Minfos 5.10.1

Release notes

October 2019

Together we can

Contents

Symbion Pty Ltd Trading as Minfos®
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Enhancements

Dispense

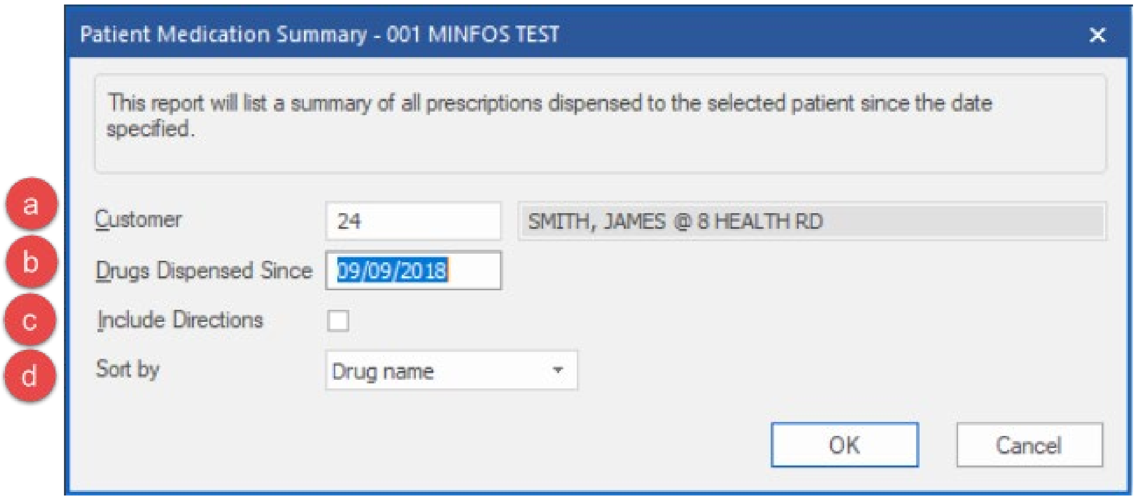
Patient Medication Summary Report

The **Patient Medication Summary Report** provides a summarised list of all medications the selected patient has been dispensed since a defined date. The report condenses all the times the drug was dispensed to the patient and displays it as one entry. This is useful when the patient requires a snapshot of their medication list, for example, when performing a Home Medication Review, or when visiting a hospital or specialist.

To run the report:

From **Dispense Pro**:

1. Click the **Reports** menu, then **3. Customers** and select **9. Patient Medication Summary**.



   a. Select the patient you wish to report for.
   b. In the **Drugs Dispensed Since** field, enter the date you want to report from. All drugs dispensed after this date until the current date will be included in the report.
   c. Select the **Include Directions** checkbox to include directions from the most recent supply.
   d. Choose **Drug name** to sort the report by drug name alphabetically or **Last dispensed date**, to sort by date with the most recently dispensed item listed first.

2. Click **OK** to run the report.

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POSCPDHR 4:18:31pm

Patient Medication Summary Report
Drugs Dispensed Since 09/08/19

Page No. 1 of 1
Date 09/09/2019

Business : MINFOS TEST
474 ST KILDA RD
MELBOURNE 3001 TAS
Phone:
Fax:

Patient: JAMES SMITH
8 HEALTH RD
MELBOURNE 3001 VIC
M/C #
434342

DrugName (a)	Quantity (b)	Last (c)	First (d)	Times Dispensed Since 09/08/19 (e)
LIPITOR TAB 40MG 30 (ATORVASTATIN)	30	29/08/2019	18/06/2018	1
AMOXIL CAP 500MG 20 (AMOXICILLIN)	20	21/08/2019	18/05/2018	1

2 Records Printed

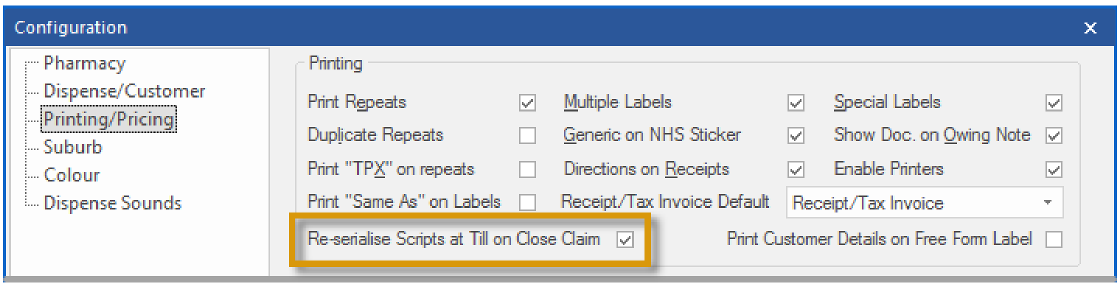
a. Brand name of the dispensed item with the active ingredient following in brackets. If the drug has been dispensed to the patient multiple times using different brands, then the most recently dispensed brand name is displayed.
b. Quantity dispensed at the last dispensing.
c. Last time the medication was dispensed, i.e. the most recent dispense date
d. First time the medication was dispensed. Note: this is the first time in the patient's medication history that the drug was supplied - this maybe prior to the date entered in the **Drugs Dispensed Since** field.
e. Number of times the drug was dispensed since the specified date entered in the **Drugs Dispensed Since** field.

