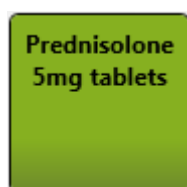


Check In – Composite medications (reducing and variable doses)

A medication sent as a COM med can have a dosage calendar set up where the dose for each day/round can be individually set.



Click on the **Check In** icon.



Select a medication that has been entered as a COM medication, i.e. a variable dose medication.



Select the Dosage Calendar.

The screenshot shows the 'Prednisolone 5mg tablets Composite Dosing Calendar' for the period 19 January 2018 to 15 February 2018. A 'Dosage Instructions' dialog box is open, displaying the following fields:

- Round: 0000
- Selected Dates: 19/01/2018
- Take Quantity: (empty)
- Instructions For Use: (empty)

Buttons at the bottom of the dialog include 'Update', 'Clear Selected', and 'Close'. The background calendar shows days of the week (F, Sa, Su, M, Tu, W, Th, F, Sa, Su, M, Tu, W, Th, F, Sa, Su, M, Tu, W, Th) and dates (19 to 15). A 'Verify and Save' button is visible at the bottom right of the calendar area.

The Dosage Calendar will appear. Click the cell you wish to enter a dosage for and enter the dose. If the same dose is to be given on multiple days, then select these dates using the calendar button. Complete the calendar as required.

The screenshot shows the completed 'Prednisolone 5mg tablets Composite Dosing Calendar' for the period 19 January 2018 to 15 February 2018. The calendar now displays dosages for each day:

Round	19	20	21	22	23	24	25	26	27	28	29	30	31	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
0000	4	4	4	4	4	4	4	4	4	4	4	4	4	4	3	3	3	3	3	3	3	2	2	2	2	2	2	2

Buttons at the bottom include 'Verify and Save', 'Clear', and 'Close'.

Once completed click Verify and Save. This medication will now show to give the entered number of tablets on the corresponding day.