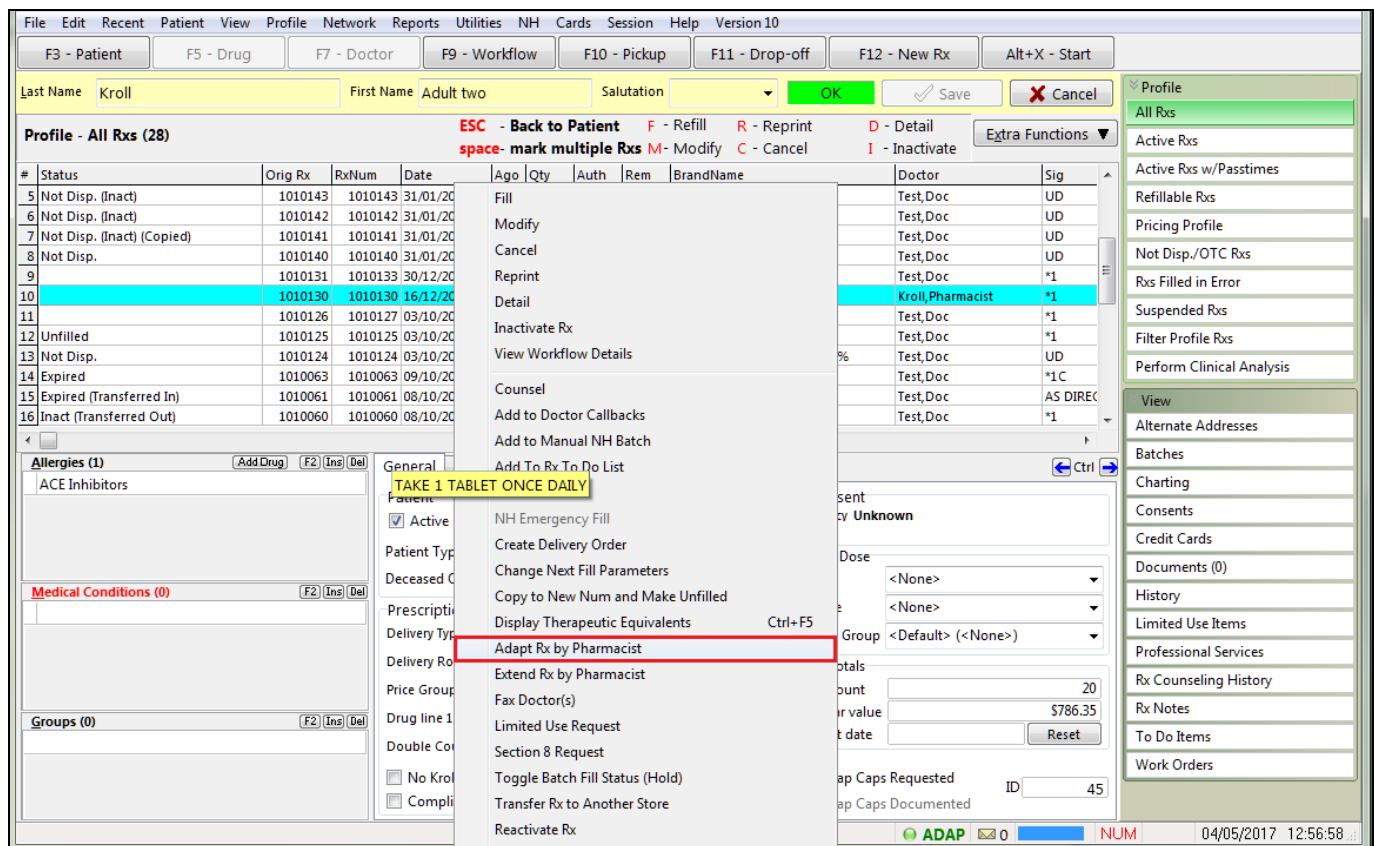


Adaptation from the local Patient Profile

You also have the ability to initiate the Adaptation process of an existing Rx from the local Patient profile.

NOTE: this requires that the Rx to be adapted has been entered into the system prior to initiating the adaptation.

1. Display the local patient profile.
2. Highlight the Rx to be adapted and right-click or select the Extra Functions button.