Prevent scripts waiting at the Till from re-serialising when closing the claim

There is now an option to prevent scripts waiting at the till from re-serialising when closing the claim.

To set-up:

1. Navigate to **Dispense Pro**.
2. Click the **Configuration** icon.
3. Select **Printing/Pricing** tab.
4. Deselect the **Re-serialise Scripts at Till on Close Claim** checkbox.



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5. The next time you close a claim, any scripts waiting at the Till will remain in the claim being closed. They will still be available at the Till for sale and will be marked as both claimed and waiting at the Till in enquiry screens.

> **+ If you have rejected scripts in the claim and choose to re-serialise them into the new claim, Minfos will automatically print new labels for those scripts.**

Enhanced eScript drug matching

To support the Federal initiative for Active Ingredient Prescribing (AIP), which is due to begin taking affect later this year, we have improved the drug matching in Minfos for prescriptions downloaded from a Prescription Exchange Service (eRx or MediSecure).

This initiative will require prescribers to prescribe drugs by active ingredients (i.e. generically) rather than by brand.

This enhancement will improve the success rate in matching an item where the PBS benefit code is provided *without* the Manufacturer Code.

Currently, Dispense displays a list in the **Drug Recall Window** of products based on item name and active ingredient specification. With this enhancement, a list of items matching the specified PBS Code are displayed in the **Generic Drug Listing** window. This window is similar to that displayed when searching for drug by generic name.

For example:

If the script requests PBS Code: 8064K, and no Manufacturer Code is provided, a list of items associated with that PBS code are now displayed in the **Generic Drug Listing** window:

Generic Drug Listing

	Product	Qty	R...	Type	NHS	soh	Br.Pr	Price	S/Net	Cost		Manufacturer	Prescr...
1	VALTREX TAB 500MG	42	0	Auth...	8064K	O/S	2.26	39.48	32.69	32.02	R...	Arrow Pharma Pty Ltd	MN
2	ZELITREX TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	189.64	RF	Arrow Pharma Pty Ltd	MN
3	VALACICLOVIR-SANDOZ TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	189.64	SZ	Sandoz Pty Ltd	MN
4	APO-VALACICLOVIR TAB-BLIS 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	23.00	T...	Apotex Pty Ltd	MN
5	VALACICLOVIR-RA TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	21.57	R...	Sun Pharma ANZ Pty Ltd	MN
6	VACLOVIR TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	189.64	AF	Alphapharm Pty Ltd	MN
7	VALACICLOVIR-GQ TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	189.64	G...	Generic Health Pty Ltd	MN
8	VALACOR TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	189.64	C...	Pharmacor Pty Limited	MN
9	VALACICLOVIR-AN TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	82.46	EA	Amneal Pharmaceuti...	MN
A	VALACICLOVIR-APOTEX TAB 500MG	42	0	Auth...	8064K	O/S	0.00	37.22	32.69	19.96	G...	Apotex Pty Ltd	MN

To enable enhanced eScript drug matching:

> **+ If you are a Beta site, please complete Part A of the Beta checklist before enabling**

1. Navigate to **Dispense Pro**.
2. Select the **Configuration** icon.

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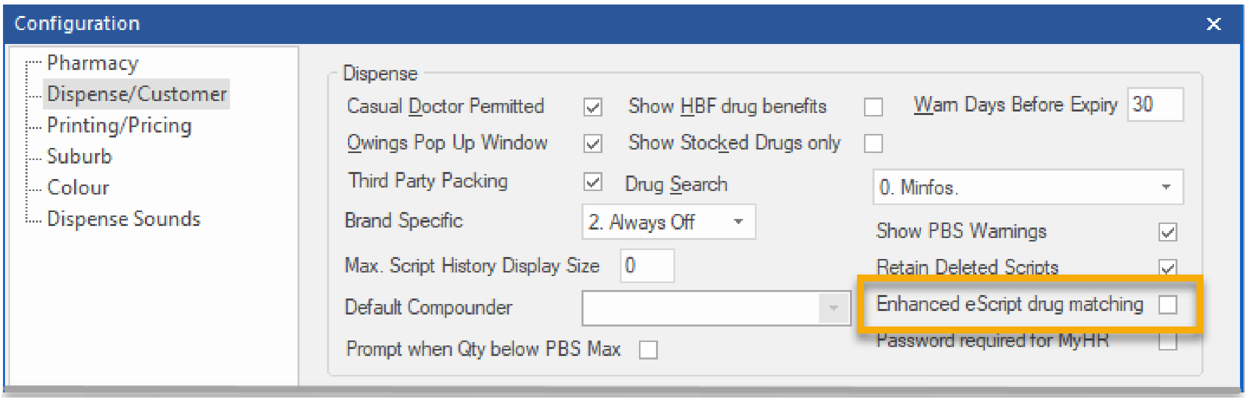
3. Select the **Dispense/Customer** tab.
4. Select the **Enhanced eScript drug matching** checkbox.
5. Select **OK** to save.

