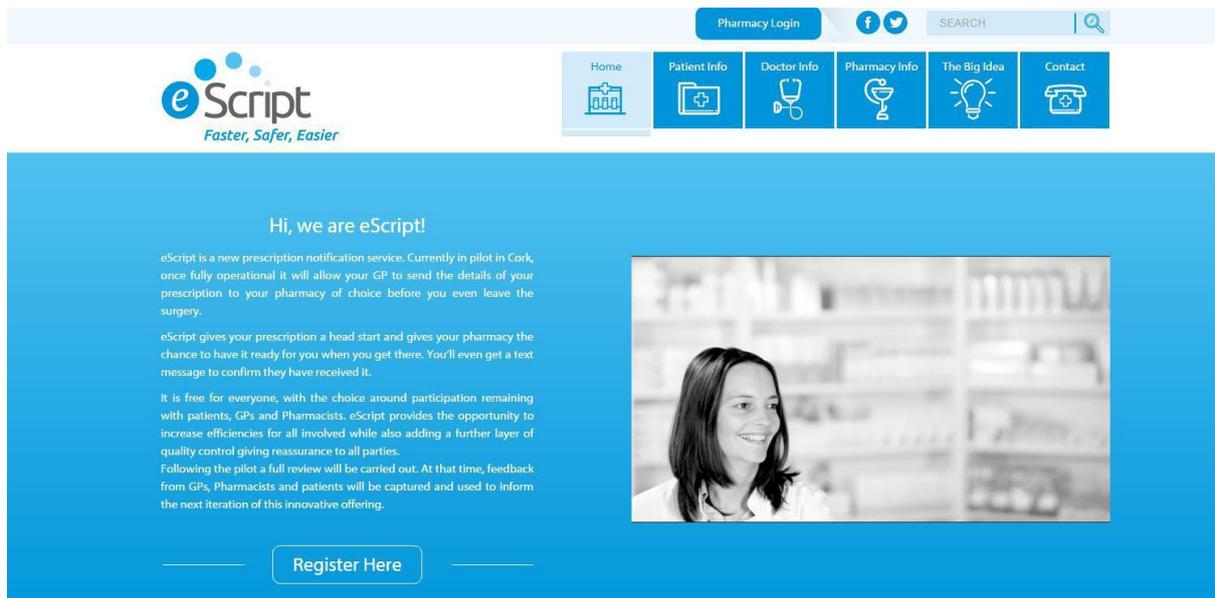


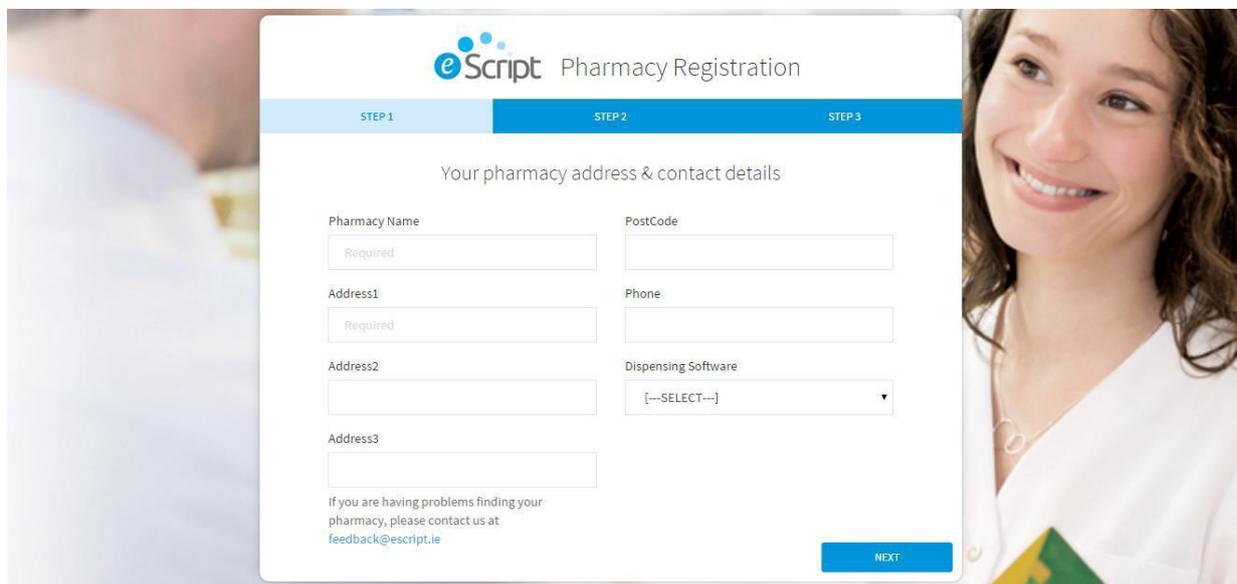
# E-Script User Manual

## Registering for E-Script

Firstly, you must register an account on [www.escript.ie](http://www.escript.ie)



Populate the required fields and submit your request.