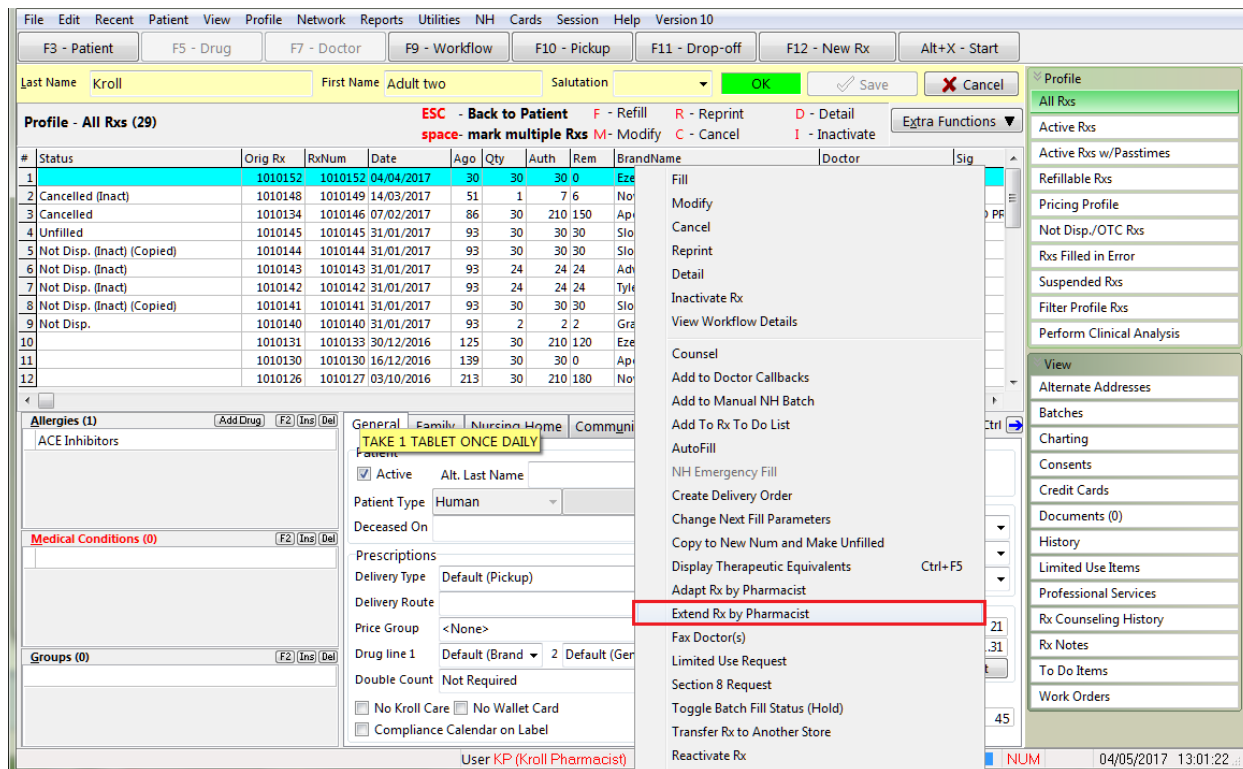
3. Select 'Adapt Rx by Pharmacist'.
4. The Rx Adaptation form immediately appears with the original prescription information already shown. Continue the adaptation process from that step on, shown in the previous section.

Rx Extension

Rx Extension from Local Patient profile

If you need to extend one or more prescriptions due to the refill authorizations being exhausted, this can be performed directly from the local patient profile.

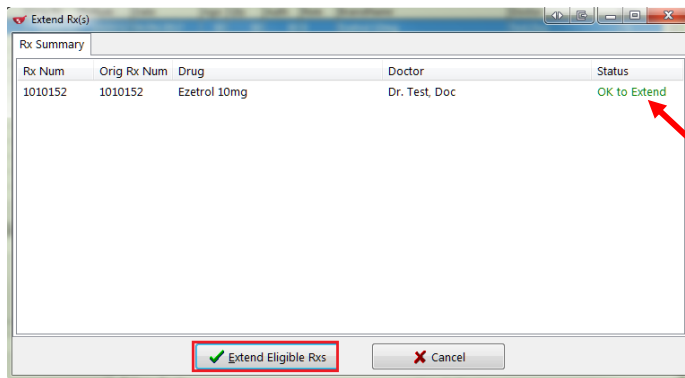
1. From the patient card, display the patient profile and tag one or more prescriptions that need to be extended.
2. Right-click on the highlighted Rx(s) or press the **Extra Functions** button and select **Extend Rx by Pharmacist**.



The screenshot shows the TELUS Health software interface. At the top, there's a menu bar with options like File, Edit, Recent, Patient, View, Profile, Network, Reports, Utilities, NH, Cards, Session, and Help. Below the menu bar, there are buttons for F3 - Patient, F5 - Drug, F7 - Doctor, F9 - Workflow, F10 - Pickup, F11 - Drop-off, F12 - New Rx, and Alt+X - Start. The main area displays the patient profile for 'Kroll, Adult two'. The 'Profile - All Rxs (29)' table lists various prescriptions. A right-click context menu is open over the first prescription (1010152), and the 'Extend Rx by Pharmacist' option is highlighted. The 'Extra Functions' button is also visible in the top right of the profile section.

