

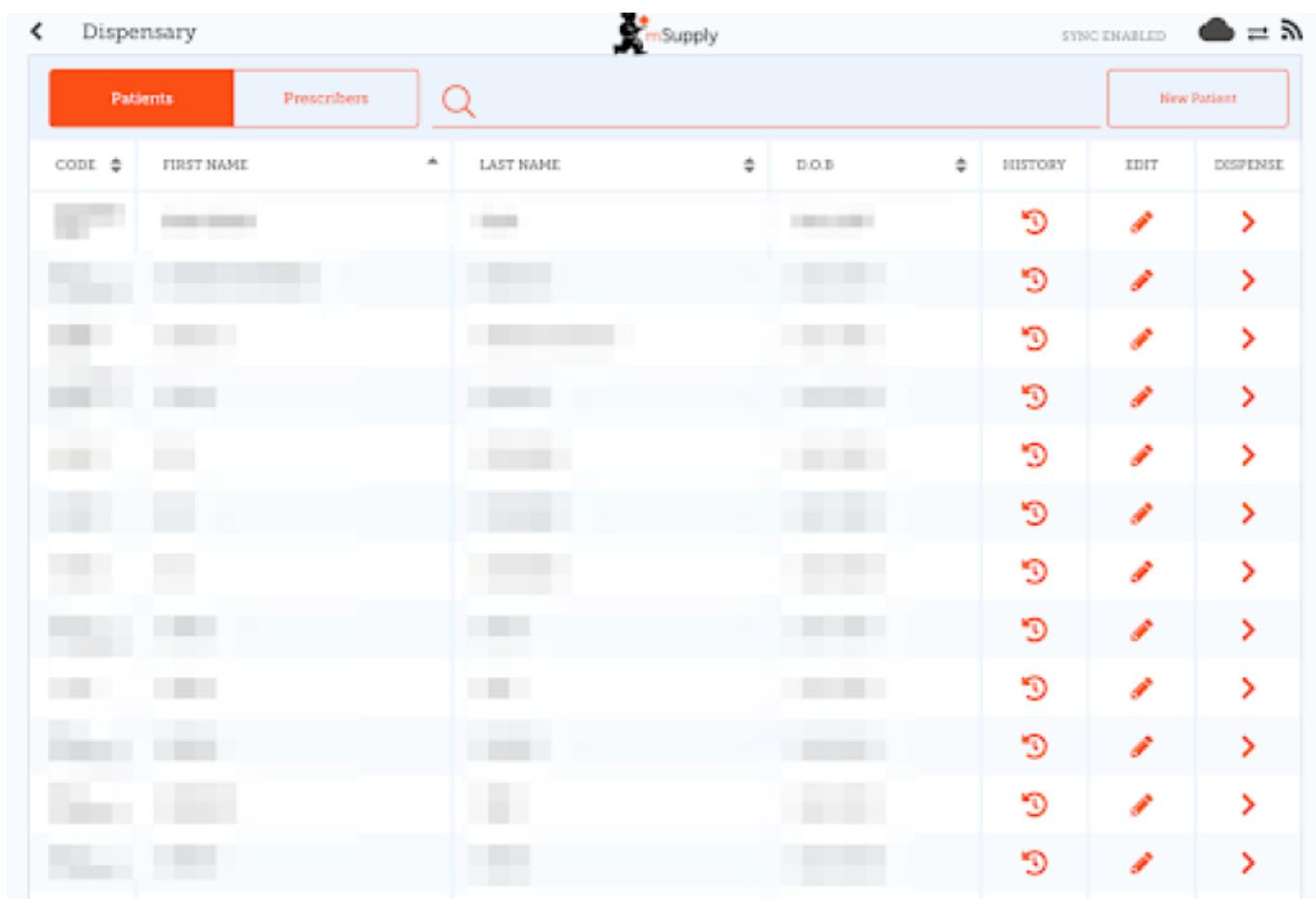
Distribuição

O modo de distribuição apenas estará disponível se o local estiver configurado corretamente no servidor. Veja como configurar[aqui](#)

Pacientes

Ao clicar no ícone para **Distribuição** (*Dispensary*) você será apresentado a lista de pacientes (*patients*). Você poderá pesquisar por um paciente usando o campo de texto e digitando a busca.

