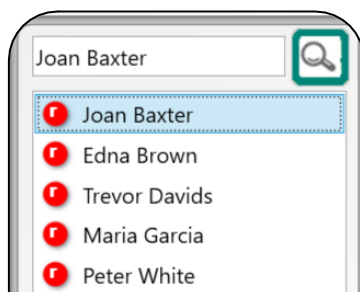


## Check In – Edit Stop Date (Stopping Medication)

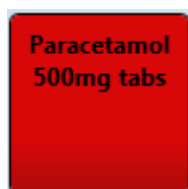
This is for if the medication has been stopped by a GP.



Click on the **Check In** icon.



Select the appropriate **resident**.

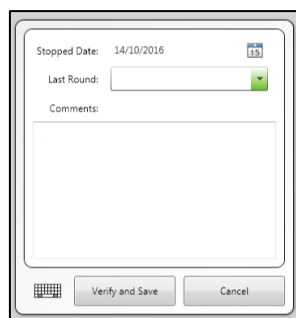


Click the medication you want to edit the round times for (e.g.: Paracetamol).



**Edit Stop Date**

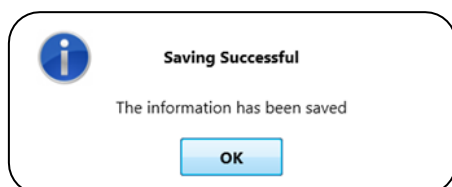
Click on the **Edit Stop Date** icon.



Select the **Stop Date** using the Calendar, enter the last round from the drop-down box and enter comments, then click on **Verify and Save**.



A second sign in is required by another member of staff to ensure the changes are correct. Click **Continue**.



Continue check in as normal then select the **Check In** icon. A **Saving Successful** box will appear. Click **OK**.

Breakfast: 08:30 **1** Dinner: 16:30 **1**  
 From: 10/10/2016 To: 14/10/2016 Dinner

The new stop date will appear on the screen. The medication will only appear on the MAR Chart until the stop date.