**eScript** Pharmacy Registration

STEP 1    **STEP 2**    STEP 3

Your pharmacy address & contact details

Pharmacy Name  Required

PostCode

Address1  Required

Phone

Address2

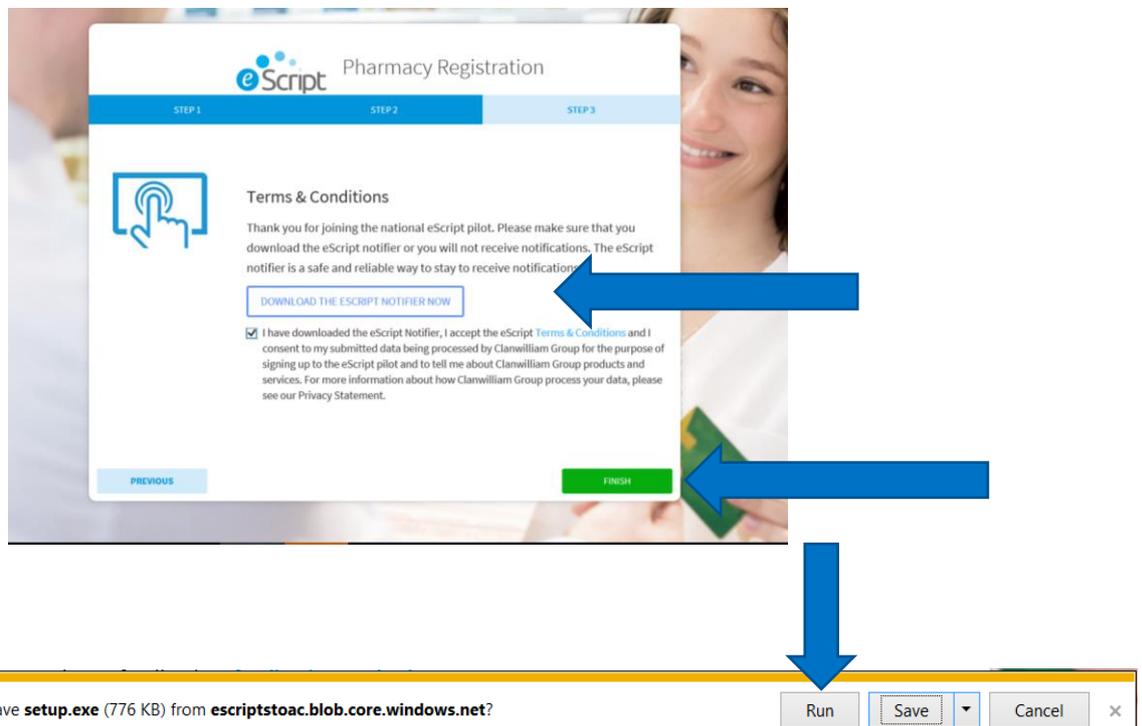
Dispensing Software

Address3

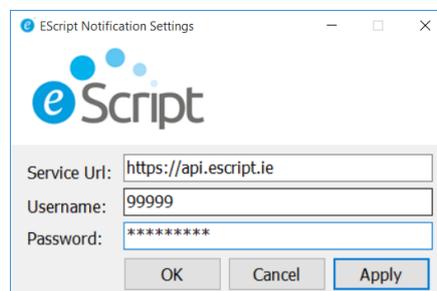
If you are having problems finding your pharmacy, please contact us at [feedback@escript.ie](mailto:feedback@escript.ie)

[NEXT](#)

During Registration, you will be prompted to download an E-Script notifier. Click Download Notifier now, then click Run (there should be an option for this at the bottom of your browser) This will allow you to see notifications of new scripts. Then click the finish button to complete registration.