Dica: Você pode pesquisar pelo primeiro nome e sobrenome usando a vírgula entre eles. Por exemplo: g, j irá pesquisar por todos os pacientes cujo o sobrenome começam com G e o primeiro nome começam com J.



The screenshot shows the mSupply Dispensary interface. At the top, there are tabs for 'Patients' (highlighted in orange) and 'Prescribers'. A search bar with a magnifying glass icon is positioned next to the tabs. On the right, there are buttons for 'SYNC ENABLED', a cloud icon, and a menu icon. Below the header is a table with columns: CODE, FIRST NAME, LAST NAME, D.O.B., HISTORY, EDIT, and DISPENSE. Each row represents a patient record. The 'FIRST NAME' column contains names like 'John', 'Jane', 'Mike', etc. The 'LAST NAME' column contains surnames like 'Doe', 'Smith', 'Johnson', etc. The 'HISTORY' column contains icons for viewing history. The 'EDIT' column contains edit icons. The 'DISPENSE' column contains icons for dispensing. There are 15 rows of patient data.

CODE	FIRST NAME	LAST NAME	D.O.B.	HISTORY	EDIT	DISPENSE
1	John	Doe	1980-01-01	edit	edit	dispense
2	Jane	Smith	1985-02-02	edit	edit	dispense
3	Mike	Johnson	1990-03-03	edit	edit	dispense
4	Sarah	Williams	1995-04-04	edit	edit	dispense
5	David	Miller	2000-05-05	edit	edit	dispense
6	Emily	Anderson	2005-06-06	edit	edit	dispense
7	Alex	Wilson	2010-07-07	edit	edit	dispense
8	Olivia	Harris	2015-08-08	edit	edit	dispense
9	Noah	Young	2020-09-09	edit	edit	dispense
10	Abigail	Reed	2025-10-10	edit	edit	dispense
11	Caleb	Clark	2030-11-11	edit	edit	dispense
12	Madison	Howard	2035-12-12	edit	edit	dispense
13	Lucas	Brown	2040-01-13	edit	edit	dispense
14	Aria	White	2045-02-14	edit	edit	dispense
15	Benjamin	Green	2050-03-15	edit	edit	dispense

Adicionando um novo Paciente

- Para criar um novo paciente, clique no botão **Novo Paciente**

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**

- A tela para criar paciente será aberta
- Os campos marcados com CAMPO OBRIGATÓRIO devem ser preenchidos.
- Os demais campos são opcionais.
- O botão para salvar somente estará habilitado quando todos os campos obrigatórios estiverem preenchidos.
- Assim que todos os detalhes do paciente forem preenchidos, clique no botão **Salvar (Save)**

Patient 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



Cancel **Save**

Editando os detalhes do Paciente

Para editar os detalhes do Paciente, clique no ícone da linha deste paciente da coluna **Editar (Edit)**.

The screenshot shows the mSupply mobile application interface. At the top, there is a navigation bar with a back arrow, the text "Dispensary", the mSupply logo, and connectivity status indicators for "SYNC ENABLED", a cloud, and a signal. Below the navigation bar is a search bar with a magnifying glass icon and the text "j.g". To the right of the search bar is a red "X" button and a "New Patient" button. The main area is a table with the following columns: CODE, FIRST NAME, LAST NAME, D.O.B., HISTORY, EDIT, and DISPENSE. A single row of data is visible, representing a patient named Joshua Goffin, with the code "zam6". The "HISTORY" column contains a red circular icon with a white arrow. The "EDIT" and "DISPENSE" columns also contain red icons.

CODE	FIRST NAME	LAST NAME	D.O.B.	HISTORY	EDIT	DISPENSE
zam6	Joshua	Goffin	Jun 25, 1989			

Visualizando o histórico do Paciente

Você também pode visualizar o histórico de prescrições ao clicar no ícone da linha deste paciente na coluna **Histórico (History)**.

