How to record dispensing of medicines on EMGuidance Script

Step 1. Open the script view page and type in the 8 letter script code

Welcome to EMGuidance Script

Please enter the access code from your patient to gain access.

Script code

Submit

💡 **Tip:** A child's EMGuidance Script profile may be loaded under their guardian or their ID/passport number.

In terms of regulation 33(4) to the Medicines Act "the pharmacist who dispenses a prescription shall verify the authenticity of all prescriptions so dispensed". Unless there is a valid reason for rejecting the prescription's authenticity, the prescription should be honoured, in order to ensure access to healthcare. Kindly inform the prescriber should you have a query on this prescription.

How does it work?

Doctors use advanced electronic signatures to sign scripts and share a link with patients. Scripts are never sent to the patient but are securely kept in the EMG cloud that can be accessed with a unique code.

Patients can access the link but cannot print or alter the script. Patients share a unique code to enter into this page. No other digital script is 100% trackable. This allows you to see who has accessed the script and verify the prescriber to ensure no fraud.

Pharmacists enter the unique code and retrieve the script from the cloud. They can see the complete history and validate the prescriber to dispense with peace of mind that this is the most secure script in SA.

Step 2: Expand the prescriber and patient details if needed:

Dr. Mohammed Dalwai
See more doctor details >

Patient: Everly Potter   FEMALE, 22 yrs
See more patient details >

Dr. Mohammed Dalwai
MBcHB(Stell), PhD(UCT)
MP0684953
GSH, 5600294

Main Road, Observatory, Cape Town, 7935
0214049111

Patient: Everly Potter
ID/Passport: 8709094800081
9 Happy Road, Pharmacy world, Cape Town, 2001
GEMS - Beryl

FEMALE, 22 yrs

Step 3: Review the script validity by checking the tracking history which includes user and dispensing activity

User activity on this script:

Dr. Mohammed Dalwai
✏️ Prescribed & Signed this script   25 Apr 2023 21:45

User activity	Dispensing history

Tuesday 25th April
Mohammed Dalwai
  Script sent via [email]   21:45:24

Wednesday 26th April
Kerry Scott
  Opened this script   11:54:43

By clicking the "Print script" button, the valid signed PDF script will be displayed.

Digitally signed using an Advanced Electronic Signature (AES)
25 Apr 2023 21:45

Dr. Mohammed Dalwai

Unique script code:

YATZGDTU

Print script   Proceed

Dr. Mohammed Dalwai
MBcHB(Stell), PhD(UCT)
MP0684953   Main Road, Observatory, Cape Town, 7935
GSH, 5600294   0214049111

Patient: Everly Potter   FEMALE, 22 yrs
ID/Passport: 8709094800081
9 Happy Road, Pharmacy world, Cape Town, 2001
Tel: +27 82 302 8186
GEMS, Beryl

1. Perindopril, S3
TAB (Oral) - 4mg, daily for 30 days
Repeat: x 5 months, treatment for a total of 6 /12 months
ICD-10: I10

2. Storwin 10mg (Rosuvastatin), S4
Film-coated tablet (Oral) - 10mg, daily for 30 days
Comments: Take it at night
Repeat: x 5 months, treatment for a total of 6 /12 months
Do not substitute

Digitally signed using an Advanced Electronic Signature (AES)
2023-04-25 19:45:34

Dr. Mohammed Dalwai

Script code:
YATZGDTU

Step 4: Update the dispensing history

- The drop down arrow next to each medicine will indicate the number of repeats scripted for that particular medication.
- The signed PDF also provides full detail of repeat information if needed

1. Perindopril, S3
TAB (Oral) - 4mg, daily for 30 days
Repeat: x 5 months, treatment for a total of 6 /12 months
ICD-10: I10

2. Storwin 10mg (Rosuvastatin), S4
Film-coated tablet (Oral) - 10mg, daily for 30 days
Comments: Take it at night
Repeat: x 5 months, treatment for a total of 6 /12 months
Do not substitute

- Each medicine's "Dispensed" drop down list can be updated or alternatively the "Dispensed all" drop down can be selected which will automatically populate the dispensed information for each medication.
- Any relevant notes may be added in the free text "Pharmacy notes" section. For example:
    - If all repeats have been captured on the pharmacy dispensing system but not yet dispensed then a note can be made in the "Pharmacy notes" section.
    - Notes on alternatives dispensed and where less than a full supply of medication has been issued due to stock constraints can also be noted in the "Pharmacy notes" section.

Script summary   Dispensed all: [0 months ▼]

1. Perindopril, S3   ☐ Dispensed alternative
TAB (Oral) - 4mg, daily for 30 days
ICD-10: I10   Dispensed: [0 months ▼]

2. Storwin 10mg, S4   Do not substitute
Rosuvastatin
Film-coated tablet (Oral) - 10mg, daily for 30 days   Dispensed: [0 months ▼]
Comments: Take it at night

Pharmacy notes:

Write a note

Script summary

Dispensed all: Custom ▾

1. Perindopril, S3
TAB (Oral) - 4mg, daily for 30 days
ICD-10: I10

☐ Dispensed alternative

Dispensed: 1 month ▾

2. Storwin 10mg, S4
Rosuvastatin
Film-coated tablet (Oral) - 10mg, daily for 30 days
Comments: Take it at night

Do not substitute

Dispensed: 1 month ▾

Pharmacy notes:

Loaded all repeats onto pharmacy dispensing system.

- Once all relevant dispensing information has been captured - press "Proceed"
- If happy with the dispensing information captured on the Confirm dispensing screen, press Submit.

Confirm dispensing

Once you have confirmed these changes, the activity will be recorded on the user activity and cannot be changed.

1. Perindopril, S3
TAB (Oral) - 4mg, daily for 30 days

1/ 6 months ➖ ➕

2. Storwin 10mg, S4
Film-coated tablet (Oral) - 10mg, daily for 30 days

1/ 6 months ➖ ➕

Pharmacy notes:

Loaded all repeats onto pharmacy dispensing system.

Back   Submit

✓

Script dispensed

This activity has been recorded. You can view this on the right panel of the script.

Done

View script again

- The dispensing information will then appear in the "Dispensing history" tab on the right-hand side of the script view. Any pharmacy notes will appear on the bottom left-hand side of the script view.