

FlexRx™ Label Report

June 2020

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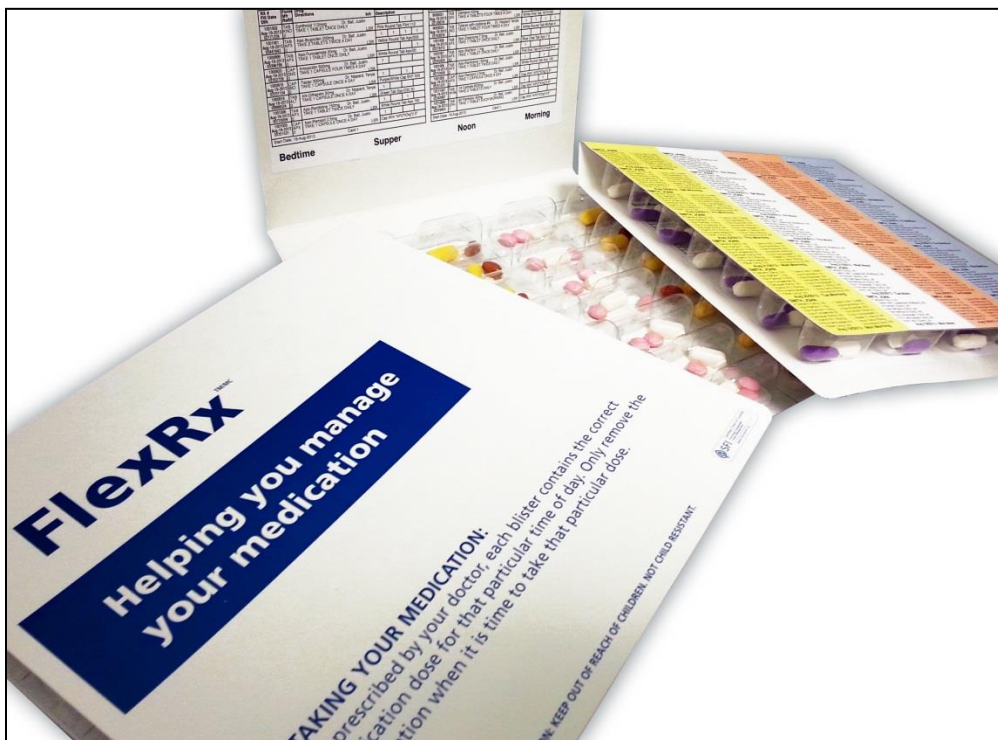
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FlexRx™ Label Report

The FlexRx™ packaging solution was created to prevent errors in medication dispensing. This innovative, patented, cold-sealed, multi-dose packaging system provides a safe and effective solution for dispensing medication. Each pack contains 28 individual blisters with a patient's medication for a specific intake time (passtimes). Each column in the packaging represents a passtime; each row represents a day of the week.

Located at the top of each individual blister pack lists the patient's name, medications within, and the time it should be taken. FlexRx™ packaging in Kroll allows for various customizations that make organizing and dispensing medication simple.

A completed FlexRx™ package will look similar to the following:



NOTE: All FlexRx™ packaging supplies must be purchased by the pharmacy from their preferred wholesalers. Kroll is not affiliated with the vendors of FlexRx™ packaging supplies.

Patient Set Up (Retail Patients)

Access the **Extra Info** tab of the patient you are setting up FlexRx™ packaging for and look for the **Unit Dose** configuration area.

File Edit Patient Profile Reports Utilities NH Central Fill Cards Session Help

F3 - Patient F5 - Drug F7 - Doctor F9 - Workflow F10 - Pickup F11 - Drop-off F12 - New Rx

Last Name: Green First Name: Sandra Salutation: Ms. OK Save Scan

Address 1: 100 Yonge St Address 2: City: Toronto Prov: ON Postal: M1M 1M; Country: Canada Email: sgreen@email.com Send Family Doctor

Phone Numbers (1): Description: Cell Phone: (555) 555-5555 Birthdate: 02/02/1980 Age: 34 years Gender: Female Language: English Height: 5' 5" Weight: 120 Load Delete

Comments (0): Topic Comment ODB: 000000

Plans (3):

SubPlan Code	Group ID	Client ID	Expiry
1 ODB		000000	
2 GS		11111	
3 OBC	1111	22222	

Allergies (0) Add Drug F2 Ins Del

Medical Conditions (0) F2 Ins Del

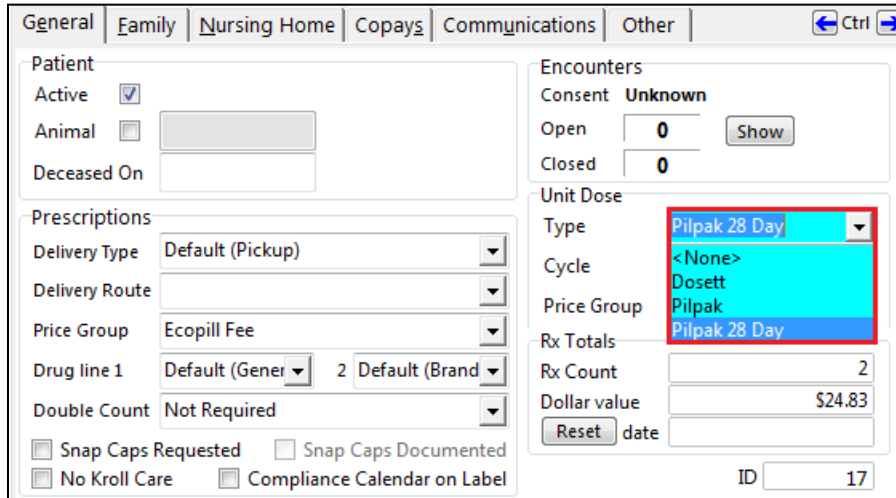
Groups (0) F2 Ins Del

General Family Nursing Home Copays Communications Other Ctrl

Patient: Active Animal Deceased On: Encounters: Consent: Unknown Open: Show Closed: Unit Dose: Type: Pilpak 28 Day Cycle: 4 Weeks Price Group: <Default> (<None>)

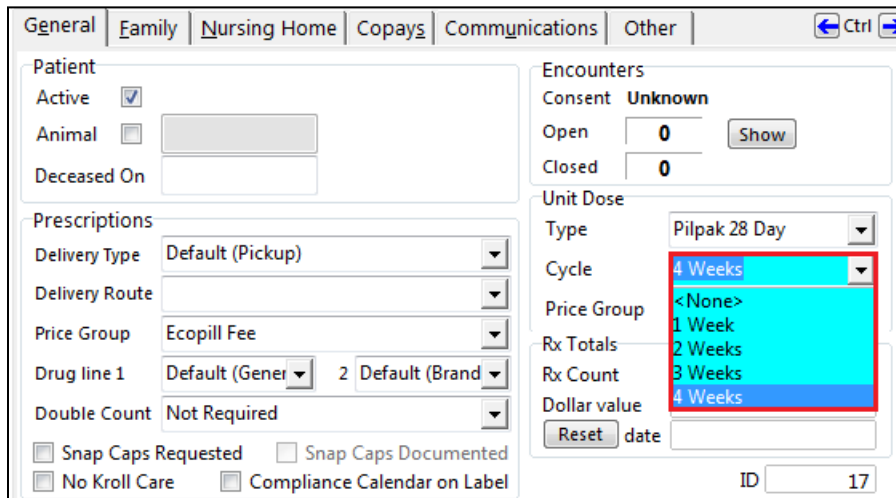
Prescriptions: Delivery Type: Default (Pickup) Delivery Route: Price Group: Ecopill Fee Drug line 1: Default (Gener) 2 Default (Brand) Double Count: Not Required Snap Caps Requested: Snap Caps Documented: No Kroll Care: Compliance Calendar on Label: Rx Totals: Rx Count: 2 Dollar value: \$24.83 date: ID: 17

- Type:** there are 3 different types of unit dose packaging available: Dossett, Pilpak and Pilpak 28 Day. For FlexRx™, it is recommended that **Pilpak 28 Day** is selected. This accurately reflects the number of blisters available in an FlexRx™ card (4 intake times x 7 days = 28 blisters).



The screenshot shows a software interface with several tabs: General, Family, Nursing Home, Copays, Communications, and Other. The 'General' tab is active. On the left, there are sections for 'Patient' (Active checked, Animal unchecked, Deceased On empty), 'Prescriptions' (Delivery Type: Default (Pickup), Delivery Route empty, Price Group: Ecopill Fee, Drug line 1: Default (Gener) 2 Default (Brand), Double Count: Not Required), and checkboxes for Snap Caps, No Kroll Care, and Compliance Calendar. On the right, there are 'Encounters' (Consent: Unknown, Open: 0, Closed: 0), 'Unit Dose' (Type: Pilpak 28 Day, Cycle: <None>, Price Group: Pilpak, Rx Totals: Rx Count: 2, Dollar value: \$24.83), and an ID field with the value 17. A dropdown menu for 'Unit Dose' is open, showing options: <None>, Dosett, Pilpak, and Pilpak 28 Day (highlighted in blue).

- Cycle:** you can also select a unit dose **Cycle** to indicate the number of weeks that the patient would like packaged at one time. Users can choose from 1 week, 2 weeks, 3 weeks, or 4 weeks.



