





CMM EPMA QRG - Discharge Summary Physical Health - Prescribing on Discharge Rx

Introduction

- This user guide has been created to show system functionality not clinical processes and should be used in conjunction with the relevant Standard Operating Procedures (SOP) for your appropriate service.
- Any changes will be updated and published online, and staff should be aware that any printed copies of the guide are only correct at the time of printing and should constantly check the online version for updates.
- The following support materials are available from these locations:
[Course: Online System Resources \(cpft.nhs.uk\)](#)
[Digimedts | CPFT NHS Trust](#)
- When in CMM Desktop you can press  the at the top right of the screen for Help
- When in CMM Web you can press  the at the top right of the screen for Help

Revision History

Revision date	Version	Summary of Changes	Author
26/02/25	1	Initial document	Megan Moore
18/8/25	1.1	Amendments	Megan Moore

Approvals

Name	Title	Signature	Date	Version
George Griffiths	Lead Pharmacist – Digital Medicines Optimisation and EPMA	e-approved	18Jul25	1.0
Claire Nash	Specialist Pharmacy Technician – Digital Medicines Optimisation and EPMA	e-approved	5Sep25	1.1



Creating and Completing a Discharge Prescription on CMM EPMA

This Quick reference guide provides instruction on how to create a discharge prescription on Discharge Rx in the CMM EPMA system and must be completed in accordance with MMSOP011.

The Discharge Rx can be created, completed, and edited at any time prior to discharge. It is important to note that once the Discharge Rx has been completed, any changes made to the prescriptions on the Inpatient Rx must also be updated on the Discharge Rx.

Step 1: After accessing the patient record, **click the Discharge Rx tab.**

Home Inpatient Finder v8 SP3 TEST DR A DOCTOR My Account Logout

PAN, Peter Born 18-Jun-2002 (22 y) Gender Male NHS No. 611 719 1197

Address 6 Lodge House Neverland PE33 5TT Hospital No. 78901 Allergy Status Recorded allergies

Consultant CONSULTANT, DUMMY Ward G.M.H. Body Surface Area Weight Height

Communication zone

ADD DRUG PREVIOUS CARE EPISODE BULK CHANGE DRUG CLINICAL INFORMATION PATIENT NOTES HELP

Inpatient Rx **Discharge Rx** Short Term Leave Rx Discontinued Rx Monitoring & Assessment Conflict Log Administration

Sort items by: Order Add/Modify date A-Z BNF Chapter Order start date Order Type View: Legend

REGULAR	21-MAR-2025	22-MAR-2025	23-MAR-2025	24-MAR-2025	25-MAR-2025	26-MAR-2025	27-MAR-2025
Aripiprazole 5mg tablets							
Dose 5 mg	Rx on 24-Mar-2025 08:55 Route Oral Directions Once a day in the morning						
Venlafaxine 225mg modified-release capsules							
Dose 450 mg	Rx on 24-Mar-2025 08:54 Route Oral Directions Once a day in the morning						
Paracetamol 500mg tablets	Last administration <none> PRN order						
Dose 1000 mg	Rx on 24-Mar-2025 08:54 Route Oral Directions Four hourly Administration History						

Step 2: The discharge prescription will be displayed as a draft. To add medications from the Inpatient Rx, **click on ADD DRUG FROM INPATIENT.**

Home Inpatient Finder v8 SP3 TEST DR A DOCTOR My Account Logout

PAN, Peter Born 18-Jun-2002 (22 y) Gender Male NHS No. 611 719 1197

Address 6 Lodge House Neverland PE33 5TT Hospital No. 78901 Allergy Status Recorded allergies

Consultant CONSULTANT, DUMMY Ward G.M.H. Body Surface Area Weight Height

Communication zone

ADD DRUG **ADD DRUG FROM INPATIENT** RX COMPARISON DISCHARGE LETTER COMPLETE DISCHARGE PREV. CARE EPISODE BULK CHANGE DISCHARGE HISTORY PATIENT NOTES HELP

Inpatient Rx **Discharge Rx** Short Term Leave Rx Discontinued Rx Monitoring & Assessment Conflict Log Administration

Discharge Prescription is in DRAFT

Discharge Prescription is in DRAFT

Note: There is also an 'ADD DRUG' function which allows you to prescribe a new medication straight on to the Discharge Rx, however all prescriptions on discharge should be prescribed on the inpatient Rx and therefore this should only be used when it is not possible or practical to add drug from inpatient Rx for example when prescribing titrating medications.



Step 3: The **Inpatient Orders** will be displayed. **Select** the tick box 'Add to Discharge' to add the prescription to the **Discharge Rx**.

