

## PRESCRIPTIONS IN DENTICON

- 1. Dr communicates RX need to Treatment Coordinator
- 2. TC reviews allergies and opens RX module within the pts chart in Denticon and creates RX
- 3. Dr signs RX and gives to parent
- 4. If the RX is for a product sold in office, the check-out person is informed and the item is added to the ledger for checkout
- 5. TC includes RX details in progress notes

## ADD A PRESCRIPTION TO A PATIENT RECORD

- Access the Patient Overview by clicking anywhere on the blue bar at the top of the screen
- Access the Prescriptions page- there are two methods:
- (1) click the word "Patient" and choose the "Prescription" option from the drop-down box, or
- (2) click the prescription icon in the picture toolbar.
- Click the Add New button, and select the desired drug name. Remember to indicate the number of refills allowed, and if the prescription must be "Dispense As Written".
- Notes regarding the prescription can be included on the printed prescription by placing text in the Notes section.
- Click the Save button. The prescription is now placed in the list, and is highlighted.
- Click the Print button for a hard-copy of the prescription.
- Click the Save button to close the screen.

Please note that once a prescription is written in a patient record, it cannot be deleted, but you may select strike-off if the prescription was written in error.

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