## Dispensing

Dispensing mode only shows if the store is configured correctly on the server. Read how here

# Patients

When you tap the **Dispensary** icon you will get a list of your patients. You can search for a particular patient using the field in the search bar.

TIP: you can search by first and last name by using a comma. For example: g, j will search for all patients whose last name starts with G and first name starting with J.

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Pati	ents Prescrib	ers Q						Hew	Patient
CODE \$	FIRST NAME	* LAST )	NAME	٥	D.O.B	٥	HISTORY	IDIT	DISPENSE
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							Э	1	>
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							3	1	>
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### **Adding a new Patient**

• To create a new patient, tap the **New Patient** button.

Patient Details		
First name is required		
Last name is required		_
Date of birth is required 01/02/2020		
Email		
Phone		
Address 1		
Address 2		
	Cancel	Save

- You'll see a new window.
- The fields marked with IS REQUIRED are fields which must be filled in.
- The other fields are optional.
- The Save button will only be enabled if you have filled out all the required fields.
- Once you have entered all the details that are required, tap the **SAVE** button.

	Pati	ent Details	
First name is required			
Joshua			
Last name is required			
Griffin			
Date of birth is required			
25/06/1989			
Email			
Phone			 
Address 1			 
Address 2			 

## Editing a patient's details

To edit a patient's details, tap the **edit** button at the end of the row for that patient. Easy!

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		Pati	ents	Prescribers	]_	λ ia					×	3 New	Patient
	CODE	¢	FIRST NAME		•	LAST NAME		¢	D.O.B	÷	HISTORY	EDIT	DISPENSE
	zam4		Joshus			Griffin			Jun 25, 1989		Э	1	>

### Viewing a patient's History

You can also view the history for a patient by tapping the **history** button.

5/8

	Patient History	- Joshua Griffin	×
ITEM CODE   🌩	ITEM NAME	QUANTITY 🌩	PRESCRIBER
AR33197	ABACAVIR / LAMIVUDINE 60/30 MG CP	1	James Smith

#### Prescribers

You can show, add and edit prescribers in just the same way as you do for patients.

Simply tap the "Prescribers" toggle button at the top of the window:

To edit a prescriber, tap the edit (pen icon) button for the row you wish to edit. You're then shown the presriber's details:

 Prescriber Details		<u> </u>
First name is required		
Last name is required		
Registration code is required		
Email		
Phone		
Address 1		
Address 2		
	Cancel Sav	re

As for patients, only when you've entered all the required fields you'll be able to save the record.

Dispensary Prescribers     Patients Prescribers     Prescribers Q     CODE Image: Constraint of the second of th	Dispensary       Prescribera       Supply       Prescribera         Patients       Prescribera       AST NAME       AST NAME       Inst NAME         J-1234       desmine       McKeeran       Score       Sc	¢	ED  EDIT EDIT
Patients     Prescribers     New Prescribers       CODE     Image: State	Patients     Prescribees       CODE     INIST NAME       J-1234     Jamine       J8-987     James	¢	EDIT
CODE     FIRST NAME     LAST NAME     EDIT       J-1234     Jasmine     McKeven     Image: Comparison of the comparis	CODE       INST NAME       IAST NAME         J-1234       James       McKeven         J8-947       James       Smith	0	EDIT 1
J-1234         Jasmine         McKewen         Image: Comparison of the comparison of th	J1234       Jammin       McKeen         J2-987       Jammin       Smith		1
IS-987 James Smith	15-987 James Smith		1

#### **Dispensing to a patient**

- Firstly, find the patient to dispense to (as above for viewing/editing a patient)
- Then click the **Dispense** button on that row.

< Dispe	nsary			Supply			\$358	INABLED	● = »
Pat	ients	Prescribers	Q i.a				×	New	Patient
CODE \$	FIRST NAME	•	LAST NAME	¢	D.O.B	¢	HISTORY	XD47	DISPENSE
zam4	Joshua		Griffin		Jun 25, 1909		Э	1	>

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