#	Status	Orig Rx	RxNum	Date	Ago	Qty	Auth	Rem	BrandName	Doctor	Sig
1	Cancelled (Inact)	1010152	1010152	04/04/2017	30	30	30	0	Eze		
2	Cancelled (Inact)	1010148	1010149	14/03/2017	51	1	7	6	No		
3	Cancelled	1010134	1010146	07/02/2017	86	30	210	150	Ap		
4	Unfilled	1010145	1010145	31/01/2017	93	30	30	30	Slo		
5	Not Disp. (Inact) (Copied)	1010144	1010144	31/01/2017	93	30	30	30	Slo		
6	Not Disp. (Inact)	1010143	1010143	31/01/2017	93	24	24	24	Ad		
7	Not Disp. (Inact)	1010142	1010142	31/01/2017	93	24	24	24	Tyl		
8	Not Disp. (Inact) (Copied)	1010141	1010141	31/01/2017	93	30	30	30	Slo		
9	Not Disp.	1010140	1010140	31/01/2017	93	2	2	2	Gre		
10		1010131	1010133	30/12/2016	125	30	210	120	Eze		
11		1010130	1010130	16/12/2016	139	30	30	0	Ap		
12		1010126	1010127	03/10/2016	213	30	210	180	No		

3. The **Extend Rx(s)** form displays. Click **Extend Eligible Rxs**.



Extend Rx(s)

Rx Summary

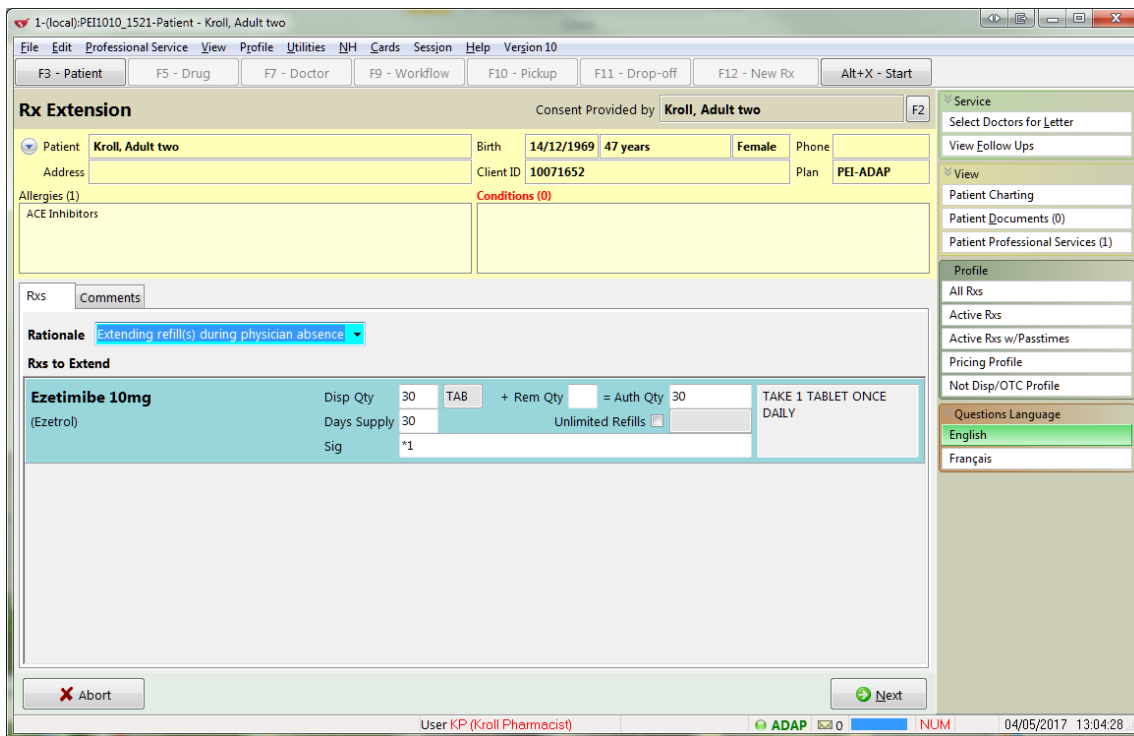
Rx Num	Orig Rx Num	Drug	Doctor	Status
1010152	1010152	Ezetrol 10mg	Dr. Test, Doc	OK to Extend

Rx's that have no restrictions will have their Status highlighted in Green.

Rx's previously prescribed by a Pharmacist will have their status highlighted in Orange

Rx's that have restrictions and cannot be extended will have their status highlighted in Red.