   Dispense will now display a list of bioequivalent items with the same PBS Code when there is no manufacturer code provided.



Dispense is now fully integrated with SafeScript for Victorian stores

Minfos Dispense is now fully integrated with SafeScript for Victorian stores, providing an improved workflow and earlier visibility of SafeScript alerts that are generated when dispensing monitored drugs to your patients.

Once configured, real-time alerts are displayed directly in Dispense for you to review as you dispense the script. For more information, please view this video. (if you have difficulty streaming the video, download and watch).

To enable SafeScript in Dispense:

1. Navigate to **Dispense**.
2. From the **Maintenance** menu and select **D. Configuration**.
3. From the **Additional Settings** in the **Pharmacy** tab, select the **Enable SafeScript API** checkbox.
4. Select **OK** to save.

This will apply the full integration to each terminal. As a result, you will need to uninstall the Tray application on each terminal you have it installed.

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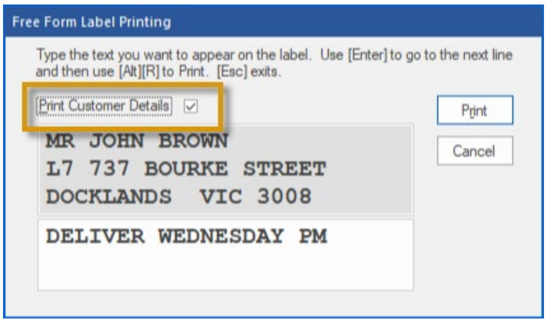
Print a customer address label

There is a new option in Dispense that allows the customer address to be added to the **Print on a Label** option.

When **B. Print on a Label** is selected in the **Script Options** window in the Dispense form, a new **Print Customer Details** checkbox is displayed in the **Free Form Label Printing** dialog.

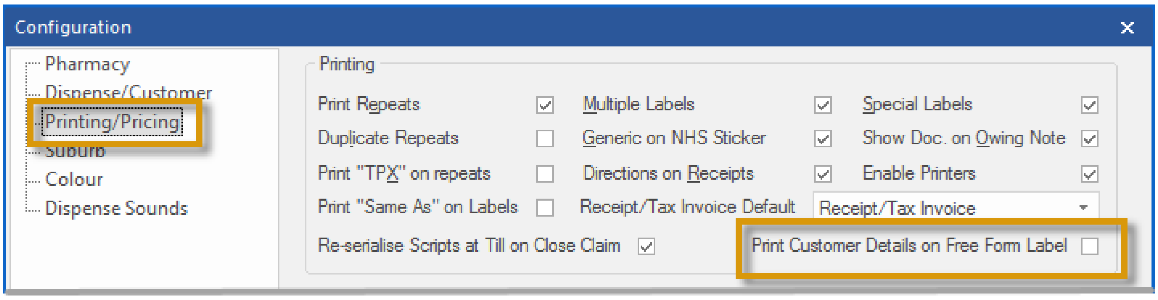


When this checkbox is selected, the text field will be populated with the selected customer address and additional text can be added to the two lines under the address.

The **Print Customer Details** checkbox can be configured to be selected by default. When set the customer address always displays.

To configure this option:

1. Navigate to the Dispense **Configuration** window.
2. Select the **Printing/Pricing** tab.
3. Select the **Print Customer details on free Form Label** checkbox.



4. Select **Okay** to save.

If the address isn't required at the time of printing the label, deselect the **Print Customer Details** checkbox. You will then be able to enter text across the 5 available lines. Where the **Print on a label** option is launched from the **Extended** menu and a customer has not been selected, then the **Print Customer Details** checkbox will not be visible.

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Stock Manager

Automatic Product Merges

This new feature allows Minfos to automatically apply low risk merge events in your database, imported from the Minfos merge file.