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

Prescritores

Você poderá visualizar, editar e adicionar novos Prescritores da mesma forma que mostramos para Pacientes.

Para visualiza-los clique na aba “**Prescritores**” (*Prescribers*) na area superior esquerda do ecrã:

Para editar um Prescribers, clique no ícone da linha deste prescribers na coluna **Editar** (*Edit*). Ao clicar você será apresentado a uma tela com os detalhes do Prescritor:

Prescriber Details

First name
is required

Last name
is required

Registration code
is required

Email

Phone

Address 1

Address 2

Cancel **Save**

Assim como na tela de pacientes, quando você inserir todos os campos necessários você poderá salvar o registro.

The screenshot shows the mSupply Dispensary application interface. At the top, there are tabs for 'Patients' and 'Prescribers', with 'Prescribers' being the active tab. A search bar with a magnifying glass icon is positioned above the list. On the right side, there are buttons for 'SYNC ENABLED', a cloud icon, and a 'New Prescriber' button. The main area displays a table with two rows of prescriber data:

CODE	FIRST NAME	LAST NAME	EDIT
J-1234	Jasmine	McKewen	
JS-987	James	Smith	

Distribuição para pacientes

- Primeiramente, encontre o paciente para quem será distribuído medicamentos (usando o campo de pesquisa ou arrastando o dedo na tela até encontrar o nome procurado).
- Agora clique no ícone da linha deste paciente na coluna **Distribuir** (*Dispense*).

CODE	FIRST NAME	LAST NAME	D.O.B.	HISTORY	EDIT	DISPENSE
zarn4	Joshua	Griffin	Jun 25, 1909			

A distribuição é feita em 3 etapas. Cada passo deve ser completado antes de seguir para o próximo passo.

1. Passo 1: Você deverá selecionar um Prescritor ao clicar no ícone de SELEÇÃO
 - Note: Você poderá clicar sobre os ícones HISTÓRICO ou EDITAR próximo ao nome do paciente para editar os detalhes deste paciente ou para ver o histórico de prescrições
 - Você pode pesquisar por Prescritores usando o campo de busca
 - Ao selecionar um Prescritor, você poderá editar este prescritor a qualquer momento clicando sobre o ícone de EDITAR próximo ao nome do Prescritor.
2. Passo 2: Você deverá selecionar itens para distribuição ao clicar sobre os itens na lista da área esquerda do ecrã. Você também pode pesquisar por itens usando o campo de busca

The screenshot shows the mSupply mobile application interface for a prescription. At the top, there are three steps: '1 Select the prescriber' (Patient: Joshua Griffin), '2 Select items' (with a list of items), and '3 Finalise' (Prescriber: Jasmine McKewen). The 'Select items' screen displays a table of items with columns: CODE, NAME, and QUANTITY. A large callout box with the text 'Click on an item to add it' is overlaid on the right side of the item list. At the bottom right are 'Cancel' and 'Next' buttons.

CODE	NAME	QUANTITY
AR33197	ABACAVIR / LAMIVUDINE 60/30 MG CP	59
AM18032-0	ACIDE FOLIQUE 5 MG CP	1
AM12040	ACIDE NIFLUMIQUE 400 MG SUPPO	3
AM03065-0	ACIDE TRANEXAMIQUE 500 MG / 5 ML AMP INJ	8
AR47015	AIGUILLE POUR PRELEVEMENT 21G	16
AR47016	AIGUILLE POUR PRELEVEMENT 23G	30
AM02080-0	ALBENDAZOLE 400 MG CP	4
AM02080	ALBENDAZOLE 400 MG CP	96
AY02020	AMODIAQUINE/ARTESUNATE 100/270 MG ADULTE PLQ/6 CP	20
AY02015	AMODIAQUINE/ARTESUNATE 100/270 MG ENFANT (6-14 ANS) PLQ/3 CP	3
AY02027	AMODIAQUINE/ARTESUNATE 25/67.5 MG ENFANT (0-11 MOIS) PLQ/3 CP	27

Você deve selecionar pelo menos um item antes de continuar.