Inpatient Orders				Instructions	Supply
PRN	NOTE				
NovoRapid FlexPen (Insulin Aspart) 100units/ml			Dose 10 unit	Frequency Three times daily wi...	<input type="checkbox"/> Add to Discharge
Route Subcutaneous	Start 24-Mar-2025 08:51	Stop	BNF Insulin	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>
PRN					
Paracetamol 500mg tablets			Dose 1000 mg	Frequency Four hourly	<input type="checkbox"/> Add to Discharge
Route Oral	Start 24-Mar-2025 08:54	Stop	BNF Non-opioid analgesics & compound analgesic preps	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>
REGULAR					
# Insulin - see PRN section for variable dose			Dose 1 See Note	Frequency Three times daily wi...	<input type="checkbox"/> Add to Discharge
Route Not Applicable	Start 24-Mar-2025 12:00	Stop	BNF Miscellaneous and Other	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>
REGULAR					
Simvastatin 20mg tablets			Dose 20 mg	Frequency Once a day at night	<input type="checkbox"/> Add to Discharge
Route Oral	Start 24-Mar-2025 22:00	Stop	BNF Lipid-regulating drugs	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>
REGULAR					
Aripiprazole 5mg tablets			Dose 5 mg	Frequency Once a day in the m...	<input type="checkbox"/> Add to Discharge
Route Oral	Start 25-Mar-2025 08:00	Stop	BNF Antipsychotic drugs	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>

Note: # Placeholders should not be added to the **Discharge Rx**.

Step 4: When selecting most regular prescriptions, the number of days to supply will automatically populate to 14 days. PRNs and some regular prescriptions will require the prescriber to manually enter the number of days to supply.

Inpatient Orders				Instructions	Supply
PRN	NOTE				
NovoRapid FlexPen (Insulin Aspart) 100units/ml			Dose 10 unit	Frequency Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge
Route Subcutaneous	Start 24-Mar-2025 08:51	Stop	BNF Insulin	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>
PRN					
Paracetamol 500mg tablets			Dose 1000 mg	Frequency Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge
Route Oral	Start 24-Mar-2025 08:54	Stop	BNF Non-opioid analgesics & compound analgesic preps	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>
REGULAR					
# Insulin - see PRN section for variable dose			Dose 1 See Note	Frequency Three times daily wi...	<input type="checkbox"/> Add to Discharge
Route Not Applicable	Start 24-Mar-2025 12:00	Stop	BNF Miscellaneous and Other	<input checked="" type="checkbox"/> GP to continue	Days <input type="text"/>
REGULAR					
Simvastatin 20mg tablets			Dose 20 mg	Frequency Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge
Route Oral	Start 24-Mar-2025 22:00	Stop	BNF Lipid-regulating drugs	<input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR					
Aripiprazole 5mg tablets			Dose 5 mg	Frequency Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge
Route Oral	Start 25-Mar-2025 08:00	Stop	BNF Antipsychotic drugs	<input checked="" type="checkbox"/> GP to continue	Days 14

Note: The number of days to supply is mandatory and must be entered or you will be unable to continue.



Step 5: Medications are set with a default regarding whether the GP should continue the supply. This can be amended if required by clicking on the tick box.

- If ticked, this means the default is set for GP to continue to supply the medication.
- If left unticked, the default is set for the GP not to continue the supply after discharge (e.g. clozapine or depot injections).
- If there is no default set, then you will be required to decide at this time if the GP needs to continue the supply. Click the tick box to enter a tick or click again to leave it blank.

Inpatient Orders				Instructions	Supply
REGULAR	Simvastatin 20mg tablets	Dose 20 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR	Aripiprazole 5mg tablets	Dose 5 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR	Venlafaxine 225mg modified-release capsules	Dose 450 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR NOTE	Drug or product not on EPMA	Dose 1 See Note	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR	Zuclopenthixol decanoate 500mg/1ml solution for injection	Dose 500 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input type="checkbox"/> GP to continue	Days 14

Step 6: Once all prescriptions have been selected, click **Save** to add to the Discharge Rx.

Note: Ensure you have scrolled down to view all the prescriptions.

Inpatient Orders				Instructions	Supply
REGULAR	Simvastatin 20mg tablets	Dose 20 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR	Aripiprazole 5mg tablets	Dose 5 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR	Venlafaxine 225mg modified-release capsules	Dose 450 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input checked="" type="checkbox"/> GP to continue	Days 14
REGULAR NOTE	Drug or product not on EPMA	Dose 1 See Note	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input type="checkbox"/> GP to continue	Days 14
REGULAR	Zuclopenthixol decanoate 500mg/1ml solution for injection	Dose 500 mg	Added to Discharge Prescription	<input checked="" type="checkbox"/> Add to Discharge <input type="checkbox"/> GP to continue	Days 14

If there are **Drug conflicts**, a **Rationale** will need to be selected to continue. Once selected, **click Save**.

Drug Conflicts (against existing orders) X

● Select an override rationale, cancel this order, or cancel the existing order to proceed.

