NZMA INTRODUCTION TO TONIQ

In this short introduction, we will be looking at simple prescriptions to learn about:

- Entering a new patient into the system
- Entering a new doctor into the system
- Processing a label
- Processing a repeat
- Putting medications on hold

Standard Prescription

A4 Dr Ben Cooper

NZMC Reg No: 1234 Academy Medical Centre 7 Argus Place Hillcrest Ph (09) 9878765

Mrs Stacey <Your Surname> 23 Sunset Road Totara Vale 0632 Ph: 989 5655 NHI: AWP4786

Amoxicillin 500mg Capsule Sig: 1 cap TDS Mitte: 1/52

Today's Date

Prescription Subsidy Card

Y / N

Pharmacy Stamp

Disp/Date Repeat/ Inits



ENTERING A NEW PATIENT

Press 1 (New Prescription)

Staff Green Help Papers Desk F2 F4 F5 F9 F10 Main Menu Loback control Main Menu Main Menu Main Menu Main Menu Loback control Main Menu Loback control Main Menu Loback control Main Match	ESC	F1 Help (T.A.) Menu	Fri 16/12/2016 03:26pm	TONIQ 🔠 🛛 WIN	
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Enter the patient's name, then press F3

ESC F1 Help (T.A.) Pa New Patient	itient search Search	Fri 16 Show Hidden	/12/2016 03:29pm	TONIQ 🎒 WIN
Surname Robertson	First Names	Address	N	HI Family
Rx Notes	_			

When you have finished, press F12 (Accept Details)

ESC	F1 Help	Add Patie	nt Pg1			Fri 16/1	2/2016 03:3	Opm 1	ONIQ	WIN
Goto Notes	NHI/PSC Lookup	Swipe CSC Card	Scan Ins Card	Goto Cards	Lookup Address	Goto DOB	Family	Other	Next	Accept Details
F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	F12
General I	Details		997) Ne		Extr	a Details	-			
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ENTERING A NEW PRESCRIBER

Press Enter, then F3 (new Rxer)

ESC F1 Help Rx'er sear	ch		Fri 16/12/2016 03:31pr	n TONIQ 🔠	WIN
New	Search	Show			
RX er	Addr. 1	Hidden			
F3	F5	F/			
Patient/ Rx Mrs Stacey Roberts	son		TANK IN INCOME. INCOME	the second life	
Rx code A4 A4?	F	23 Su	nset Road, Totara Vale,	Auckland	
Surname	First Names	Facility		REG#	
Cooper	Ben				

When you have finished, press F12 (Accept Details)

ESC F1	1 Help	Add Doc	tor Pg1			Fri 16/12,	2016 0	3:33pm	TONIQ 🔠	WIN
					Lookup Address	Goto EMail	Print Label	Other	Next	Accept Details
					F7	F8	F9	F10	F11	F12
General Deta	ails				Extr	a Details				
Surnam	e Coop	er				Registrati	on 1234			
Titl	e Dr		Sex		Prof	essional gro	up Media	al Council	of NZ	
First name	Ben					Facility H	IPI			
Facility nam	e Acad	emy Med	ical Cen	tre		Shorte	ut			
Addres	s 7 Arg	jus Place				DTN/D/				
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SELECTING MEDICATION

Type the medication as below, then press enter

Edit Rx'er Med New Dockor History History History Dose Pack Pack Mixe Meds Hide History Other History Visit F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 Patient/ Rx Mrs Stacey Robertson Rx code A4 A42 Prescriber Dr Ben Cooper Medicine amox,500c Quantity SOH -42 Repeats NON-STAT Directions Rx Notes Non-STAT Directions Image: Non-State <th>ESC</th> <th>F1 Help</th> <th>New Rx</th> <th></th> <th></th> <th></th> <th>Fri 16/12</th> <th>/2016 03:3</th> <th>34pm</th> <th>TONIQ 🔠</th> <th>WIN</th>	ESC	F1 Help	New Rx				Fri 16/12	/2016 03:3	34pm	TONIQ 🔠	WIN
KX er Med Doctor History Pack Meds History Visit F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 Patient/ Rx Mrs Stacey Robertson Medical Council of NZ Reg: Mc1234 Academy Medical Centre , 7 Argus Place Rx code A4 A4? r Prescriber Dr Ben Cooper Medicine amox,500c Quantity SOH -42 Repeats NON-STAT Directions Rx Notes Rx Notes	Edit	New	Usual	Use	Dose	Unhide	Mixt.	Hide	Other	End	
F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 Patient/Rx Mrs Stacey Robertson Rx code A4 A4? F Prescriber Dr Ben Cooper Medicine amox,500c Quantity SOH -42 Repeats NON-STAT Directions Rx Notes	Rx'er	Med	Doctor	History	Pack	Meds		History		Visit	
Patient/ Rx Mrs Stacey Robertson Rx code A4 A4? Prescriber Dr Ben Cooper Medicine amox,500c Quantity SOH -42 Repeats NON-STAT Directions Rx Notes A another additional and a statement of the st	F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	
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When you have finished, press F12 (Accept Details)

