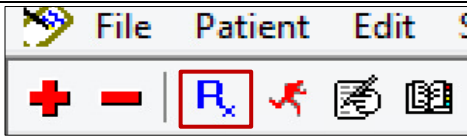
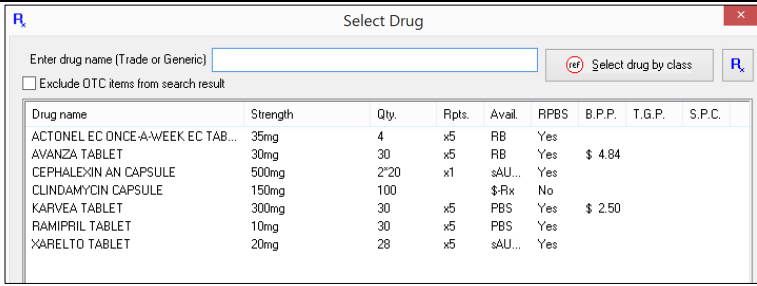
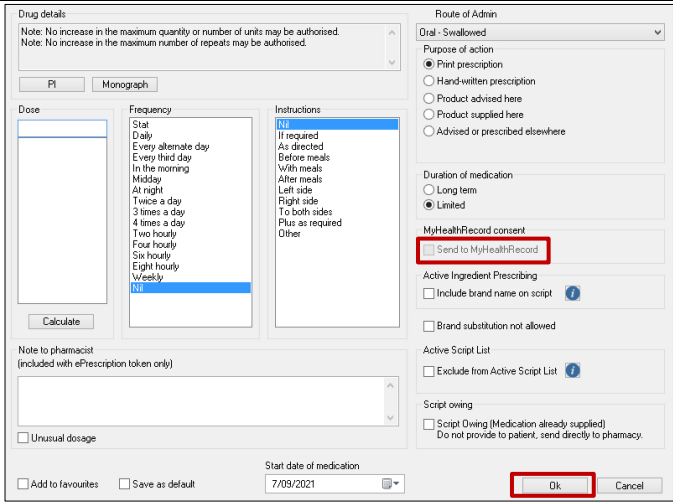


# Stop a prescription record being uploaded to My Health Record

*Note: These steps assume that your software is connected to the My Health Record system, the patient has a My Health Record and their individual healthcare identifier (IHI) has been validated in your system*

| <p><b>STEP 1:</b><br/>Select the <b>Prescribe</b> icon from the toolbar.</p>   |    |           |          |        |       |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
|--|--|-----------|----------|--------|-------|---------|--------|--------|--------|--------|----------------------------------|------|---|----|----|-----|--|--|--|---------------|------|----|----|----|-----|---------|--|--|-----------------------|-------|------|----|--------|-----|--|--|--|---------------------|-------|-----|--|-------|----|--|--|--|---------------|-------|----|----|-----|-----|---------|--|--|-----------------|------|----|----|-----|-----|--|--|--|----------------|------|----|----|--------|-----|--|--|--|
| <p><b>STEP 2:</b><br/>The <b>Select Drug</b> window will appear. Complete the next prescribing steps.</p>  |  <table border="1"> <thead> <tr> <th>Drug name</th> <th>Strength</th> <th>Qty.</th> <th>Rpts.</th> <th>Avail.</th> <th>RPBS</th> <th>B.P.P.</th> <th>T.G.P.</th> <th>S.P.C.</th> </tr> </thead> <tbody> <tr> <td>ACTONEL EC ONCE-A-WEEK EC TAB...</td> <td>35mg</td> <td>4</td> <td>x5</td> <td>RB</td> <td>Yes</td> <td></td> <td></td> <td></td> </tr> <tr> <td>AVANZA TABLET</td> <td>30mg</td> <td>30</td> <td>x5</td> <td>RB</td> <td>Yes</td> <td>\$ 4.84</td> <td></td> <td></td> </tr> <tr> <td>CEPHALEXIN AN CAPSULE</td> <td>500mg</td> <td>2'20</td> <td>x1</td> <td>sAU...</td> <td>Yes</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CLINDAMYCIN CAPSULE</td> <td>150mg</td> <td>100</td> <td></td> <td>\$-Rx</td> <td>No</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KARVEA TABLET</td> <td>300mg</td> <td>30</td> <td>x5</td> <td>PBS</td> <td>Yes</td> <td>\$ 2.50</td> <td></td> <td></td> </tr> <tr> <td>RAMIPRIL TABLET</td> <td>10mg</td> <td>30</td> <td>x5</td> <td>PBS</td> <td>Yes</td> <td></td> <td></td> <td></td> </tr> <tr> <td>XARELTO TABLET</td> <td>20mg</td> <td>28</td> <td>x5</td> <td>sAU...</td> <td>Yes</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | Drug name | Strength | Qty.   | Rpts. | Avail.  | RPBS   | B.P.P. | T.G.P. | S.P.C. | ACTONEL EC ONCE-A-WEEK EC TAB... | 35mg | 4 | x5 | RB | Yes |  |  |  | AVANZA TABLET | 30mg | 30 | x5 | RB | Yes | \$ 4.84 |  |  | CEPHALEXIN AN CAPSULE | 500mg | 2'20 | x1 | sAU... | Yes |  |  |  | CLINDAMYCIN CAPSULE | 150mg | 100 |  | \$-Rx | No |  |  |  | KARVEA TABLET | 300mg | 30 | x5 | PBS | Yes | \$ 2.50 |  |  | RAMIPRIL TABLET | 10mg | 30 | x5 | PBS | Yes |  |  |  | XARELTO TABLET | 20mg | 28 | x5 | sAU... | Yes |  |  |  |
| Drug name  | Strength   | Qty.      | Rpts.    | Avail. | RPBS  | B.P.P.  | T.G.P. | S.P.C. |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| ACTONEL EC ONCE-A-WEEK EC TAB...   | 35mg   | 4         | x5       | RB     | Yes   |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| AVANZA TABLET  | 30mg   | 30        | x5       | RB     | Yes   | \$ 4.84 |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| CEPHALEXIN AN CAPSULE  | 500mg  | 2'20      | x1       | sAU... | Yes   |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| CLINDAMYCIN CAPSULE  | 150mg  | 100       |          | \$-Rx  | No    |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| KARVEA TABLET  | 300mg  | 30        | x5       | PBS    | Yes   | \$ 2.50 |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| RAMIPRIL TABLET  | 10mg   | 30        | x5       | PBS    | Yes   |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| XARELTO TABLET   | 20mg   | 28        | x5       | sAU... | Yes   |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| <p><b>STEP 3:</b><br/>In the <b>Enter Dose</b> window, deselect the <b>Send to My Health Record</b> checkbox towards the left of the screen under <b>My Health Record consent</b>.</p> <p>Click <b>OK</b> to finalise the prescription record.</p> <p>The prescription record will not be uploaded to the patient's My Health Record.</p>  |    |           |          |        |       |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |
| <p><b>Useful links</b></p> <ul style="list-style-type: none"> <li>• How and when to view a My Health Record:<br/><a href="https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/view-my-health-record">https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/view-my-health-record</a></li> <li>• For upcoming training opportunities, visit Events and Webinars:<br/><a href="https://www.digitalhealth.gov.au/newsroom/events-and-webinars">https://www.digitalhealth.gov.au/newsroom/events-and-webinars</a></li> </ul> |  |           |          |        |       |         |        |        |        |        |                                  |      |   |    |    |     |  |  |  |               |      |    |    |    |     |         |  |  |                       |       |      |    |        |     |  |  |  |                     |       |     |  |       |    |  |  |  |               |       |    |    |     |     |         |  |  |                 |      |    |    |     |     |  |  |  |                |      |    |    |        |     |  |  |  |

For assistance contact the My Health Record helpline on **1800 723 471** or email [help@digitalhealth.gov.au](mailto:help@digitalhealth.gov.au)