HELP

The following conflicts have been identified

Paracetamol 500mg tablets contains Paracetamol causing Constipation in the patient.	Rationale
Type ALLERGY	Choose rationale ! v
Aripiprazole 5mg tablets and Venlafaxine 225mg modified release capsules. May increase risk of serotonin syndrome.	Choose rationale ! v
Type INTERACTION Severity 	Choose rationale ! v
Patient is already receiving Zuclopenthixol decanoate 500mg/1ml depot injection which is a therapeutic duplicate of Arip...	Choose rationale ! v
Type PHARMACEUTICAL EQUIVALENT	

The system cannot check for following items (you should check for conflicts manually):

- Drug or product not on EPMA
- Drug or product not on EPMA

Cancel Save

Step 7: All the selected prescriptions will then appear on the **Discharge Rx**.

Click on **RX COMPARISON** to compare the orders currently prescribed on the **Inpatient Rx** and the **Discharge Rx**.

Home Inpatient Finder **v8 SP3 TEST** DR A DOCTOR My Account Logout

PAN, Peter		Born 18-Jun-2002 (22 y)	Gender Male	NHS No. 611 719 1197
Address 6 Lodge House Neverland PE33 5TT		Hospital No. 78901	Allergy Status Recorded allergies	
Consultant CONSULTANT, DUMMY	Ward G.M.H.	Body Surface Area	Weight	Height

Communication zone

ADD DRUG ADD DRUG FROM INPATIENT **RX COMPARISON** DISCHARGE LETTER COMPLETE DISCHARGE PREV. CARE EPISODE BULK CHANGE DISCHARGE HISTORY PATIENT NOTES HELP

Inpatient Rx **Discharge Rx** Short Term Leave Rx Discontinued Rx Monitoring & Assessment Conflict Log Administration

Sort items by: Order Add/Modify date A-Z BNF Chapter Order start date

Discharge Prescription is in DRAFT

REGULAR				
Aripiprazole 5mg tablets				
Route Oral	Rx on 24-Mar-2025 09:22	Verification status Not verified	Prescriber DR A DOCTOR	BNF Antipsychotic drugs
Venlafaxine 225mg modified-release capsules				
Route Oral	Rx on 24-Mar-2025 09:22	Verification status Not verified	Prescriber DR A DOCTOR	BNF Other antidepressant drugs
PRN				
Paracetamol 500mg tablets				
Route Oral	Rx on 24-Mar-2025 09:22	Verification status Not verified	Prescriber DR A DOCTOR	BNF Non-opioid analgesics & compound analgesic preps



Step 8: Check all relevant orders from the [Inpatient Rx](#) have been added to the [Discharge Rx](#).

Note: Order notes need to be added for prescriptions with a site of administration e.g. prescriptions with topical or Ocular routes, to indicate the site of administration as they do not pull through with the prescription on the Discharge medicines list.

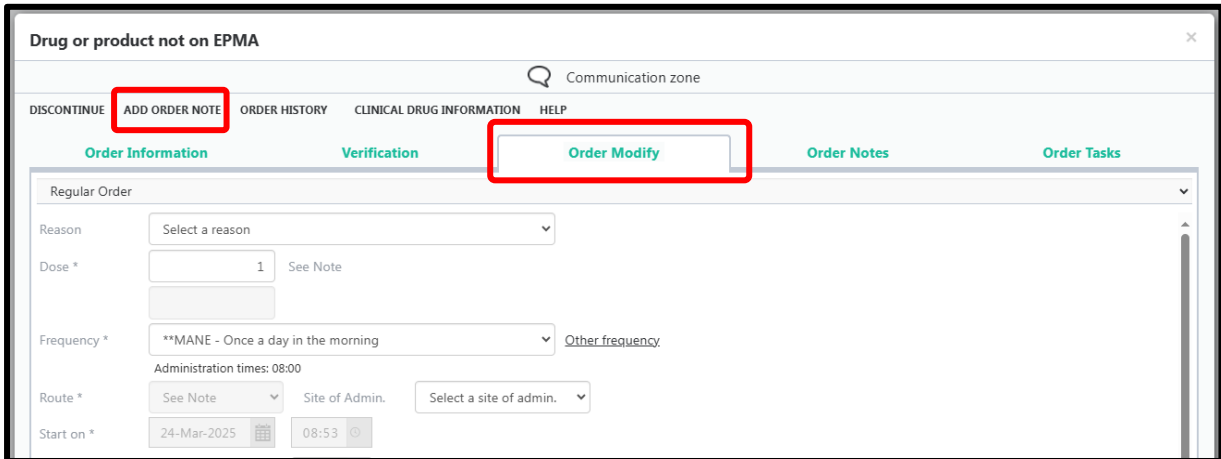
Step 9: Check for any [Order Notes](#) on the [Inpatient Rx](#) prescriptions and attach any relevant notes for discharge to the orders on the [Discharge Rx](#) prescriptions.