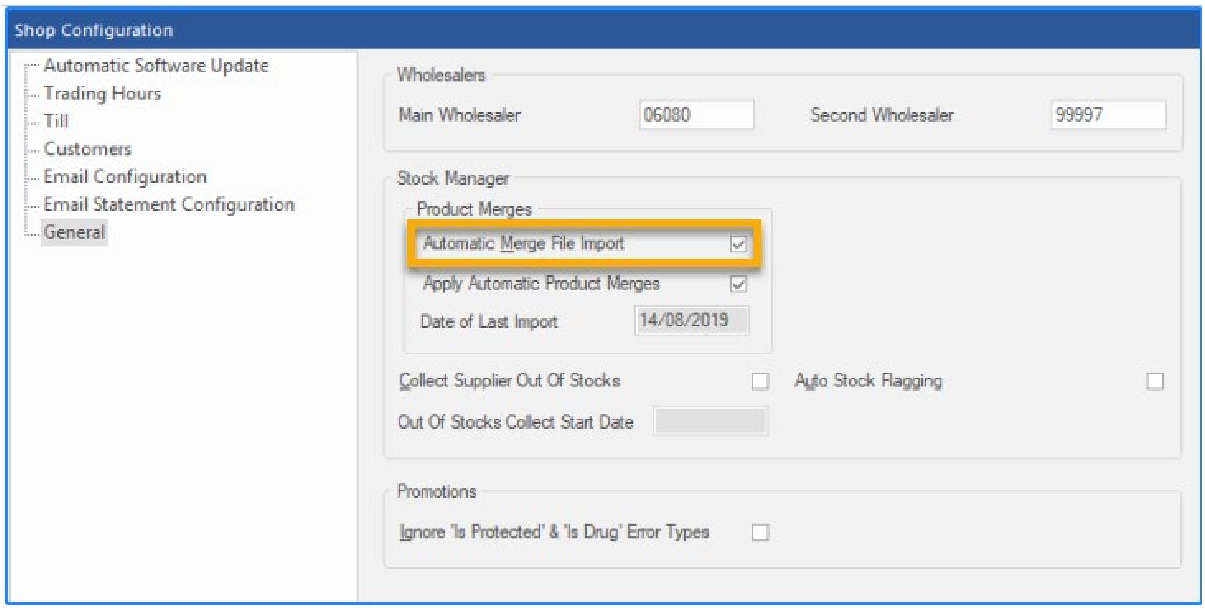
This will reduce the number of merge events you are required to manually perform as part of ongoing processes, saving you significant time and allowing you to focus on merge events that affect active products in your database.

Auto-merging will also improve the overall health of your database by taking care of potential duplicates and ensuring barcodes are correctly moved from the slave to the master product.

We recommend enabling the **Automatic Merge File Import** option to automatically import any available merge files during the end of day process. Please also refer to the Product Merges guide for more information.

From the **Minfos Launch Pad**:

1. Click the **Special** menu and select **Utilities**.
2. Click the **Config** menu and select **1. Shop Configuration**.
3. Select the **General** tab in the **Shop Configuration** window.
4. Select the **Automatic Merge Import** checkbox.
5. Click **OK** to save.



Enabling Automatic Merges

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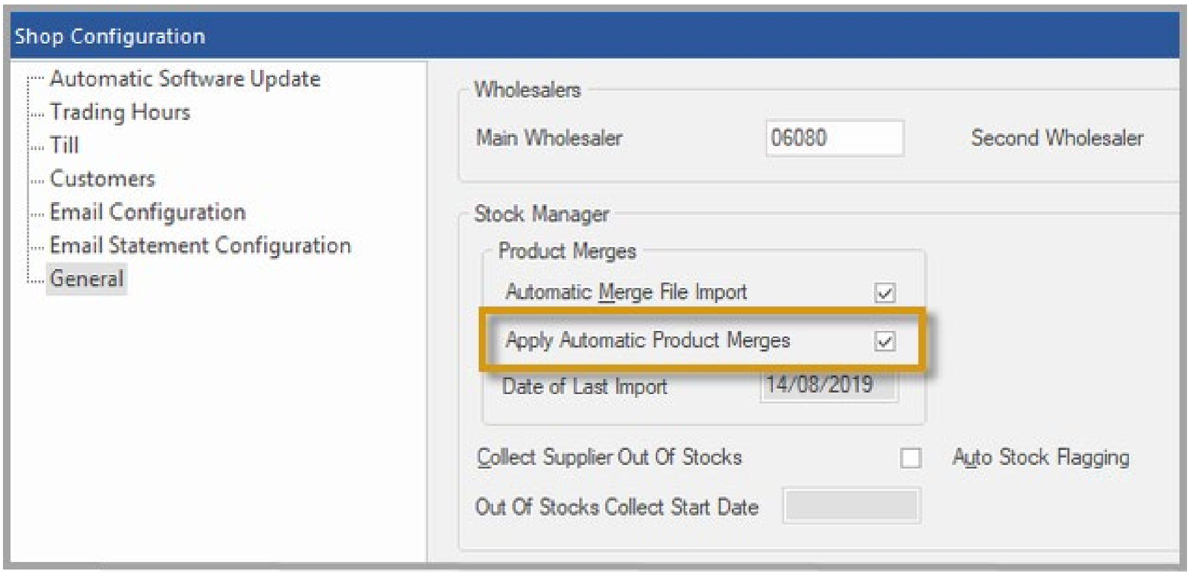
1. Select the **Apply Automatic Product Merges** checkbox.



