



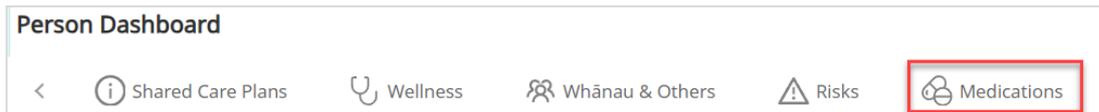
The prescribing system for MyWai is ISPRX+.

- All MyWai users have view only access to ISPRX+
- If you were a prescriber in Jade then you will have prescribing access in ISPRX+
- Inpatient Mental Health prescribing is **not** using ISPRX+ and will remain paper based for now

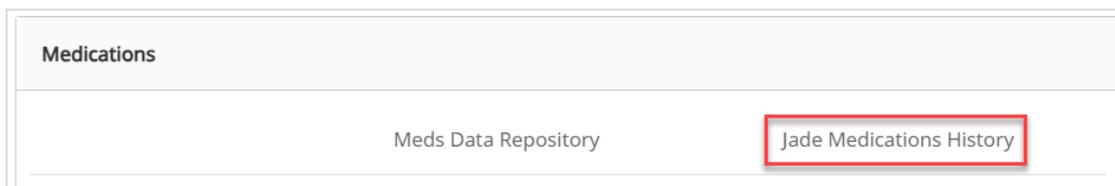
Accessing Jade Medication History

Historical medication from Jade can be viewed via the Medication tab from the person dashboard.

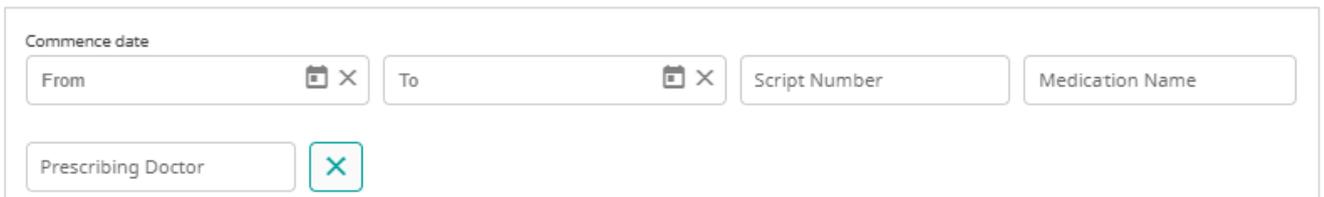
1. Click on the **Medications** tab from the person dashboard.



2. Click on the **Jade Medications History** tab in Medications.



3. **Filters** are available to help with searching.



4. **Jade Medication History** displays:

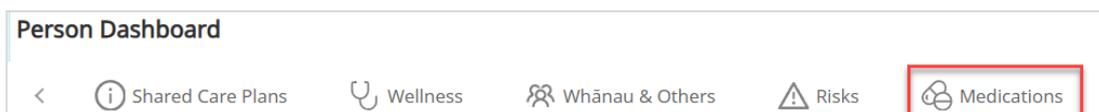
Script Number	Medication Name	Prescribing Doctor	Commence date	Units	Form	Route	Frequency	Qualifier	Duration	Created on	End Date	Last Script Date	Dosage	Restriction	Completed on date
305297	Katamamide (2%)		25/01/2025 20:00		Shampoo	Topical/Cutanous	Every 4 days	Wash a week to scalp	(Continuous Order)			25/01/2025	View Dosage	View Restriction	
305296	Colecalciferol (1.25mg)		25/01/2025 08:00	mg	Capsule	Oral	Every 1 month		(Continuous Order)			25/01/2025	View Dosage	View Restriction	
305297	Doxaustein, Serravallo's (50mg, 8mg)		25/01/2025 00:00		Tablet	Oral	PRN 6/24		(Continuous Order)			25/01/2025	View Dosage	View Restriction	

Viewing Medication Information stored on the Medicines Data Repository

The Medicines Data Repository (MDR) will display any information that was provided by the New Zealand ePrescription Service (NZePS), ie prescriptions that are sent to and dispensed by **community pharmacies**.

It will **not** show any over the counter medication purchased by the patient or medicines that were given while the patient was in hospital or hospital clinics.

1. Click on the **Medications** tab from the person dashboard.



2. Click on the **Meds Data Repository** tab in Medications.



3. MDR information displays as follows:

Type	Date	Drug	Form	Quantity	Item Status	Instructions	Details
P	02/03/2025	Ibuprofen 200mg Tablets	Tablets	1		ONE tablet daily A1 to A1 as in prison institution	more...
P	02/03/2025	Indapamide hemihydrate 2.5mg Tablets	Tablets	1		ONE tablet daily A4 prisoner	more...
P	02/03/2025	Indapamide hemihydrate 2.5mg Tablets	Tablets	1		ONE tablet daily a4 prisoner	more...
P	02/03/2025	Imipramine HCL 10mg Tablets	Tablets	1		ONE tablet daily A3 prisoner	more...
P	02/03/2025	Imipramine HCL 10mg Tablets	Tablets	1		ONE tablet daily a3 prisoner	more...

4. Hovering on **more...** on the far right of each medication line displays further information in a pop-up.

Accessing ISPRX+

ISPRX+ will show up to date patient charting and prescribing.

Note: There is **no** direct access to ISPRX+. Instead, you must go via RCP.

1. Click on the **RCP** icon from the person dashboard



2. Click on the **ISPRX+** tab in RCP



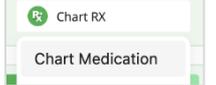
If the patient has an NHI but has not presented to a hospital in the Norther Region previously then they may **not** exist in RCP. You will need to get the patient registered in the Northland patient administration system.



You will be in **patient context** within ISPRX+. To move to a different patient, you will need to exit ISPRX+ and re-enter via the new patients ISPRX+ tab in RCP.



Allergies and Adverse drug reactions are **not** displayed and not recorded in ISPRX+ on go-live.

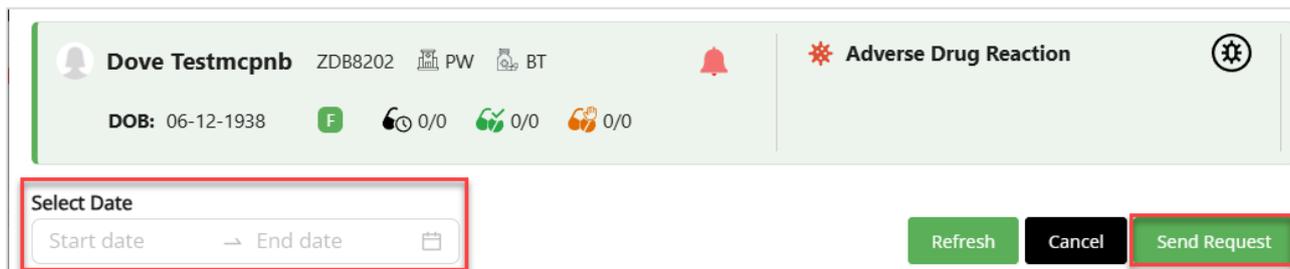
Function	Description	Quick Guide
Retrieve Medications from MDR	On the medication chart click on Import Script History	
Add a Medication to the medication chart from history	On the History tab click on Add to Chart	
Chart and/or Prescribe a new Medication	On the Medication chart click on Chart RX . Then Chart Medication	
Change a Medication direction e.g. dose or frequency	On the Medication chart, click on the 3 dots next to a medicine and then Edit Medicine Record	
Withhold or Stop a Medication	On the Medication chart, click on the 3 dots next to a medicine and then Withhold / Stop Medicine	
Resume a withheld Medication	On the Medication chart, click on the 3 dots next to a medicine and then Resume / Stop Medicine	
Prescribing a Medication already in Medication Chart	On the Medication chart, select the medication/s and then click on Generate Script	
Cancelling a Prescription only if the medication has NOT been dispensed	On the Medication chart, click on the 3 dots next to a medicine and then Cancel Prescription	
Printing a Medication Chart	On the Medication chart, click on print	
Copy Medication Chart can be used to copy and paste into clinic letters, or assessment forms etc	On the Medication chart, click on Copy Chart	
On the History Tab you can filter medicines using the green and orange icons	Clicking on the orange icon will show you all medicines that have been withheld The green icon will show only active medications	

Import of Medications from MDR

1. The History tab will always display the last **6 months** of patient information from the **MDR**. More information can be imported by clicking on **Import Script History**.