Click the order line under the [Discharge Rx](#) column to open the [Order Information](#) and begin adding the note.

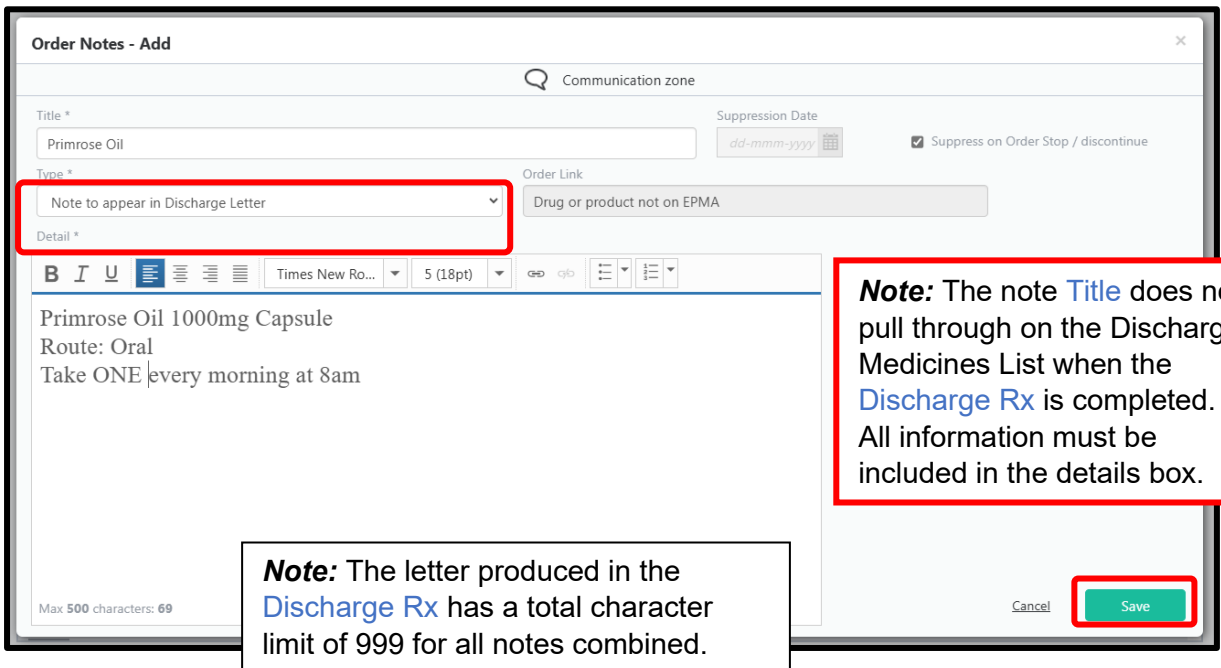
Note: To see the original note, select the order on the [Inpatient Rx](#) list and click on the [Order Notes](#) tab to view the note.

Note: Be cautious adding [Order Notes](#) when there is multiple 'Drug or Product not on EPMA' prescribed. Always double check the frequency to ensure you are adding the note to the relevant order.

Click on the **Order Modify** tab and click **ADD ORDER NOTE**.



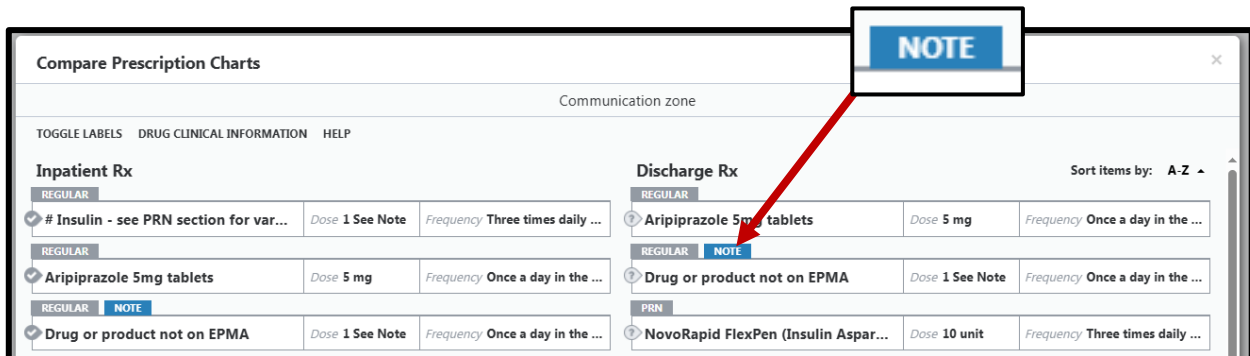
Add **Title**, **Type** as 'Note to appear in discharge letter', and **Detail**. Click **Save**.



Note: The note **Title** does not pull through on the Discharge Medicines List when the **Discharge Rx** is completed. All information must be included in the details box.

