How to add hospital prescribed medication to the patient medication record on SystmOne

The details of any regular medicines that are taken by a patient, but are not prescribed by the practice, should be available to view on the repeat template screen. This ensures that:

- interactions with other prescribed medications are checked by the clinical system, and

- in the case of any transfer of care, the medication details will also appear on the patient medication summary.

Record as "Other Medication"

- The medication will appear in the medication list and at the bottom of, but not in, the repeat template. This prevents inadvertent supply of a prescription by the practice.

- It will appear on medication summaries etc when generated by the system.

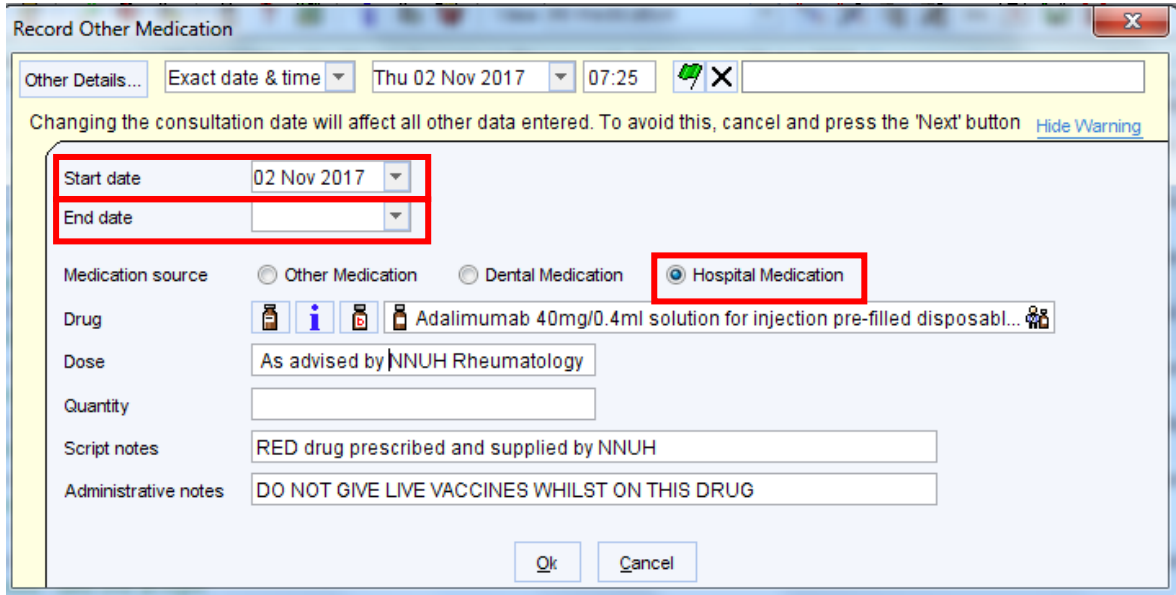- It ensures a drug interaction check with any newly prescribed medication, acute or repeat.

Please note: It may require individual user adjustment of the repeat template screen to be seen.