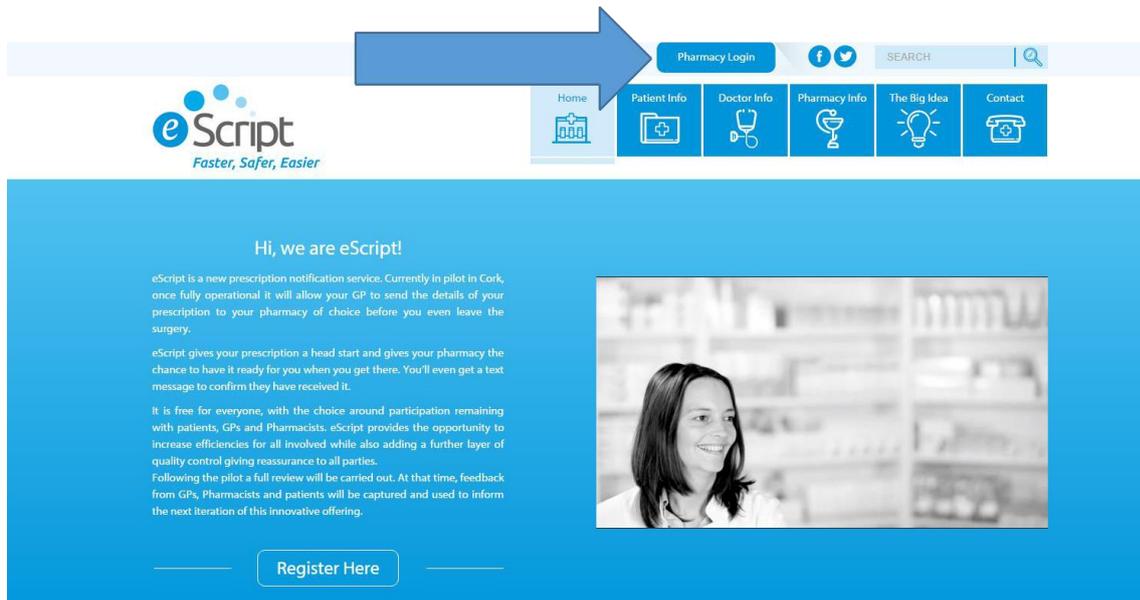
When you click Run to download the Notifier, you will then be prompted with the following:



Enter your Username and password and click Apply and Ok.

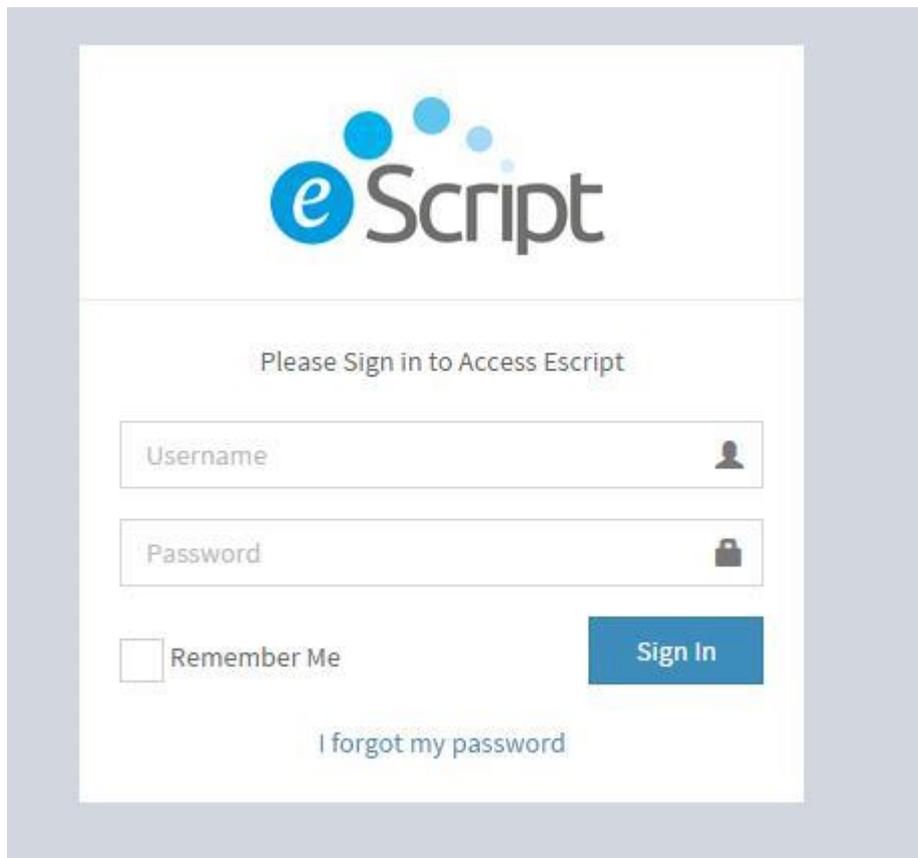
## Once your account is Verified

You will be provided with a username and password. Click the 'Pharmacy Login' button to login.



