

Changes to the Doctor Card

Version 10 Service Pack 19

December 2019







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Introduction

In Service Pack 19, changes to the Kroll dispensary system were made to make Prescriber Licence maintenance easier.

The Doctor card can now accommodate more than 2 licences. In addition, this feature change makes it clearer to the user which licence is being used and which Licensing body is responsible for issuing the licence. This eliminates the Primary and Alternate licence fields.

The Program update will move the current licences to the new Licences tab. You can continue to fill and bill as usual.

🕖 Store 1 (Main)1-(local):AB1019-Doctor -	- Waters, David						
File Edit Recent Doctor Reports Util	ilities NH Cards	Session Help Versio	on 10				
F3 - Patient F5 - Drug	F7 - Doctor	F9 - Workflow	F10 - Pick	kup F11 -	Drop-off F12 - New	/ Rx Alt+X - Start]
Last Name Waters First Name	David	Salutation Dr.	- Quick	Code WATD	OK 🔗 Sa	ve 🕺 🗶 Scan	[⊗] Doctor View Doctor Listing
Addresses Addres	rimary Location 🛛		D	octor Active 📝	Phone Numbers (5)	F2 Ins Del	View Documents (0)
Locations (3) F2 Ins Del Ac	ddress 1 789 Heal	ing Road			Hospital	482-6633	View History
Office Ac	ddress 2				Hospital (FAX)	482-7755 x 233	
Hospital	ity Edmonto	Prov	AR (Albo	urto) -	Office	(780) 787-9090 x 231	
St.Mary's	Editionico	Country	AD (AIDE	•	Office (FAX)	(780) 787-6545	
Po	OSTAI U90 0E5	Country	Canada		Pager	555-1234 x 222	
Ctrl † Prev Ctrl ↓ Next Ph	hone (780) 787	7-9090 Fax	(780) 78	7-6545			
Comments (0)				F2 Ins Del	<u>G</u> roups (0)	F2 Ins Del	
Topic Comment							
G <u>e</u> nera L <u>i</u> cences						🗲 Ctrl 🛁	
Licences (2)							
Licence Type		Licence #	Ref ID	Licensing Body		<u>^</u>	
AB Doctor		28u01	81	College of Phys	icians and Surgeons of All	berta	
SK Doctor		123456	71	College of Phys	icians and Surgeons of Sa	skatchewan	
			L				
L						•	
		User: I	MS (Monic	ca Simpson)		🔍 Netcare 🖾 0	1 03/12/2019 13:59:59 A





Adding new Doctor

The only change to adding a new doctor is where you input the licence number. This will be done under the Licence tab.

You can do this in one of 4 ways:

- 1. Click on the INS button
- 2. Hit the insert key on your keyboard
- 3. Double click the highlighted area
- 4. Right click the highlighted area and choose insert

The Add/Modify Licence window will open.

1. Under **Type**, pick from the drop down the provincial Licence type and then input the Licence. Save this window

🕖 Add/Modif	y Licence	N		83
Designation	Not Applicable	Filtered 🗌		
Туре	AB Doctor			•
Licence	123456	Override 🔲 Ref ID 81		
	✓ <u>S</u> ave	X Cancel		

🝠 Store 1 (Main)1-(local):AB1019-Doct	or - Kroll, P	hysician								
<u>File Edit Recent Doctor Reports</u>	Utilities N	H <u>C</u> ards	Session	Help Versio	on 10					
F3 - Patient F5 - Drug	F7 - C	octor	F9 - W	orkflow	F10 - Pickup	F11 -	Drop-off	F12 - New Rx	Alt+X - Start]
Last <u>N</u> ame Kroll First Na	me Physici	an	Salutati	ion Dr.	 QuickCode 		ОК	🖉 Save	🗙 Scan	[⊗] Doctor
Addresses							Phone Numb	ers (0)	F2 Ins Del	View Doctor Listing
Add Modify Delete	Primary Lo	cation 🔽			Doctor A	Active 🔽	Description	Phone		View Documents (0)
Locations (1) F2 Ins Del	Address 1	123 Which	h way							View History
Onice	Address 2									
	City	Edmonto	n -	Prov	AB (ALBERTA)	-				
	Postal	A1A 1A1		Country	Canada	-				
	Phone			Fax						
Utri V Next]									
Comments (0)					E	2 Ins Del	Groups (0)		F2 Ins Del	
Topic Comment										
General Licences									E Ctrl 🔿	
Licences (1)									F2 Ins Del ^^ ^	
Licence Type			Lic	ence #	Ref ID Licens	ing Body			<u>^</u>	
AB Doctor			12	3456	81 Collec	ge of Phys	sicians and Sur	rgeons of Alberta		
									E	
									-	
				User: I	MS (Monica Sim	pson)		• Ne	tcare 🖾 0	1 03/12/2019 14:12:14