1. In the patient home screen, right click on 'Medication' on the left hand side of the screen, and choose 'record other medication'.
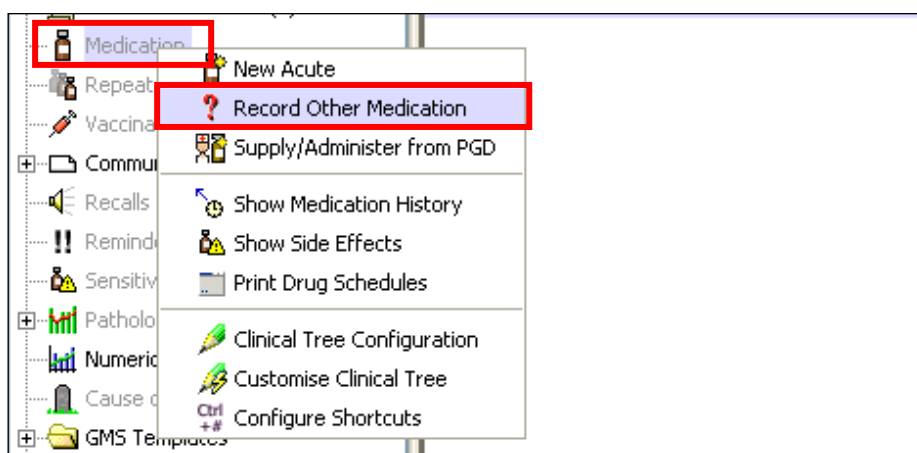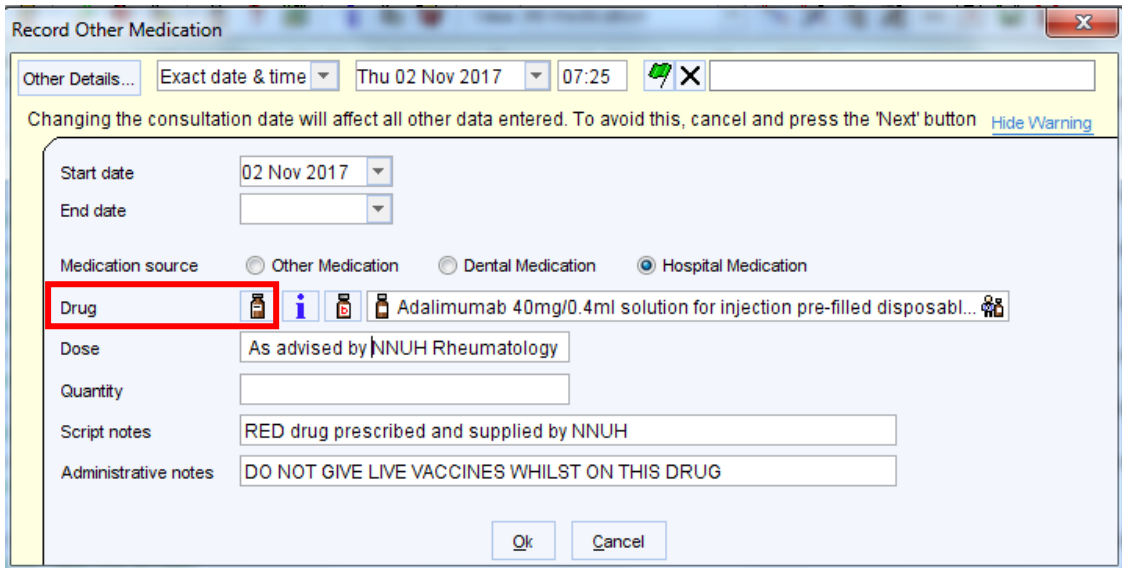
The following screen will appear which will allow you to input the necessary medication details.

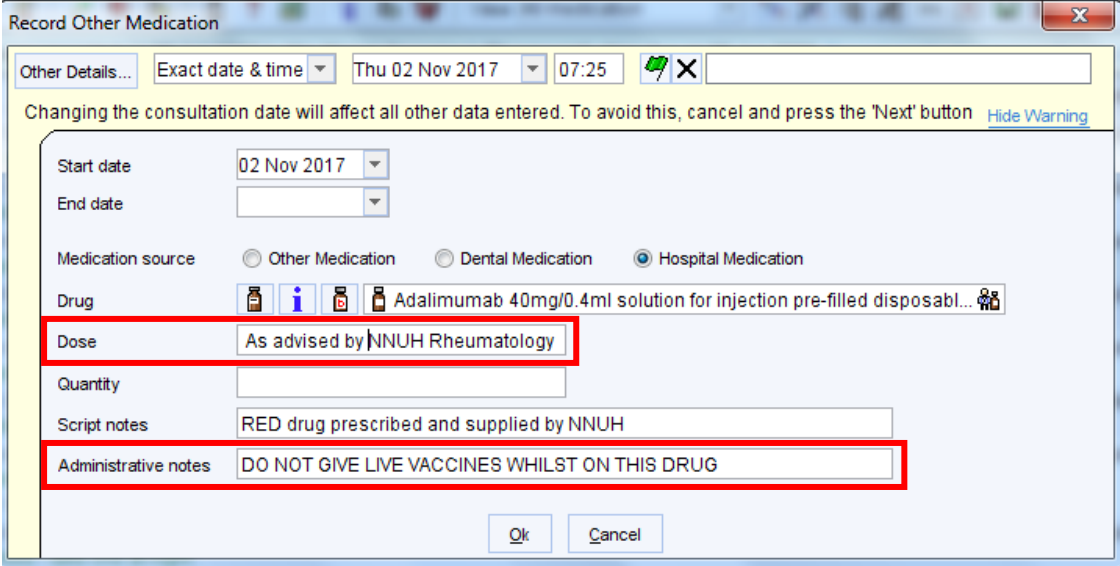2. Click 'Hospital Medication' and add relevant start date and end date (if known)