Note: The letter produced in the **Discharge Rx** has a total character limit of 999 for all notes combined.

A blue **NOTE** tag will appear on the order line once an **Order Note** has been added.





Step 10: Check to see if any medications need to be modified.

For Example: If any regular medications are prescribed as PRNs i.e. Variable dose insulin or irregular warfarin, you will need to change the order type to regular by modifying the order.

Click the order under the **Discharge Rx** column to open the **Order Information**.

Click on the **Order Modify** tab and change the order type.

It is also possible to amend the number of days to supply and if you want the GP to continue the supply.



Once modified select the following reason 'Required for Discharge Rx' for modifying the order and **click Confirm**.

NovoRapid FlexPen (Insulin Aspart) 100units/ml

Communication zone

DISCONTINUE ADD ORDER NOTE ORDER HISTORY CLINICAL DRUG INFORMATION HELP

Order Information Verification Order Modify Order Notes Order Tasks

Regular Order

Reason: Select a reason (dropdown menu open, 'Required for Discharge Rx' selected)

Dose *: Dose calculator

Frequency *: Other frequency

Route *: (dropdown menu)

Start on *: (dropdown menu)

Days of treatment: (spinner)

Doses of treatment: (spinner)

Days to supply: 14

Number of packs: (spinner)

GP to continue therapy* Yes No

* required order information.

Cancel Confirm

Once all prescriptions have been reviewed and Order Notes added, **click X** on the **RX COMPARISON** screen to return to the **Discharge Rx** tab.

Compare Prescription Charts

You have successfully modified the order.

TOGGLE LABELS DRUG CLINICAL INFORMATION HELP

Inpatient Rx Discharge Rx Sort items by: A-Z

REGULAR	Dose	Frequency
# Insulin - see PRN section for var...	Dose 1 See Note	Frequency Three times daily ...
Aripiprazole 5mg tablets	Dose 5 mg	Frequency Once a day in the ...
Drug or product not on EPMA	Dose 1 See Note	Frequency Once a day in the ...
NovoRapid FlexPen (Insulin Aspar...	Dose 10 unit	Frequency Three times daily ...
NovoRapid FlexPen (Insulin Aspar...	Dose 10 unit	Frequency DISCONTINUED..

Step 11: If an order needs to be removed from the Discharge Rx, **Select** order line to open the **Order information**.

Home Inpatient Finder v8 SP3 TEST A PHARMACIST MH My Account Logout

PAN, Peter Born 18-Jun-2002 (22 y) Gender Male NHS No. 611 719 1197

Address 6 Lodge House Neverland PE33 5TT Hospital No. 78901 Allergy Status Recorded allergies

Consultant CONSULTANT, DUMMY Ward G.M.H. Body Surface Area Weight Height

Communication zone

ADD DRUG ADD DRUG FROM INPATIENT RX COMPARISON DISCHARGE LETTER COMPLETE DISCHARGE PREV. CARE EPISODE BULK CHANGE DISCHARGE HISTORY PATIENT NOTES HELP

Inpatient Rx Discharge Rx Short Term Leave Rx Discontinued Rx Monitoring & Assessment Conflict Log Administration

Sort items by: Order Add/Modify date A-Z BNF Chapter Order start date

Discharge Prescription is in DRAFT

REGULAR	Dose	Frequency
Aripiprazole 5mg tablets	Dose 5 mg	Frequency Once a day in the morning
NovoRapid FlexPen (Insulin Aspart) 100units/ml	Dose 10 unit	Frequency Three times daily with food (breakfast, lunch, eve...



Click on the **Order Modify** tab.

Aripiprazole 5mg tablets

Communication zone

ORDER HISTORY CLINICAL DRUG INFORMATION HELP

Order Information Verification **Order Modify** Order Notes Order Tasks

REGULAR NON STOCK

Aripiprazole 5mg tablets

Dose 5 mg	Route Oral	Directions Once a day in the morning
Prescriber A PHARMACIST MH	Rx on 24-Mar-2025 13:44	Duration Supply 14 days GP Continue Yes
BNF Antipsychotic drugs	Ward G.M.H.	

• Order History

Step 12: Click **DISCONTINUE** and enter the reason for discontinuing.

Aripiprazole 5mg tablets

Communication zone

DISCONTINUE ADD ORDER NOTE ORDER HISTORY CLINICAL DRUG INFORMATION HELP

Order Information Verification **Order Modify** Order Notes Order Tasks

Regular Order

Reason Select a reason

Dose * 5 mg

1 Tablet

Note: When discontinuing the order from here, it will only be removed from the Discharge Rx.

