



Drug Merge Utility

June 2020

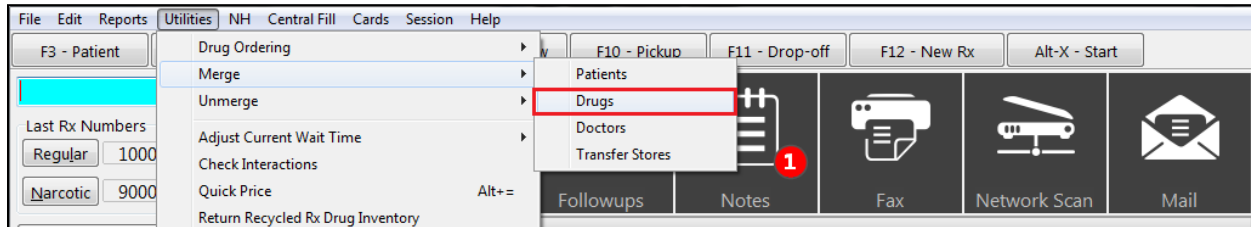
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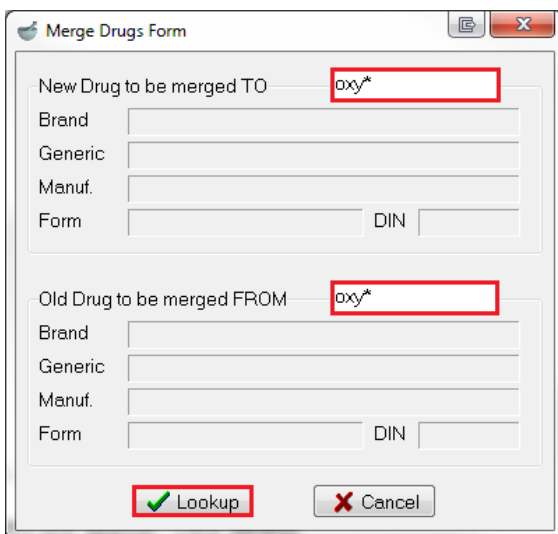
Drug Merge Utility

The drug merge utility in Kroll allows users to combine two different drug records with the same DIN into a single, unified drug record. This user guide explains how to merge drug records using the drug merge utility in Kroll version 9.

1. From the **Alt-X Start** screen, go to **Utilities > Merge > Drugs**.



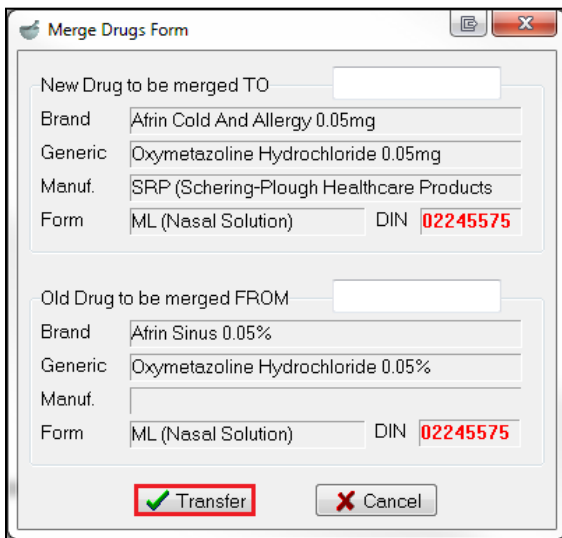
2. The **Merge Drugs From** form will appear. Enter the drug names in the respective **New Drug to be merged TO** and **Old Drug to be merged FROM** fields and click **Lookup**.



The screenshot shows the 'Merge Drugs Form' dialog box. It has two main sections: 'New Drug to be merged TO' and 'Old Drug to be merged FROM'. Both sections have a text input field containing 'oxy*' and a red box around it. Below each section are fields for 'Brand', 'Generic', 'Manuf.', and 'Form'. At the bottom of the dialog, there are two buttons: 'Lookup' (with a green checkmark icon) and 'Cancel' (with a red X icon). Both buttons are highlighted with red boxes.