Após selecionar um item, você poderá ajustar as quantidade usando os botões + e -, ou digitar a quantidade no campo de texto (clique sobre o campo para o teclado apareça).

The screenshot shows the mSupply mobile application interface for creating a prescription. The top navigation bar includes a back arrow, the text "Prescription 922", the mSupply logo, and connectivity status ("SYNC ENABLED" with icons for cloud, signal, and battery). The main area is divided into three steps: 1) "Select the prescriber" (Patient: Joshua Griffin), 2) "Select items" (with icons for search, edit, and add), and 3) "Finalise" (Prescriber: Jasmine McKewen). Step 2 is active, displaying a list of medical items with their codes, names, and quantities. A modal window is open over the list, showing a single item entry: "ABACAVIR / LAMIVUDINE 60/30 MG CP" with quantity "1". It includes a minus button, a plus button with an "x" icon, and a "Usage directions" field which is currently empty. At the bottom right of the modal are "Cancel" and "Next" buttons.

CODE	NAME	QUANTITY
AR33197	ABACAVIR / LAMIVUDINE 60/30 MG CP	58
AM18032-0	ACIDE FOLIQUE 5 MG CP	1
AM12040	ACIDE NIFLUMIQUE 400 MG SUPPO	3
AM03065-0	ACIDE TRANEXAMIQUE 500 MG / 5 ML AMP INJ	8
AR47015	AIGUILLE POUR PRELEVEMENT 21G	16
AR47016	AIGUILLE POUR PRELEVEMENT 23G	30
AM02080-0	ALBENDAZOLE 400 MG CP	4
AM02080	ALBENDAZOLE 400 MG CP	96
AY02020	AMODIAQUINE/ARTESUNATE 100/270 MG ADULTE PLQ/6 CP	20
AY02015	AMODIAQUINE/ARTESUNATE 100/270 MG ENFANT (6-14 ANS) PLQ/3 CP	3
AY02027	AMODIAQUINE/ARTESUNATE 25/67.5 MG ENFANT (0-11 MOIS) PLQ/3 CP	27

Você poderá remover itens usando o botão **X**.

Digite indicações para uso no campo de texto **indicações (directions)**.

Quando estiver atualizado a quantidade, o botão Próximo (Next) está habilitado para que você siga para o passo 3.

Observe que se você clicar em **Cancelar (Cancel)**, ou no botão voltar a prescrição será **DELETADA**.

The screenshot shows the mSupply mobile application interface for prescription management. At the top, there is a navigation bar with a back arrow, the text "Prescription 922", and a sync status indicator. Below the navigation bar, the patient information "Joshua Griffin" is displayed, along with a search icon and three numbered steps: "Select the prescriber", "Select items", and "Finalise".

Step 1: Select the prescriber

Patient: Joshua Griffin

Step 2: Select items

A list of items is shown in a table:

CODE	NAME	QUANTITY
AR33197	ABACAVIR / LAMIVUDINE 60/30 MG CP	58
AM18322-D	ACIDE FOLIQUE 5 MG CP	1
AM12040	ACIDE NEFLUMIQUE 400 MG SUPPO	3
AM33065-D	ACIDE TRANEXAMIQUE 500 MG / 5 ML AMP INJ	8
AR47015	AIGUILLE POUR PRELEVEMENT 23G	16
AR47016	AIGUILLE POUR PRELEVEMENT 23G	30
AM02090-D	ALBENDAZOLE 400 MG CP	4
AM02090	ALBENDAZOLE 400 MG CP	96
AY02020	AMODIAQUINE/ARTESUNATE 100/270 MG ADULTE PLQ/6 CP	20
AY02015	AMODIAQUINE/ARTESUNATE 100/270 MG ENFANT (6-14 ANS) PLQ/3 CP	3
AY02027	AMODIAQUINE/ARTESUNATE 25/67.5 MG ENFANT (0-5 MOIS) PLQ/3 CP	27