2. Continue to add more Licences if required.

💋 Store 1 (Main)1-(local):AB1019-Doct	or - Kroll, Pl	hysician								
<u>File Edit Recent Doctor Reports</u>	<u>U</u> tilities <u>N</u>	H <u>C</u> ards Se	ess <u>i</u> on <u>H</u> elp	<u>V</u> ersio	n 10					
F3 - Patient F5 - Drug	F7 - D	octor F	9 - Workflo	w	F10 - Picku	p F11 -	Drop-off	F12 - New Rx	Alt+X - Start]
Last Name Kroll First Na	me Physicia	an S	alutation D	r.	- QuickCo	de	ОК	Save	X Scan	✓ Doctor
Addresses							Dhana Niumh			View Doctor Listing
Add Modify Delete	Primary Loc	ation 🔽			Do	ctor Active 🔽	Description	Phone		View Documents (0)
Locations (1) F2 Ins Del	Address 1	123 Which w	/ay							View History
Office	Address 2		-							
	City	Edmonton	•	Prov	AB (ALBER	(TA) -				
	Postal	A1A 1A1	_	Country	Canada					
	Phone			Eav	canaud	·				
Ctrl↑ Prev Ctrl ↓ Next	Phone			rax						
Comments (0)						F2 Ins Del	<u>G</u> roups (0)		F2 Ins Del	
Topic Comment										
General Licences									🗲 Ctrl 📑	
Licences (3)									F2 Ins Bel 🏫 🌣	
Licence Type			Licence	#	Ref ID Li	icensing Body	1		<u>^</u>	
AB Doctor			123456		81 C	ollege of Phy	sicians and Sur	rgeons of Alberta		
SK Doctor			77777		71 C	ollege of Phy	sicians and Sur	geons of Saskatche	wan	
BC Doctor			66666		91 C	ollege of Phy	sicians and Sur	geons of British Col	umbia 🗉	
					~					
L									•	
				User: N	/IS (Monica	Simpson)		• Ne	tcare 🖾 0	1 03/12/2019 14:14:08

