

13.06. Dispensary/prescription reports

Patient prescription notes report

Choose *Report > Dispensary > Patient prescription notes report* from the menus and the options window will open:

The dialog box titled "Patient prescription notes report" contains a "Date range" section with "From" and "To" date pickers set to 01/10/24 and 31/10/2024 respectively, and a "Previous month" dropdown menu. Below this is an unchecked checkbox labeled "Open report in Excel". At the bottom right are "Cancel" and "OK" buttons.

In the date range section select the confirmed date range of prescriptions you want to include in the report. The drop down list to the right of the date fields is a great way of quickly selecting them.

Check the **Open in Excel** checkbox if you want to open the report in Excel rather than as a pdf or to print it then click on the **OK** button to run the report. This is what the report looks like:

Patient code	Patient name	Patient DOB	Event code	Description	Event date	Event note
990435055	Prasad., Surend ..	1/01/1958	INT	Intervention	3/01/2023	Prescribed dose 10mg po q4h. Clarified with Dr Vuki, said to dispense as per pt hx. Thus dose 10mg po bd x 1/12
520003489	Valeicli, Inoke Rokosoro	25/02/1964	INT	Intervention	1/01/2023	If OPRA has not been approved please contact Silpa before dispensing any other days meropenem dose.
520023008	Wati, Nirupa	3/08/1975	ALL	Allergy	2/01/2023	Patient is allergic to diclofenac
990123677	Mausio, Hannah	7/01/2010			4/01/2023	additional 37 tablets were dispensed from the previous stock before msupply.
120010663	Prakash, Arbind	1/01/1966			5/01/2023	Patient collected 3 months supply on 29/12/2022. After dispensing today,05/01/23,we then realised that this is the same patient and has collected meds for 4 months .
520003489	Valeicli, Inoke Rokosoro	25/02/1964	INT	Note	5/01/2023	DISPENSED 5 VIALS AS PT TRANS OUT TO TTH AND NAVIK IS ADVISED TO DISPENSE ON DAILY BASIS TODAYS DOSE DISPENSED BHAVNA
520014642	Deo, Roshni Reshika	28/12/1942			5/01/2023	PT HAS REACTED TO VANCOMYCIN YESTERDAY YET TODAY DR REAPI WANTS TO GIVE THEREFORE RELEASING .DR JASMIAL AND INTERN JACOB
520018246	NESHA, SHAMSHUN	18/02/1957			8/01/2023	Aspirin Allergies +ve
990675407	Hemo, Waisale	30/04/2013	INT	Note	8/01/2023	patient has meningitis. as per fiji meningococcal guidelines dose is 100mg/kg/day. checked AMH, maximum dose for meningitis is 4g at 100mg/kg.
990608082	Serevi, B/O Lavinia	27/10/2021			9/01/2023	31/1/23- REVIEW THEREFORE NO PICK UP DATE WRITTEN - PLEASE NOTE
120024426	Prasad, Rakesh	21/08/1974			11/01/2023	RE: TAMIFLU. Dialysis pt. Dr. Raj has said to disp STAT dose as per uptodate. he will further research on doses in kidney failur cases as our renal guiseline says we can give normal dose. maintenance doses on hold until instructed by him. Archana
520210385	Tubuna, Mereseini	8/12/1958			11/01/2023	TRANS OUT OT WANINBOKASI FULL 3 DAY SUPPLY GIVEN
120024426	Prasad, Rakesh	21/08/1974			12/01/2023	meropenem oppra approved case by tracy , kelera , shrish .
520313168	Nand, Budka	13/08/1951	INT	Note	13/01/2023	10 vials was dispensed and day shift not activated

Prescriptions by patient type report

Choose *Report > Dispensary > Prescriptions by patient type report* from the menus and the options window, which is exactly the same as for the report above, will open. Make you selections then click on the **OK** button to run the report. It looks like this:

Prescriptions by patient type report						
1/01/23 - 27/07/23						
Date	Prescription No.	Patient code	Patient name	DOB	Phone	Patient type
2/01/23	44310	520230695	Lewanavania, Moses	20/06/84		
2/01/23	44311	520008722	Tuvoli, Ella	2/09/73	9322456	Outpatient
2/01/23	44312	TEMP-01	Temporary,	00/00/00		Outpatient
2/01/23	44313	520066255	Raicola, VerenaIsi Tuvuki	29/07/85	3393994	
2/01/23	44314	520007181	Prasad, Urmila	16/06/60		
2/01/23	44315	520280015	Mati, Suruj	18/10/54	9978929	Outpatient
2/01/23	44316	320022720	Raico, Maika	28/12/53		
2/01/23	44317	990674324	Madakilavi, Unaisi	19/08/21		Outpatient
2/01/23	44318	520064610	Chand, Pardeep	14/07/64	3370596	Outpatient
2/01/23	44319	120019344	., Shakuntala	10/07/54	9941962	Outpatient
2/01/23	44320	520017219	Chand, Praven	4/04/73	3412110	Outpatient
2/01/23	44321	520218514	Sukanaivalu, Sefenala	22/05/91	7627347	Outpatient
2/01/23	44322	520277664	SINGH, Ashney	16/10/57		Outpatient
2/01/23	44325	990146831	Maharaj, Prithvi	1/01/13		Outpatient
2/01/23	44323	520249029	Prasad, Shireen	29/04/83		Outpatient
2/01/23	44324	990492391	Turagadamudamu, Saimone	1/10/08		Outpatient
2/01/23	44326	990091978	Domani, Avimeleki	16/07/93		Outpatient
2/01/23	44327	990240283	Raqisia, Paula	3/05/16		Outpatient
2/01/23	44328	990234463	Bulavakarua, Sara	7/03/64	9268070	
2/01/23	44329	520009797	Pal, Suruj	11/01/51	3397857	
2/01/23	44330	520035417	Railala, Lute	11/04/69	9463676	Outpatient
2/01/23	44331	990070642	Alaapiapi, Ema	14/06/70		Outpatient
2/01/23	44332	520084836	Chand, Aarti Aechana	19/09/84	8050783	Outpatient
2/01/23	44333	520044654	Lee, Ham	4/04/40		
2/01/23	44334	520310892	Zhang, Helena	16/04/74		
2/01/23	44335	520093463	Lata, Suman	6/02/66	9375374	Outpatient
2/01/23	44336	520049840	Takape, Seini	21/02/77		Outpatient

Others

The are other transaction report that specifically deal with prescriptions and prescribers. Please see the transaction reports page ([13.03. Transaction reports](#)) for details on how to run these. They are selected in the *Type of report* drop down list on the transaction reports options window, these are the types available:

- Prescription and general issues over time
- Prescriber report
- Dispensing with patient name and prescriber
- Prescription report based on transaction categories
- Prescriptions by patient type report

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