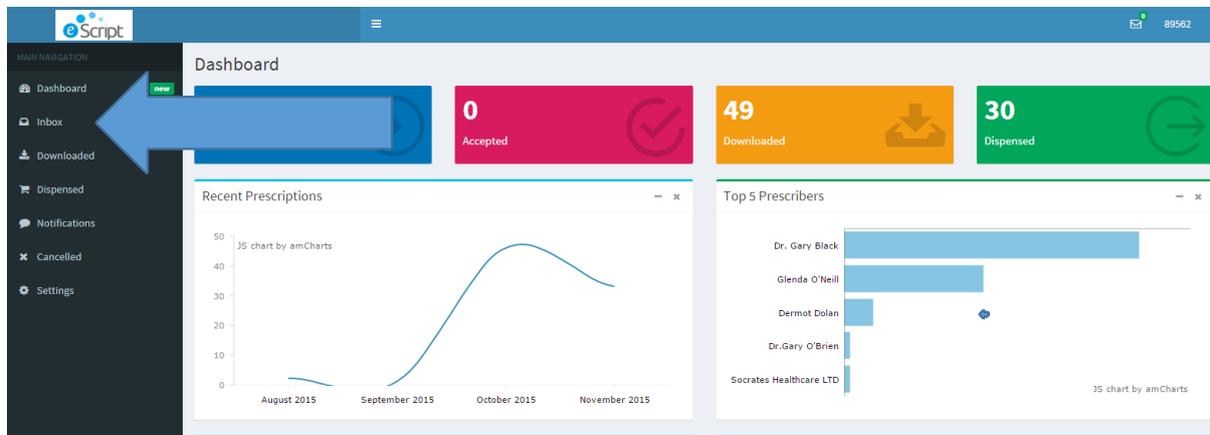
The screenshot shows the eScript website interface. At the top, there is a navigation bar with a 'Pharmacy Login' button highlighted by a blue arrow. Below the navigation bar is a main content area with a blue background. It features the eScript logo and tagline, a heading 'Hi, we are eScript!', and several paragraphs of text describing the service. A 'Register Here' button is located at the bottom of the main content area. To the right of the text is a photograph of a smiling woman in a pharmacy setting.

Input your details and click 'remember me' to store these details.

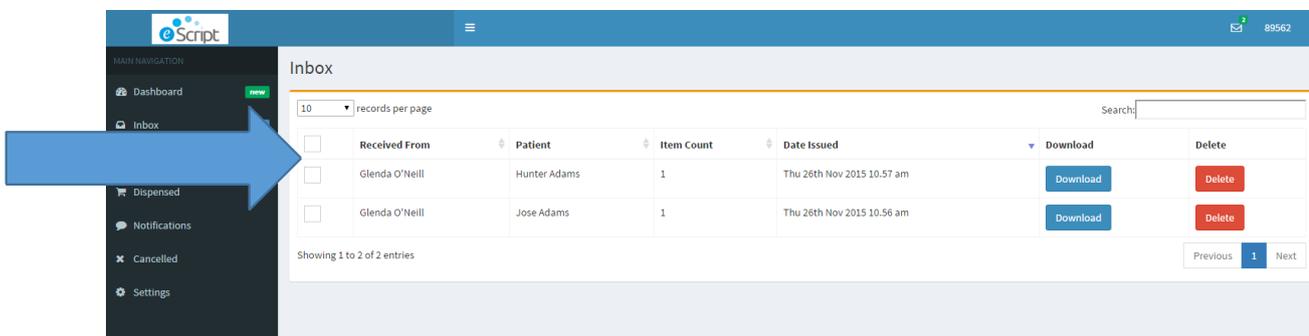


The screenshot shows the eScript login form. At the top is the eScript logo. Below it is the heading 'Please Sign in to Access Escript'. The form contains two input fields: 'Username' with a person icon and 'Password' with a lock icon. There is a 'Remember Me' checkbox and a 'Sign In' button. At the bottom, there is a link that says 'I forgot my password'.

You will be directed to your dashboard which provides you with statistics around your e-script downloading history. To download a new script, go to your inbox



Any scripts awaiting download will be displayed here. To download, highlight the patient or tick the box beside their name and click the download button.

