

Check In – Care Home to Schedule (TBC) Continuous Calendar

If a TBC calendar was filled in for an entire cycle, then you'll have the option to copy this across into the next cycle instead of having to fill the calendar in again.



Click on the Check In icon.



Select the TBC medication.



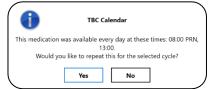


Select 'In Stock' from the drop-down list and 'Check In'.

At this stage, if required, you will be asked for a 2^{nd} signature.

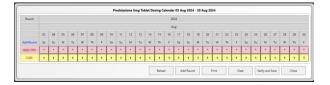
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If this medication was in the previous cycle and the calendar was plotted for the entire cycle, you will get a message asking if you want to copy the previous calendar.

Click no and it will take you to the normal dosage calendar that needs to be filled in.



Click yes and it will load the dosage calendar already filled in.

Now close.

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