



OUTPATIENT PHARMACY

USER MANUAL

Version 7.0
December 1997

(Revised October 2004)

Revision History

Each time this manual is updated, the Title Page lists the new revised date and this page describes the changes. Either update the existing manual with the Change Pages Document, or replace it with the updated manual.

Note: The Change Pages Document may include unedited pages needed for two-sided copying. Only edited pages display the patch number and revision date in the page footer.

Date	Revised Pages	Patch Number	Description
10/04	115-116, 121	PSO*7*156	Automation Interface project. Added user prompt for reprints; user can choose to send or not to send to external interface when reprinting under certain circumstances..
05/04	v-xii, 2, 5-8, 12, 65-67, 76-78b, 88, 89, 93, 151, 152, 164, 165, 195-198, 228-231, 279-284	PSO*7*132	Herbal/OTC project. Updated the Table of Contents and Index. Added a new report <i>Non-VA Meds Usage Report</i> option. Added a Non-VA Meds Report [NV] hidden action. Updated the Medication Profile to include all Non-VA Meds. The Action Profile contains any Non-VA Med orders documented via the CPRS GUI application. Order Checks include Non-VA Meds during new order entry. Added definition of Non-VA Meds to Glossary.
05/04	37-38, 42	PSO*7*157	Added Combat Veteran as an environmental indicator to section 10. Handling Copay Charges and section 10.3 Reset Copay Status/Cancel Charges.
11/03	viii-xi, 2, 6, 17, 84, 87, 113, 115, 117-124, 160, 163, 182-184, 197, 210, 279-284	PSO*7*135	ScripTalk project. Updated the <i>Outpatient Pharmacy Manager</i> option to include the <i>ScripTalk Main Menu</i> option and inserted a ScripTalk® section defining these options. Updated various screen captures to include the indicator that the patient is enrolled in ScripTalk®. Included the new Table of Contents and Index.
11/03	221, 222, 262, 273-276	PSO*7*153	Added new PATIENT UNREACHABLE code to the INACTIVATION REASON CODE field of the TPB ELIGIBILITY file. Added warning message for Provider not authorized to write med orders and/or if Provider is inactive. The existing FAX NUMBER field of the NEW PERSON file is now displayed and available for editing in the <i>Add New Providers</i> option, <i>Edit Provider</i> option and <i>View Provider</i> option.
11/03	All		Re-numbered pages; removed headers and section breaks.

(This page included for two-sided copying.)

22.6 List One Patient's Archived Rx's [PSO ARCHIVE LIST RX'S]

This option shows the basic patient demographics and the prescription numbers and dates of archiving for archived prescriptions for this patient.

22.7 View Prescriptions [PSO VIEW]

View the most complete information available for a specific prescription. The activity log lists the date, reason, prescription reference (Rx Ref), the initiator of the activity, and comments. The label log lists the date, prescription (Rx Ref), the person who printed it, and comments. Prescriptions with a deleted status cannot be viewed.

22.8 Reprint an Outpatient Rx Label [PSO RXRPT]

The label reprint function allows a single label or many copies of the same label to be reproduced. When the patient is enrolled in ScripTalk®, a message is displayed to the user indicating this and prompting the user to use the ScripTalk® label for the prescription bottle.

Example: Reprinting an Outpatient Rx Label

```
Select OPTION NAME: REPRINT AN OUTPATIENT RX LABEL

Reprint Prescription Label: 400693          ADHESIVE TAPE WATERPROOF 1IN ROLL
Patient is a ScripTalk patient. Use ScripTalk label for prescription bottle.

Number of Copies? : (1-99): 1// <Enter>
Print adhesive portion of label only? N// <Enter> 0
Do you want to send to External Interface Device? No// ?

Enter either 'Y' or 'N'.

Do you want to resend to Dispensing System Device? No// NO
Comments:

Rx # 400693          06/27/03
KANSAS,THOMAS T          #1

AS DIR ON AFFECTED AREA

ADHESIVE TAPE WATERPROOF 1IN ROLL
TULSA,LARRY          BISMARK,ANDREW
# of Refills: 2
```

When reprinting, you can choose whether or not you want to resend to a dispensing device, using an external interface. If you do choose to resend, then the prescription will be sent to the dispensing system, and an entry will be made in the label log. This documents that this was a reprint and also resent to the dispensing system device. If you do not resend the prescription to the dispensing device, then only one entry is made in the label log.

