Labelling Settings

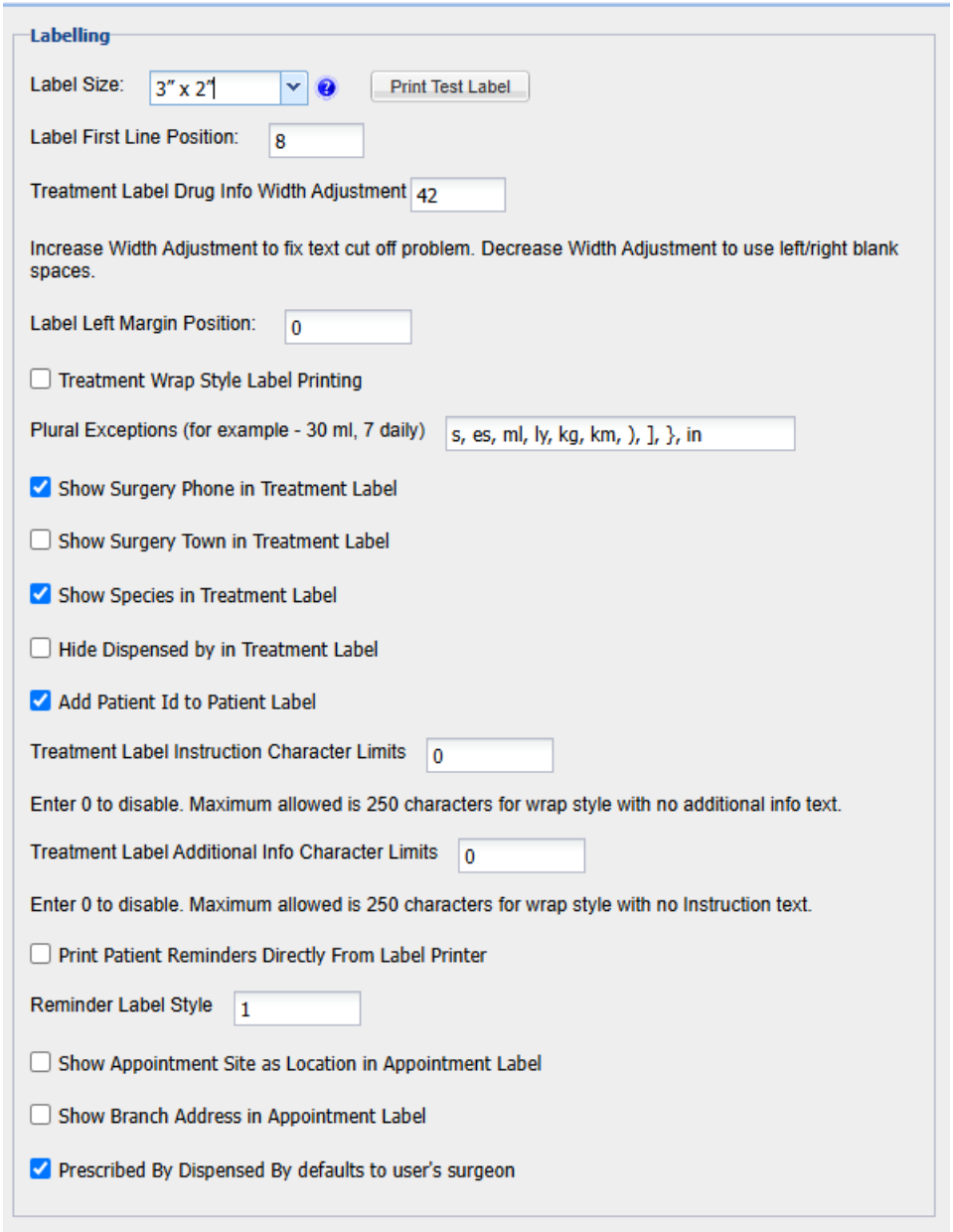
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Summary

Labelling Settings can be accessed via: Administration > Settings and selecting the 'Labelling' category.

This page documents each setting.

Details



Label Size

To set the appropriate label size in Merlin for the labels being used in practice. This will ensure the best printing expereince.

Label First Line Position

This default is configured by the MWI Installation Team and is used to modify formatting for practices not using HTML Labelling.

Treatment Label Drug Info Width Adjustment

As above, this is defined on installation. It adjusts the width of the Treatment label.

Label Left Margin Adjustment

Again, this default is configured by the MWI Technology Installation Team for practices not using HTML Labelling.

Treatment Wrap Style Label Printing

Enabled = Wraps the contents of treatment labels where the description is too long for a single line onto a second line.

Disabled = Does not wrap contents of treatment labels.

Plural Exceptions

This list allows users to add exceptions so certain characters or combination of characters are not plural when dispensing labels.

Show Surgery Phone in treatment label

Enabled = Displays surgery phone number on dispensing labels.

Disabled = Hide surgery phone number on dispensing labels.

Show Surgery Town in treatment label

Enabled = Dsiplaus Surgery town on dispensing labels.

Disabled = Hides Surgery town on dispensing labels.

Show Species in Treatment label

Enabled = Displays the patient's species on dispensing labels.

Disabled = Hides the patient's species on dispensing labels.

Hide Dispensed by in Treatment Label

Enabled = Hides the dispensed by surgeon on the label.

Disabled = Displays the dispensed by surgeon on the label.

Add Patient ID to Patient Label

Enabled = Displays the Patient's unique Patient ID on the label.

Disabled = Hides the Patient's unique Patient ID on the label.

Treatment Label Instruction Character Limits

Used to restrict the amount of text on a label in the instructions section.

Treatment Label Additional Info Character Limits

Used to restrict the amount of text on a label in the Additional Info section.

Print Patient Reminders Directly From Label Printer

Enabled = Patient reminder labels are printed directly to the label printer

Disabled = Patient reminder labels are generated as a4 label sheets.

Reminder Label Style

Configured by the MWI Installation team. This configures the format of how Reminder labels are printed dependent on the Practice's needs.

Show Appointment Site as Location in Appointment Label

Enabled = Location is set to site address on appointment labels.

Disabled = Location is set to Patient's address.

Show Branch Address in Appointment Label

Enabled = Display branch address on appointment labels.

Disabled = Hide branch address on appointment labels.

Prescribed By Dispensed By defaults to user's surgeon

Enabled = Prescribed and dispensed by names default to the logged in user's Surgeon (if assigned to user) or first listed surgeon (if not assigned).

Disabled = Prescribed and dispensed by names default to the Surgeon selected from the Surgeon list