Step 13: Changes to Medications and Medicines Management Needs should also be record as part of the CMM Discharge medicines list, Click on **PATIENT NOTES** to add or review the existing notes

Home Inpatient Finder v8 SP3 TEST DR A DOCTOR My Account Logout

PAN, Peter Born 18-Jun-2002 (22 y) Gender Male NHS No. 611 719 1197

Address 6 Lodge House Neverland PE33 5TT Hospital No. 78901 Allergy Status Recorded allergies

Consultant CONSULTANT, DUMMY Ward G.M.H. Body Surface Area Weight Height

Communication zone

ADD DRUG ADD DRUG FROM INPATIENT RX COMPARISON DISCHARGE LETTER COMPLETE DISCHARGE PREV. CARE EPISODE BULK CHANGE DISCHARGE HISTORY **PATIENT NOTES** HELP

Inpatient Rx **Discharge Rx** Short Term Leave Rx Discontinued Rx Monitoring & Assessment Conflict Log Administration

Sort items by: Order Add/Modify date A-Z BNF Chapter Order start date

Discharge Prescription is in DRAFT

REGULAR	NovoRapid FlexPen (Insulin Aspart) 100units/ml	Dose 10 unit	Frequency Three times daily with food (breakfast, lunch, eve...
	Route Subcutaneous Rx on 24-Mar-2025 10:15 Verification status Not verified Prescriber DR A DOCTOR BNF Insulin		
REGULAR	Aripiprazole 5mg tablets	Dose 5 mg	Frequency Once a day in the morning
	Route Oral Rx on 24-Mar-2025 09:22 Verification status Not verified Prescriber DR A DOCTOR BNF Antipsychotic drugs		



If the Changes to Medications and Medicines Management Needs are already recorded as a patient note, these must be reviewed ensuring the note type set to 'note to appear in discharge letter'.

If it is not set as this **click** on [Edit Note](#) to change the note [Type](#) to 'Note to appear in discharge letter'.

Patient Notes

Communication zone

ADD NOTE VIEW SUPPRESSED NOTES PRINT NOTE PRINT ALL NOTES HELP

Medicines Management needs
Pharmacy Note

Changes to Medication
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Dose instructions
Note to appear in Discharge Letter

Title: Medicines Management needs
Created: 24-Jun-2025 11:37
Author: Megan Moore
Type: Pharmacy Note

Medicines Mangment needs
Patient meds to go in a 7 day blister suplied by boots cambridge 01223 876900

[Edit Note](#)

Note: Order Notes added to the orders on the Discharge Rx will also appear in Patient Notes along with the Order Notes from the Inpatient Rx. This means there will be a duplication of notes.

If not recorded **click** on [Add Note](#). **Add** the title in the title box. This must also be entered in the details box below so that in can appear on the discharge medicines list.

Select the type as 'note to appear on discharge letter' and then **enter** the relevant information into the details box below. **Click save** to save the patient note then X to close and return to the discharge Rx

Patient Notes

This note has earlier versions available. See Patient Note History.

ADD NOTE VIEW SUPPRESSED NOTES HISTORY PRINT NOTE PRINT ALL NOTES HELP

Medicines Management needs
Note to appear in Discharge Letter

Changes to Medication
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Drug information
Note to appear in Discharge Letter

Dose instructions
Note to appear in Discharge Letter

Allergy Note- Simvastatin
Allergic Reaction

Title: Medicines Management needs
Created: 24-Jun-2025 11:46
Author: Megan Moore
Type: Note to appear in Discharge Letter

Medicines Mangment needs
Patient meds to go in a 7 day blister suplied by boots cambridge 01223 876900

[Edit Note](#)

Note: Patient Notes title will not pull through when the discharge letter is created. All titles must also be included in the details box, so they appear on the letter.



Step 14: The Discharge date and name of the doctor completing the discharge Rx must be added. **Click** on the **DISCHARGE LETTER** to add or amend this information.

REGULAR	NovoRapid FlexPen (Insulin Aspart) 100units/ml	Dose 10 unit	Frequency Three times daily with food (breakfast, lunch, eve...
Route Subcutaneous	Rx on 24-Mar-2025 10:15	Verification status Not verified	Prescriber DR A DOCTOR
BNF Insulin			
REGULAR	Aripiprazole 5mg tablets	Dose 5 mg	Frequency Once a day in the morning
Route Oral	Rx on 24-Mar-2025 09:22	Verification status Not verified	Prescriber DR A DOCTOR
BNF Antipsychotic drugs			

Step 15: Enter the estimated **Discharge Date**, by **clicking** on the calendar icon. Then **select** the **Discharging Dr** from drop down list.

Discharge Letter

Communication zone

PRINT COPY HELP

Discharge Summary Information

STL Notes

-

-

-

-

-

-

-

-

Diagnoses

Admission

Start on 20-May-2025 10:17

Reason

Admission Type
 Emergency
 Planned

Discharge

Discharge Date 16-Jun-2025 12:00

Discharge Dr. Select doctor

Patient aware of diagnosis
 Patient to receive a copy of discharge

Outpatient appointment

Cancel **Save**

Note: This information should always be updated when amendments are made to the discharge prescription.

