



ePrescribing in RxOne



To get eRx configured in your dispensing software simply Register your pharmacy's details at www.ERX.com.au.

RxOne support will then contact you to arrange a time for your software to be updated.

Need more help with eRx?

Call RxOne support on 1800 887 610 or eRx support on 1300 700 921

PRIVACY & SECURITY

eRx is independently audited for privacy to ensure it meets all obligations under the Privacy Act 1988. eRx is also accredited under the Australian Government National eAuthentication Framework around security and is independently verified as compliant with the requirement for information security for a "Medical-in-Confidence" system, as stipulated by the Commonwealth Government.

Look for eRx barcodes on all your scripts

Always check the Duplicate side of your Original Repeats. Barcodes on original scripts are displayed here:

Barcodes on repeat scripts are displayed here:



How to use eRx

Step 1

Click on New Script.



Patient Search

Search for :

Name / Script No.

Address

Serial Number

OK
 Cancel

To open a script up directly for editing, type in E and the script number.

Step 2

Scan the barcode in the Name/Script No. box.



Patient Info

Name Andrews, Maureen Patient Category ?

Address Patient Age

Comments Therapeutic Group Numbers

Count External Personal Family Allergies TPX Num: Drug Name

Value \$0.00 \$0.00

SN20 Day Scripts Rx Owing Drugs Owing

Script Date Drug & Instructions

New Person
Is this the P.I.L. name of the new Person?

If this is a new patient: a New Person prompt will appear with the patient name on the top left hand corner. Click Yes.

The Patient Info screen will appear with the fields completed.

Check the details are correct and select Script.

eScript

Family Name ANDREWS Title MRS

First Name MAUREEN DOB 23 Jun 1923

Address 3 BEST ST Postcode 1234

City TEST TOWN Inactive Client

City NSW Patient Category ? C

Phone Mobile Entitlement C/P 331-388-922-411

E-Mail R

Family Members Special Conditions S/E/V

Special Conditions

Membership Rest Home Expiry Date

Medicare Name Add / Modify Rest Homes Medicare No 22947241715

First Name Surname Expiry Date

Account Details Account

Step 3b

If there is no definite match: (eg. the patient identifier was not completed by the doctor or there is more than one patient with similar details) then you will be prompted to select the correct patient, or to create a new patient.

If there is a definite match with an existing patient: the Patient Selection screen will not appear.

Select a Person from the selection below

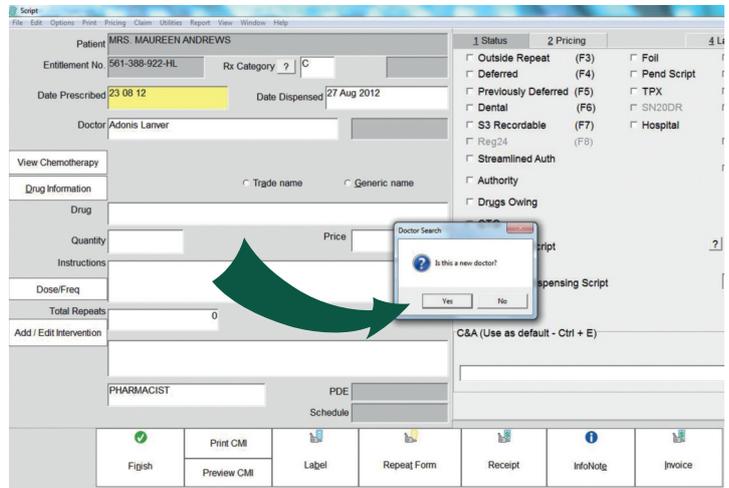
Title	First Name	Family Name	Cat	Entitlement No.	Address
1	MR	MATHERS	ANDREWS	G	16 TEST ST TEST SUBURB

RED = Inactive Patient Use the Up and Down arrow keys to scroll through the choices. To select an item Press 1-9 or double click. For next group press 0 or Page Down.

Step 4

If this is a new doctor: click Yes on the prompt and the Doctor Details screen will appear with the fields completed. Check the details are correct and select Save.

If there is a definite match with an existing doctor: the Doctor Details screen will not appear.



+ Doctor
✕

File
Edit

Family Name

First Name

Street

Suburb/City/State

Postcode

Phone Number

Fax Number

Prescriber Number

AHPRA Number

Doctor Code

Email Address

eScript System

Doctor Type

OK
 Search
 Clear
 Cancel

Always Send Owings To This Doctor Electronically

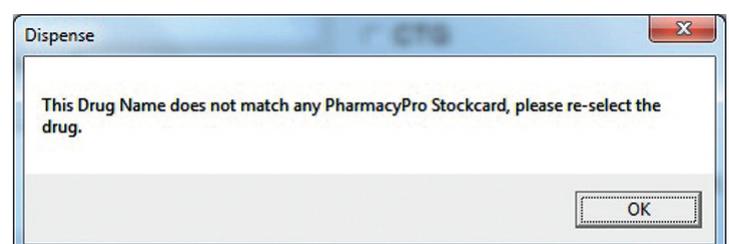
Note: To skip the check for a Valid Prescriber Number, use prescriber number 'VET', or enter Doctor Type of 'VET' or 'PHARMACIST'. If you enter an invalid prescriber number you can still continue with the script, though it will be marked 'Don't Claim'

Step 5

Initial matching of the drug is done for you.

If the drug is not matched, you will be prompted to select the correct drug card.

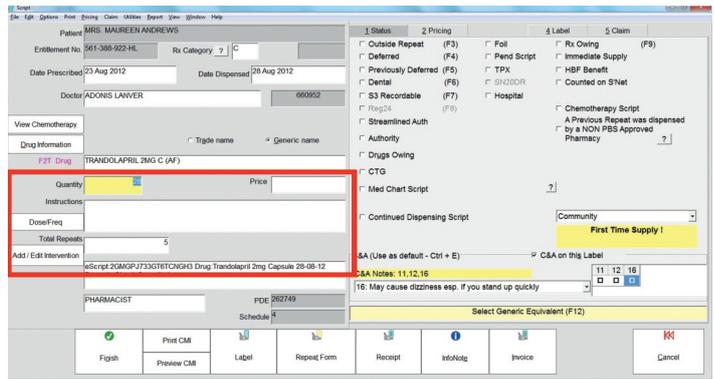
Make changes to this as required. Check all the script details on the screen are correct and match the paper prescription.



Step 6

Complete the script details by confirming the Repeats and Quantity fields with the correct details.

Once you are happy, click finish.



Step 7a

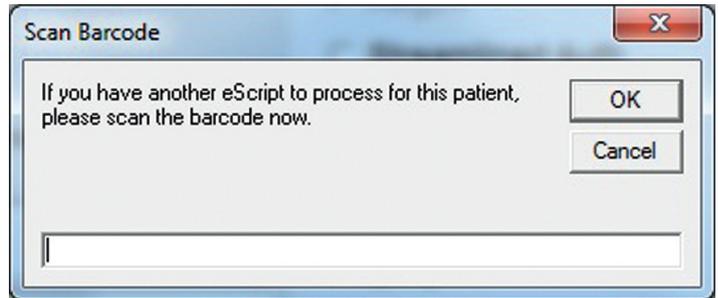
If this is a multi-item script: when you finish the script the next drug will appear for you to dispense.

Step 7b

If this is a single item script: you will proceed to the next step.

Step 8

Once you've finished the script, if the same patient has another eScript, you can scan into the prompt, otherwise click ok.



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