- The Rx Extension screen displays. Click the down arrow adjacent to the 'Rationale' field. Select the most appropriate reason for extending the Rx. Enter any other data elements that required changing.



1-(local):PEI1010_1521-Patient - Kroll, Adult two

File Edit Professional Service View Profile Utilities NH Cards Session Help Version 10

F3 - Patient F5 - Drug F7 - Doctor F9 - Workflow F10 - Pickup F11 - Drop-off F12 - New Rx Alt+X - Start

Rx Extension Consent Provided by **Kroll, Adult two** F2

Patient **Kroll, Adult two** Birth **14/12/1969** **47 years** **Female** Phone

Address Client ID **10071652** Plan **PEI-ADAP**

Allergies (1) **ACE Inhibitors** Conditions (0)

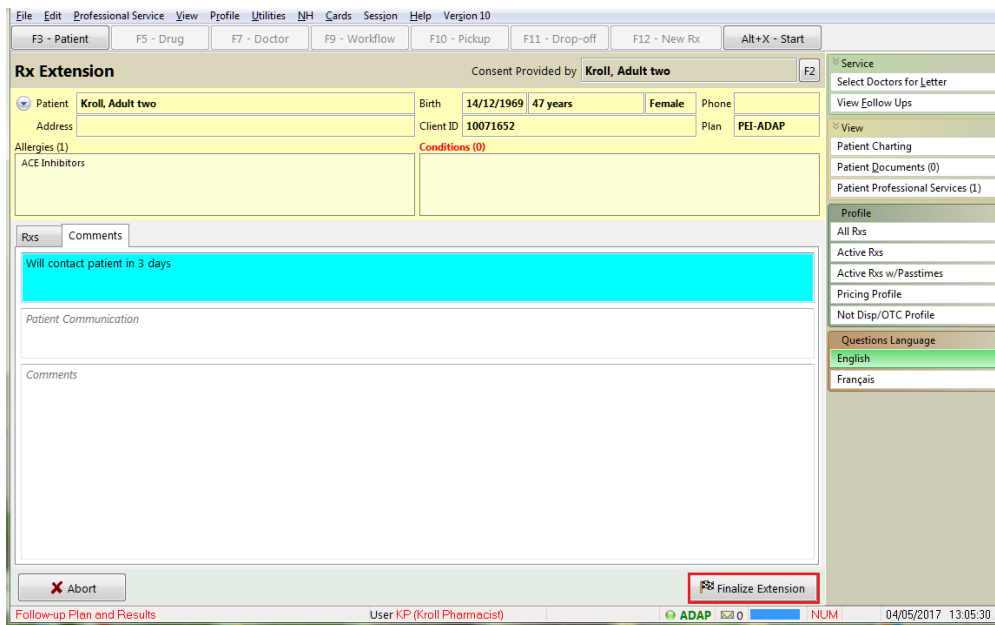
Rx Rationale **Extending refill(s) during physician absence**

Rxs to Extend

Rx	Disp Qty	Days Supply	Sig	+ Rem Qty	= Auth Qty	Instructions
Ezetimibe 10mg (Ezetrol)	30	30	*1		30	TAKE 1 TABLET ONCE DAILY

User KP (Kroll Pharmacist) ADAP 0 NUM 04/05/2017 13:04:28

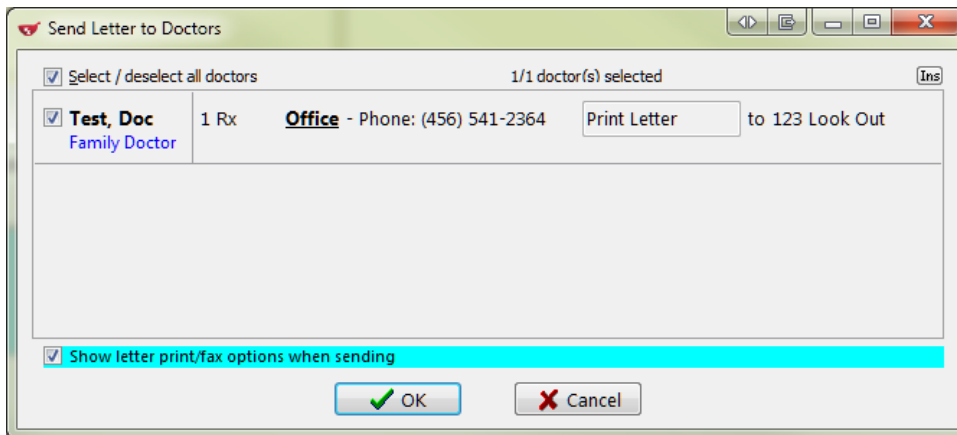
- Click either the **Next** button or the **Comments** Tab. The **Comments** screen displays. Enter any appropriate notes/comments that you wish to have documented.