Click Save to update. The **Communication Zone** will then display a message confirming the discharge letter was successfully saved. **Click X** to close.

Discharge Letter

Discharge letter successfully saved.

PRINT COPY HELP

Discharge Summary Information

STL Notes

-

Admission

Start on 20-May-2025 10:17

Reason



Step 16: Click COMPLETE DISCHARGE

Home Inpatient Finder v8 SP3 TEST DR A DOCTOR My Account Logout

PAN, Peter Born 18-Jun-2002 (22 y) Gender Male NHS No. 611 719 1197

Address 6 Lodge House Neverland PE33 5TT Hospital No. 78901 Allergy Status Recorded allergies

Consultant CONSULTANT, DUMMY Ward G.M.H. Body Surface Area Weight Height

Communication zone

ADD DRUG ADD DRUG FROM INPATIENT RX COMPARISON DISCHARGE LETTER **COMPLETE DISCHARGE** PREV. CARE EPISODE BULK CHANGE DISCHARGE HISTORY PATIENT NOTES HELP

Inpatient Rx **Discharge Rx** Short Term Leave Rx Discontinued Rx Monitoring & Assessment Conflict Log Administration

Sort items by: Order Add/Modify date A-Z BNF Chapter Order start date

Discharge Prescription is in DRAFT

REGULAR

NovoRapid FlexPen (Insulin Aspart) 100units/ml Dose 10 unit Frequency Three times daily with food (breakfast, lunch, eve...
Route Subcutaneous Rx on 24-Mar-2025 10:15 Verification status Not verified Prescriber DR A DOCTOR BNF Insulin

REGULAR

Aripiprazole 5mg tablets Dose 5 mg Frequency Once a day in the morning
Route Oral Rx on 24-Mar-2025 09:22 Verification status Not verified Prescriber DR A DOCTOR BNF Antipsychotic drugs

Step 17: The Complete Discharge screen will be displayed. Click Send order to Pharmacy.

Complete Discharge

Communication zone

HELP

Printing Options

Document Name
ADO250324114234

Output
 Paper Save without printing

Controlled Drugs

This prescription: Doesn't Contain Controlled Drug(s).

If the prescription contains controlled drugs, you will need to:

- Print the prescription
- Sign the prescription

The prescription will contain the following code:
4413d174-c868-49a2-ae80-6828b5746d38

Delivery

Please select the appropriate urgency message. Pharmacy aim to turn around all requests before 5pm

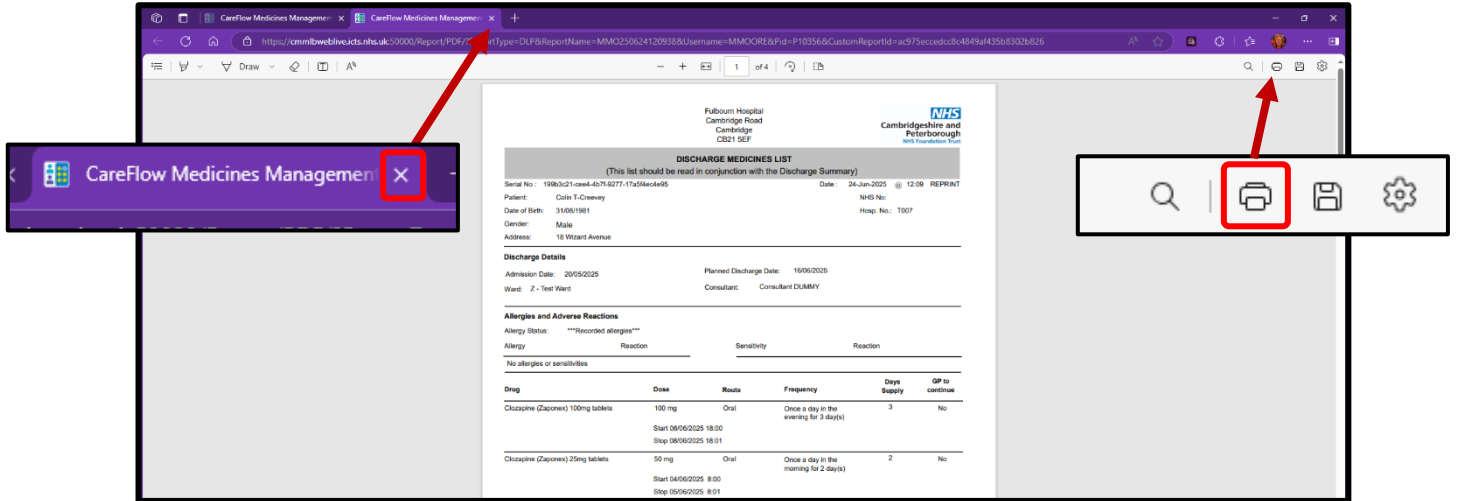
For routine items that are not due administrations before 5pm - 0 hours
 For items that are required before 5pm on the day of ordering - 0 hours
 For items the patient requires immediately - 0 hours

