

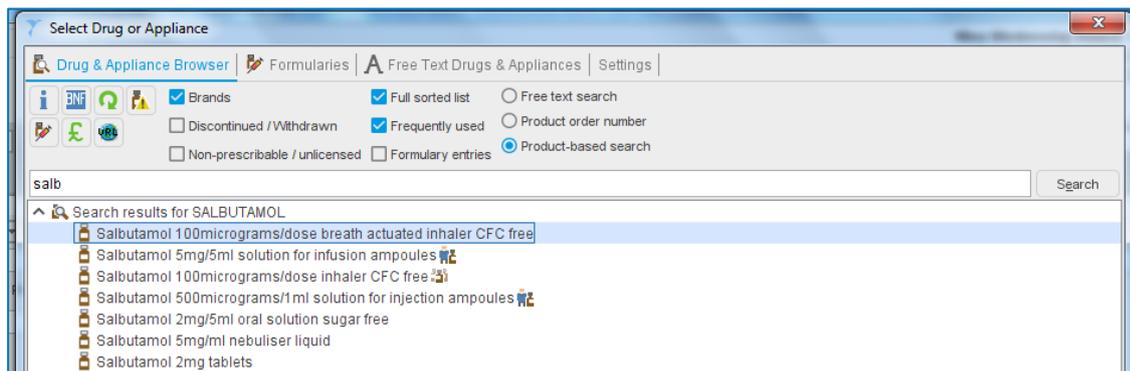
## NECS Clinical Systems Specialist Team SystemOne - Acute Prescription

### Prescribing a New Acute



1. Click the **Acute** button on your toolbar or right click on the **Medication** node in the clinical tree and select **New Acute**
2. Type the first few letters of the drug and click **Search**
3. Click once on the correct Drug name; select the specific formulation with a double mouse-click

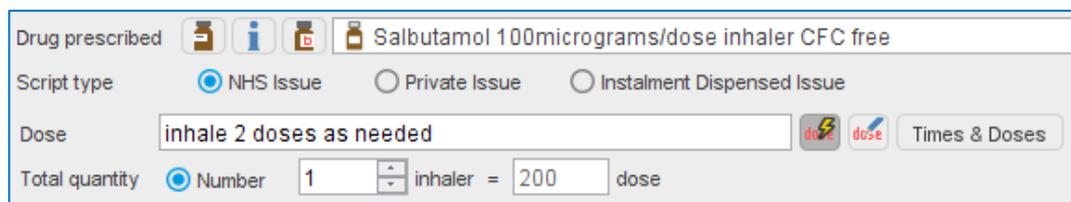
**Note:** you can use the information icons at the top left to view BNF or costing information about the drug.



4. If asked, select the required Formulary entry and click **Ok**

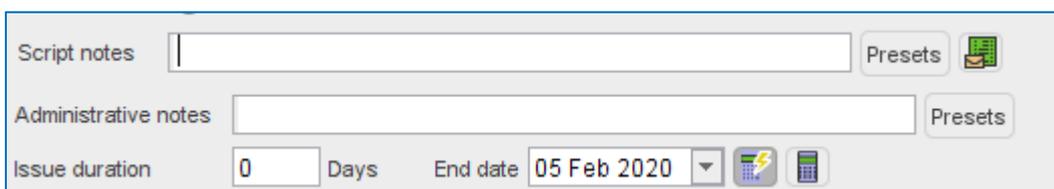
The **Record Acute Medication** dialog will be displayed

5. If you need to amend the dose, type into the **Dose** box. You can use dose shortcuts e.g. bd, but only if the dose shortcut button is active (this is represented by a yellow lightning bolt icon).



6. Set the **quantity** as required, this may be updated automatically if you change the duration.
7. Type any **script notes** or select a **preset**. These will appear on the prescription.

8. Type any **Administrative notes** or select a **preset**. These will be stored in the Patient Record but not appear on the prescription.

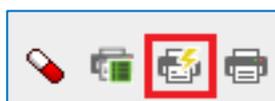


9. If you have the issue duration calculator turned on (this is represented by a yellow lightning bolt) and you have correctly entered the dose and the total quantity of medication, the issue duration should calculate itself. If not, you will have to type in the duration

10. If the prescription is for an acute issue, you can now click **Ok** and the item will be issued

11. The Issues warning dialog box may display (this is a user preference). Read all warnings/information boxes and click **Proceed, Do Not Proceed** or **cancel**

12. To print the script without closing the patient record, click **Quick Print** located on your toolbar next to the demographics box



Or

Use the **Print Un-Printed issues (EPS)**.



13. Also, by clicking **Save**, the print issues dialog box will be displayed prompting the user to print or digitally sign before the patient record is closed

