

Multi-EPCS Changes 21.3.34

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Version 21.3

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Previously, a user had to send multiple controlled substance prescriptions for a patient individually. Now **a user may send up to five controlled substance prescriptions at a time; the user will only have to authenticate once with DrFirst.** This is true even if the five prescriptions are not all being sent to the same pharmacy.

The following sections will review the workflow changes for sending multiple EPCS prescriptions at one time, and how this changes also effects sending regular prescriptions:

Sending Multiple EPCS

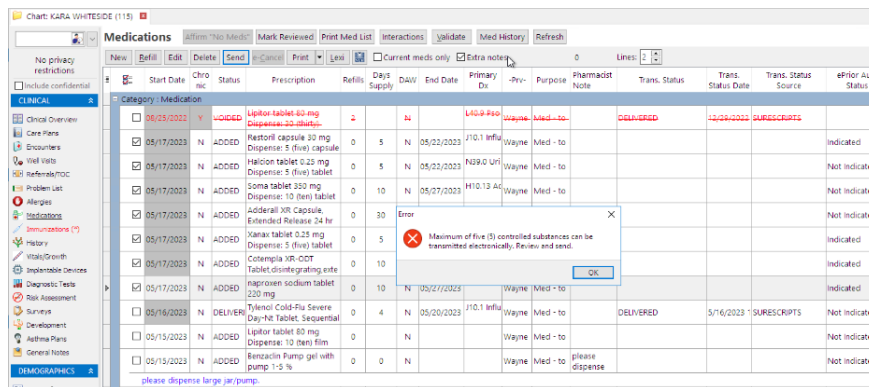
All information about EPCS using OP remains the same besides **being able to send up to five at a time**



Note: This section is an addition to the [Prescribing with EPCS](#) article, to show how to send multiple EPCS. For more information on EPCS, please see our other [current EPCS Help Content](#) articles.

1. Navigate to the patient chart by **Clinical, Practice Management or Billing** tab > **Patient Chart** button.
2. Search for and select a patient.
3. Click **Medications** in the Clinical section of the Window Navigation Panel.
 - o Add any new EPCS if needed, by following the instructions in the [Prescribing with EPCS](#) article
 - o Review your prescriptions and confirm the details.
4. From the Medications tab, select up to **five** EPCS. You may also select as many non-controlled substances prescriptions at this time to send.
5. Click **Send**.

Note: If you select more than **five** EPCS, you will get an error message that says "Maximum of five (5) controlled substances can be transmitted electronically. Review and send."



Click **Ok**, then review and update your selections to only include five or less EPCS.

6. The Pharmacy selector window will open. Choose a pharmacy for each of the prescriptions you selected by clicking the **drop-down** and selecting a recently used **Pharmacy** for the patient, or clicking the **ellipsis** button and selecting from the **Choose a Pharmacy** window.

Please select a pharmacy for the following prescriptions

Prescription	Pharmacy
Children's Allegra Allergy Tablet, disintegrating 30 mg Dispense: 60 (sixty) tablet	SHOLLEBERGER PHARMACY
Valium tablet 10 mg Dispense: 5 (five) tablet	LAWRENCE ACADEMY RX 10.6
Halcion tablet 0.25 mg Dispense: 5 (five) tablet	LAWRENCE ACADEMY RX 10.6
Restoril capsule 22.5 mg Dispense: 5 (five) capsule	LAWRENCE ACADEMY RX 10.6

Apply Pharmacy to all

Pharmacy

Note:



- If there is no pharmacy listed in the Previously used by this patient tab in the Choose a Pharmacy window, you may select from All previously used by any patient or search for the pharmacy from the SureScripts Master List.
- Always confirm the pharmacy selected can accept controlled substances electronically. A pharmacy that accepts EPCS will have the checkbox selected in the EPCS? column.

7. Click **Continue**.
8. The EPCS Sign on screen will open. Review the prescriptions accordingly, then sign and send as normal. For more information, see from Step 13 in the [Prescribing with EPCS](#) article.

Sending Multiple Non-Controlled Substances

You can select to send as many non-controlled substances at a time as you wish (no limit).

1. **Add** the medications or **Refill** multiple medications:
 - **Add:** Add the prescriptions as you normally would.
 - **New Refill multiple medications:**
 - Select the checkboxes to the left of the medications you would like to refill.
 - Click the **Refill** button.
 - New medications will be added.
2. Select all of the **medications** you would like to send at this time.
3. Click the **Send** button.
4. **New** The Pharmacy selector window will open. Choose a pharmacy for each of the prescriptions you selected by clicking the **drop-down** and selecting a recently used **Pharmacy** for the patient, or clicking the **ellipsis** button and selecting from the **Choose a Pharmacy** window.

Please select a pharmacy for the following prescriptions

Prescription	Pharmacy
Children's Allegra Allergy Tablet, disintegrating 30 mg Dispense: 60 (sixty) tablet	SHOLLEBERGER PHARMACY
Valium tablet 10 mg Dispense: 5 (five) tablet	LAWRENCE ACADEMY RX 10.6
Halcion tablet 0.25 mg Dispense: 5 (five) tablet	LAWRENCE ACADEMY RX 10.6
Restoril capsule 22.5 mg Dispense: 5 (five) capsule	LAWRENCE ACADEMY RX 10.6

Apply Pharmacy to all

Pharmacy

**Note:**

- If there is no pharmacy listed in the Previously used by this patient tab in the Choose a Pharmacy window, you may select from All previously used by any patient or search for the pharmacy from the SureScripts Master List.
- Always confirm the pharmacy selected can accept controlled substances electronically. A pharmacy that accepts EPCS will have the checkbox selected in the EPCS? column.

5. Click **Continue**.

6. The eRx Summary window displays. Scroll through the prescriptions, and once reviewed, click the **Send** button.