2. Select **OK** to save.

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Events that qualify for automatic merges

When configured, an automatic merge will be applied to the following merge events:

Event	Conditions
1.	• Both the Master and the Slave products are marked as Not Stocked *and the* • The Master product has a SOH of 0 *and the* • Slave product has a SOH of 0, or a negative value.
2.	• Master product is marked as Stocked with a SOH of any value *and the* • Slave product is marked as Not Stocked with a SOH value of 0, or a negative value.
3.	• Neither the Master or the Slave product are marked as a Drug
4.	• Both the Master and the Slave products are of the same Product type

The result of an automatic merge

- None of the slave product's attributes, which are normally options when performing a manual merge, will be applied to the Master Product with the exception of the slave's alternate barcodes.
- The SOH (stock on hand) will be combined and updated to the Master product
- The sales and purchases will be combined and display against the master
- All auto-merging events will be displayed in the Product Audit Report.

Events that do not qualify for automatic merging, and will require merging manually

Event	Conditions
1.	• Both the Master and Slave products are marked as Stocked.
2.	• Either the Master or the Slave product are marked as a Drug
3.	• The Master product is marked as Stocked with a SOH of any value, and the • Slave product is marked as Not Stocked but has a SOH value of 1 or more.
4.	• Where the merge will result in the alternate barcode limit being exceeded (limit is 64 barcodes).
5.	• The Master and the Slave products are different Product types

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Event	Conditions
6.	• Where the Slave product exists in a Minfos Packing profile
7.	• The Slave product is a service that has been configured for Automatic Account charges

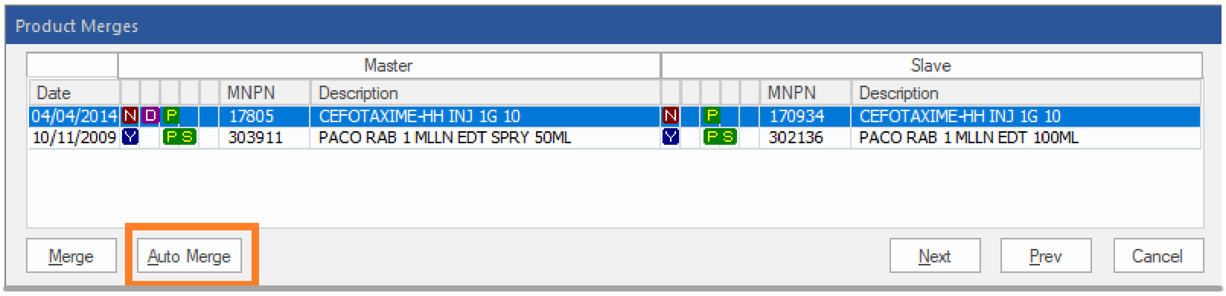
Manually triggering Automatic Merges to your current Merge file

We have added a button to the Product Merges screen that will allow you to apply automatic merges to existing merge events you may have queued.

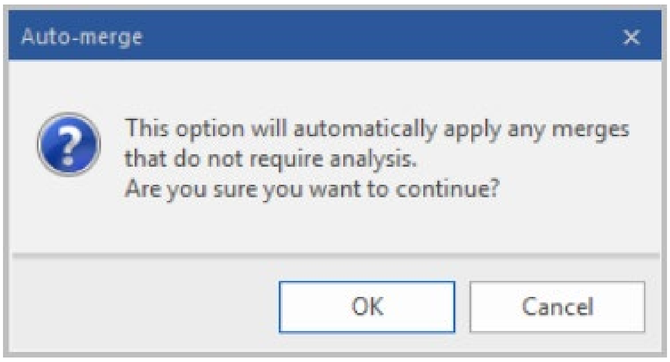
If you already have a Minfos merge file waiting to be actioned, then use the **Auto Merge** button to apply the auto merge rules to queued products.

Products that don't qualify for an automatic merge will remain queued for you to perform a manual merge to.

1. Navigate to **Stock Manager**.
2. From the **Products** menu, select **8. Product Merges**.
3. Providing you have products in the screen, select the **Auto Merge** button [Alt+ A].



