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QRG – TTO pack supply by nurses/midwives						
No.	Action	Responsibility				
1.	Within the patient's record in PowerChart click on to open the discharge summary and select Pharmacy Discharge Printout from the drop-down menu  Depart Process  ZZZEPMA, PHARM03  Allergies: No Known Allergies  Templates: Pharmacy Discharge Prin   C  Diagnosis  C  Discharge Medication	Nurse/Midwife				
2.	Click on Print to print the document and follow local policy to supply TTO pack(s) from the ward. The document will print to the default printer for the PC you are using – check where this is before printing.	Nurse/Midwife				
3.	From the Patient Care tab in the Task List, locate the TTO supply task Patient Care Nurse Collect/Supply Referrals Outpatients Ordered autor UMAr/2018 13:33 GMT Pending Nurse Record of TTO issue UMAr/2018 14:00 GMT Overdue Environmental Safety MPORTANT: This task is only generated if the prescriber selected the Nurse/Midwife TTO pack issue when they completed the discharge medications. Add Order For: Pharmacy Discharge Medication ED Only - Dispense by ED doctor -> Once	m T				





4.	Either do the form Select the	uble-click on the task or right-click associated with it. e appropriate Radio Buttons (Yes	on it and select "Record Details" to oper	n Nurse/Midwife
	Nurse/Midwife	TTO pack issue - ZZZEPMA, PHARM03		
				<u> </u>
	* Nurse/Midwrfe T	19/03/2018 1336 0M1 ZZZEPMA, PHARM03 NHS: MRN: 865562	Nurse/Midwife TTO pack issue	
	Please see procedure "Guidelines for supply of discharge medication - Use of TTO packs" on the intranet for further information.			
		Has the Pharmacy Discharge Printout been printed?	O Yes O No	
		Discharge medications issued?	O Yes O No	
		4	III Progress	
5.	Sign form	with green tick in top-left corner.		Nurse/Midwife