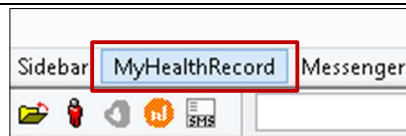# Accessing Prescription and Dispense view

Note: These steps assume that your software is connected to the My Health Record system, the patient has a My Health Record and their individual healthcare identifier (IHI) has been validated in your system

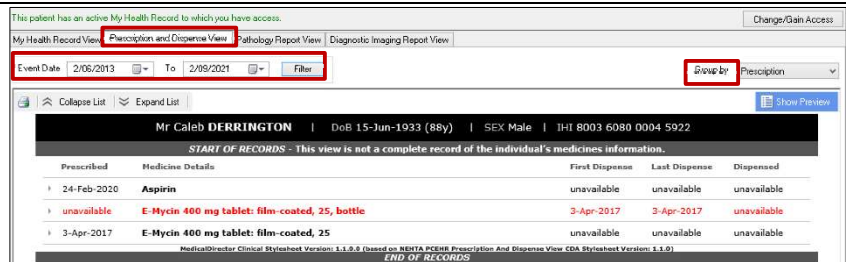|	
STEP 1: To access the patient's My Health Record, select **My Health Record** from the top menu.	
STEP 2: Click on the **Prescription and Dispense view** tab within the document list window. The **Prescription and Dispense view** will auto populate into a collapsed medications overview (subject to any date filters that have been set)**.** By default, the information is sorted by prescribed date and grouped by prescription. You can also **group by** the Generic name, PBS Item Code or Brand name of the medication.	
STEP 3: To see further details about the medication, select **Expand List**, then click to view full details of the **Prescription** or **Dispense Record**.	

STEP 4: At the bottom of each **Prescription or Dispense Record** in **Administrative Details** additional information is displayed about the prescriber or dispenser of the prescription	

Prescription and dispense records contain information about medicines prescribed and dispensed by a healthcare provider. This view can display the name of a medicine (both the brand name as well as the active ingredients), the strength of the medicine, the directions and the form of the medicine prescribed. It can also display the date a medicine has been prescribed, the date it has been dispensed, and the number of repeats available on the prescription.

Useful links

- For upcoming training opportunities, visit Events and Webinars:
  https://www.digitalhealth.gov.au/newsroom/events-and-webinars

For assistance contact the My Health Record helpline on **1800 723 471 or email help@digitalhealth.gov.au**

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My Health Record