Step 3: Finalise

Prescriber: Jasmine McKewen

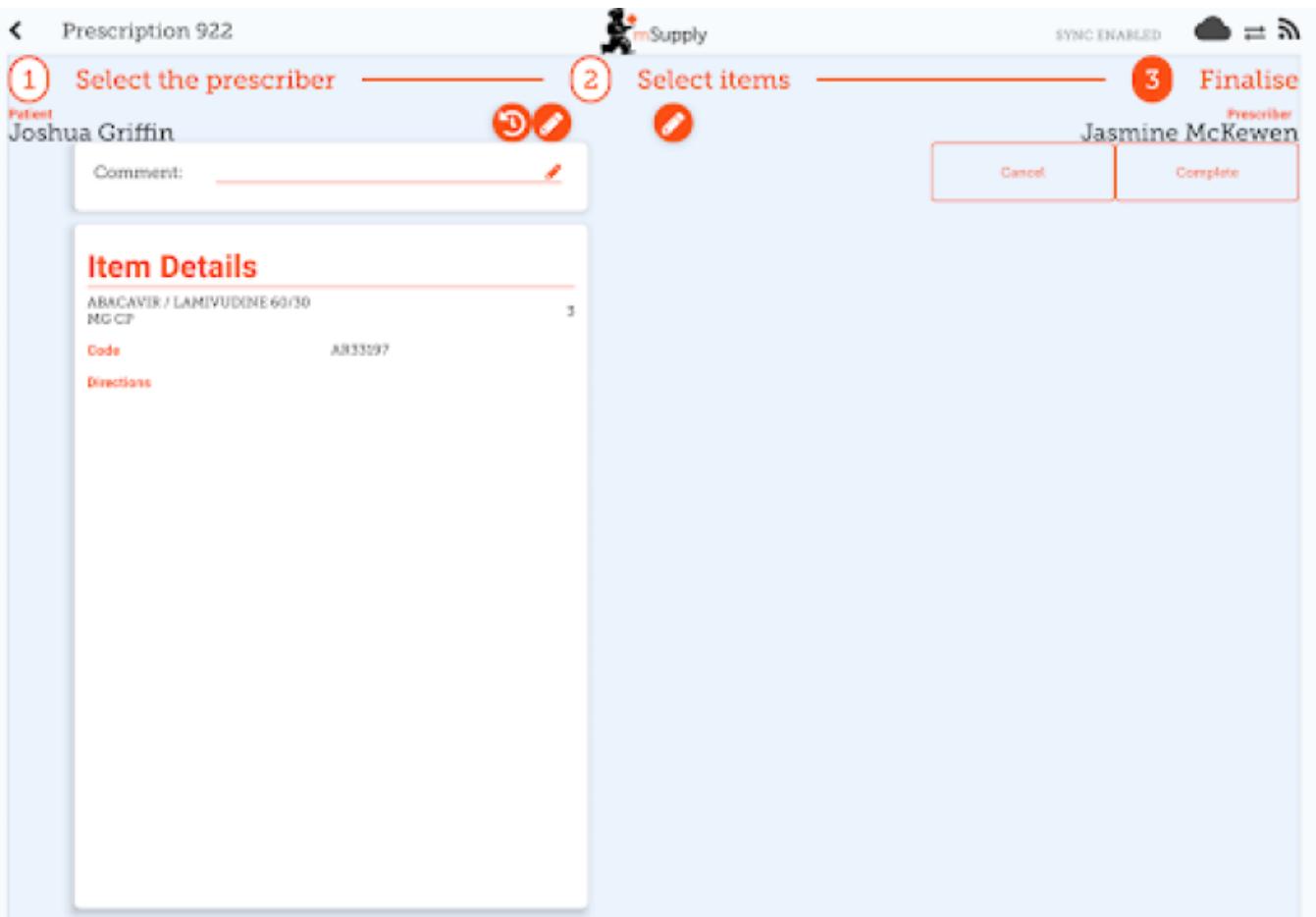
The prescription summary shows the selected item "ABACAVIR / LAMIVUDINE 60/30 MG CP" with a quantity of 3. There is a "Usage directions" section below it.