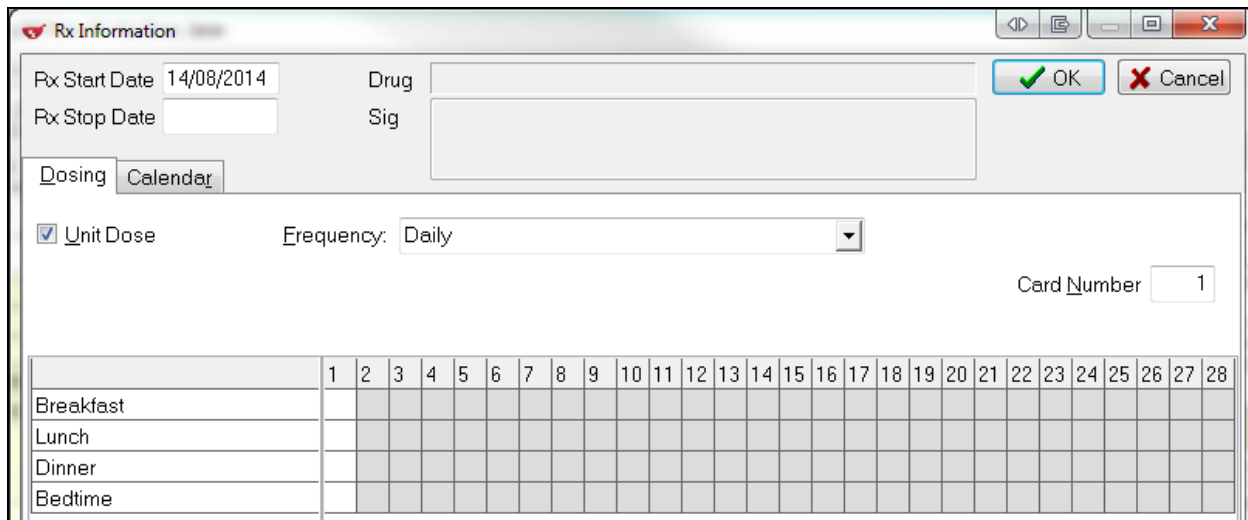
This screenshot is identical to the one above, but the 'Unit Dose' dropdown menu is open to show a different set of options: <None>, 1 Week, 2 Weeks, 3 Weeks, and 4 Weeks (highlighted in blue). The 'Type' dropdown remains set to 'Pilpak 28 Day'.

- Price Group:** If the pharmacy is charging a different cost structure or a supplementary fee for FlexRx™ prescriptions and has already created a **strategy** in pricing configurations, simply select the **strategy** from the **Price Group** drop down menu (please call Kroll Software at 1-800-263-5876 ex. 1) if you require assistance setting up a special pricing strategy. Take note that this **strategy** only applies to prescriptions that have **Unit Dose** activated at the prescription level.

General	Family	Copays	Communications	Other
<div style="text-align: right;">← Ctrl →</div>				
Patient Active <input checked="" type="checkbox"/> Animal <input type="checkbox"/> <input type="text"/> Deceased On <input type="text"/>		Consent Consent Unknown		
Prescriptions Delivery Type <input type="text" value="Default (Pickup)"/> Delivery Route <input type="text"/> Price Group <input type="text" value="<None>"/> Drug line 1 <input type="text" value="Default (Brand"/> 2 <input type="text" value="Default (Gener"/> Double Count <input type="text" value="Not Required"/>		Unit Dose Type <input type="text" value="Pilpak 28 Day"/> Cycle <input type="text" value="4 Weeks"/> Price Group <input type="text" value="Flex Fee"/>		
<input type="checkbox"/> Snap Caps Requested <input type="checkbox"/> Snap Caps Documented <input type="checkbox"/> No Kroll Care <input type="checkbox"/> Compliance Calendar on Label		Rx Totals Rx Count <input type="text" value="8"/> Dollar value <input type="text" value="\$568.03"/> <input type="button" value="Reset"/> date <input type="text"/>		
ID <input type="text" value="5"/>				

Filling Retail FlexRx™ Prescriptions

1. When filling for FlexRx™ (unit dose) prescriptions, the patient, doctor, drug, SIG and dispense information must be entered as usual. Keep in mind the **cycle** that was selected in the patient card in order to fill the prescription for the correct dispense quantity.
2. Once all prescription information has been entered and searches are complete, the **Unit Dose Information** window will appear. Users can also manually access this window by pressing **CTRL+U** on the keyboard or by clicking the word “Unit Dose” on the F12-Filling Screen.



Rx Information

Rx Start Date: 14/08/2014 Drug:

Rx Stop Date: Sig:

OK Cancel

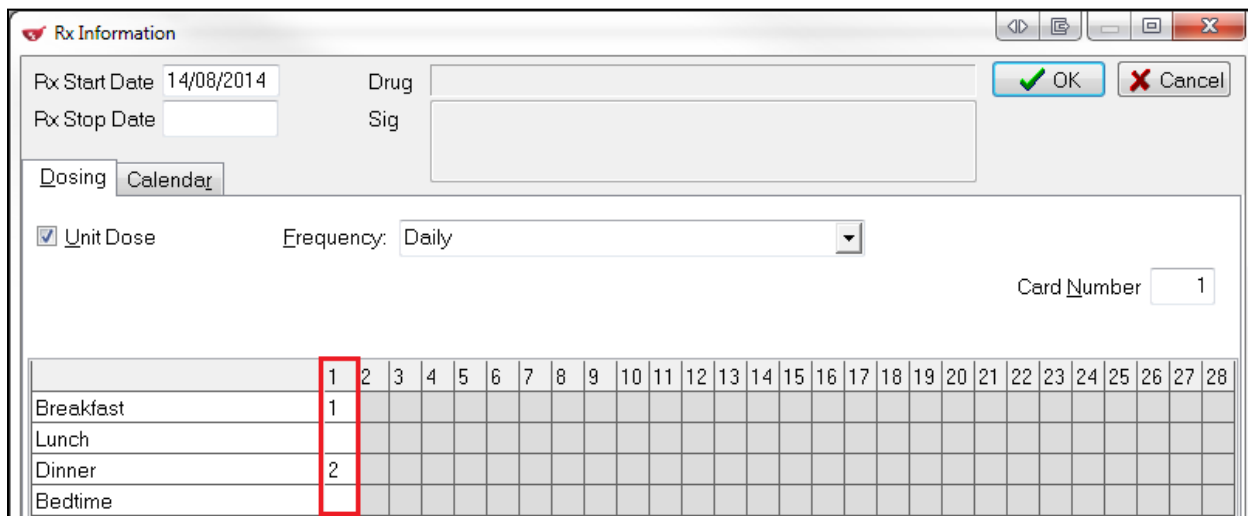
Dosing Calendar

Unit Dose Frequency: Daily

Card Number: 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Breakfast																												
Lunch																												
Dinner																												
Bedtime																												

3. Enter the appropriate amount of medication to be taken at the corresponding times of day. There are four (4) choices to choose from: Breakfast, Lunch, Dinner, and Bedtime. (The figure below shows the configuration for a medication that is taken 1 tablet at breakfast and 2 tablets at Dinner).



Rx Information

Rx Start Date: 14/08/2014 Drug:

Rx Stop Date: Sig:

OK Cancel

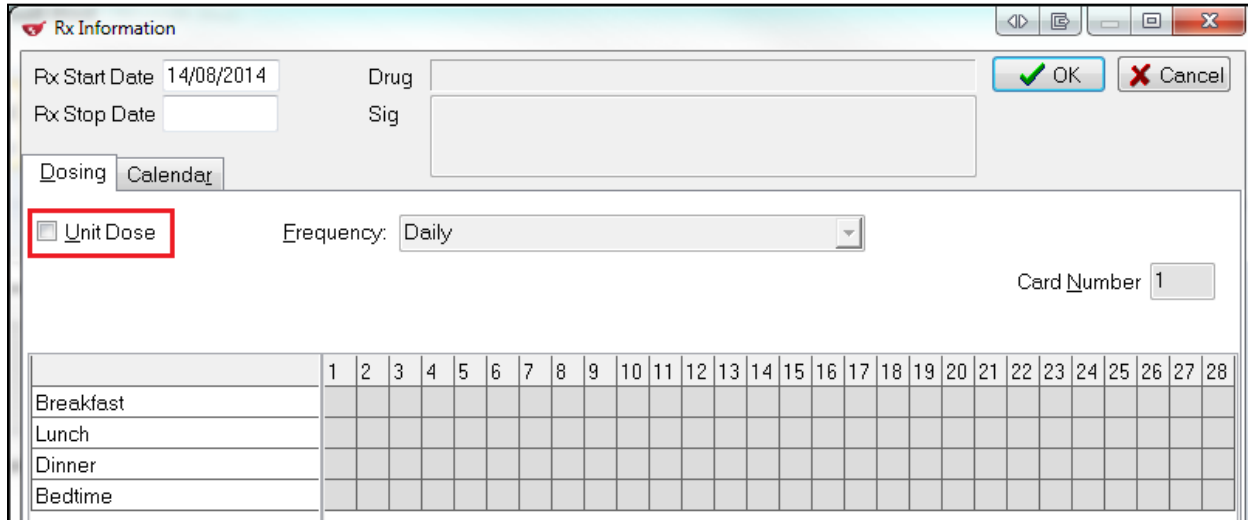
Dosing Calendar

Unit Dose Frequency: Daily

Card Number: 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Breakfast	1																											
Lunch																												
Dinner	2																											
Bedtime																												

- Should the medication be in a form that cannot be included in the FlexRx™ packaging, turn OFF the **Unit Dose** flag by clicking on the checkbox and removing the checkmark. Once unit dose is disabled in this section, the prescription will not be included in the FlexRx™ Label Report.