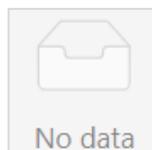
2. Enter the selected **dates** and then click on **Send Request**.



3. You will receive a message that your request has been sent to the MDR and a countdown of how long it will take to fetch the results.



4. You will receive a no data message if there was no data found in the MDR for the period you requested. The banner will turn back to green once all MDR information is loaded.



5. Once you have the MDR history required you are ready to create your medication chart.



There are sometimes issues with the quality of the MDR data so always review the MDR data. The prescriber instructions are generally more accurate.

Adding medications into the medication chart

There are two ways to enter medications into the medication chart:

1. Add a medication previously dispensed to the patient via the history tab.
2. Add a medication directly into the chart.

Add a medication previously prescribed / dispensed to the patient via the history tab.

1. From the History tab click on **Add to Chart** to add a medication.



2. Update and confirm the medication directions you require and then click on **Add to Medication Chart**.

3. The medication will now show as a charted medicine in the **History tab**.

4. The medication also shows in the **Medication Chart tab**.

<input type="checkbox"/>	calcipotriol 0.005% (50 microgram/g) ointment <i>Apply once daily</i>	:	0.005% (50 microgram / 1 g)	Topical	once daily	ointment	Charted by: Start: 20-02-2025 15:32 Stop: 27-02-2025 00:00 Latest update by: 13-02-2025 14:30
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You can add or edit end date/times or future start date/times.

- The direction box automatically pre-populates but can be edited to what you need

- If the medication is PRN, you can also enter Max dose per 24 hours

Add a medication directly to the Medication Chart.

1. From the Medication Chart click on **Chart RX**.

2. Click on **Chart Medication**.

3. **Search** for the required Medicine using medicine name and the available search fields and filters.

4. The search results appear with links to where you can find more information about the medicines.

- 1= Information on **pack sizes**
- 2= Information on **subsides**
- 3= Link to **New Zealand Formulary**
- 4= **NZF** drug interaction check

5. To add the medicine to the chart, click on **select**.

6. Chart the medication making any changes you require and then click on **Save**.



The **Add to Medication Chart** button is already toggled on.

Take care not to toggle this off as the medication will then not show on the chart.

- The Generic name of a medication will display first – you can filter by Generic/Brand or Both. Both is the default with the generic medications displaying first.

Generic Brand

Generic

Brand

Both

- You may receive a warning message if there are potential interactions, or it is a duplicate or stopped medication.
- Only fields with an * are mandatory.

Making a change to a medication in the chart

1. On the Medication chart click on the 3 dots and then **Edit Medicine Record** from the drop-down menu.

	Strength	Route	Dose
<input type="checkbox"/> Regular Medicine <input type="checkbox"/> metoprolol succinate 23.75 mg tablet: modified release <i>Take One tablet in the morning</i>	23.75 mg	Oral	1 tablet
<input type="checkbox"/> clozapine 50 mg tablet <i>Take Fifty mg every 72 hours</i>			

- Withheld / Stop Medicine
- View Medicine Dispensed Information
- Edit Medicine Record**
- View Medicine Historical Record

2. Change the medication as required and then click on **Add to Medication Chart**.
3. Update screen print – duration and quantity removed.

metoprolol succinate 23.75 mg tablet: modified release
 Strength: 23.75 mg Form: tablet: modified release

Pharmac
Cancel
Add to Medication Chart

Take: * Dose Unit Frequency * Duration * Quantity *

Route * Indication Max dose per 24h Max Dose Unit Repeats Medication update only

Directions

Current Prescriber * **Inserted Date *** **Start Date *** **Start Time *** **End Date** **End Time** **Pharmacy ***

Additional Options
>

4. The medication details update and the **latest update by** is shown on the medication chart.

	Strength	Route	Dose	Frequency	Form	Details
<input type="checkbox"/> Regular Medicine <input type="checkbox"/> metoprolol succinate 23.75 mg tablet: modified release <i>Take One tablet twice daily</i>	23.75 mg	Oral	1 tablet	BD	tablet: modified release	Chartyed by: Jane Smith Start: 20-02-2025 15:54 Stop: 27-02-2025 00:00 Latest update by: 20-02-2025 16:03