- Click **Finalize Extension**.
- If you have a signature capture pad and have electronic signatures enabled for professional services, you will be prompted to sign the electronic signature tablet.

8. The Send Letter to Doctors form displays. Make a selection OR click **Ins** to add more. Click **Ok**.

NOTE: The contents of this list are dependent upon the prescriber(s) notes on the original prescription(s).



NOTE: To enable the Fax Letter option, there must be a fax number associated to the doctor in that specific location. Otherwise, only the 'Print Letter' option is available and will appear read-only in the **Send Letter to Doctors** form.

9. If you enable the Show letter print/fax options when sending, when you click OK, the Professional Services Doctor Letter form displays.

NOTE: Leaving this option disabled will use the options previously selected and will skip this form, automatically printing or faxing the report.

Professional Services Doctor Letter

File Version 10 (Moonstone)

Options

☐ Print cover page
☐ Print allergies/conditions
☒ Print comments

Print in language
English

Send to
☒ Printer
☐ Fax

Printer
DummyLaser

Tray
(Default tray)

Copies
1

☒ Collate

Restore Defaults **Print** Preview Close

10. Make the appropriate selections and click on the **Print** or **Fax**, if available. The Notification form is either generated or faxed via Kroll FaxRx.

Pharmacist Prescription Extension Notification

To	Dr. Test, Doc 123 Look Out PE A1A 1A1 Tel: (456) 541-2364	From	Kroll Pharmacy 123 Main Street Charlottetown PE A1A 1A1 Tel: (555) 555-1234 Fax: N/A
Date	04-May-2017	Pharmacist	Kroll, Pharmacist (1535)
Patient	Kroll, Adult two PE	Date of Birth	14-Dec-1969
		Gender	Female
		Health Card #	10071652
Allergies	ACE Inhibitors	Conditions	Ask Patient

CONFIDENTIAL

Dear Dr. Doc Test

I met with Adult two Kroll on 04-May-2017 and extended the following medications.

RATIONALE
Extending refill(s) during physician absence

Original Prescription Information	Disp Qty	30 TAB
Ezetimibe 10mg (Ezetrol)	Total Auth Qty	30 TAB
Dr. Test, Doc	First Fill	04-Apr-2017
TAKE 1 TABLET ONCE DAILY	Last Fill	04-Apr-2017

Pharmacist Extended Prescription Information	Disp Qty	30 TAB
Ezetimibe 10mg (Ezetrol)	Total Auth Qty	30 TAB
TAKE 1 TABLET ONCE DAILY		

FOLLOW-UP PLAN AND RESULTS
Will contact patient in 3 days

If you have any questions or concerns, I would be pleased to speak with you further.

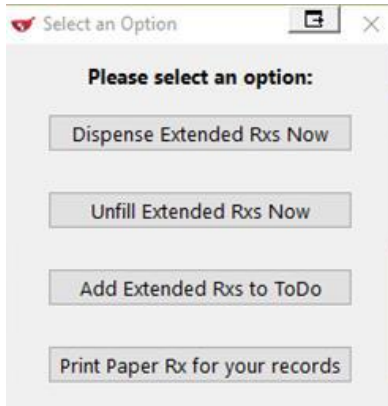
Sincerely,

Pharmacist Kroll (1535)
Pharmacist

FOR YOUR RECORDS. NO RESPONSE REQUIRED.
THIS IS A COPY OF A CONFIDENTIAL AND INTENDED OBJECTIVE REPORT. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE.
IF YOU ARE NOT THE INTENDED RECIPIENT OF THIS COPY, PLEASE DO NOT OPEN IT.
ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS PAGE IS **STRICTLY PROHIBITED**

Printed on: 04/05/2017 13:07 Page 1 of 1

11. Once the report prints, click **Close**. The pharmacist is then presented with a number of options:



Select **Dispense Extended Rxs Now** if the Rx(s) is to be dispensed immediately.


Select **Unfill Extended Rx Now** if the Rx is to be dispensed some time in the future.

Select **Add Extended Rx to ToDo** if the Rx is to be placed into Workflow.