Rx Information

Rx Start Date: 14/08/2014 Drug:

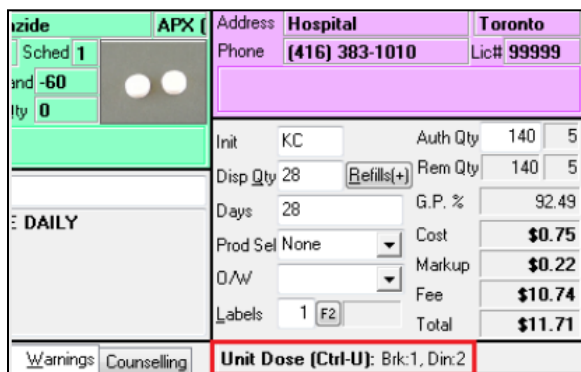
Rx Stop Date: Sig:

Unit Dose Frequency: Daily

Card Number: 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Breakfast																												
Lunch																												
Dinner																												
Bedtime																												

- Click **OK** or press **Enter** on the keyboard to save the unit dose configurations for the prescription and return to the F12-Filling Screen. Notice that the **Unit Dose** section of the filling screen will be populated with passtime abbreviation(s) followed by corresponding number of pills when unit dose is enabled.



<table border="1"> <tr> <td>Side</td> <td>APX (</td> </tr> <tr> <td>Sched 1</td> <td></td> </tr> <tr> <td>and -60</td> <td></td> </tr> <tr> <td>Qty 0</td> <td></td> </tr> </table>	Side	APX (Sched 1		and -60		Qty 0		<table border="1"> <tr> <td>Address</td> <td>Hospital</td> <td>Toronto</td> </tr> <tr> <td>Phone</td> <td>(416) 383-1010</td> <td>Lic# 99999</td> </tr> </table>	Address	Hospital	Toronto	Phone	(416) 383-1010	Lic# 99999																								
Side	APX (
Sched 1																																							
and -60																																							
Qty 0																																							
Address	Hospital	Toronto																																					
Phone	(416) 383-1010	Lic# 99999																																					
<table border="1"> <tr> <td>Init</td> <td>KC</td> <td>Auth Qty</td> <td>140</td> <td>5</td> </tr> <tr> <td>Disp Qty</td> <td>28</td> <td>Refills(+)</td> <td>Rem Qty</td> <td>140</td> </tr> <tr> <td>Days</td> <td>28</td> <td>G.P. %</td> <td colspan="2">92.49</td> </tr> <tr> <td>Prod Sel</td> <td>None</td> <td>Cost</td> <td colspan="2">\$0.75</td> </tr> <tr> <td>D/W</td> <td></td> <td>Markup</td> <td colspan="2">\$0.22</td> </tr> <tr> <td>Labels</td> <td>1 F2</td> <td>Fee</td> <td colspan="2">\$10.74</td> </tr> <tr> <td colspan="2"></td> <td>Total</td> <td colspan="2">\$11.71</td> </tr> </table>	Init	KC	Auth Qty	140	5	Disp Qty	28	Refills(+)	Rem Qty	140	Days	28	G.P. %	92.49		Prod Sel	None	Cost	\$0.75		D/W		Markup	\$0.22		Labels	1 F2	Fee	\$10.74				Total	\$11.71		<table border="1"> <tr> <td>Warnings</td> <td>Counselling</td> <td>Unit Dose (Ctrl-U): Brk:1, Din:2</td> </tr> </table>	Warnings	Counselling	Unit Dose (Ctrl-U): Brk:1, Din:2
Init	KC	Auth Qty	140	5																																			
Disp Qty	28	Refills(+)	Rem Qty	140																																			
Days	28	G.P. %	92.49																																				
Prod Sel	None	Cost	\$0.75																																				
D/W		Markup	\$0.22																																				
Labels	1 F2	Fee	\$10.74																																				
		Total	\$11.71																																				
Warnings	Counselling	Unit Dose (Ctrl-U): Brk:1, Din:2																																					

- Continue to fill the prescription by pressing **F12-Fill Rx** as usual.

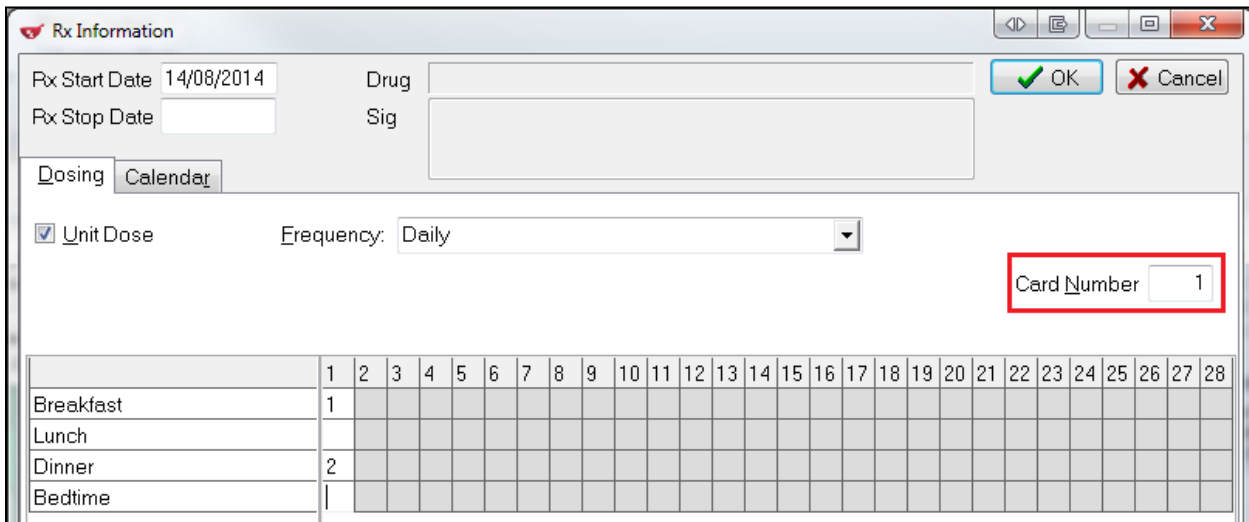
Extra Functions from the Unit Dose Information Window

The following section explains how and when to use the two extra functions located on the **Unit Dose Information** window.

Card Number

Each individual cell in a FlexRx™ card can hold a certain number of pills depending on the size and shape of the medications being packaged; therefore, users can manually allocate which medications they would like to print on which card. A patient may have numerous cards for each week depending on the number of medications they are required to take daily. As well, patients may have more than one card if they want certain medications packaged separately.

If a user does not manually allocate a specific card number for a prescription it will default to “1” up to a maximum of 12 prescriptions/card at which time the card number will default to “2”.



Rx Information

Rx Start Date: 14/08/2014 Drug:

Rx Stop Date: Sig:

Buttons:

Options: Unit Dose Frequency: Daily

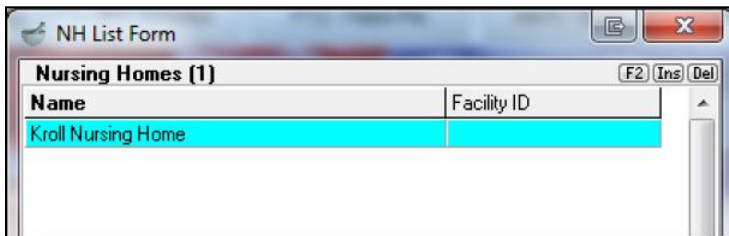
Card Number: 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Breakfast	1																											
Lunch																												
Dinner	2																											
Bedtime	1																											

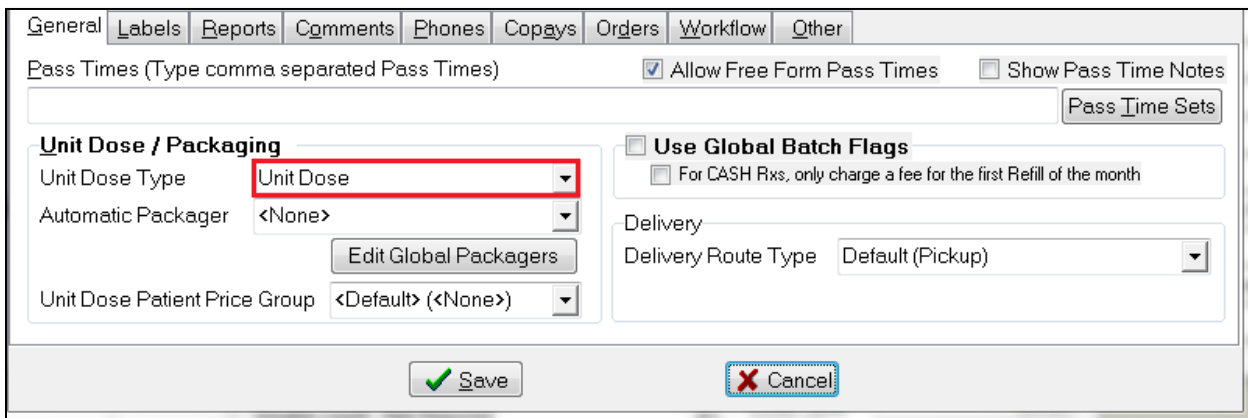
Nursing Home FlexRx™ Setup

FlexRx™ setup for Nursing Home patients is slightly different than for retail patients as it is done at the Nursing Home configuration level. Access the **Nursing Home Form** as follows:

1. Go to NH > Edit Nursing Home List.
2. Login with your Kroll Initials and Password to bring up the NH List Form.
3. Double click on the nursing home you want to configure FlexRx™ packaging for.



4. From the **General** tab of the **Nursing Home Form**, locate the **Unit Dose/Packaging** section.
5. Select **Unit Dose** from the **Unit Dose Type** dropdown menu.