Withholding and Resuming Medication

1. On the Medication chart click the 3 dots and then **Withheld / Stop Medicine** from the drop-down menu.

<input type="checkbox"/>	Regular Medicine	Strength	Route	Dose
<input type="checkbox"/>	metoprolol succinate 23.75 mg tablet: modified release <i>Take One tablet in the morning</i>	23.75 mg	Oral	1 tablet
<input type="checkbox"/>	clozapine 50 mg tablet <i>Take Fifty mg every 72 hours</i>			mg

2. Complete the details of the medicine withdrawal and then click on the **Withheld** button.

Withheld Medicine Stop Medicine

Withheld Medicine

metoprolol succinate 23.75 mg tablet: modified release
Take One tablet twice daily

Cancel **Withheld**

Reason * Start Date * End Date *

Inappropriate 21-02-2025 22-02-2025

Comments

Heart Rate currently < 50

3. Confirm that you want to **withhold** the medication.

! Are you sure you want to withheld medicine?

No **Yes**

Cancel **Withheld**

4. A message will be received that the medication has been successfully withheld. And the medication will show in the chart in orange print.

✓ Notification ×

Medicine has been withheld successfully.

<input type="checkbox"/>	Regular Medicine	Strength	Route	Dose
<input type="checkbox"/>	metoprolol succinate 23.75 mg tablet: modified release (Withhold Until 12-03-2025) <i>Take One tablet (tablet: modified release) once daily</i>			

5. To **re-start/resume** the medication click on the 3 dots and then **Resume / Stop Medicine** from the drop-down menu.

6. Complete the details of why the medication is being resumed and then click on **Resume Medicine**.

Resume Medicine Stop Medicine

Resume Medicine Cancel Resume Medicine

metoprolol succinate 23.75 mg tablet: modified release
Take One tablet twice daily

Reason Start Date End Date

21-02-2025 Select date

Comments

7. Confirm that you want to resume the medicine.

Are you sure you want to resume medicine?

No Yes

Cancel Resume Medicine

8. A message will be received that the medication has been resumed and the orange withheld information will no longer display in the medication chart.

Notification

Medicine has been resumed.

Stop Medication

1. On the Medication chart click on the 3 dots and then / **Stop Medicine** from the drop-down menu.
2. Click on **Stop Medicine**, complete the details of why you are stopping the medication and then click on **Stop**.

Withheld Medicine Stop Medicine

Stop Medicine Cancel Stop

metoprolol succinate 23.75 mg tablet: modified release
Take One tablet twice daily

Reason * Stop Date *

Inappropriate 21-02-2025

Comments

Heart Rate < 50

3. Confirm that you want to **stop** the medication.

Are you sure you want to stop medicine? This action is not reversible.

No Yes

Cancel Stop

- A message will be received that the medication has been successfully stopped. And the medication will now display scored out in the **Inactive Medications** section of the Medication Chart.

Inactive Medications		Strength	Route	Dose	Frequency
<input type="checkbox"/>	metoprolol succinate 23.75 mg tablet, modified-release <i>Take One tablet twice daily</i>	23.75 mg	Oral	1 tablet	BD



- NOTE:** The medication is only stopped in ISPRX+, the patient and pharmacy will still need to be informed.
- If the medication is subsequently **re-started** the prescriber will receive a warning message that this medication was previously stopped before the prescriber can proceed.

Stopped Medicine Warning

This medication has been stopped for reason.
Do you wish to prescribe it?

Medicine Titration

- From the medication chart select **Chart Rx, Chart Titration**.

Chart RX

Chart Medication

Chart Titration

- Enter the first step of titration and then click on **Add**.

Medicine Name * dexamethasone 4 mg tablet Current Prescriber * Jane Smith Dose * 1 Dose Unit * tablet Route * Oral Frequency * mane

Direction
Take One tablet in the morning Start: 06-03-2025, Stop: 09-03-2025

Start Date * 06-03-2025 Start Time * 07:00 am Duration * 3 Day/s

Ongoing Add Next Step Medication Stop **Add**

- Continue adding titration steps using the **Add Next Step** button.