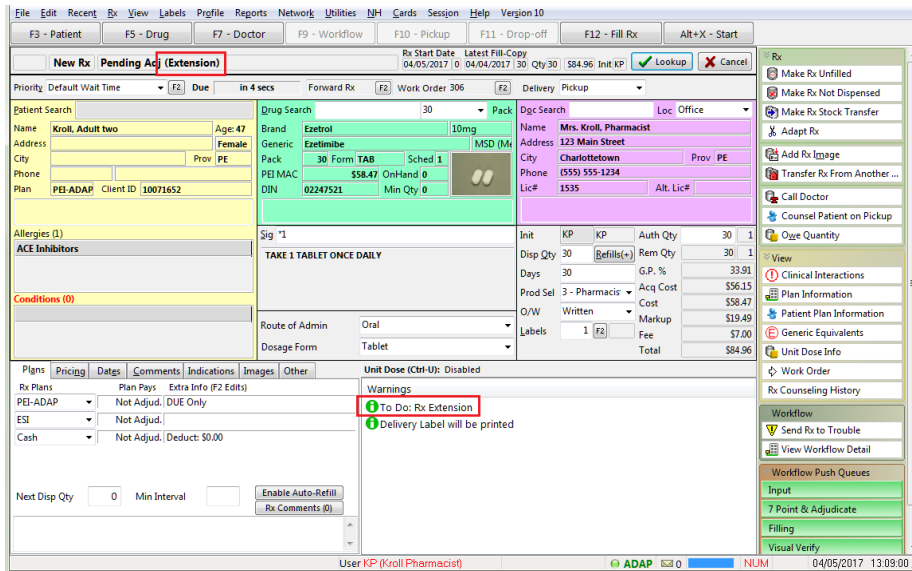
Select **Print Paper Rx for your records** if a paper copy of the extended Rx is required for Rx processing and filing.

12. Click **Dispense Extended Rxs Now**.

13. The **Prescription Extension** report prints.

Prescription Extension			
ExtendedBy Mrs. Kroll, Pharmacist (Reg #: 1535) 123 Main Street Charlottetown PE A1A 1A1 Tel: (555) 555-1234 Fax: N/A	Date	04-May-2017	
Patient Kroll, Adult two PE	Date of Birth 14-Dec-1969 Gender Female Health Care Number 10071652		
Ezetimibe 10mg (Ezetrol) TAKE 1 TABLET ONCE DAILY	Disp Qty 30 TAB Total Auth Qty 30 TAB		
THERE IS 1 ITEM ON THIS PAGE			
Pharmacist Signature _____ Date _____ <small>Printed on: 04/05/2017 13:08</small>			

14. The **F12 Rx** screen displays with the extended Rx information displayed.



The screenshot shows the F12 Rx screen with the following details:

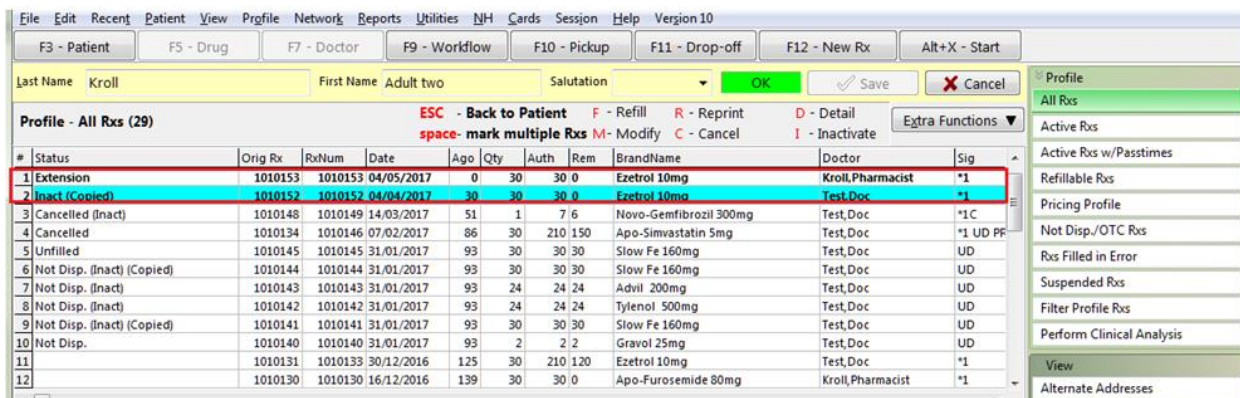
- Patient Search:** Name: Kroll, Adult two; Age: 47; Gender: Female; Address: 123 Main Street; City: Charlottetown; Prov: PE; Phone: (555) 555-1234; Lic#: 1535; Alt. Lic#: ;
- Drug Search:** Brand: Ezetrol; Generic: Ezetimibe; Pack: 30 Form TAB; Sched: 1; PEI MAC: \$58.47; OnHand: 0; DIN: 02247521; Min Qty: 0; Sig: *1; TAKE 1 TABLET ONCE DAILY; Route of Admin: Oral; Dosage Form: Tablet; Labels: 1 F2;
- Unit Dose (Ctrl-U):** Disabled; Warnings: To Do: Rx Extension; Delivery Label will be printed;
- Plans:** Rx Plans: Plan Pays: Extra Info (F2 Edits); PEI-ADAP: Not Adj.; DUE Only; EST: Not Adj.; Cash: Not Adj.; Deduct: \$0.00;
- Next Disp Qty:** 0; Min Interval: ; Enable Auto-Refill: ; Rx Comments (B): ;
- Workflow:** Send Rx to Trouble; View Workflow Detail; Workflow Push Queues; Input; 7 Point & Adjudicate; Filling; Visual Verify;

