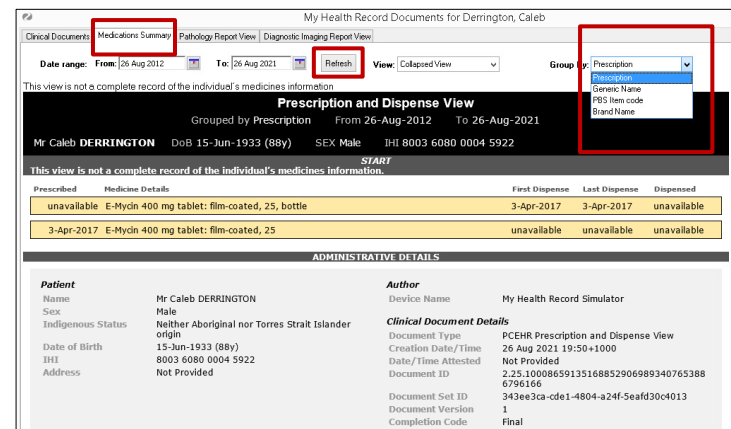# Accessing Prescription and Dispense View

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 the green 'e' **My Health Record** folder icon above the **Summary Views** panel.	
STEP 2: The **My Health Record Documents** screen will appear with the Clinical Documents tab selected by default. Click the **Medications Summary** tab to display the **Prescription and Dispense view**. Set the desired date range then click **Refresh** to update your search.	
STEP 3: You can choose to display the **Prescription and Dispense** information in either a **collapsed view** (default) or **expanded view**. You can also **group** the information by prescription, generic name, PBS item code or brand name.	
STEP 4: Select **Expanded View** to view further details about the medication.	
STEP 5: Select the medication details to open and view full details of the **Prescription** or **Dispense Record.**	

STEP 6: 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.

<u>Useful links:</u>

- 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