Medicine Name * dexamethasone 4 mg tablet Current Prescriber * Jane Smith

Direction
Directions (Auto-generated)

Start Date * 16-03-2025 Start Time * Select start ... Duration * Enter durat... Day/s

Ongoing **Add Next Step** Medication Stop Add

Med Name	Prescriber	Directions
dexamethasone 4 mg tablet	Jane Smith	Take One tablet in the morning Start: 06-03-2025, Stop: 09-03-2025
dexamethasone 4 mg tablet	Jane Smith	Take half tablet in the morning Start: 09-03-2025, Stop: 16-03-2025

- Select **Medication Stop** or **Ongoing** for the last titration step.
Ongoing = patient will stay on that dose indefinitely.
Medication Stop = medication will be stopped after the duration specified.

- Then click **Save** to add to the Medication chart.
- To prescribe a **split dose** for titration use the **+ Add More Button**.

+ Add More

Dose *	Dose Unit *	Route *	Frequency *
<input type="text" value="1"/>	<input type="text" value="tablet"/>	<input type="text" value="Oral"/>	<input type="text" value="mane"/>
<input type="text" value=".5"/>	<input type="text" value="tablet"/>	<input type="text" value="Oral"/>	<input type="text" value="midi"/>



If you need to edit or remove a titration line you can use the icons highlighted below:

Med Name	Prescriber	Directions	Dose	Route	Frequency	Schedule Date	Action
dexamethasone 4 mg tablet	Jane Smith	Take Two tablet once daily Start: 11-03-2025, Stop: 14-03-2025	2 tablet	Oral	once daily	11-03-2025 - 14-03-2025	<input type="text" value="edit"/> <input type="text" value="delete"/>
dexamethasone 4 mg tablet	Jane Smith	Take One tablet once daily Start: 14-03-2025, Stop: 21-03-2025	1 tablet	Oral	once daily	14-03-2025 - 21-03-2025	<input type="text" value="edit"/> <input type="text" value="delete"/>



Remember to review and confirm all start/stop dates before saving the titration. Editing later is possible but will need to be done for each step individually from the medication chart.

Applying for Special Authority

- When charting a medication that requires special authority you will receive a message to confirm you wish to proceed.

! You have selected a non-subsidised medication, are you sure you wish to proceed?

- You will then be directed to the special authority application or renewal screen.
 - 1=** Look up an **existing** special authority number
 - 2=** **Apply or renew** a special authority number
 - 3=** **Park** a special authority number. This will allow you to continue prescribing.

INITIAL APPLICATION
Applications From Any Relevant Practitioner . Approvals valid for 1 year(s).

Prerequisites (tick boxes where appropriate).

Control of intractable nausea, vomiting, or inability to swallow saliva in the treatment of malignancy or chronic disease where the patient cannot tolerate or does not adequately respond to oral anti-nausea agents

or

Control of clozapine-induced hypersalivation where trials of at least two other alternative treatments have proven ineffective

RENEWAL
Applications From Any Relevant Practitioner . Approvals valid for 1 year(s).

Prerequisites (tick boxes where appropriate).

The treatment remains appropriate and the patient is benefiting from treatment

1
2
3

- Follow the prompts as per your normal process when using Special Authority web site.



The **Special Authority** number, including **expiry date** will be automatically pulled into the script.

There are two ways to generate prescriptions:

1. Generate a script for **one or more medications** from the medication chart.
2. Generate a script for a **single medication** when you chart the medication.

Generate a script for one or more medications from the medication chart.

1. From the **Medication Chart** select all medications that require a prescription by using the check box. If you want to prescribe all regular medications for example, you can check box the entire section.