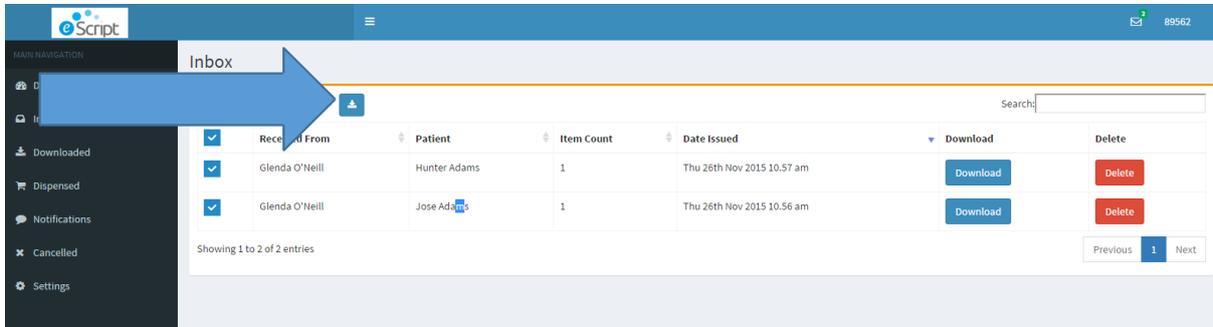


**Inbox Table:**

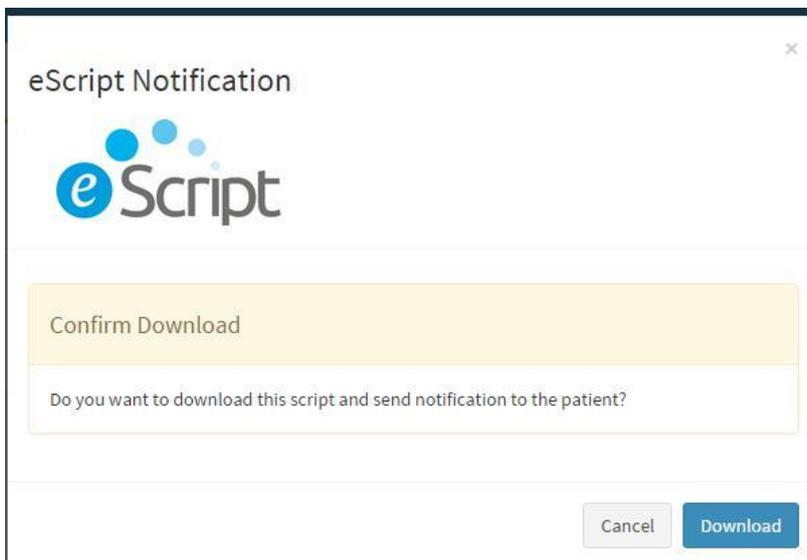
<input type="checkbox"/>	Received From	Patient	Item Count	Date Issued	Download	Delete
<input type="checkbox"/>	Glenda O'Neill	Hunter Adams	1	Thu 26th Nov 2015 10:57 am	<a href="#">Download</a>	<a href="#">Delete</a>
<input type="checkbox"/>	Glenda O'Neill	Jose Adams	1	Thu 26th Nov 2015 10:56 am	<a href="#">Download</a>	<a href="#">Delete</a>

Showing 1 to 2 of 2 entries

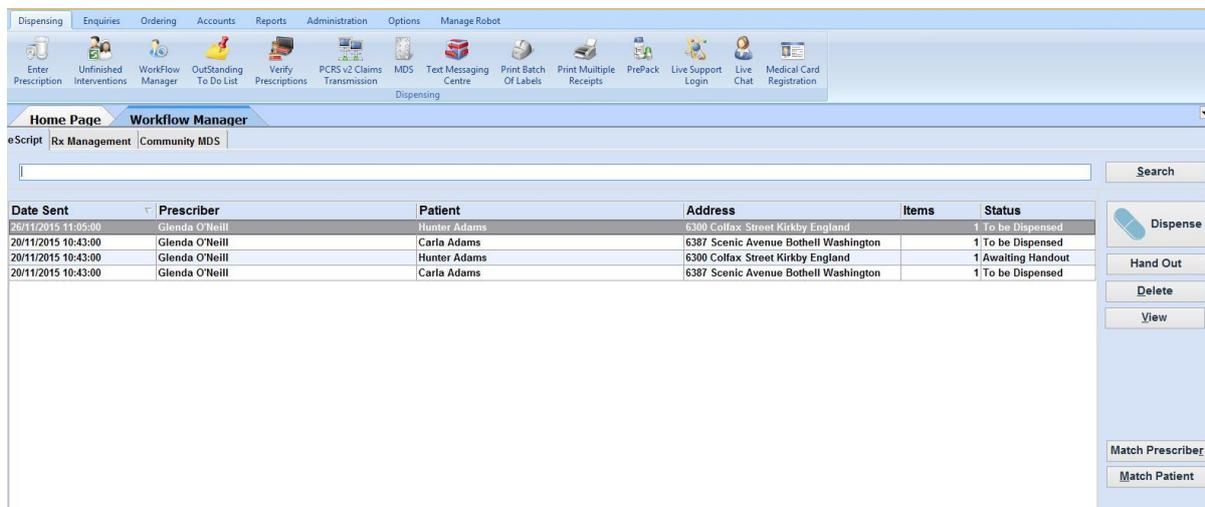
If you wish to download all scripts at once, place a tick in the box in the top left hand corner. This will select all patients on the list. Then click the 'download all' button at the top. You can also delete a script by clicking on the delete button.



Once you click download, you will be asked to 'confirm download'. You do this by clicking the download button.