General | Labels | Reports | Comments | Phones | Copays | Orders | Workflow | Other

Pass Times (Type comma separated Pass Times) Allow Free Form Pass Times Show Pass Time Notes Pass Time Sets

Unit Dose / Packaging

Unit Dose Type: **Unit Dose** (dropdown menu)

Automatic Packager: <None> (dropdown menu) Edit Global Packagers

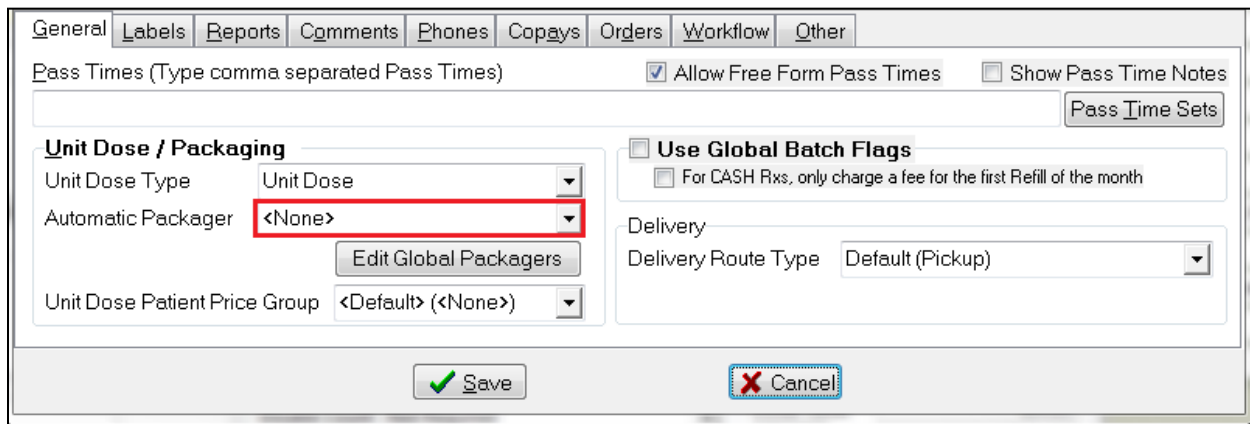
Unit Dose Patient Price Group: <Default> (<None>) (dropdown menu)

Use Global Batch Flags
 For CASH Rx's, only charge a fee for the first Refill of the month

Delivery: Delivery Route Type: Default (Pickup) (dropdown menu)

Save Cancel

6. Set the Automatic packager to **<None>**.



General | Labels | Reports | Comments | Phones | Copays | Orders | Workflow | Other

Pass Times (Type comma separated Pass Times) Allow Free Form Pass Times Show Pass Time Notes Pass Time Sets

Unit Dose / Packaging

Unit Dose Type: Unit Dose

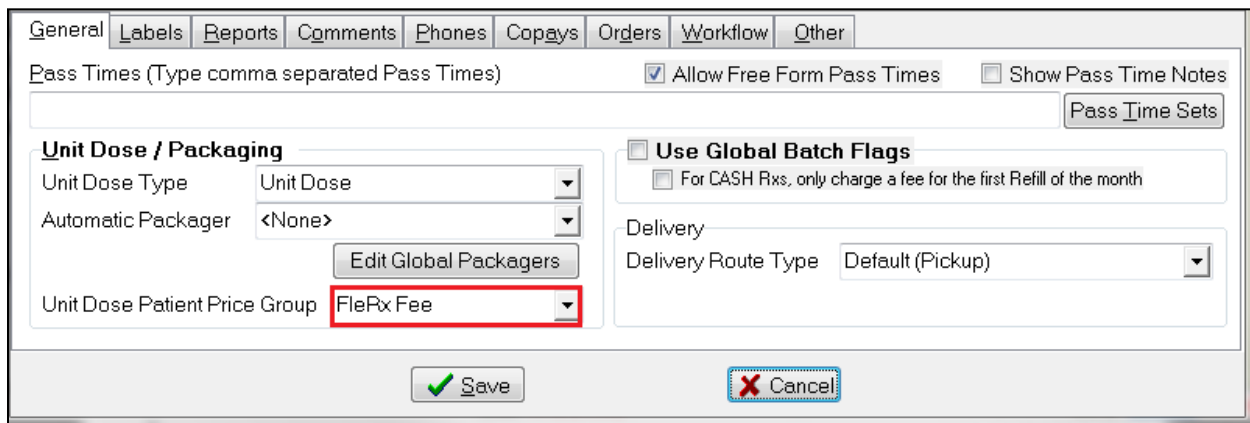
Automatic Packager: **<None>**

Unit Dose Patient Price Group: <Default> (<None>)

Use Global Batch Flags
 For CASH Rxs, only charge a fee for the first Refill of the month

Delivery
 Delivery Route Type: Default (Pickup)

7. Select FlexRx™ Fee from the Unit Dose Patient Price Group dropdown menu.



General | Labels | Reports | Comments | Phones | Copays | Orders | Workflow | Other

Pass Times (Type comma separated Pass Times) Allow Free Form Pass Times Show Pass Time Notes Pass Time Sets

Unit Dose / Packaging

Unit Dose Type: Unit Dose

Automatic Packager: <None>

Unit Dose Patient Price Group: **FlexRx Fee**

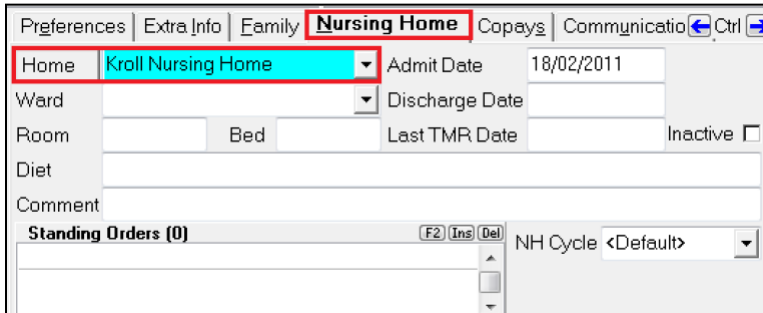
Use Global Batch Flags
 For CASH Rxs, only charge a fee for the first Refill of the month

Delivery
 Delivery Route Type: Default (Pickup)

8. Click **Save** or press **Enter** on the keyboard to save changes to the **Nursing Home Form**.

NOTE: By configuring **Unit Dose** at the nursing home level, every patient in the home, and all the patients added to the home will automatically be set for unit dose dispensing; therefore, there is no initial set up at the patient level (unlike Retail FlexRx™).

Add a new patient to an existing home by going into the F3-Patient Card and click on the **Nursing Home** tab. Select the correct nursing home from the dropdown menu as well as the corresponding ward and other supplementary information as required.

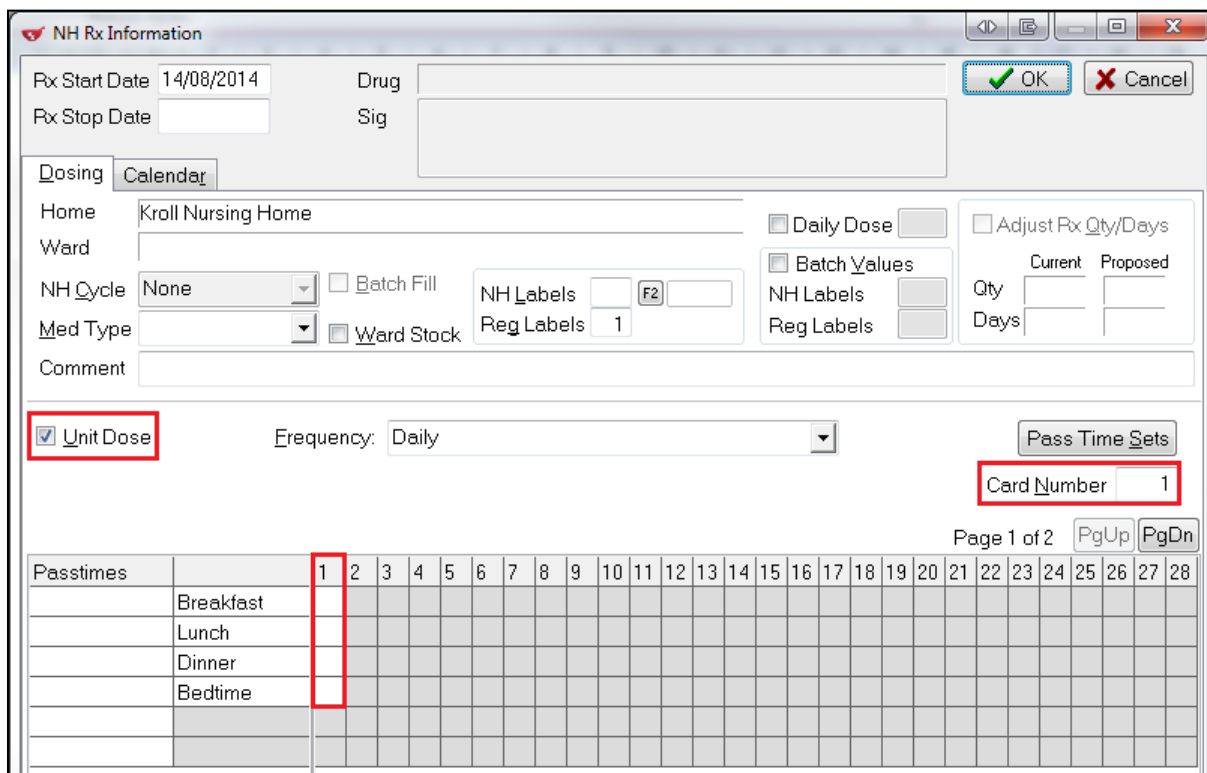


The screenshot shows the 'Nursing Home' tab in a patient card interface. The 'Home' dropdown menu is highlighted in cyan and contains the text 'Kroll Nursing Home'. The 'Admit Date' field is populated with '18/02/2011'. Other fields include 'Ward', 'Discharge Date', 'Room', 'Bed', 'Last TMR Date', and an 'Inactive' checkbox. Below these fields is a 'Standing Orders (0)' section with a table and a 'NH Cycle' dropdown menu set to '<Default>'. The interface includes navigation tabs at the top: 'Preferences', 'Extra Info', 'Family', 'Nursing Home', 'Copays', and 'Communication'.

