

Repeat Prescriptions List

06/11/2025 9:25 am GMT

Summary

The Repeat Prescription List can be used to record a list of clients that have called to order a repeat prescription for one of their animals. To utilise this daylist, a diary column needs to be created.

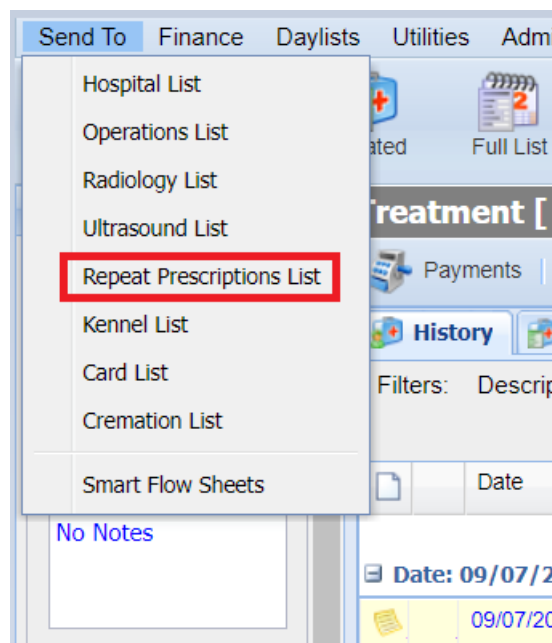
Details

The Repeat Prescriptions List can be accessed from the main menu using the 'Prescriptions' button, or it can be selected from the 'Daylists' menu.

Adding a Patient to the Repeat Prescriptions List

Add to Repeat Prescriptions List - From Treatment Screen

1. From the Treatment Screen, select 'Send To' from the top toolbar menu and select 'Repeat Prescriptions List'.
2. This will send the patient onto the Repeat Prescriptions list for today's date.



Add to Repeat Prescriptions List - Dispensing Treatment

1. From the Treatment Screen, when adding a treatment, certain treatment codes can be configured to display a prompt to 'Send To Repeat Prescriptions List'.
2. Selecting 'Yes' to this prompt will send the patient to the Repeat Prescriptions list for today's date.

Add to Repeat Prescriptions List - From the Diary Screen

In order to use this option, you will need to have a [Repeat Prescriptions column setup in the Diary screen](#). Once this has been setup, you can add to the Repeat Prescriptions list via the Diary screen.

1. Navigate to the diary screen and locate the 'Repeat Prescriptions column'.
2. Specify a 'prescription' for the booking (any repeat prescription items dispensed in the last 12 months will display) and 'Save' the 'appointment'.
3. The entry will display in the Diary screen and on the 'Repeat Prescriptions' Daylist.

Diary:

Diary [User - jupiter : Site - Esher : Profile - Consult 1]

Refresh New Edit Delete 1 3 7 14 21 28 View MONDAY 17/06/2024 Week 1 < Prev >

Display columns: 6 Day Note Preferred Surgeon

Day Week Month Availability Surgeons Day Notes

Repeat Prescriptions Vet Consult Room 1 Vet Consults Room 2

Appointment

New Appointment

Delete New Search Select Current Previous Save Save & Book Next Close

Client Patient Appointment

Appointment Time

Date: 17/06/2024

Reason: Apoquel 16MG X 100 TABS DOG
Metacam Oral Susp 10ml Dog

Location: 47 29, Newbridge Hill BA1 3PR

Note:

Initials:

Smith

Int. Stable

Milo

Daylist Practitioner

Repeat Prescriptions

Referral Practice

First Opinion Vet

Repeat Prescriptions List:

Repeat Prescriptions [User - jupiter : Site - Esher : Profile - Consult 1]

Arrived Memo Delete Accounts Payments Make Appt. Surgeon Add Weight Refresh

To 17/06/2024 Surgeon All Site Esher Category All Status Incomplete

		Date	Length	Client	Patient	Breed	Surgeon	Reason	Site	Arrived	Appointment Note
1		03/06/2024	0	Lowe	Montie	Boxer	Repeat Prescriptions	Bravecto spot on	Esher		Needs asap
2		10/06/2024	0	Smith	Max	Jack Russell Terrier	Repeat Prescriptions	MILPRO DOG 12.5MG/125MG 48 TAB	Esher		
3		17/06/2024	0	Smith	Milo	Cumber Spaniel	Repeat Prescriptions	Apoquel 16MG X 100 TABS DOG	Esher		

The patient will remain on the list until the treatment has been saved against them. They will then be removed from this list and show in the 'Complete' screen.

Using the Repeat Prescription List

Filtering the Repeat Prescriptions List

This screen can be filtered by Surgeon, Site, Category and/or Status (All, Incomplete or Completed prescriptions)

Repeat Prescription Options

Select a patient from the list and right click to display the below options:

Function	Description / Function
Set Priority	Allows you to set a priority against an appointment.
Set Arrived	The appointment will change to RED within the diary screen, the waiting list and Full list.
Set Failed to Show	Sets the patient as failed to show. This will appear grey in the Repeat Prescriptions List and the Diary.
Set Cancelled	Sets the patient as cancelled. This will appear in a neutral brown colour in the Repeat Prescriptions List and the Diary.
Set Treated	The appointment will change to blue to indicate the client has been treated.
Set Paid	The appointment will change to green to indicate the client has paid.
Appointment Memo	Adds an 'M' to the third column on the Repeat Prescription List, to indicate there is a memo attached.
Edit Appointment	Allows the user to change the appointment reason & note.
Delete Appointment	Removes the appointment from the Repeat Prescription List and Diary.
Print Appointment Label	Prints an Appointment Label to the practice's label printer. This details the appointment date, time, reason and surgeon.
View Appointment Trail	Displays an audit trail for the selected appointment.
Send to Kennel	Sends the Patient to a Kennel .
Clipper	Add the patient and Client Details to the Clipper .
Add Weight	Opens the Add Weight window.
Payments	Opens the Payments window.
Show Referrals	Shows the patient's registered referral details.
Consent	Opens the Consent form window.
View History	Displays the Patient's Treatment history in a pop-up window.
View PACS	If the practice makes use of a cloud-based PACS system, selecting this option will show any uploaded images in a new tab.

Exporting the Repeat Prescriptions List

The Repeat Prescription list can be printed, emailed or exported to CSV file.