NOTE: If you do not have electronic signature capture enabled, an extended prescription order will print for you to sign pen to paper and then scan back into the system. Otherwise, an electronic version of the prescription image of the extended Rx(s) is automatically attached to the Rx(s) and viewable by clicking the on the **View Script** Image button in the right panel.

15. Click **F12-Fill Rx** to continue adjudication on the extended prescription. Adjudication is successful.

Viewing the Extension Details

- To view the details of the extended prescription(s), display the Patient Card. From the **View** menu or ribbon bar, select **All Rxs** to display the profile.



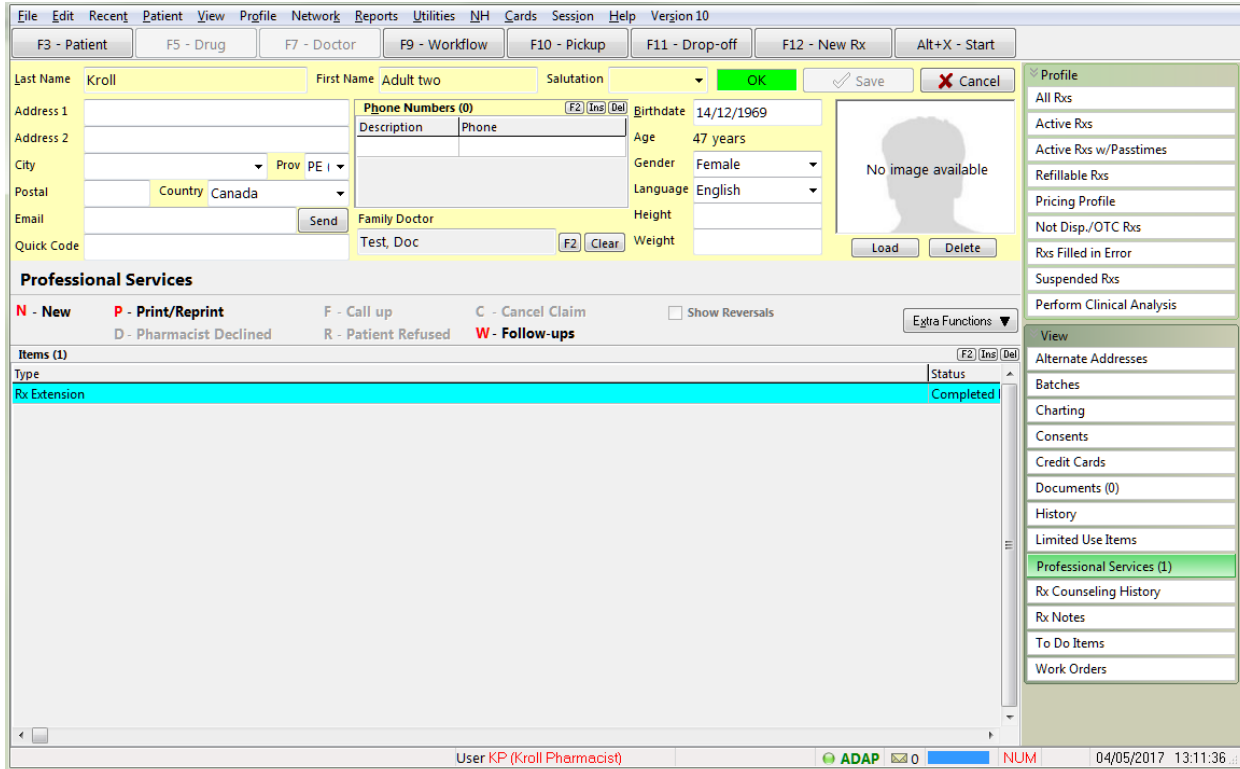
The screenshot shows the Patient Card with the following details:

- Last Name:** Kroll; **First Name:** Adult two; **Salutation:** ; **OK:** ; **Save:** ; **Cancel:** ;
- Profile - All Rxs (29):** ESC - Back to Patient; F - Refill; R - Reprint; D - Detail; space- mark multiple Rxs; M - Modify; C - Cancel; I - Inactivate; Extra Functions: ;
- Table:**