Filling Nursing Home FlexRx™ Prescriptions

When filling Nursing Home FlexRx™ prescriptions, the unit dose window is slightly different than the window displayed for Retail prescriptions. The **Nursing Home Rx Information (ALT+N)** window replaces the Unit Dose (CTRL+U) window and allows more information to be entered in regards to **Cycles, Med Types, Unit Dose, Card Number, Passtimes, Labels** and **Batch Filling**. Not all of this information is required in order to fill the prescription as FlexRx™, but this window displays any and all Nursing Home related information.

1. When filling a NH FlexRx™ prescription, the patient, doctor, drug, SIG and dispense information must be entered as usual. Keep in mind the **cycle** that was selected in the **Nursing Home Form** in order to fill the prescription for the correct dispense quantity.
2. Once all prescription information has been entered and searches are complete, the **NH Rx Information** window will appear. Users can also manually access this window by pressing **ALT+N** on the keyboard or by clicking the word “NH” on the F12-Filling Screen.



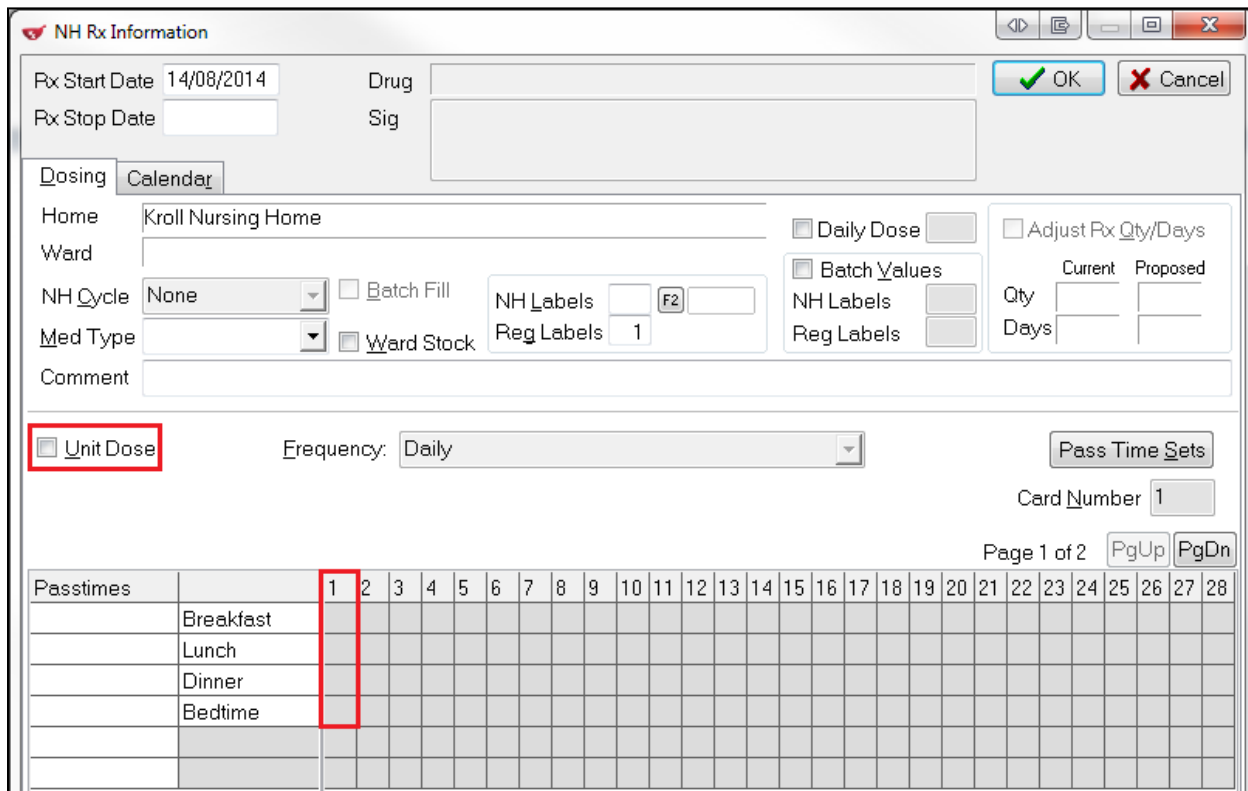
The minimum required information in order to process nursing home FlexRx™ prescriptions correctly is as follows:

- The **Unit Dose** Flag must be checked.

- One or more fields next to **Breakfast**, **Lunch**, **Dinner**, and **Bedtime** must be populated to correspond with the times at which the medication is to be taken.
- The **Card Number** Field has to be populated with a number. Kroll will automatically fill this number in, but users can modify this to have certain medications show up on specific cards.

NOTE : The **Med Type** field, **Pass Times**, **Pass Time Sets** and More Pass Times fields are required for the purposes of MAR sheet production, not FlexRx™

3. If the medication is in a form that cannot be included in the FlexRx™ packaging, turn OFF **Unit Dose** by clicking on the checkbox and removing the checkmark. Notice that the fields next to **Breakfast**, **Lunch**, **Dinner**, and **Bedtime** are greyed out.



The screenshot shows the 'NH Rx Information' window. The 'Unit Dose' checkbox is highlighted with a red box. Below it, the 'Frequency' is set to 'Daily'. The 'Passtimes' table is also visible, with the '1' in the first column highlighted by a red box.

Passtimes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Breakfast																												
Lunch																												
Dinner																												
Bedtime																												

4. Click **OK** or press **Enter** on the keyboard to save the unit dose configurations for the prescription and return to the F12-Filling Screen. Notice that the **NH (ALT+N)** section of the filling screen will be populated with passtime abbreviation(s) followed by corresponding number of pills when unit dose is activated.

APX	Address	Hospital	Toronto
	Phone	(416) 383-1010	Lic# 99999
Init	KC	Auth Qty	140 5
Disp Qty	28	Rem Qty	140 5
Days	28	G.P. %	92.49
Prod Sel	None	Cost	\$0.75
O/W		Markup	\$0.22
Labels	1 F2	Fee	\$10.74
		Total	\$11.71
Counselling	NH (Alt-N): --Brk:1		

5. Continue to fill the prescription by pressing **F12-Fill Rx** as usual.

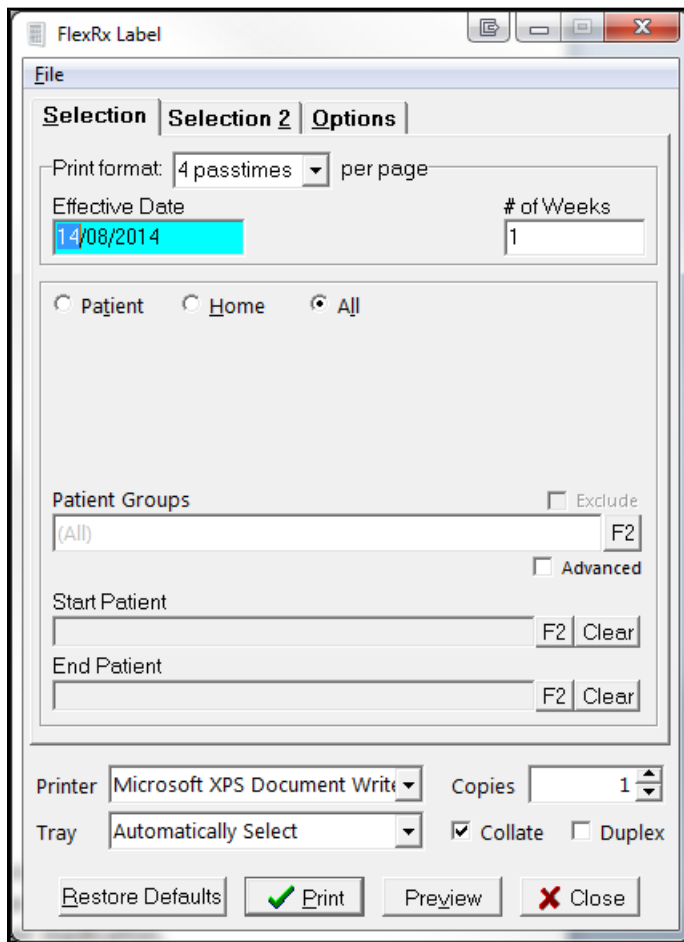
Running the FlexRx™ Label Report

Once all of the FlexRx™ prescriptions have been properly configured and processed in Kroll, the user can generate the **FlexRx™ Label Report**. The FlexRx™ Label Report is actually the sticky backing that will be placed over the plastic tray of blisters. FlexRx™ labels must be purchased from the pharmacy's preferred wholesaler.



To generate the FlexRx™ Label Report, go to **Reports > Patient > FlexRx Label Report**, or bring up the **F3-Patient Card** and select **Reports > FlexRx Label Report**.