ESC	F1 Help	New Rx				Fri 16/12/	2016 03:3	35pm	TONIQ	WIN
Edit Price	Owe		Dose/ Freq	Stat Unstat	Shrink	More Details	Vary Repeat	Other		Accept Rx
F2	F3		F5	F6	F7	F8	F9	31		F12
Patient/ R: Rx code Prescribe Medicine Quantite Repeat	x Mrs Sta A4 A4 r Dr Ben Amoxici y 21 s 0	Cooper lin trihydra SOH -42	ate, 500m	F ng Capsi	23 Sur RFPP N *S Subsidy Co-pay	lax on PSO ubsidy 1.94 5.00	is 10 x 30 214 Pack Std ws ps	e, Aucklan) caps 9710 500 18.42 18.43	id l	
Dy Netes	11				PP,extra Price	0.00 5.00	PP O shop			
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						Mrs S 16Dec1	Stacey F 16	Roberts	on Dr B (\$5.00 Cooper
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You can continue to add medications here. When you have finished scripts for this patient, press F11 (end visit)

ESC	F1 Help	New Rx				Fri 16	/12/2016 03:	:35pm	TONIQ	WI
Edit Rx'er	New Med	Usual Doctor	Use History	Dos Pac	e Unhid k Mede	le Mix 5	t. Hide Hi	Other	End Visit	
F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	
Patient/ Rx	Mrs Sta	cey Robert	son		Me	lical Cou I: MC123	ncil of NZ 4			
Rx code	A4 A4	?			F Aca	demy Med 9878765	lical Centre ,	7 Argus Pla	ce	
Prescriber	Dr Ben (Cooper								
Medicine										
Quantity	/									
History G	rid (by visi	t)			Owe/	Dec				Pre
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Mmovicillin	tribudrato	Str	Quan	Mnf	Date	Rep Ex	piry Doct	Rx / Ins#		
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ESC	F1 Help	New F	bx			Fri 16/1	2/2016 03	:35pm	TONIQ	WIN
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Patient/ R	×				Clair	m				50
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Prescribe	r									
Medicine	e									
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_		Code	Medicine		Qnt O	we Manuf	Rx#	CT/SP	Date	Time
1 Robert	tson S	A4	Amoxicillin trihyo	irate 50	21	APOT	292/0	0/Di	16/12	03:35p
2 Penny	-Page G	A4	Atorvastatin 20n	ng	7	MYLN	291/1	0/Di	07/12	11:53a
3 Penny	-Page G	A4	Aspirin 100mg E	С	7	MULT	290/1	0/Di	07/12	11:52a
4 Penny	-Page G	A4	Cilazapril 2.5mg		7	APOT	289/1	0/Di	07/12	11:51a
5 Penny	-Page G	A4	Metformin HCl 50	00mg	21	APIC	288/1	0/Di	07/12	11:50a
6 Penny	-Lee J	A4	Amoxicillin trihyo	irate 50	21	APOT	287/0	0/Di	07/12	10:20a
7 White	S	A4	Vitamins		90	GOLD	286/0	Di	06/12	08:38a
8 White	S	A4	The Special BLU	E Cream	25		285/0	Di	06/12	08:10a
9 Brown	G	A4	Codeine phospha	ate 30m	100	PSM	284/1	0/Di	29/11	08:28a
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Your final label should look like this:

