

## **Summary Sheet**

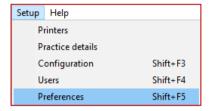
## Configuring user options to help maintain data quality

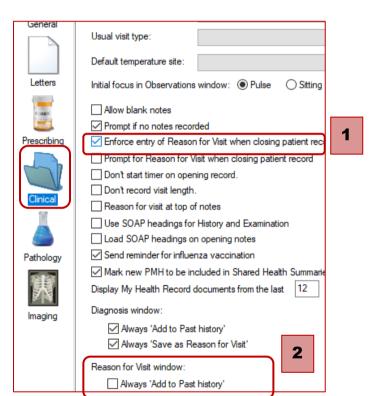
Individual users can change their default setting 'preferences' in Bp Premier to assist with data collection & quality.

Change default option to mandate an entry of 'Reason for Visit' that does not automatically add to 'Past History':

- 1. From the main screen select the Setup menu
- 2. Select Preferences from the drop-down list.
- 3. Select Clinical from the icons on the left
- 4. Tick 'Enforce entry of Reason for Visit when closing patient record'
- 5. Under 'Reason for Visit window:' untick 'Always Add to Past History' & Save.

(NB. If reason for visit is a new diagnosis it will need to be added to the Past History list).





## **Entering Reason for Prescription**

- From within Setup>Preferences select the Prescribing icon.
- 2. Tick 'Include Reason for Prescription page in Rx Wizard'.
- 3. Under 'Reason for prescription' untick 'Always Add to PMH'



Check whether new Rx has been previously deleted
Check pregnancy warnings on all women of childbearing age
Print generic name on prescriptions
☑ Include Reason for Prescription page in Rx Wizard.
Prompt for reason for ceasing Rx.
Routinely prescribe repeats for once only medications
Routinely prescribe repeats for regular medications
Use 'Preferred name' on prescriptions and requests
Start at today's date on drug sheets
Generate "New RX Added" note when prescribing
Save Regulation 24 status between prescriptions
Check the 'Send to patient' box on Authority precriptions.
Submit de-identified usage data to NPS
☑ Enable NPS RADAR Popups
Reason for prescription:
Always 'Add to PMH'
☐ Always 'Save as Reason for Visit'
Always 'Save as Diagnosis'