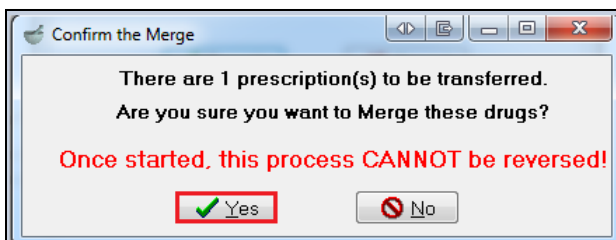
3. From the list of search results, select the drug you want to merge **to** and click **Select**. Click **Select** again.
4. From the list of search results, select the drug you want to merge **from** and click **Select**. Click **Select** again.

5. Both drugs will populate on the **Merge Drugs From** form. Click **Transfer**.



The screenshot shows a window titled "Merge Drugs Form". It contains two sections: "New Drug to be merged TO" and "Old Drug to be merged FROM". Both sections have identical data: Brand: Afrin Cold And Allergy 0.05mg (TO) / Afrin Sinus 0.05% (FROM); Generic: Oxymetazoline Hydrochloride 0.05mg; Manuf.: SRP (Schering-Plough Healthcare Products); Form: ML (Nasal Solution); DIN: 02245575. At the bottom, there are two buttons: "Transfer" (with a green checkmark icon) and "Cancel" (with a red X icon). The "Transfer" button is highlighted with a red box.

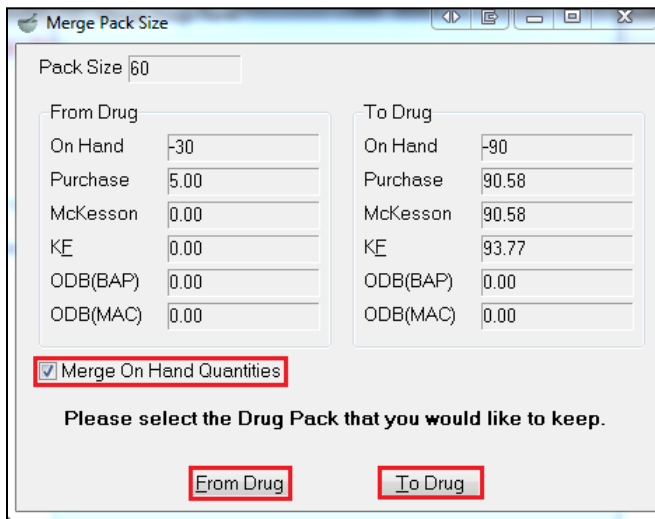
6. A prompt will appear asking if you are sure you want to merge the drugs. Select **Yes**.



The screenshot shows a window titled "Confirm the Merge". The text inside reads: "There are 1 prescription(s) to be transferred. Are you sure you want to Merge these drugs?" Below this, a red warning message states: "Once started, this process CANNOT be reversed!". At the bottom, there are two buttons: "Yes" (with a green checkmark icon) and "No" (with a red X icon). The "Yes" button is highlighted with a red box.

- The **Merge Pack Size** form will appear asking you which drug pack you want to keep and if you want to merge the on-hand quantities for both drugs. Select **From Drug** to retain the drug pack for the drug you merged from, or **To Drug** to retain the drug pack for the drug you merged to.

Place a checkmark next to **Merge On Hand Quantities** if you want the on-hand quantities for both drugs to be merged.

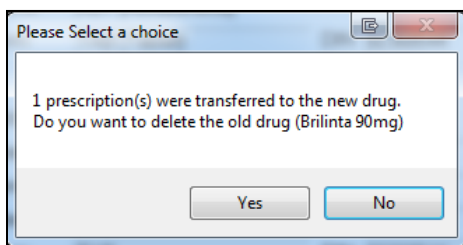


From Drug		To Drug	
On Hand	-30	On Hand	-90
Purchase	5.00	Purchase	90.58
McKesson	0.00	McKesson	90.58
KE	0.00	KE	93.77
ODB(BAP)	0.00	ODB(BAP)	0.00
ODB(MAC)	0.00	ODB(MAC)	0.00

Merge On Hand Quantities

Please select the Drug Pack that you would like to keep.

- A prompt will appear to confirm the number of prescriptions that were transferred to the new drug, and ask you if you want to delete the old drug from the system. If you select **Yes**, the old drug will be deleted and you will be left with the drug you merged to. If you select **No**, the drug you merged from will remain in the system.



Please Select a choice

1 prescription(s) were transferred to the new drug.
Do you want to delete the old drug (Bilinta 90mg)

The drug merging process is now complete.