The **Auto-merge** prompt is displayed.



4. Select **OK** to continue.

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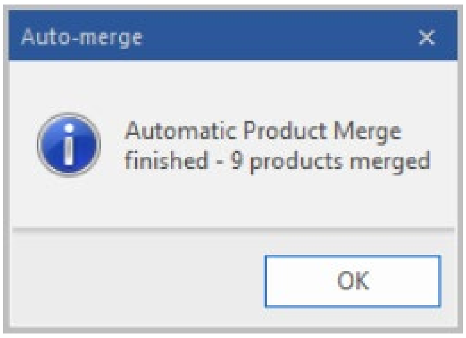
5. Any events that qualify for auto-merging will be merged.
   The following dialog will display the result of the merge.



6. For any products that were not automatically merged, you could edit the Slave product to non-**Stocked** and ensure the SOH is 0, which may then make them eligible for auto-merging. Navigate back to the merge screen after making these changes to attempt the auto merge process again.

Changing your Preferred Wholesaler

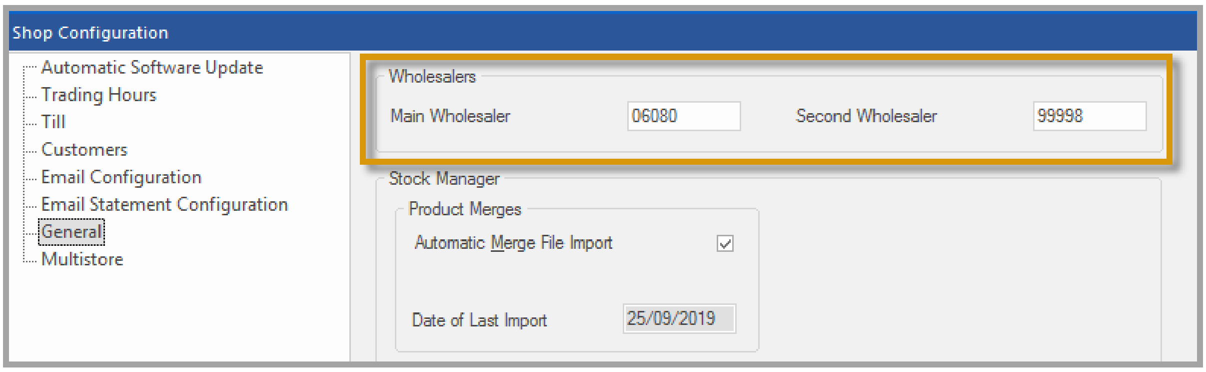
The main and secondary preferred wholesaler configurations have been moved to **Shop Configuration**, allowing you to make changes to your preferred wholesaler without having to contact Minfos Support.

For more information, please watch this video. (if you have difficulty streaming the video, download and watch).

To set your preferred wholesalers:

From the **Minfos Launch Pad**:

1. Click the **Special** menu and select **Utilities**.
2. Click the **Config** menu and select **1. Shop Configuration**.
3. Select the **General** tab in the **Shop Configuration** window.
4. Enter the wholesaler codes into the **Main Wholesaler** and **Second Wholesaler** fields.
5. Click **OK** to save.



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Range Tag has been removed from Stock Manager

We have removed the Range Tag function from Minfos. We recommend using the recently enhanced **Product Quick Fix** for bulk changes you wish to make across product ranges.

Please watch these Product Quick Fix videos for tips on using the Quick Fix effectively and efficiently.

Ordering

Out of Stock notices are now collected automatically from PharmX

We have enhanced the collection of Out of Stock notices for stores using the Out of Stocks feature from participating PharmX suppliers.

After transmitting your order, Minfos will poll PharmX every 10 minutes for Out Of Stock notices for the first hour after your order has been transmitted. This reduces the need for you to remember to manually collect your Out of Stocks. Once an hour has lapsed, polling occurs less frequently. If required, you can still collect manually, however in most cases Out of Stock notices are available from suppliers within an hour of transmitting your order.

If you are not currently collecting Out of Stock notices from supporting suppliers, but would like to turn this option on:

1. Navigate to the **General** tab of **Shop Configuration**.
2. Select the **Collect Supplier Out of Stocks** checkbox in the **Stock Manager** groupbox.
3. Click **Okay** to save
4. Ensure the supplier, e.g. Symbion provides their current stock levels to PharmX.
5. Shortly after transmitting an order, select an order for the Supplier from **Order Maintenance**.
6. Click the **Collect** button.
7. Minfos will collect any invoices available from the selected Supplier
8. Once collected, if there are any Out Of Stocks, a new order with a **Created** status is created.
9. This order will be displayed with a description of 'OOS from P.O. 123456' - which is an abbreviation for 'Out of stocks from Purchase Order 123456' (The Minfos Order Number).
10. The contents of the order will be any items ordered from the original order, that may be out of stock at the warehouse.