Quantity: 3

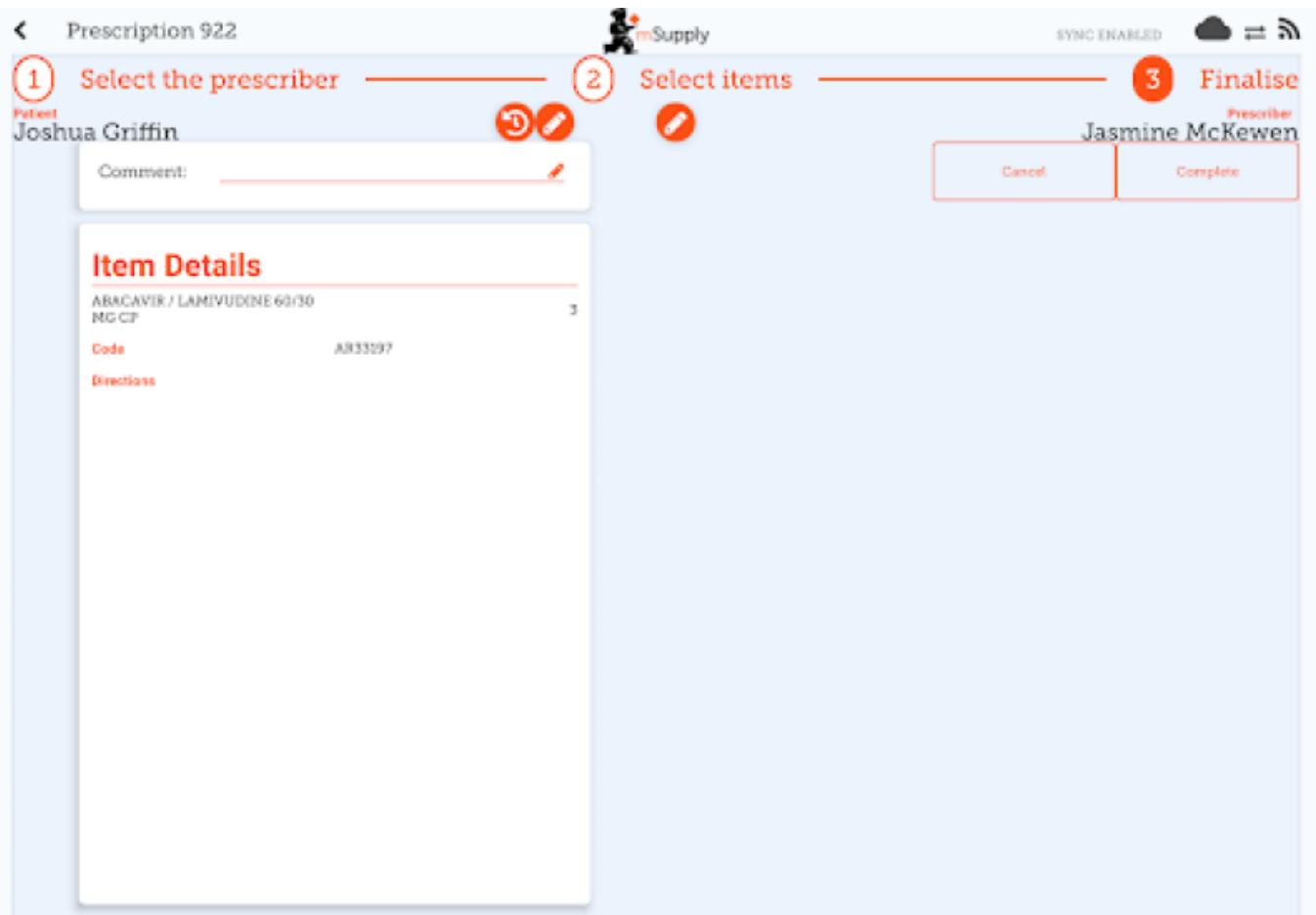
Usage directions

Cancel Next

1. Step 3: You can view the final results of the prescription and add any other details such as a comment.



Tapping the **Complete** button will finalise the prescription. That means that it's locked- you can't edit it any more.