23.5 Reprint a non-voided Outpatient Rx Label [PSO SCRIPTALK REPRINT VISTA LB]

This option allows the user to reprint an Outpatient Rx label for a ScripTalk® patient without voiding out the drug name.

When reprinting, you can choose whether or not you want to resend to a dispensing device, using an external interface. If you do choose to resend, then the prescription will be sent to the dispensing system, and an entry will be made in the label log. This documents that this was a reprint and also resent to the dispensing system device. If you do not resend the prescription to the dispensing device, then only one entry is made in the label log.

Example: Reprinting a non-voided Outpatient Rx Label

```
Select ScripTalk Main Menu Option: REprint a non-voided Outpatient Rx Label

Reprint Prescription Label: 400675B          ADHESIVE TAPE WATERPROOF 1IN ROLL
Patient is a ScripTalk patient. Use ScripTalk label for prescription bottle.

Number of Copies? : (1-99): 1// <Enter>
Print adhesive portion of label only? N// <Enter> 0
Do you want to send to External Interface Device? No// ?

Enter either 'Y' or 'N'.

Do you want to send to External Interface Device? No// NO
Comments:

Rx # 400675B          06/17/03
NEBRASKA,NICK          #1

    ON AFFECTED AREA AS DIR

ADHESIVE TAPE WATERPROOF 1IN ROLL
MAIMI,STEPHEN          RICHMOND,ARTHUR
# of Refills: 2

Select LABEL DEVICE: PRINTER #3

LABEL(S) QUEUED TO PRINT
```

23.6 Set Up and Test ScripTalk Device [PSO SCRIPTALK SET-UP]

This menu option contains the options necessary to define, set up and test the ScripTalk® device, print a sample ScripTalk® prescription label, and reinitialize the printer.

ScripTalk Device Definition Enter/Edit
Print Sample ScripTalk Label
Test ScripTalk Device
Reinitialize ScripTalk Printer

23.6.1 ScripTalk Device Definition Enter/Edit [PSO SCRIPTALK DEVICE DEF'N]

The *ScripTalk Device Definition Enter/Edit* option allows the user to define the ScripTalk® device for the division where it will be used and whether the labels should be automatically printed or will be queued for manual print. The printer must be installed and connected to the network server before using this option.

Example: Defining the ScripTalk® Device

```
Select Set Up and Test ScripTalk Device Option: SScripTalk Device Definition
Enter/Edit

Division: TROY      514
SCRIPTALK DEVICE: ?
    Enter ScripTalk Device.
    Answer with DEVICE NAME, or LOCAL SYNONYM, or $I, or VOLUME SET(CPU), or
    SIGN-ON/SYSTEM DEVICE, or FORM CURRENTLY MOUNTED
    Do you want the entire DEVICE List? N (No)
SCRIPTALK DEVICE: S
    1  SCRIPT$PRT      SPECIAL PRINTER      USER$:[TCP$SPOOL]SCRIPT$PRT.TXT
    2  SPOOL           COMPUTER ROOM        2
    3  SYS..//./nul   CONSOLE - CROOM PAA CONSOLE   C-ROOM    //./nul
    4  SYS..100      PAA100                100
    5  SYS..3        PAA3                  3
Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-5: 1  SCRIPT$PRT      SPECIAL PRINTER
USER$:[TCP$SPOOL]SCRIPT$PRT.TXT
SCRIPTALK AUTO-PRINT SETTINGS: ?
    Enter 'A' if ScripTalk label printing should be automatic, "M" if label
    will be queued manually.
    Choose from:
        A          AUTO PRINT
        M          MANUAL PRINT
SCRIPTALK AUTO-PRINT SETTINGS: A  AUTO PRINT
```

If the device is defined for auto-print, and some patients are defined as ScripTalk® patients, then whenever a **VISTA** label is queued, if the prescription belongs to a ScripTalk® patient, a ScripTalk® label should print at the same time.

23.6.2 Print Sample ScripTalk Label [PSO SCRIPTALK SAMPLE LABEL]

After the printer is defined, a sample ScripTalk® label can be generated. The *Print Sample ScripTalk Label* option allows the user to print a test ScripTalk® label.