Selection Tab

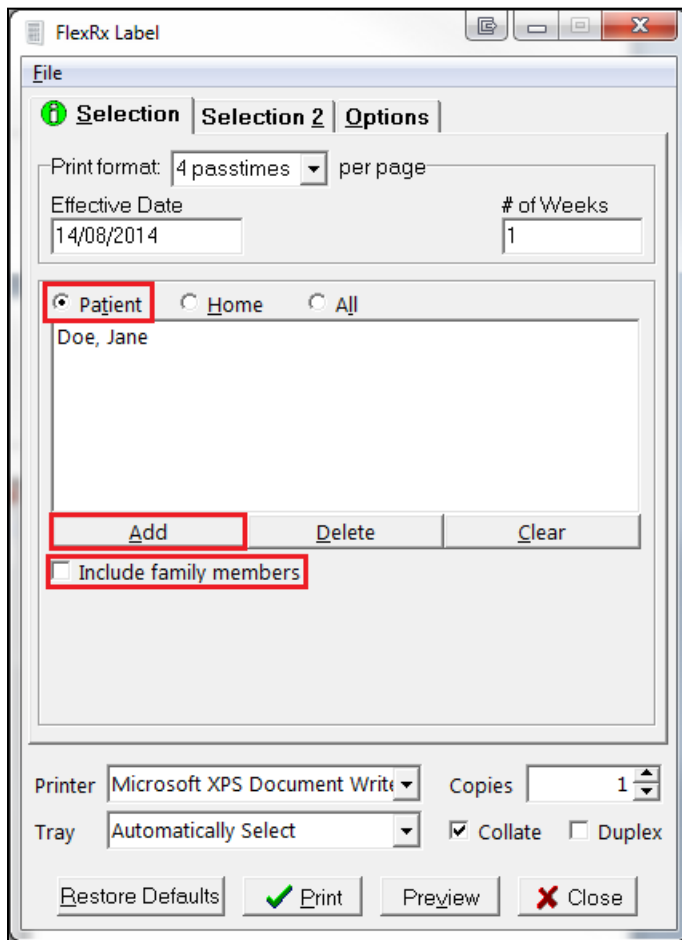


- **Print format:** This option allows you to specify the number of passtimes to be printed on each page.
- **# of Weeks:** This option allows you to specify the number of weeks you want included in the report.

The Patient/Home/All frame allows users to generate the report for specific patient(s), nursing homes, or all patients.

- To generate the report for specific patients, select the **Patient** radio button and click **Add**. Perform a patient search, highlight the patient record, and click **Select**. Repeat this step for each patient you want included in the report.

If you want the patient's family members included in the report, check **Include family members**.



FlexRx Label

File

Selection | Selection 2 | Options

Print format: 4 passtimes per page

Effective Date: 14/08/2014 # of Weeks: 1

Patient Home All

Doe, Jane

Add Delete Clear

Include family members

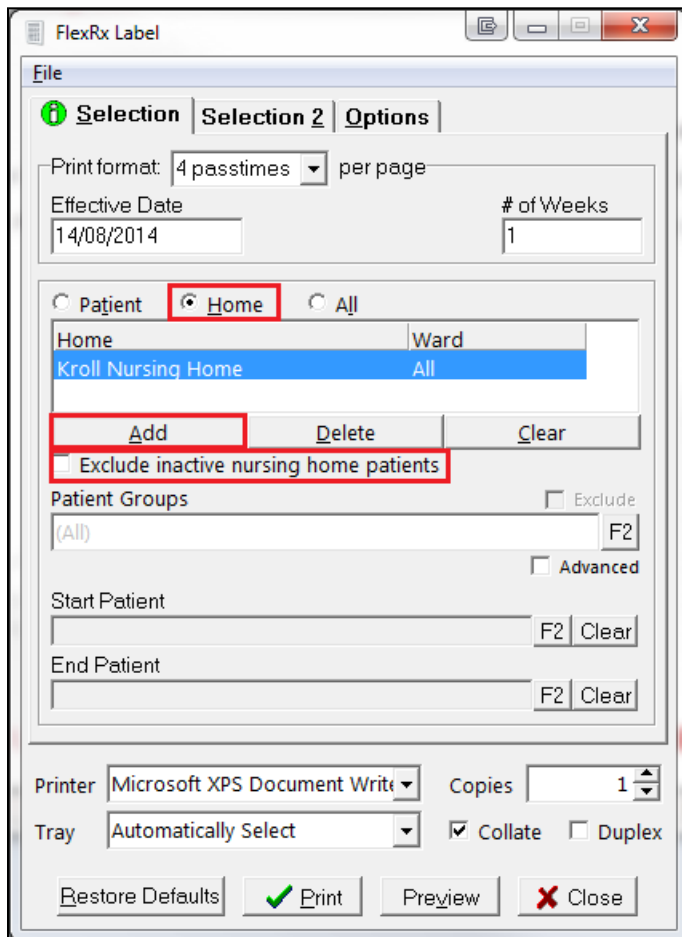
Printer: Microsoft XPS Document Writer Copies: 1

Tray: Automatically Select Collate Duplex

Restore Defaults Preview

- To generate the report for a nursing home, select the Home radio button and click Add. Select the nursing home from the Home dropdown menu and click OK. Repeat this step for each home you want included in the report.

If you want to exclude inactive nursing home patients from the report, check **Exclude inactive nursing home patients**.



FlexRx Label

File

Selection | Selection 2 | Options

Print format: 4 passtimes per page

Effective Date: 14/08/2014 # of Weeks: 1

Patient Home All

Home	Ward
Kroll Nursing Home	All

Exclude inactive nursing home patients

Patient Groups: (All) Exclude

Advanced

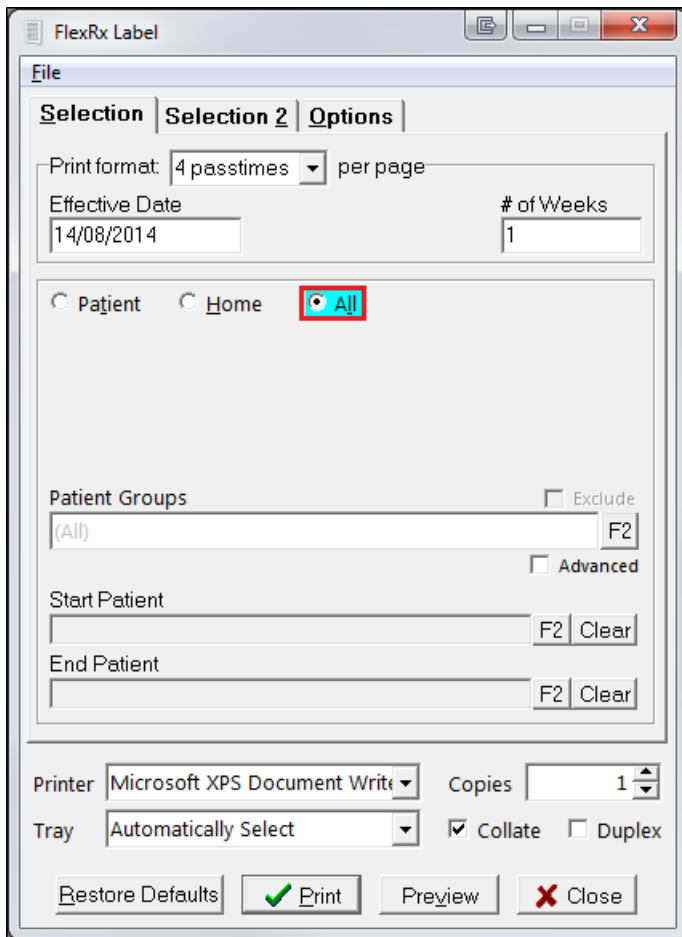
Start Patient:

End Patient:

Printer: Microsoft XPS Document Writer Copies: 1

Tray: Automatically Select Collate Duplex

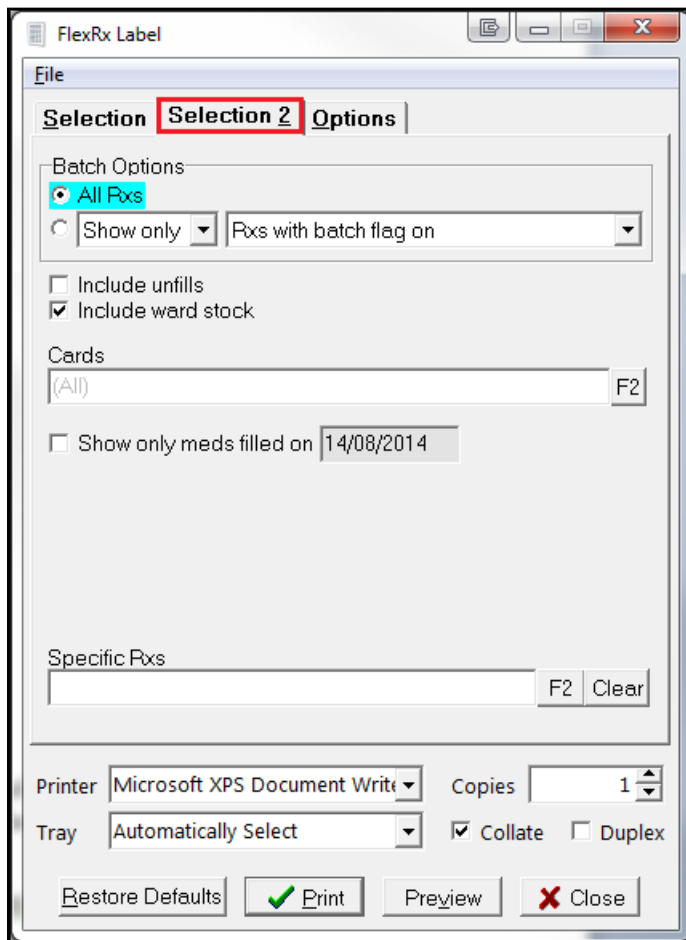
- To generate the report for all patients with FlexRx™ -configured prescriptions, select the **All** radio button



The screenshot shows the 'FlexRx Label' application window with the 'Options' tab selected. The interface includes the following elements:

- File** menu bar
- Selection**, **Selection 2**, and **Options** tabs
- Print format: 4 passtimes per page
- Effective Date: 14/08/2014
- # of Weeks: 1
- Radio buttons for Patient, Home, and **All** (highlighted with a red box)
- Patient Groups: (All) with an F2 key and an Exclude checkbox
- Advanced checkbox
- Start Patient field with F2 and Clear buttons
- End Patient field with F2 and Clear buttons
- Printer: Microsoft XPS Document Writer
- Copies: 1
- Tray: Automatically Select
- Collate checkbox (checked) and Duplex checkbox (unchecked)
- Buttons: Restore Defaults, Print (with a green checkmark), Preview, and Close (with a red X)

