

How to nominate a community pharmacy or appliance contractor in SystmOne

In order to electronically send a prescription the patient needs to have a nominated community pharmacy or appliance contractor.

To assign a community pharmacy or appliance contractor, go to the ETP details node under the spine details on the administration tree


The screenshot shows the SystmOne interface with the 'ETP Details' window open. The left-hand navigation pane is expanded to 'Spine Details', and 'ETP Details' is selected. The main window displays a message: 'This patient record is not currently matched to a Spine record. Until this is done, Spine functions will not be available for this patient. To match this patient record with a Spine record, click on the 'Match to a Spine record' icon on the toolbar.' Below this message are three input fields: 'Nominated Dispensers', 'Community pharmacy', 'Appliance contractor', and 'Dispensing doctor'. A table titled 'Nominated Pharmacy and Appliance Contractor History' is also visible, with columns for Date, Changed By, Type, and Previous Data. The bottom right corner of the window shows the text 'No nominated pharmacy histor'.

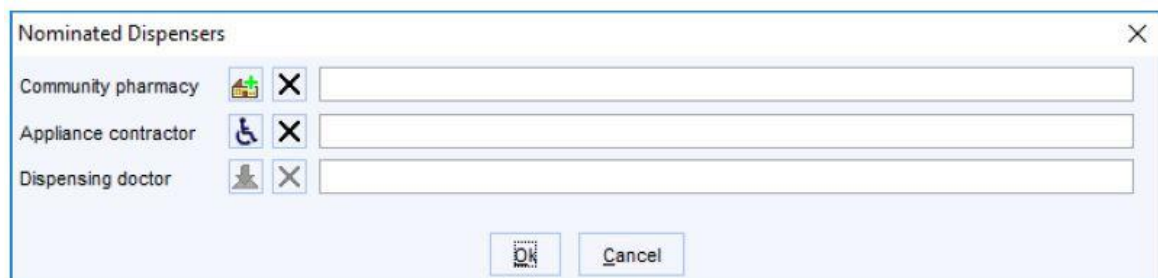
Click the select the nominated pharmacies for **ETP** button



which in top left hand corner

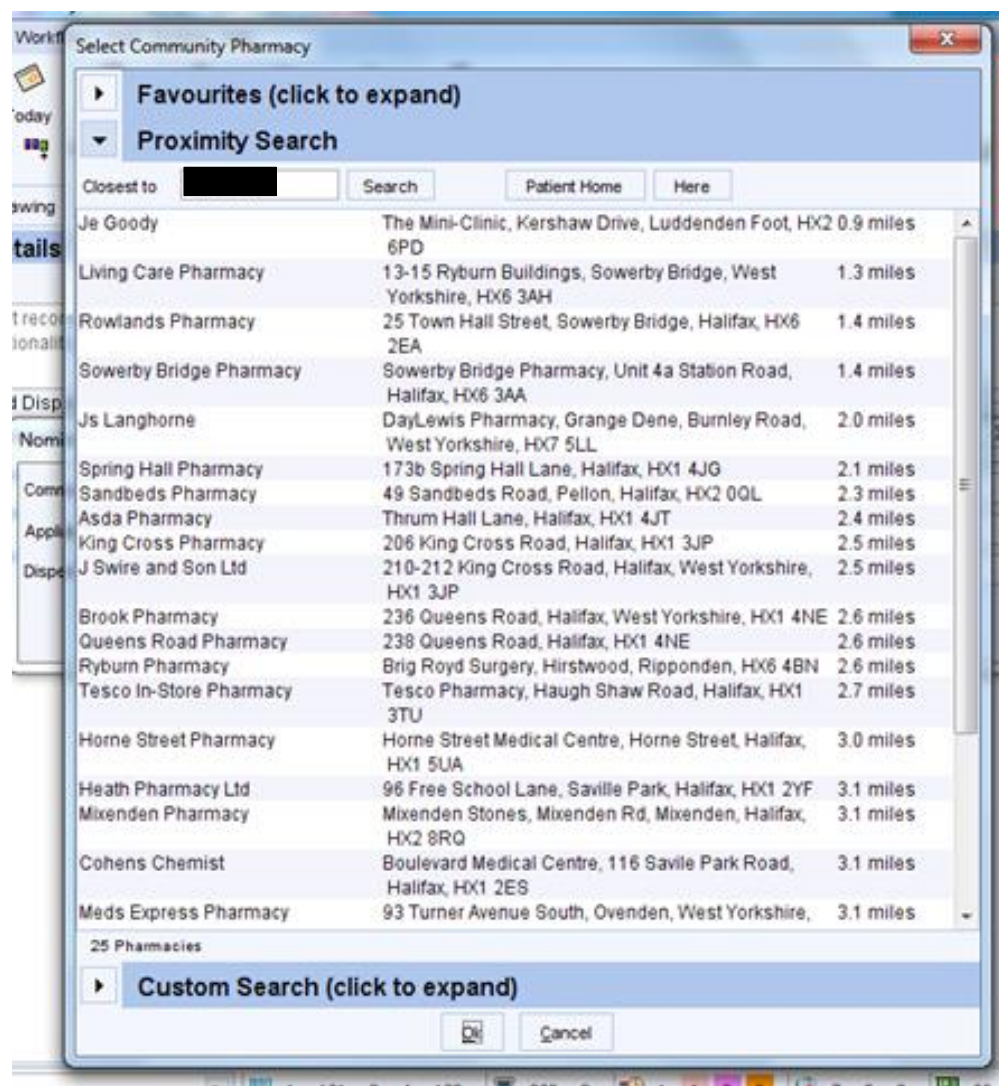
This close-up screenshot focuses on the 'ETP Details' window. It shows the 'Clinical' and 'Administrative' tabs at the top. The 'ETP Details' title is prominent. Below the title, a message states: 'This patient record is matched to a Spine S'. A red box highlights the text 'Select the nominated pharmacies for ETP at', which is part of a larger instruction. The left-hand navigation pane is partially visible, showing 'Patient Details', 'GP Registration Details', 'Record Sharing', and 'Care History'.

