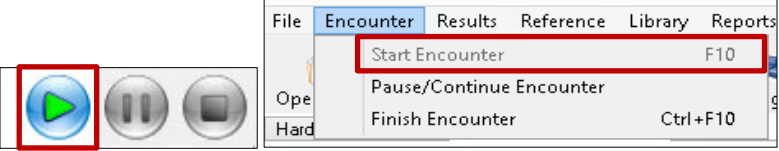

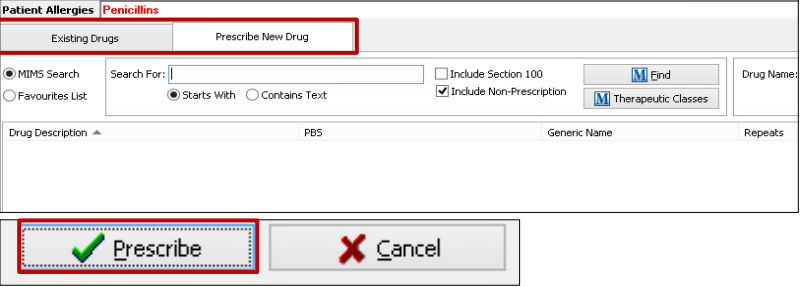
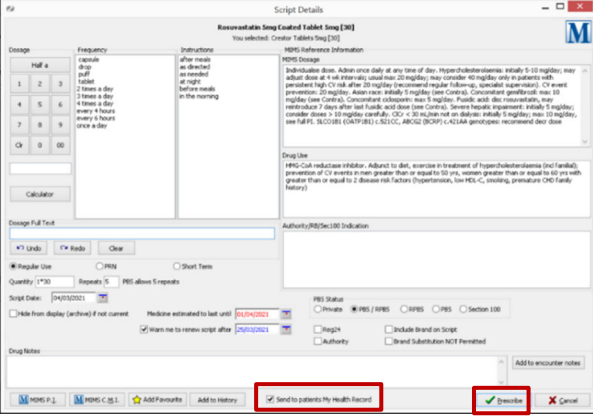


# Stop a prescription record being uploaded to My Health Record

*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> From the patient's clinical record, select the green <b>Start Encounter</b> icon on the far left or select it from the top menu (or press <b>F10</b>).</p>	
<p><b>STEP 2:</b> Select the <b>Prescribe Medication</b> icon from the toolbar</p>	
<p><b>STEP 3:</b> The next screen will default to the <b>Prescribe New Drug</b> display. You can change to the prescribe <b>Existing Drugs</b> display. Once a medication is highlighted, double click it then select <b>Prescribe</b> in the next window.</p>	
<p><b>STEP 4:</b> In the next <b>Script Details</b> screen, deselect the <b>Send to patients My Health Record</b> checkbox at the bottom. Click <b>Prescribe</b> to finalise the prescription record.</p>	
<p><b>STEP 5:</b> 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>For upcoming training opportunities, visit Events and Webinars: <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)