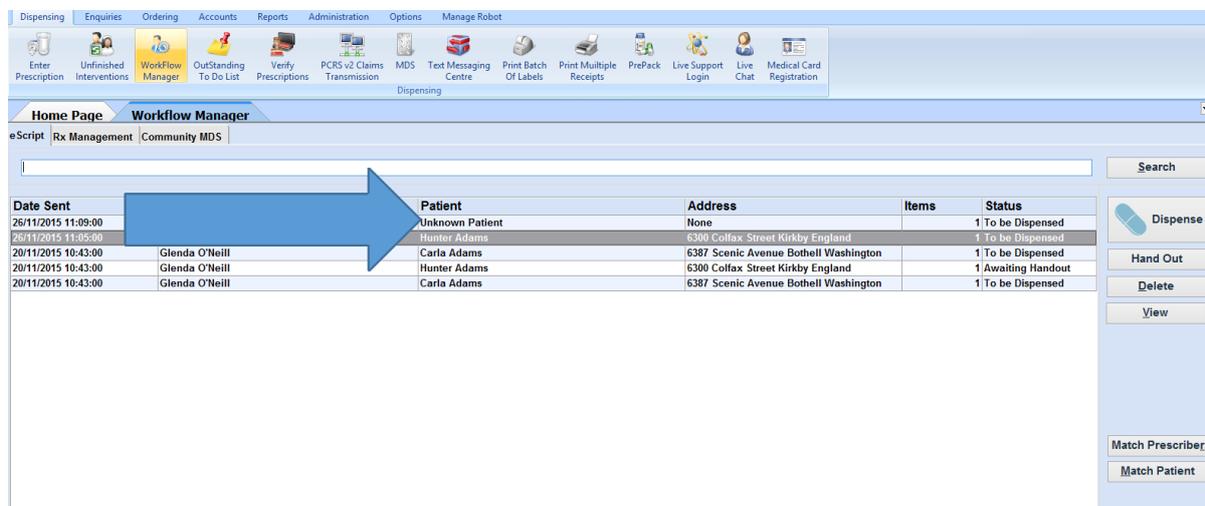
The scripts are now available for dispensing in your QicScript system. To view or action these scripts, go to the dispensing tab and to the 'workflow manager' button. Here you will find a list of scripts awaiting action.



The screenshot shows the 'Workflow Manager' tab in the eScript system. The interface includes a top navigation bar with various icons for tasks like 'Enter Prescription', 'Unfinished Interventions', 'Workflow Manager', etc. Below the navigation, there are tabs for 'Home Page' and 'Workflow Manager'. A search bar is present above a table of prescriptions. The table has columns for 'Date Sent', 'Prescriber', 'Patient', 'Address', 'Items', and 'Status'. On the right side of the table, there are buttons for 'Dispense', 'Hand Out', 'Delete', and 'View'. At the bottom right, there are buttons for 'Match Prescriber' and 'Match Patient'.

Date Sent	Prescriber	Patient	Address	Items	Status
26/11/2015 11:05:00	Glenda O'Neill	Hunter Adams	6300 Colfax Street Kirkby England	1	To be Dispensed
20/11/2015 10:43:00	Glenda O'Neill	Carla Adams	6387 Scenic Avenue Bothell Washington	1	To be Dispensed
20/11/2015 10:43:00	Glenda O'Neill	Hunter Adams	6300 Colfax Street Kirkby England	1	Awaiting Handout
20/11/2015 10:43:00	Glenda O'Neill	Carla Adams	6387 Scenic Avenue Bothell Washington	1	To be Dispensed

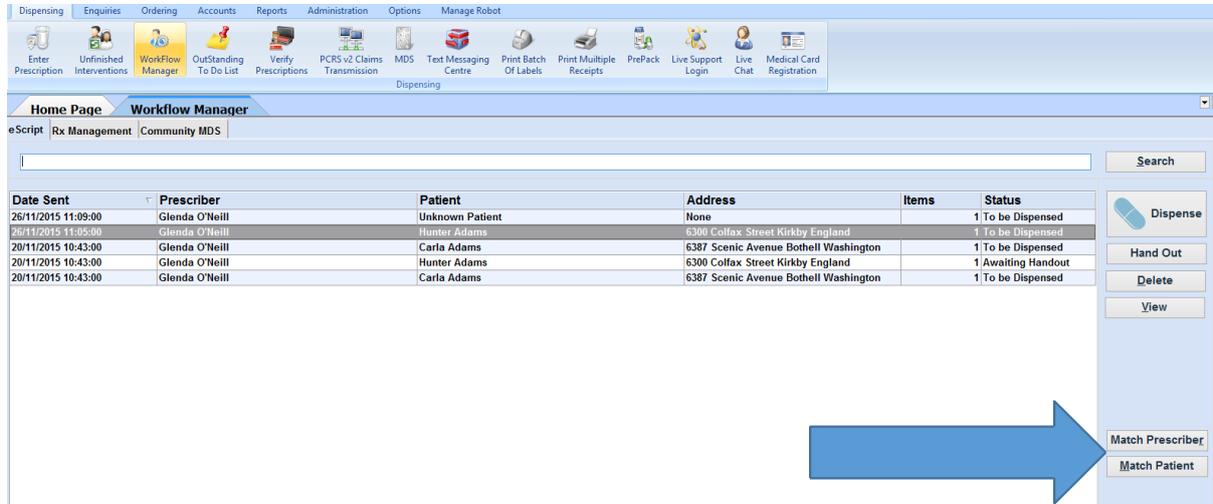
If a patient has never used the e-script option before, they will appear on the list as an 'unknown patient'. If you see this, you must match this patient prior to dispensing. It's the same with the prescriber also.