+ **The created out of stock order is based on the stock on hand at the supplier at the time the order was placed. This may differ to the stock on hand that is available when the order picked and invoiced.**
+ **Therefore, stock may not be received that did not appear on the out of stock order or you may receive stock that did appear on an out of stock order.**
+ **The out of stock order is indicative and should be used as an indication only.**

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Improved SSCC (Tote) information for split orders across multiple invoices

The SSCC order reconciliation workflow has been enhanced to ensure SSCC (Tote) information is available and updated to the correct order where Symbion splits an order across multiple invoices.

This often occurs for stores that received stock from multiple Symbion warehouses.

Till

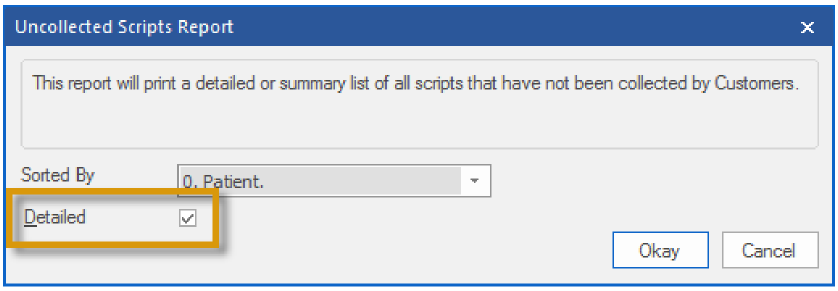
Uncollected Scripts report now displays negatives

The **Uncollected Scripts Report,** which displays any scripts waiting at the Till, now correctly displays negative scripts as a negative value. This allows you to clearly identify scripts that have been edited or deleted and not correctly rung off the Till.

To run the **Uncollected Scripts Report:**

1. Navigate to **Dispense Pro**.
2. Click the icon on the window. (Or click the **Reports** menu and select **A. Uncollected Scripts**).

The **Uncollected Scripts Report** window is displayed.



3. Select the **Detailed** checkbox and click **Okay**.

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Multi-Store

Managing the Reorder/Stocked flag by Location

In Minfos version 5.9.1, we added the capability to manage the **Reorder / Stocked** flag from Head Office. We have further improved this functionality to allow Head Office to manage a defined range of products, allowing Head Office to efficiently manage a core/compliant range of products across selected stores.

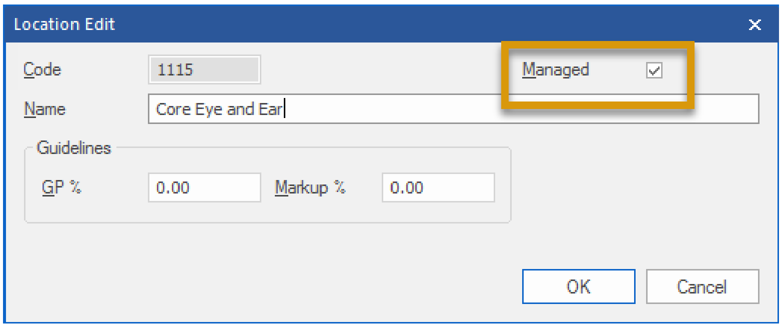
To manage a range of products, Head Office will need to group the products in one or multiple Location/s and flag the location/s as 'Managed'. All products associated with that Location will have their **Reorder / Stocked** flag maintained by Head Office, i.e. when a change to the **Reorder /Stocked** flag is made at Head Office, and the product is in a managed location, then the value of the **Reorder /Stocked** flag will be published to subscribed stores. The flag is also disabled in the stock card at the slave store preventing it from being changed locally.

If a product is in a location that is not flagged as 'Managed' then any changes to its **Reorder / Stocked** flag at Head Office will have no impact to subscribed stores. At the slave store, the **Reorder /Stocked** flag in the stock card will be enabled for the store to manage locally.

To manage the **Reorder/Stocked** flag for a range of products for your slave stores:

- Ensure these products are allocated to a 'Location' at the Head office, e.g. Core Eye and Ear.
- Ensure you have the desired value of the **Reorder /Stocked** checkbox applied across each product in the location (this can be effectively managed using Product Quick Fix or via the stock card)

1. Navigate to **Location Maintenance** (Category Maintenance > Location) and select the location e.g. Core Eye and Ear.



2. Select the **Managed** checkbox.
3. Select **OK** to save.
4. Navigate to the **Publications** tab in **Update Manager**.
5. Select the store you wish to control the **Reorder/Stocked** checkbox status for the products in the Core Eye and Ear location.
6. Tick the **Reorder/Stocked** checkbox in the **Categories** groupbox.