That was easy!. If you've enabled payments, you can go to the next step to receive payment. If not, you'll continue and dispense the next prescription.

Payments

The payments module needs to be configured on the server, so if it's turned off, you won't see it. Configuration instructions are [here](#). The 2 configuration settings that must be set to "true" are:

- usesDispensarymodule
- usesPaymentsmodule

Once enabled, when you arrive at the summary page where you check the details of a prescription, you will be shown a payment summary and each item will show its price:

The screenshot shows the mSupply mobile application interface for dispensing prescriptions. At the top, there is a navigation bar with a back arrow, the text "Prescription 924", the mSupply logo, and connectivity icons for "SYNC ENABLED", a cloud, and a signal. Below the navigation bar, three steps are outlined: 1) Select the prescriber (Patient Joshua Griffin), 2) Select items, and 3) Finalise (Prescriber Jasmine McKewen). A "Comment:" field with a pencil icon is also present. On the left, a "Item Details" section shows a product entry: ABACAVIR / LAMIVUDINE 60/30 MG CP, Code AR33197, and Directions. On the right, a "Payment" screen is displayed with the following details:

Payment	
Espèce	▼
Payment Amount	
Available credit	30.00
Credit used	0.00
Subtotal	30.00
Change required	0.00
Total	30.00

At the bottom right of the payment screen are "Cancel" and "Complete" buttons.

The dropdown list under the “Payment” allows you to select the type of the payment. (Types are configured on the server).



- The **Payment Amount** is the amount the patient is paying
- If they have any available credit, this will be listed under the **Payment Amount**
- There can only be a **Payment Amount** less than the **Total**, if the patient has sufficient available credit to cover the difference.
- The amount of credit is shown under **Credit Used**
- The change required is the amount of change to give to the patient
- It is only possible to finalise a prescription when payments are enabled, when the payment amount is a valid value

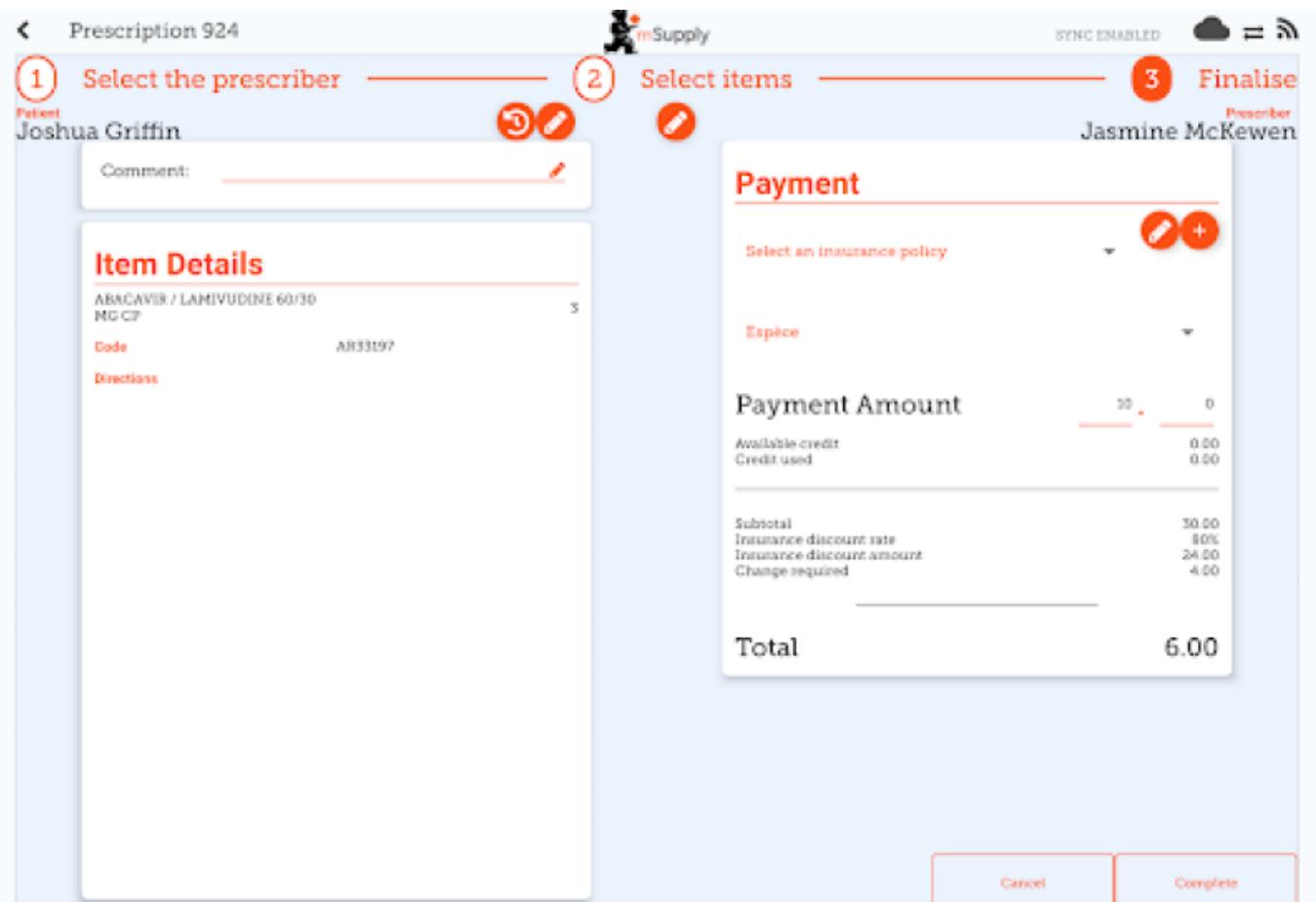
Here's an example if the patient doesn't have enough credit:

The screenshot shows the mSupply mobile application interface for a prescription. The top navigation bar indicates 'Prescription 924'. Below this, three steps are shown: 'Select the prescriber' (Step 1), 'Select items' (Step 2), and 'Finalise' (Step 3). Step 1 is completed by 'Joshua Griffin'. Step 2 is completed by 'Jasmine McKewen'. Step 3 is the current step, titled 'Payment'. The payment screen displays the following information:

Field	Value
Select an insurance policy	(No selection made)
Espèce	(No selection made)
Payment Amount	3.00
Available credit	0.00
Credit used	3.00
Not enough credit	
Subtotal	30.00
Insurance discount rate	00%
Insurance discount amount	24.00
Change required	0.00
Total	6.00

At the bottom right of the payment screen are two buttons: 'Cancel' and 'Complete'.

And here's an example of where the payment gave you more in cash than the amount to pay, and you need to give them back change:



Insurance

If the server has insurance providers enabled, the mobile store will also.

This will enable the insurance drop-down list and the **add** button (The orange “plus” button to the right):

Payment

	Total	30.00
Subtotal	30.00	
Insurance discount rate	0%	
Insurance discount amount	0.00	
Change required	0.00	

Cancel Complete

When entering the payment details, if the patient has an insurance policy, you can select it from the drop-down list:

Payment

Select an insurance policy

123123 456

Payment Amount

22	.	50
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You can use the **Edit** (the “pen”) or **Add** (the “plus”) buttons to add or edit insurance policies.

If you click the **Add** button you can add an insurance policy:

Insurance Policy

Personal policy number
is required

Family policy number
is required

Discount rate

25

Policy provider

ALLIANCE

Is active

yes no

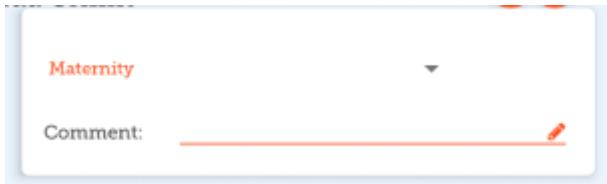
Policy type

Personal Business

Cancel **Save**

The **Save** button is only enabled when you've entered a valid value in each field that is labelled as "required".

If you have set up transaction categories on the server, then you'll be able to choose one at the top left of the window:



Previous: [Indicators](#) | | Next: [The Cash Register](#)

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