Regular Medicine	Strength	Route	Dose	Frequency	Form	Details	Indication	21/02
<input checked="" type="checkbox"/> Regular Medicine								
<input checked="" type="checkbox"/> ibuprofen 200 mg tablet Take Two tablet four times a day	200 mg	Oral	2 tablet	QID	tablet	Charted by: Jane Smith Start: 21-02-2025 10:57 Stop: 28-02-2025 00:00 Latest update by: 21-02-2025 10:57		
<input checked="" type="checkbox"/> dabigatran etexilate 75 mg capsule Take One capsule in the morning	75 mg	Oral	1 capsule	mane	capsule	Charted by: Jane Smith Start: 21-02-2025 10:55 Stop: 28-02-2025 00:00 Latest update by: 21-02-2025 10:56		
<input checked="" type="checkbox"/> haloperidol 1.5 mg tablet Take One tablet twice daily	1.5 mg	Oral	1 tablet	BD	tablet	Charted by: Jane Smith Start: 21-02-2025 10:52 Stop: 28-02-2025 00:00 Latest update by: 21-02-2025 10:52		

2. You can select if the prescription is emailed to the **pharmacy** or to the **patient**. If the prescription is to be solely **printed**, then don't select either of these. If the prescription is to be emailed to the pharmacy – the details will be auto populated but can be overridden if required.

Email to Pharmacy

Email to Patient

3. If selected **Email to Pharmacy** the following screen will display:

- 1=Enter a **patient email** if required.
- 2=Enter a **message** if required.
- 3=Enter a message to the pharmacist if required.

Pharmacist Information

Pharmacy * Bay Health Pharmacy (829 Cameron Road, Tauranga South, Taur...
 Pharmacy Email * bayhealthpharmacy@xtra.co.nz
 Patient Email **1** patient email
 Subject **2**
 Pharmacy Address 829 Cameron Road, Tauranga South, Tauranga 3112
 Message to Pharmacist **3**

dexamethasone 4 mg tablet
 Strength: 4 mg Form: tablet

Take: * 2 Dose Unit Dose Range tablet Frequency * once daily Duration * 3 Quantity Enter quantity Route * tab(s) Oral

Repeats Enter repeats Blister Pack

Directions Take Two tablet once daily Start: 11-03-2025, Stop: 14-03-2025

4. If selected **Email to Patient** the following screen will display:

- 1=Enter the **patient email**.
- 2=Enter a **message** to patient if required.

Pharmacy * Bay Health Pharmacy (829 Cameron Road, Tauranga South, Taur...
 Pharmacy Email * bayhealthpharmacy@xtra.co.nz
 Patient Email **1** patient email
 Message to Patient **2**

dexamethasone 4 mg tablet
 Strength: 4 mg Form: tablet

Take: * 2 Dose Unit Dose Range tablet Frequency * once daily Duration * 3 Quantity Enter quantity Route * tab(s) Oral

Repeats Enter repeats Blister Pack

Directions Take Two tablet once daily Start: 11-03-2025, Stop: 14-03-2025

5. Click on **Save** to complete prescribing or **Print & Save** to physically print the script.



6. To **print** the prescription, **right click** and then click on **Print**.

Te Whatu Ora
Health New Zealand
TEST environment NOT valid

Prescription generated from
indici Test Environment and

Jane SMITH
Professional Registration Number: Type: Do
HPI Facility: F05051-G

Terry WALSH
141 State Highway 1, RD 3, Otaki 5583
PH: +64277828965
Prescription Funding Code: A4 DOB: 11/11

Rx Date: 12/03/2025

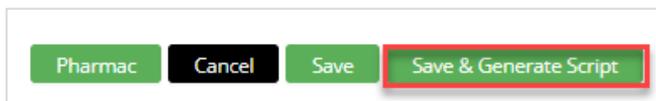
rivaroxaban 15 mg tablet
Sig.: Take One tablet once daily Start: 11-03-2025
Mitte: 3 x tab(s)

2VTCR223F03P0F7H09



Generate a script for a single medication when you chart the medication

When charting the medication, you can select **Save & Generate Script** which will generate a prescription solely for the medication you are charting.