3. The Licence at the top of the Licences list will be the Primary Licence under the General tab.

Elle Edit Recent Doctor Beports Utilities NH Cards Session Help Version 10 F3 - Patient F5 - Drug F7 - Doctor F9 - Workflow F10 - Pickup F11 - Drop-off F12 - New Rx Alt+X - Start Last Name Kroll First Name Physician Salutation Dr. QuickCode OK Save X Scan View Doctor Listing Addresses Pigne Numbers (0) Dector Active V Phone Numbers (0) View Doctor Listing View Documents (0) View Doctor Listing Contin Clip Clip Address 1 L23 Which way Address 2 View Doctor Active V Phone Phone View View Noture (0) View History Chiff Prev Drift Prev Drift Next Phone Fax Groups (0) (E2 Ine) Groups (0) (E2 Ine)
F3 - Patient F3 - Doctor F9 - Workflow F10 - Pickup F11 - Drop-off F12 - New Rx Alt+X - Start Last Name Kroll First Name Physician Salutation Dr. QuickCode QK Save Scan View Doctor Listing Addresses Pinen Numbers (0) E2 Imme Phone Numbers (0) E2 Imme View Doctor Listing View Doctor List
Last Name First Name Physician Salutation Dr. QuickCode OK Save X Scan View Doctor Isting Addresses Pinary Location Octor Doctor Active of Locations (C) Pine Numbers (0) Pine Numbers (0) View Doctor Listing View Doctor Listing Locations (1) C2 (Int) Address 2 Prov AB (ALBERTA) Postal A1A 1A1 Country Canada View View View View View View View View
Addresses Add Modify Detete Primary Location V Doctor Active V Add Modify Detete Primary Location V Doctor Active V Add Address 1 123 Which way Office Address 2 City Edmonton Prov A8 (ALBERTA) Postal A1A 1A1 Country Canada Cit 1 Prev Cit 4 Next Phone Fax
Locations (L) (T2) (Ing) (Da) Address 1 123 Which way Office Address 2 City Edmonton Prov Postal A1A 1A1 Country Canada Phone Fax
Office Address 2 City Edmonton Prov Abdress 2 Address 2 Control Fax Comments (0) F2 [Ins] (W) Topic Comment
City Edmonton Prov AB (ALBERTA) Postal A1A 1A1 Country Canada Ctrl ↑ Prev Ctrl ↓ Next Phone Fax
Postal A1A 1A1 Country Canada Ctrl 1 Prev Ctrl 4 Next Phone Fax
Out 1 Prev Out i + Next Phone Fax Cgmments (0) [2] Im [0] Topic Comment
Comments (0) [2] Im (0) [2] Im (0) [2] Im (0)
Topic Comment Comment Comment
General Licences
Doctor Information Primary Licence Number Prescriptions/Refills
Designation Doctor Type AB Doctor Control Care
Speciality V Licence 123456 Override Der ID & No Fax Refilis
Prescribing Rights Full Rights
Written Language English Other Licences (2)
Spoken Language - Signature
Email
Dates No image available
Created On U5/12/2019 14:24:35
Load Delete
User: MS (Monica Simpson)





4. To change the Primary Licence on the General tab, go back to the Licences tab and highlight the entry to move to the top of the list. Then click on the up arrow to move it to the top.

G <u>e</u> neral L <u>i</u> cences				← Ctr
Licences (3)			F2 Ins D)^^
icence Type	Licence #	Ref ID	Licensing Body	
B Doctor	123456	81	College of Physicians and Surgeons of Alberta	
K Doctor	77777	71	College of Physicians and Surgeons of Saskatchewa	
3C Doctor	66666	91	College of Physicians and Surgeons of British Columbia	_
C Doctor	66666	91	College of Physicians and Surgeons of British Columbia	Ctrl (
C Doctor eneral Licences icences (3) cence Type	66666 Licence #	91 Ref ID	College of Physicians and Surgeons of British Columbia	Ctrl (
C Doctor <u>eneral</u> Licences icences (3) icence Type K Doctor	66666 Licence # 77777	91 Ref ID 71	College of Physicians and Surgeons of British Columbia	Ctrl (
BC Doctor <u>Seneral</u> Licences Licences (3) Licence Type SK Doctor AB Doctor	66666 Licence # 77777 123456	91 Ref ID 71 81	College of Physicians and Surgeons of British Columbia	Ctrl (

5. And now on the general tab, the SK doctor is showing as primary.

Connect	
General Licences	
Doctor Information	Primary Licence Number Prescriptions/Refills
Designation Doctor -	Type SK Doctor
Specialty 🗸	No Fax Refills
Prescribing Rights Full Rights	Licence 77777 Override Ref ID 71 No Phone Refills
Written Language English	Outer Electrices (2) No Professional Service Faxes
Spoken Language 🗸 🗸	Signature
Email Send	
Dates	No imago available
Created On 03/12/2019 14:12:03	X available
Changed On 03/12/2019 14:13:50	
Last Rx On	Load Delete

You can make changes to the Licence number itself (ex: correct an incorrect licence number) on the General tab however to make a change to the Type or what is noted as Primary must be done from the Licence tab.