This screenshot is similar to the previous one but highlights a specific entry in the table. A large blue arrow points from the left towards the 'Patient' column of the second row, which is labeled 'Unknown Patient'. This illustrates the scenario where a patient has not been previously identified in the system.

Date Sent	Prescriber	Patient	Address	Items	Status
26/11/2015 11:05:00		Unknown Patient	None	1	To be Dispensed
26/11/2015 11:05:00		Hunter Adams	6300 Colfax Street Kirkby England	1	To be Dispensed
20/11/2015 10:43:00	Glenda O'Neill	Carla Adams	6387 Scenic Avenue Bothell Washington	1	To be Dispensed
20/11/2015 10:43:00	Glenda O'Neill	Hunter Adams	6300 Colfax Street Kirkby England	1	Awaiting Handout
20/11/2015 10:43:00	Glenda O'Neill	Carla Adams	6387 Scenic Avenue Bothell Washington	1	To be Dispensed

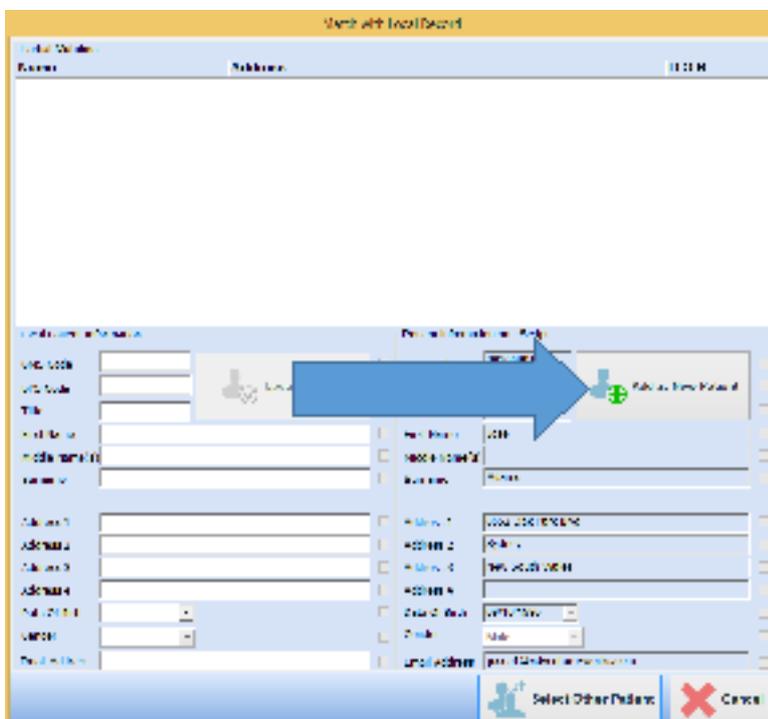
To match a patient click the 'match patient' button or to match the prescriber click 'match prescriber'.



The screenshot shows the 'Workflow Manager' section of the eScript application. It features a navigation menu at the top with various functions like 'Enter Prescription', 'Unfinished Interventions', 'Workflow Manager', etc. Below the menu is a search bar and a table of prescriptions. The table has columns for Date Sent, Prescriber, Patient, Address, Items, and Status. On the right side of the table, there are several buttons: 'Dispense', 'Hand Out', 'Delete', 'View', 'Match Prescriber', and 'Match Patient'. A large blue arrow points from the right towards the 'Match Prescriber' and 'Match Patient' buttons.