Selection 2 Tab



FlexRx Label

File

Selection 2 Selection Options

Batch Options

All Rx's

Show only

Include unfills

Include ward stock

Cards

F2

Show only meds filled on

Specific Rx's

F2 Clear

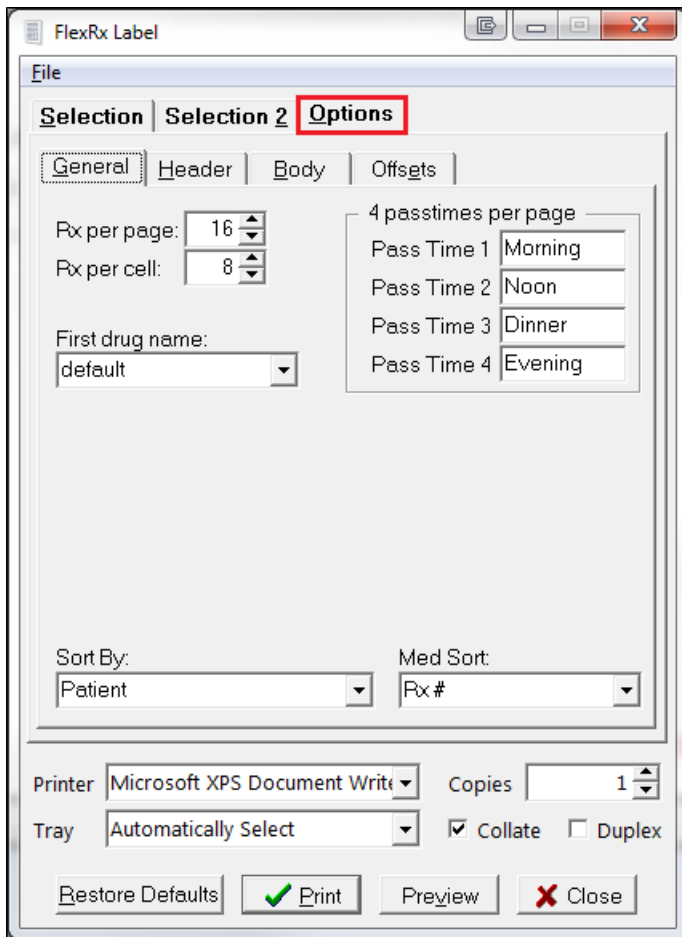
Printer Copies

Tray Collate Duplex

- **Batch Options:** The options under this heading allow users to include or exclude prescriptions that were batched, that have the batch flag on or off, or to include all prescriptions regardless of batch status
- **Include unfills:** If this option is flagged, then Unfilled prescriptions will be included in the FlexRx™ Label Report.
- **Include ward stock:** If this option is flagged, then Ward Stock prescriptions will be included in the FlexRx™ Label Report.
- **Cards:** If the patient has more than one regular card of medication, this option allows you to print specific cards. Regular cards are considered any medication that is taken on a regular basis and not taken only when needed.

- **Show only meds filled on DD/MM/YYYY:** This option allows user to print FlexRx™ cards based on the specific date that the prescription(s) were filled. All prescriptions NOT filled on the specified date will be ignored by the report and will not be printed.
- **Specific Rxs:** This option allows users to manually input prescription numbers and choose only specific ones to print on the report. To select the Rx(s) click or press **F2**.

Options Tab



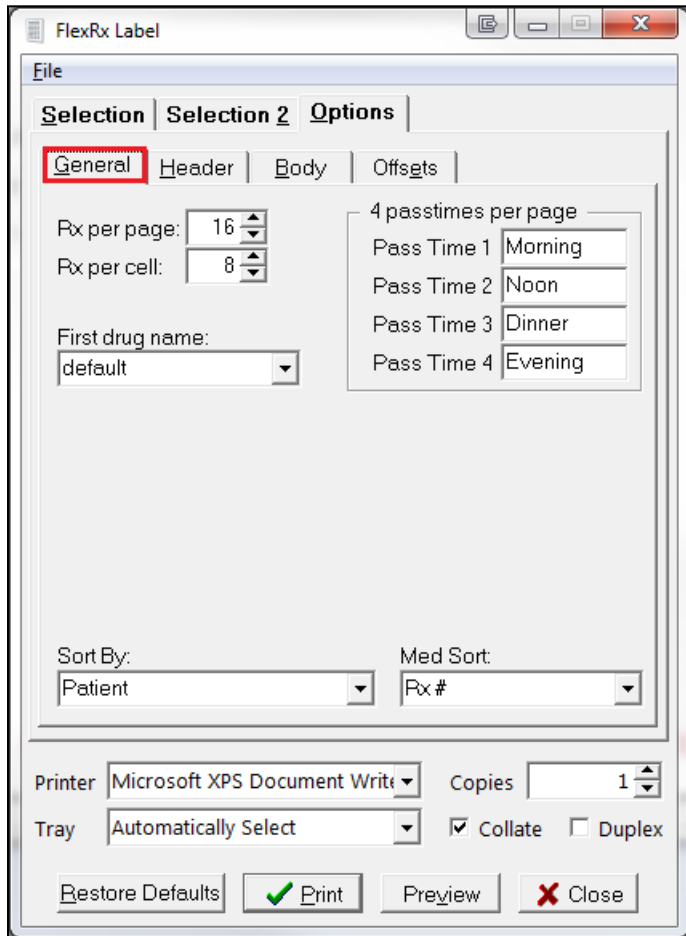
The screenshot shows the 'FlexRx Label' application window with the 'Options' tab selected. The dialog box contains the following settings:

- File:** Selection 2 (highlighted in red)
- General:**
 - Rx per page: 16
 - Rx per cell: 8
 - First drug name: default
- Offsets:**
 - 4 passtimes per page
 - Pass Time 1: Morning
 - Pass Time 2: Noon
 - Pass Time 3: Dinner
 - Pass Time 4: Evening
- Sort By:** Patient
- Med Sort:** Rx #
- Printer:** Microsoft XPS Document Writer
- Copies:** 1
- Tray:** Automatically Select
- Collate
- Duplex
- Buttons:** Restore Defaults, Print (with green checkmark), Preview, Close (with red X)

Users can configure up to two report styles. The report can accommodate a maximum of 16 Rxs per page and 12 Rxs per blister cell.

General Sub Tab

A number of customizable options are listed in the General sub tab. All of these options can be turned on or off depending on the information that needs to be printed on the report.



The screenshot shows the 'FlexRx Label' application window with the 'General' sub-tab selected. The 'General' tab is highlighted with a red box. The interface includes the following settings:

- Rx per page:** 16
- Rx per cell:** 8
- First drug name:** default
- 4 passtimes per page:**
 - Pass Time 1: Morning
 - Pass Time 2: Noon
 - Pass Time 3: Dinner
 - Pass Time 4: Evening
- Sort By:** Patient
- Med Sort:** Rx #
- Printer:** Microsoft XPS Document Writer
- Copies:** 1
- Tray:** Automatically Select
- Collate
- Duplex

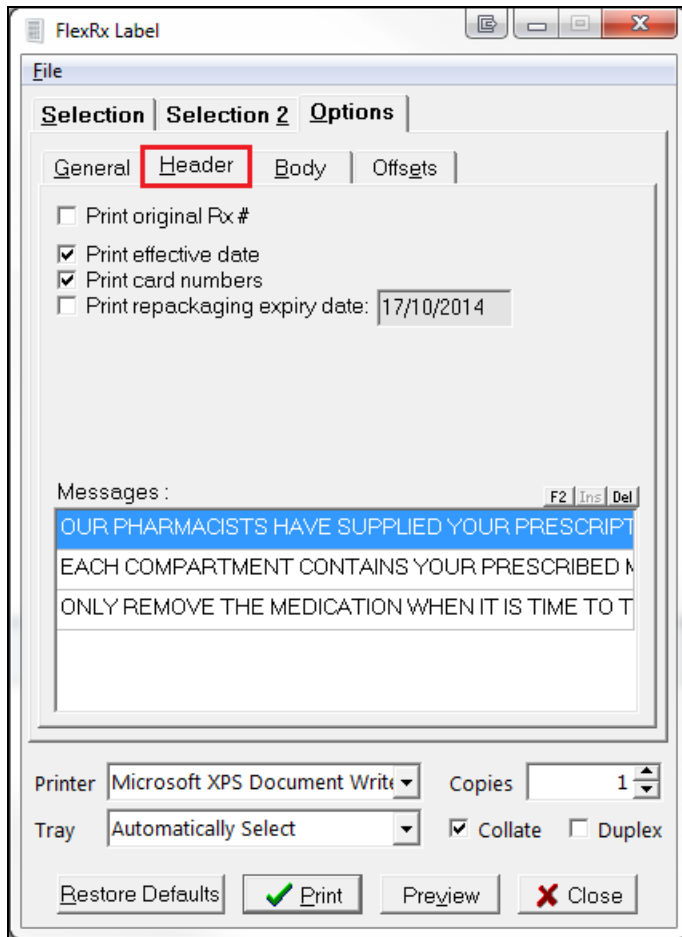
Buttons at the bottom include: Restore Defaults, Print, Preview, and Close.

- **First Drug Name:** Select from Brand or Generic name if diverging from the default setting.
- **Second Drug Name:** Select from None, Brand, Generic, Description or 'equivalent to' if diverging for the default setting.
- **Pass Time 1, 2, 3 and 4:** The pass time fields allow users to change the naming of the pass times. For example, the pass times can be set to 8:00am, 12:00pm, 5:00pm, and 10:00pm, OR Morning, Noon, Evening, Dinner.
- **Sort By:** This option allows the report to be sorted by different options. For the FlexRx™ Label Report, the default is sort by patient which is the standard setting.

- **Med Sort:** This option allows medications to be sorted by certain options such as Rx#, MAR sort order, and Fill Date. The default is by Rx#.