#	Status	Orig Rx	RxNum	Date	Ago	Qty	Auth	Rem	BrandName	Doctor	Sig
1	Extension	1010153	1010153	04/05/2017	0	30	30	0	Ezetrol 10mg	Kroll, Pharmacist	*1
2	Inact (Copied)	1010152	1010152	04/04/2017	30	30	30	0	Ezetrol 10mg	Test, Doc	*1
3	Cancelled (Inact)	1010148	1010148	14/03/2017	51	1	7	6	Novo-Gemfibrozil 300mg	Test, Doc	*1C
4	Cancelled	1010134	1010146	07/02/2017	86	30	210	150	Apo-Simvastatin 5mg	Test, Doc	*1 UD PF
5	Unfilled	1010145	1010145	31/01/2017	93	30	30	30	Slow Fe 160mg	Test, Doc	UD
6	Not Disp. (Inact) (Copied)	1010144	1010144	31/01/2017	93	30	30	30	Slow Fe 160mg	Test, Doc	UD
7	Not Disp. (Inact)	1010143	1010143	31/01/2017	93	24	24	24	Advil 200mg	Test, Doc	UD
8	Not Disp. (Inact)	1010142	1010142	31/01/2017	93	24	24	24	Tylenol 500mg	Test, Doc	UD
9	Not Disp. (Inact) (Copied)	1010141	1010141	31/01/2017	93	30	30	30	Slow Fe 160mg	Test, Doc	UD
10	Not Disp.	1010140	1010140	31/01/2017	93	2	2	2	Gravol 25mg	Test, Doc	UD
11		1010131	1010133	30/12/2016	125	30	210	120	Ezetrol 10mg	Test, Doc	*1
12		1010130	1010130	16/12/2016	139	30	30	0	Apo-Furosemide 80mg	Kroll, Pharmacist	*1

NOTE: There will always be two Rx records in an Rx extension scenario: the original with a status of **Inact (Copied)** and the extended Rx that was dispensed to the patient with a Status of **Extension**. Optionally, a fee for service transaction may also appear.

2. From View menu or ribbon bar, **select Professional Services.**



The screenshot shows the TELUS Health software interface. At the top, there is a menu bar with options: File, Edit, Recent, Patient, View, Profile, Network, Reports, Utilities, NH, Cards, Session, Help, and Version 10. Below the menu bar is a ribbon bar with tabs: F3 - Patient, F5 - Drug, F7 - Doctor, P9 - Workflow, F10 - Pickup, F11 - Drop-off, F12 - New Rx, and Alt+X - Start. The main window is divided into several sections. On the left, there is a form for patient information including Last Name (Kroll), First Name (Adult two), Salutation, Address 1, Address 2, City, Postal, Country (Canada), and Email. There are also fields for Phone Numbers (0), Birthdate (14/12/1969), Age (47 years), Gender (Female), Language (English), Height, and Weight. A Family Doctor section shows 'Test, Doc' with a 'Clear' button. On the right, there is a 'Profile' section with a list of items: All Rxs, Active Rxs, Active Rxs w/Passtimes, Refillable Rxs, Pricing Profile, Not Disp./OTC Rxs, Rxs Filled in Error, Suspended Rxs, and Perform Clinical Analysis. Below this is a 'View' section with a list of items: Alternate Addresses, Batches, Charting, Consents, Credit Cards, Documents (0), History, Limited Use Items, Professional Services (1), Rx Counseling History, Rx Notes, To Do Items, and Work Orders. The 'Professional Services (1)' item is highlighted in green. In the center, there is a 'Professional Services' section with a list of items: N - New, P - Print/Reprint, F - Call up, C - Cancel Claim, D - Pharmacist Declined, R - Patient Refused, and W - Follow-ups. Below this is a table with one row: 'Rx Extension' with a status of 'Completed'. The bottom of the window shows a status bar with 'User KP (Kroll Pharmacist)', 'ADAP 0', 'NUM', and the date/time '04/05/2017 13:11:36'.

On the highlighted record, select/press **F2** to display the details.

Professional Service View

Close

Created
04/05/2017 13:03

Status
Completed Electronic

Fee Status
No Fee Applicable

Fee Rx
N/A

Started
04/05/2017 13:03

Reviewed By
Kroll Pharmacist

Completed
04/05/2017 13:06

Consent Provided by
Kroll, Adult two

Duration
2m 17s

View Signatures
Print

Rxs
Comments

Rationale
Extending refill(s) during physician absence

Rxs to Extend

Ezetimibe 10mg
(Ezetrol)

Disp Qty
30

TAB

+ Rem Qty

= Auth Qty
30

TAKE 1 TABLET ONCE DAILY

Days Supply
30

Unlimited Refills
☐

Sig
*1