This brings up the following dialogue where you can nominate a community pharmacy or appliance contractor. Use the  to launch the 'select community pharmacy dialogue'



The 'Nominated Dispensers' dialog box contains three input fields, each with an icon to its left and an 'X' button to its right. The first field is for 'Community pharmacy' with a pharmacy icon. The second is for 'Appliance contractor' with a wheelchair icon. The third is for 'Dispensing doctor' with a person icon. At the bottom are 'Ok' and 'Cancel' buttons.

Click on the Community Pharmacy or Appliance Contractor depending which one you would like to set up, then it can perform a Proximity Search Local Pharmacies or Custom search - this allows you to search by name, road, ODS code or postcode.



The 'Select Community Pharmacy' dialog box has a 'Favourites (click to expand)' section and a 'Proximity Search' section. The 'Proximity Search' section includes a 'Closest to' field, a 'Search' button, and 'Patient Home' and 'Here' buttons. Below is a list of pharmacies with their addresses and distances. At the bottom is a 'Custom Search (click to expand)' section and 'Ok' and 'Cancel' buttons.

Pharmacy Name	Address	Distance
Je Goody	The Mini-Clinic, Kershaw Drive, Luddenden Foot, HX2 0.9 miles	0.9 miles
Living Care Pharmacy	13-15 Ryburn Buildings, Sowerby Bridge, West Yorkshire, HX6 3AH	1.3 miles
Rowlands Pharmacy	25 Town Hall Street, Sowerby Bridge, Halifax, HX6 2EA	1.4 miles
Sowerby Bridge Pharmacy	Sowerby Bridge Pharmacy, Unit 4a Station Road, Halifax, HX6 3AA	1.4 miles
Js Langhorne	DayLewis Pharmacy, Grange Dene, Burnley Road, West Yorkshire, HX7 5LL	2.0 miles
Spring Hall Pharmacy	173b Spring Hall Lane, Halifax, HX1 4JG	2.1 miles
Sandbeds Pharmacy	49 Sandbeds Road, Pellon, Halifax, HX2 0QL	2.3 miles
Asda Pharmacy	Thrum Hall Lane, Halifax, HX1 4JT	2.4 miles
King Cross Pharmacy	206 King Cross Road, Halifax, HX1 3JP	2.5 miles
J Swire and Son Ltd	210-212 King Cross Road, Halifax, West Yorkshire, HX1 3JP	2.5 miles
Brook Pharmacy	236 Queens Road, Halifax, West Yorkshire, HX1 4NE	2.6 miles
Queens Road Pharmacy	238 Queens Road, Halifax, HX1 4NE	2.6 miles
Ryburn Pharmacy	Brig Royd Surgery, Hirstwood, Ripponden, HX6 4BN	2.6 miles
Tesco In-Store Pharmacy	Tesco Pharmacy, Haugh Shaw Road, Halifax, HX1 3TU	2.7 miles
Horne Street Pharmacy	Horne Street Medical Centre, Horne Street, Halifax, HX1 5UA	3.0 miles
Heath Pharmacy Ltd	96 Free School Lane, Saville Park, Halifax, HX1 2YF	3.1 miles
Mixenden Pharmacy	Mixenden Stones, Mixenden Rd, Mixenden, Halifax, HX2 8RQ	3.1 miles
Cohens Chemist	Boulevard Medical Centre, 116 Savile Park Road, Halifax, HX1 2ES	3.1 miles
Meds Express Pharmacy	93 Turner Avenue South, Ovenden, West Yorkshire, HX1 2ES	3.1 miles

Click OK when you have chosen the correct pharmacy and this will take you back to the previous box, say OK again, the box will close and the pharmacy is nominated.