Cancel **Send order to Pharmacy**

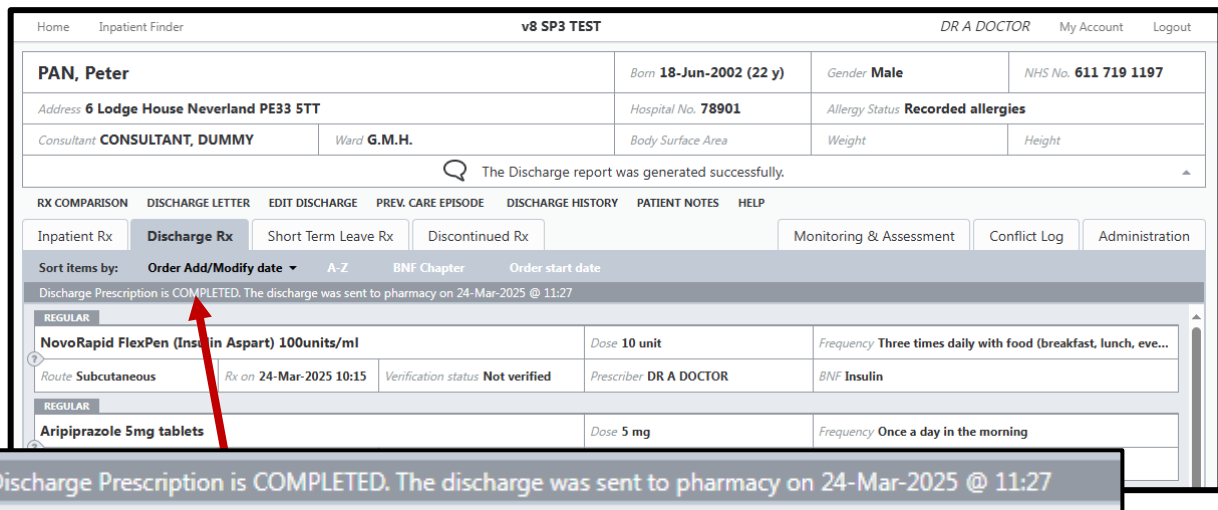
This will send a notification to the pharmacy team informing them that a discharge medication list has been completed and is ready for them to clinically check.



Step 18: The Discharge Medication List Letter will then be produced and open on a separate tab. If required, the Discharge medicines list can be printed but this will depend on local procedure you can then return to CMM Live by closing the additional tab.



The **Discharge Prescription** will now display as completed.





If the [Discharge Rx](#) has already been created, any changes that are made to the [Inpatient Rx](#) must also be made to the [Discharge Rx](#). To make any changes, you must **click EDIT DISCHARGE** to put it back in a draft format allowing you to add, remove and modify prescriptions. Then **click COMPLETE DISCHARGE** to save the changes.

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Address 6 Lodge House Neverland PE33 5TT Hospital No. 78901 Allergy Status Recorded allergies

Consultant CONSULTANT, DUMMY Ward G.M.H. Body Surface Area Weight Height

The Discharge report was generated successfully.

RX COMPARISON DISCHARGE LETTER **EDIT DISCHARGE** PREV. CARE EPISODE DISCHARGE HISTORY PATIENT NOTES HELP

Inpatient Rx **Discharge Rx** Short Term Leave Rx Discontinued Rx Monitoring & Assessment Conflict Log Administration

Sort items by: Order Add/Modify date A-Z BNF Chapter Order start date

Discharge Prescription is COMPLETED. The discharge was sent to pharmacy on 24-Mar-2025 @ 11:27

REGULAR					
NovoRapid FlexPen (Insulin Aspart) 100units/ml		Dose 10 unit		Frequency Three times daily with food (breakfast, lunch, eve...	
Route Subcutaneous	Rx on 24-Mar-2025 10:15	Verification status Not verified	Prescriber DR A DOCTOR	BNF Insulin	
REGULAR					
Aripiprazole 5mg tablets		Dose 5 mg		Frequency Once a day in the morning	
Route Oral	Rx on 24-Mar-2025 09:22	Verification status Not verified	Prescriber DR A DOCTOR	BNF Antipsychotic drugs	

Once completed you must then go to SystemOne and complete the CMM discharge steps on the Inpatient Discharge summary workflow, see [SystemOne QRG – Discharge Summary Physical Health – Completing To Do List Items](#) on how to do this.

You will also need to complete the General Discharge Information Questionnaire on SystemOne, see [SystemOne QRG – Discharge Summary Physical Health – Completing General Discharge Questionnaire](#) on how to do this.