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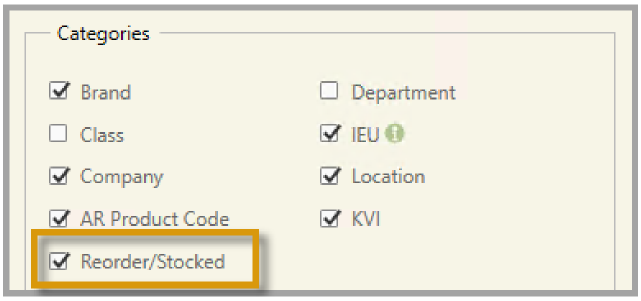


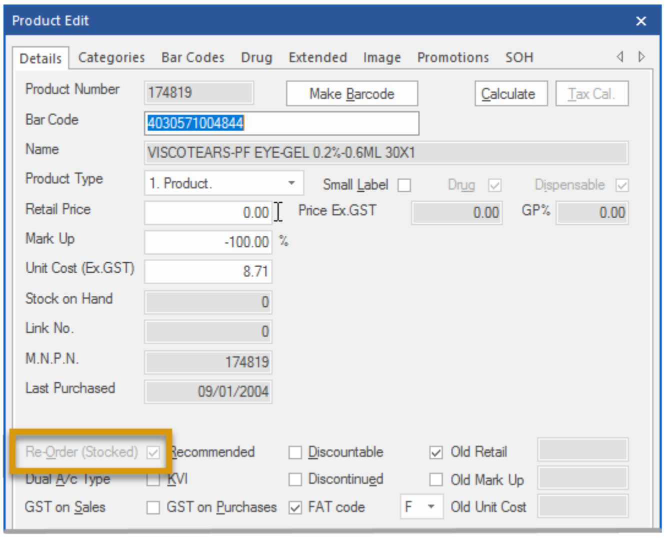
7. When prompted select:
   a. **Full update** to send down a full set of stocked values for all products within that location at the Head Office.

   Or

   b. **Partial update** to only send values down as they change after today.

8. Select **Save** to save the publication.

As you update the **Reorder/Stocked** status for any product in that location then the status will also update at the store.



+ **A product must be in a Location where the 'Managed' checkbox is ticked and the slave store must have the 'Re-order/Stocked' publication ticked in Update Manager for Head Office to control the 'Re-order/Stocked' checkbox.**

+ **Head Office does not have to have the 'Location' publication set for the store to receive the 'Re-order/Stocked' checkbox values from head office. The store can maintain different Locations to the head office and head office does not need to manage all locations. The use of Locations is to provide Head Office with the ability to easily group products using existing Minfos tools.**

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Packing

Patient Medication Profile now displays the active ingredient of the drug

In Minfos Packing, the **Patient Medication Profile** now displays the active ingredient in brackets following the drug name.

For example: **CRESTOR TAB 10 MG (ROSUVASTATIN)**

This will assist those reading the profile who are not familiar with the brand of the packed medication.

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Resolved Issues

Dispense

- The dispense price is now retained when editing a script dispensed to an **Entitlement Gold Repatriation** patient.
- Dispense no longer crashes if you have more than 11 companion products.
- The **Script Options** window no longer unexpectedly displays as a result of certain keystrokes.
- “Same as” Generic information is now displayed in the **Directions** field when generic is selected at the **Drug Recall Window**.
- Minfos no longer populates an eScript as NHS if it only has a Private listing.

Stock Manager

- Tier1 pricing is now updated for products in the **Mark up on Wholesaler Retail Price** Policy.
- **Retail Price** changes done via **Product Quick Fix** and **Order Maintenance** are now reported correctly in the **Price Changes Report**.
- The **Information** Icon in **Product Quick Fix** is now updated and displayed correctly.
- Manual cost price changes performed on a stock card are now reported correctly in a **Backdated Stock On Hand Report**.
- Changing **Retail Price** via **Product Quick Fix** now saves the decimals.
- The **Department Search Window** now appears correctly in **Product Edit**.
- Retail Price changes done via **Product Quick Fix** and **Order Maintenance** will now be reported correctly in the **Price Changes Report**.

Order Maintenance

- Invoices are no longer marked as **Collected** in PharmX until Minfos has imported them.

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Reporting

- The **Sales Report** in Minfos Reporting has now been fixed to report the year correctly.
- The **Product Audit Report** now captures products marked as not stocked by End of Day.

Customers

- Making a payment to a sale against an **Account Customer** now displays with better information in the **Interim Statement**.

Till

- It is no longer possible to apply a discount against the Loyalty member at the Till.
- Improvements have been made to the communication between the Server and the Till to avoid the **Message Queue is Full** error.

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