Cancelling a Prescription

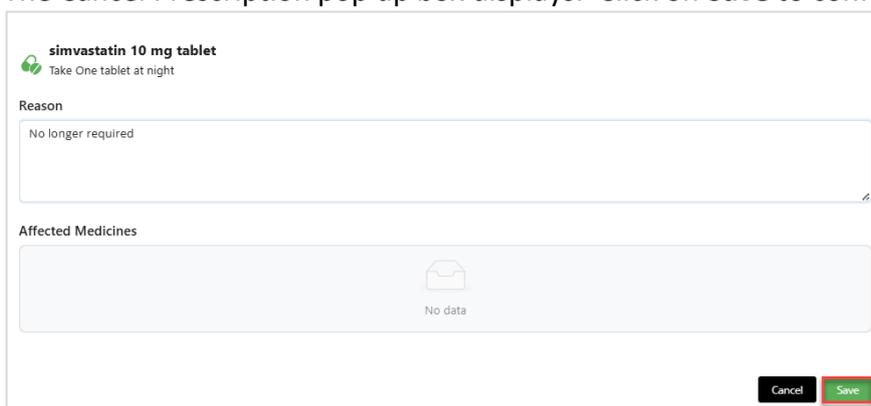
1. On the Medication chart click on the 3 dots and then **Cancel Prescription** from the drop-down menu.
2. The Cancel Prescription pop up box displays. Click on **Save** to confirm.

simvastatin 10 mg tablet
Take One tablet at night

Reason
No longer required

Affected Medicines
No data

Cancel Save



A prescription can only be cancelled if it is NZePS and the prescription has not yet been dispensed.

Printing a Medication Chart

1. From the Medication Chart click on **Print**.

Search medicine name | Last Week | Last Month | Last Year | Active Medicine | Select from da... | Select to date | **Print**

2. The Medication Chart will display and from here you can click on **Print** again to print.

Medication Chart Report

ALLERGY ADVERSE REACTION / MEDICAL WARNING
Allergies And Adverse Drug Reactions Are Not Displayed And Cannot Be Recorded Here - Please Ask The Patient And Refer To Your District Hospital's Usual Allergy / ADR Repository
DATE 11-03-2025

SURNAME: WALSH FIRST NAME: TERRY
DATE OF BIRTH: 11-11-1988 AGE: 36 YEARS NHI: ZCR1820
OR AFFIX STICKY LABEL

Page 1 of Chart 1/1 Printed on: 11-03-2025 15:04 By Jane Smith

Regular						
GENERIC NAME	DOSE	ROUTE	FREQ	START DATE and TIME	PRESCRIBER	STOP DATE and Time
A prednisone 5 mg tablet	1 tablet	Oral	once daily	11-03-2025 at 14:44	NAME: Jane Smith DATE: 11-03-2025	
B dexamethasone 4 mg tablet	2 tablet	Oral	once daily	11-03-2025 at 07:00	NAME: Jane Smith DATE: 11-03-2025	NAME: Jane Smith DATE:14-03-2025 07:00
C dexamethasone 4 mg tablet	1 tablet	Oral	once daily	14-03-2025 at 07:00	NAME: Jane Smith DATE: 11-03-2025	NAME: Jane Smith DATE:21-03-2025 07:00
D dexamethasone 4 mg tablet	1 tablet	Oral	mane	21-03-2025 at 07:00	NAME: Jane Smith DATE: 11-03-2025	NAME: Jane Smith DATE:26-03-2025 07:00
E dexamethasone 4 mg tablet	0.5 tablet	Oral	midi	21-03-2025 at 07:00	NAME: Jane Smith DATE: 11-03-2025	NAME: Jane Smith DATE:26-03-2025 07:00



This is not a legal prescription. It is a printed copy of the medication chart that should be accompanied with a legal prescription.

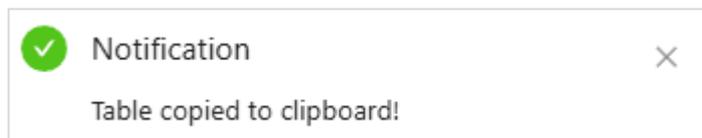
Copy and Paste a Medication Chart

1. From the Medication Chart click on **Copy Chart**.

Search medicine name | Last Week | Last Month | Last Year | Active Medicine | Select from da... | Select to date | **Print** | **Copy Chart**

Regular Medicine	Strength	Route	Dose	Frequency	Details
<input checked="" type="checkbox"/> prednisone 5 mg tablet <i>Take One tablet once daily Start: 11-03-2025</i>	5 mg	Oral	1 tablet	once daily	Charted by: Jane Smith Start: 11-03-2025 14:44 Stop: - Latest update by: 11-03-2025 14:56

2. The following pop up is received:



3. You can now paste this into a document, note, email etc.