3. Select the relevant drug in the normal way.
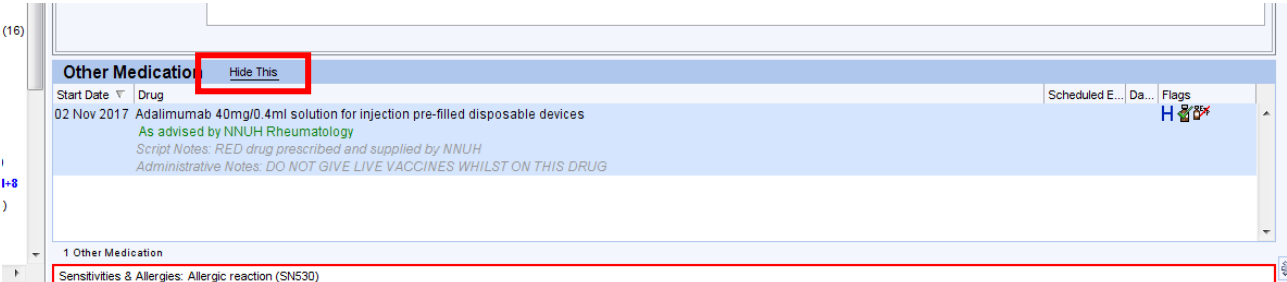
4. Insert all relevant useful information to ensure clarity for anyone accessing the patient's repeat template or for information appearing on a summary. *It is not necessary to add a quantity as this information may not be available.*

5. It will then appear at the bottom of the patient's repeat medication screen:

You can hide the information and make it re-appear to show more drugs on the list by clicking on 'Hide this'. You can also move this section of the repeat screen up or down by hovering over the dividing line until the double ended arrow appears to expand the area on view.

When hidden the following will appear at the bottom of the screen:
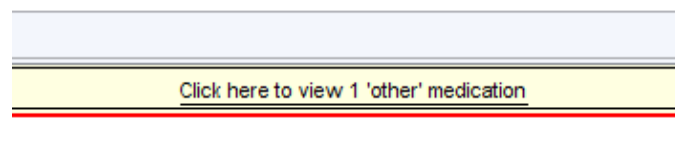
In addition, it will appear in the full medication list annotated with a **blue H flag**

This does not mean the medication has been issued by the practice, but it may appear in any 'acute' medication searches. It is there to show you that the patient has been given this medication elsewhere.

PLEASE NOTE: Any drug added in this way must be treated as a normal repeat template and details should be kept up to date:

- Check any hospital letter for changes of drug, strength, or formulation – In which case, the medication would need to be stopped on the 'other medication' list and replace with the new medication details.
- If the medication is stopped by the hospital it will need to be stopped (removed) from the 'other medication' list. If this is not done it will continue to appear on any interaction list and on any medication summaries.

Other medications not prescribed by the practice can also be recorded in this way:

- Over the counter medication bought by the patient for self-care e.g. Paracetamol or Ibuprofen

- Regular medication prescribed by a dentist e.g. specialist only fluoride preparations.

- Shared care drugs prescribed by the hospital for a short period of time until stable before handover to the GP to prescribe e.g. methotrexate.

  When prescribing is transferred to the GP, remember to stop the shared care drug on the 'Other Medication' list and add to the repeat template.

Version	Date	Author	Status	Comment
2.1	01/11/2024	Medicines Optimisation Repeat Prescribing & Support Team	Final	Supported by PFG and TAG Dec 2024