

Reports – MAR Sheets



Select the **Reports** icon.



Click on the **Mar Sheets** icon.

Care Home:

All Units

Service User Status:

In residence

Service User:

Jean Ackers

Cycle

16 May 2024 - 12 Jun 2024

Medication Form:

All

Medication Type:

All

Medications:

All

☐ Show Comments

Choose which **resident** and **cycle** you wish to view mar sheet(s) for.

Tick the Show Comments box if you wish to see administration notes.



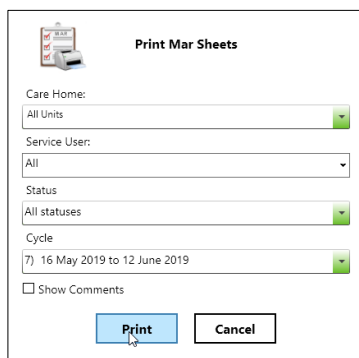
Click the **Run Report** icon. It is now ready to view.



If the report is too wide for the page, click **page view** options to the top left of the mar sheet.



For printing multiple service user mar sheets at once select the **Print Multiple Reports** Icon instead.



Print Mar Sheets

Care Home: All Units

Service User: All

Status: All statuses

Cycle: 7) 16 May 2019 to 12 June 2019

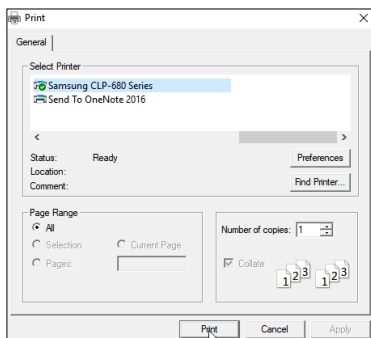
☐ Show Comments

Print **Cancel**

The **Print Mar Sheets** window will appear.

Narrow down the results by selecting necessary criteria from the drop downs i.e. Status and Cycle

Tick/Untick the show comments box and select **Print**.



Print

General

Select Printer

☒ Samsung CLP-680 Series

☐ Send To OneNote 2016

Status: Ready

Location:

Comment:

Page Range

☒ All

☐ Selection

☐ Pages:

Number of copies: 1

☒ Collate

Print **Cancel** **Apply**

Choose the desired printer, select the number of copies and press **Print**.