Header Sub Tab

The **Header sub tab** controls what is printed on the top of the FlexRx™ Label Report which contains information regarding the patient and the medications being packaged in the blister.

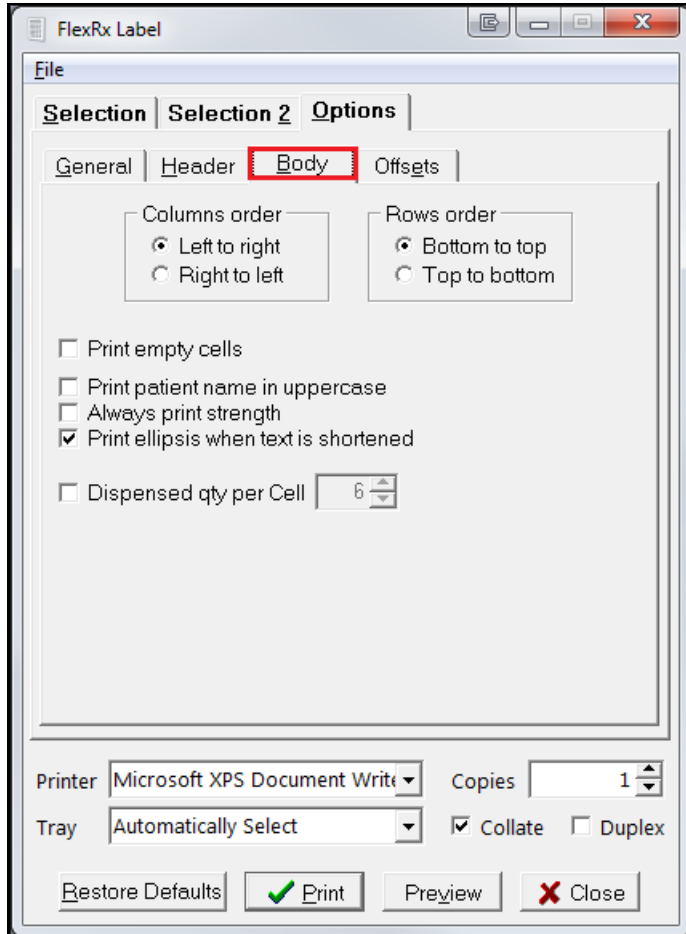


- **Print Original Rx #:** When this option is ON, the original Rx number will be printed in the header, not the current Rx number.
- **Print effective date:** When this option is ON, the original date the Rx was filled on will be printed in the header.
- **Print card numbers:** When this option is ON, the card numbers allocated to the medication will be printed in the header.

- **Print repackaging expiry date:** When this option is ON, the repackaging expiry date will be printed in the header.

Body Sub Tab

The **Body** of the FlexRx™ Label Report refers to information printed on the actual blister cell. A number of configurable options are listed for this section of the report:

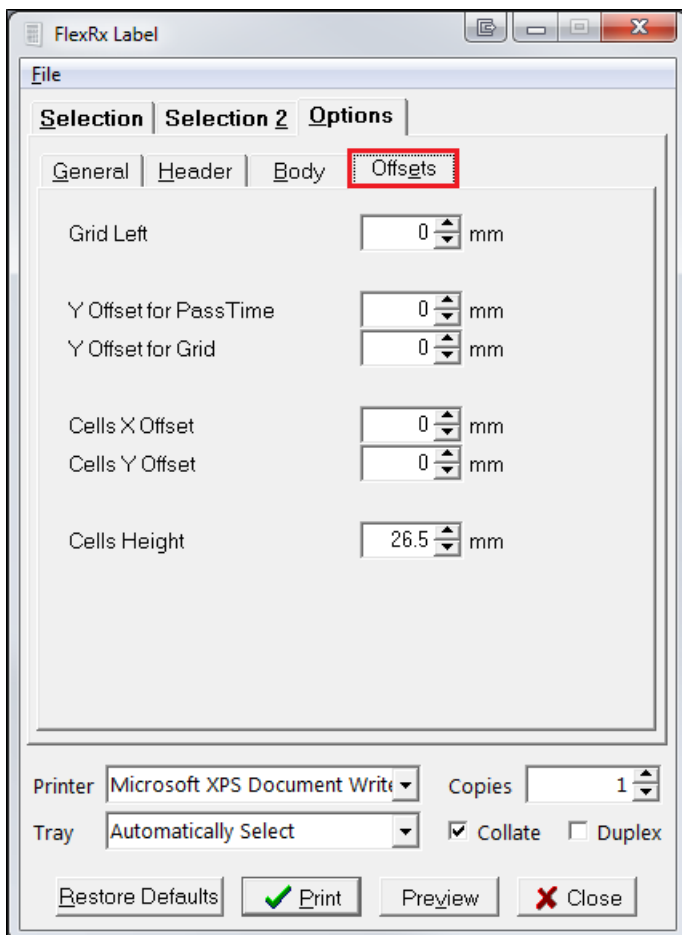


- **Columns order:** Left to Right, or Right to Left; this modifies the position of the cells so that Breakfast starts on the left or on the right and then proceeds with the other pass times.
- **Rows order:** Bottom to Top, or Top to Bottom; this modifies the position of the cells so that the first day of the blister cycle starts on the top or on the bottom and then proceeds with the other days.
- **Print Empty Cells:** When this option is ON, all cells will print on the report whether they contain data or not.
- **Print patient name in uppercase:** The patient's name within the cells will be printed in UPPERCASE.

- **Always print strength:** The strength of the medication will always print on the cells.
- **Print ellipses when text is shortened:** When this option is ON and there is not enough room on the report to accommodate certain text, an ellipsis (...) will print to alert the user that there is more text than was printed.
- **Dispensed Quantity Per Cell:** This option allows users to restrict the number of medications that will be printed on each cell of the report.

Offsets Sub Tab

The **Offsets** sub tab allows you to offset the position of the header and cells on the report. Increasing or decreasing these values will impact the header and cell positions.



The screenshot shows the 'FlexRx Label' configuration window. The 'Options' tab is selected, and the 'Offsets' sub-tab is active. The following settings are visible:

Setting	Value	Unit
Grid Left	0	mm
Y Offset for PassTime	0	mm
Y Offset for Grid	0	mm
Cells X Offset	0	mm
Cells Y Offset	0	mm
Cells Height	26.5	mm

At the bottom of the dialog, there are printer settings: Printer (Microsoft XPS Document Writer), Copies (1), Tray (Automatically Select), and checkboxes for Collate (checked) and Duplex (unchecked). Action buttons include Restore Defaults, Print (with a green checkmark), Preview, and Close (with a red X).

When you have finished configuring the FlexRx™ Label Report, click **Preview** to preview the report, or **Print** to print the report.

Sample FlexRx™ Label Report

- ✓ OUR PHARMACISTS HAVE SUPPLIED YOUR PRESCRIPTIONS IN THIS PACKAGE TO HELP YOU TAKE YOUR MEDICATION AT THE CORRECT TIME.
- ✓ EACH COMPARTMENT CONTAINS YOUR PRESCRIBED MEDICATION FOR A PARTICULAR TIME & DAY OF THE WEEK.
- ✓ ONLY REMOVE THE MEDICATION WHEN IT IS TIME TO TAKE IT.

Doe, Jane
18-Aug-2014

Kroll Nursing Home
100 Krollwin Drive
(111) 222-3333

Doe, Jane

Rx #	Form	Drug	Physician	Initial	MORN	NOON	DINN	EVEN
Filllets	Qty	Directions						
1000027	ML	A Hydrocort (n) 100mg/vial	Dr. Traci, Doe		1	1	1	1
Aug 18-2014	425	TAKE 1 TABLET ONCE DAILY						
1000028	ML	Lidamyon	Dr. Traci, Doe		1	1	1	1
Aug 18-2014	425	TAKE 1 TABLET ONCE DAILY						
1000029	SUP	Acet 325 325mg	Dr. Traci, Doe		1	1	1	1
Aug 18-2014	425	TAKE 1 TABLET ONCE DAILY						
1000031	TAB	Knoctrol/T ableta 325mg	Dr. Traci, Doe		1	1	1	1
Aug 18-2014	425	TAKE 1 TABLET ONCE DAILY						

Rx #	Form	Drug	Physician	Initial	MORN	NOON	DINN	EVEN
Filllets	Qty	Directions						

Morning
Noon
Dinner
Evening

Patient Name: Doe, Jane

Start Date: 18-Aug-2014

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Aug 24/2014 - Sun.Morning

Aug 24/2014 - Sun.Noon

Aug 24/2014 - Sun.Dinner

Aug 24/2014 - Sun.Evening

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Aug 23/2014 - Sat.Morning

Aug 23/2014 - Sat.Noon

Aug 23/2014 - Sat.Dinner

Aug 23/2014 - Sat.Evening

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Aug 22/2014 - Fri.Morning

Aug 22/2014 - Fri.Noon

Aug 22/2014 - Fri.Dinner

Aug 22/2014 - Fri.Evening

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Aug 21/2014 - Thu.Morning

Aug 21/2014 - Thu.Noon

Aug 21/2014 - Thu.Dinner

Aug 21/2014 - Thu.Evening

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Aug 20/2014 - Wed.Morning

Aug 20/2014 - Wed.Noon

Aug 20/2014 - Wed.Dinner

Aug 20/2014 - Wed.Evening

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Aug 19/2014 - Tue.Morning

Aug 19/2014 - Tue.Noon

Aug 19/2014 - Tue.Dinner

Aug 19/2014 - Tue.Evening

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Doe, Jane
1 A Hydrocort (n) 100mg/vial ML
1 Lidamyon ML
1 Acet 325 325mg SUP
1 Knoctrol/T ableta 325mg TAB

Aug 18/2014 - Mon.Morning

Aug 18/2014 - Mon.Noon

Aug 18/2014 - Mon.Dinner

Aug 18/2014 - Mon.Evening