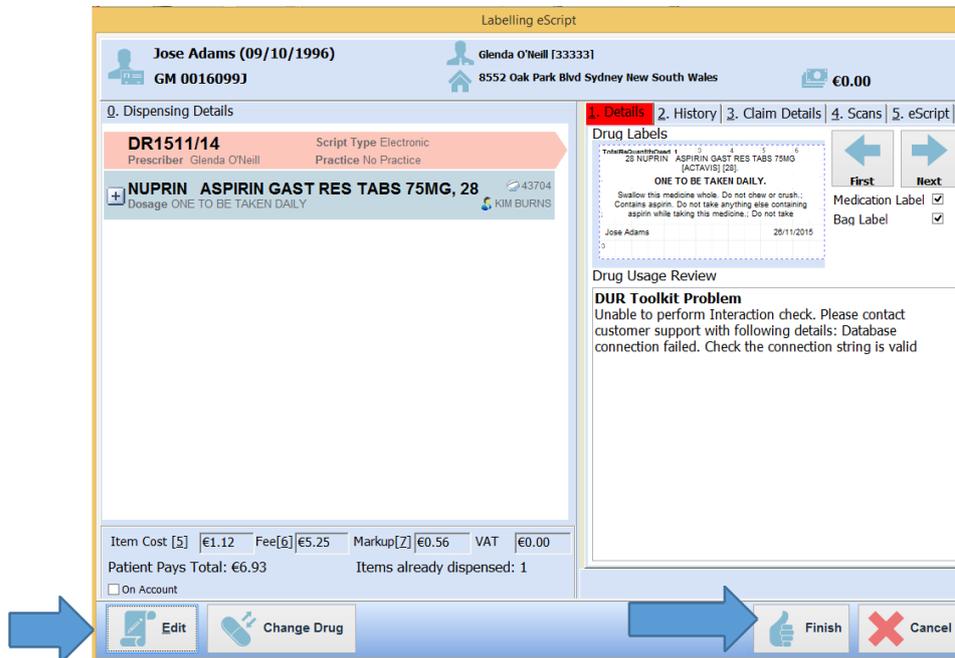
Date Sent	Prescriber	Patient	Address	Items	Status
26/11/2015 11:09:00	Glenda O'Neill	Unknown Patient	None	1	To be Dispensed
26/11/2015 11:05:00	Glenda O'Neill	Hunter Adams	6300 Colfax Street Kirky England	1	To be Dispensed
20/11/2015 10:43:00	Glenda O'Neill	Carla Adams	6387 Scenic Avenue Bothell Washington	1	To be Dispensed
20/11/2015 10:43:00	Glenda O'Neill	Hunter Adams	6300 Colfax Street Kirky England	1	Awaiting Handout
20/11/2015 10:43:00	Glenda O'Neill	Carla Adams	6387 Scenic Avenue Bothell Washington	1	To be Dispensed

If the patient is in the system you can click the update patient option. If the patient is not already in your system click the 'Add as New Patient' button. This will create the patient file for you.

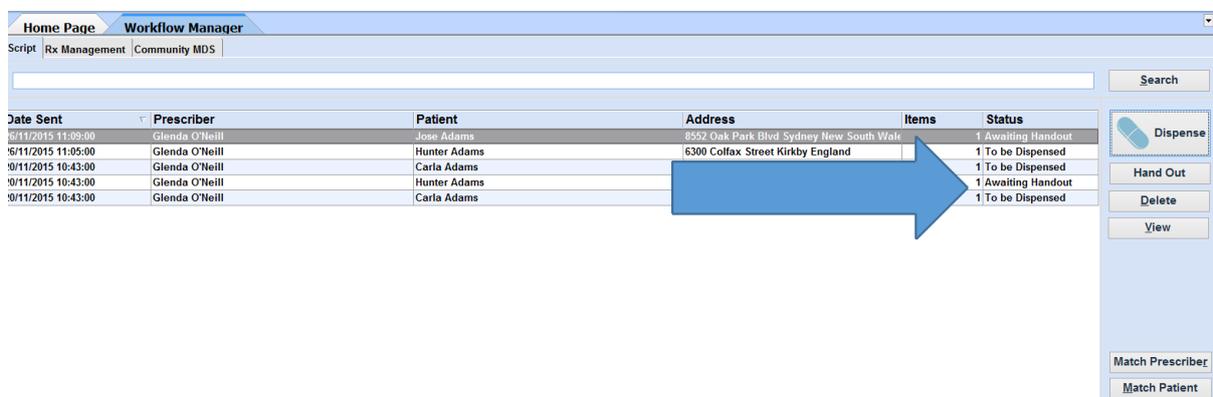


The screenshot shows a dialog box titled 'Match with Existing Patient'. It contains several input fields for patient details such as 'First Name', 'Last Name', 'DOB', 'Address', and 'Phone'. A blue arrow points to a button labeled 'Add as New Patient' located at the bottom right of the dialog box. Other buttons like 'Select Other Patient' and 'Cancel' are also visible at the bottom.

You can now dispense to this patient by clicking the 'Dispense' button. You will be re-directed to the dispensing screen within Qic-Script. If you need to make any changes you can click the edit button. If are happy to proceed, click the finish button.



The status of the prescription will now change from 'To be Dispensed' to 'Awaiting Handout'.



Once the patient presents with the paper prescription and you have given out the prescription click the 'Hand Out' button. The patient will then disappear from your list.