

This is a guide for those who would like to ORDER REPEAT PRESCRIPTIONS on-line.

- Before using the system you need to be issued with your Username and Password. Please attend the surgery in person with the appropriate id (passport, driving license, etc.) to be issued with these.
- Then go to the surgery website, as usual. <http://www.thechippingsurgery.co.uk>
- At the centre of the page, click on 'Manage your appointments & Repeat Prescriptions Online'

The Chipping Surgery

We are confident that our website will provide clear and concise help and give our patients the information they require in an easy and convenient format. It has been designed with the patient's needs at the forefront of everything, from checking surgery times to letting us know what you think of us.



Manage your own appointments & Repeat Prescriptions Online

systemonline
BOOK REQUEST REGISTER

[Click here for a guide if you would like to BOOK GP APPOINTMENTS on-line.](#)

[Click here for a guide if you would like to ORDER REPEAT PRESCRIPTIONS on-line.](#)

- This will take you to the normal **systemonline** login page.
- Type in your Username and Password and click 'Login'



Login

If you already have a username and password, enter them here. If you do not have a username and password, contact your practice.

Username

Password

Login

- This will take you to the **systemonline** home page.
- Halfway down on the right hand side you will see 'Request Medication'
- Click on this

Your Medication

Request Medication

Outstanding Prescription Requests
Change Pharmacy

- This takes you to a page headed Medication which has up a table of your regular medicines.

Medication

Tick the items you would like to order and press the 'Continue' button. order and add additional notes before it is sent. If the item you require the 'Medication request notes' field.

Once your request has been submitted, a member of staff at the pract medication ready for collection.

- Request existing medication

- Tick the one / ones you wish to order AND then click '**Continue**' (this is a small 'button' near the bottom of the text).

Regular Medication

Drug
<input checked="" type="checkbox"/> [Redacted] 50mg tablets [Redacted] night [Redacted] Sep 2017 Last requested 03 Mar 17, status Issued
<input checked="" type="checkbox"/> [Redacted] 135mg tablets [Redacted] to two three times a day Last Issued: 13 Sep 2017 Last requested 03 Mar 17, status Issued
<input type="checkbox"/> Naproxen 500mg gastro-resistant tablets 56 tablet - take one twice daily Last Issued: 30 May 2017 Needs reviewing by a GP or Nurse before it can be requested Last requested 29 May 17, status Issued

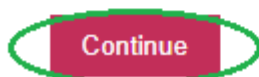
- Make custom request

Medication request notes

You can use this field to create a custom medication request.

Notes entered into this field may be visible to all staff

**Please collect your prescriptions from Lloydspharmacy, 4
GL12 7BX.**



- This takes you to a page showing the medicine/s you wish to order. Note: your order has **not yet been processed**.

- You have the opportunity at this stage, if you wish, to add a short comment, e.g. if a consultant has changed your dose at a recent appointment, and the surgery hasn't yet picked up on it. Please type the request in using CAPITAL LETTERS to highlight the change

Request Medication

The following medications are about to be requested. You should check that these are correct, add notes as required, and press the 'Request Medication' button to complete the request.

Once your request has been submitted, a member of staff at the practice will process your request and issue the prescriptions ready for collection.

Drug	Notes
<p>50mg tablets 28 tablet - one at night Last Issued: 13 Sep 2017 Last requested 03 Mar 17, status Issued</p>	<p>PLEASE INCREASE THIS DOSE TO 75MG AS LETTER 200817</p>
<p>Mebeverine 135mg tablets 200 tablet - one to two three times a day Last Issued: 13 Sep 2017 Last requested 03 Mar 17, status Issued</p>	

Medication request notes

You can use this field to create a custom medication request using free text.

Notes entered into this field may be visible to all staff at the practice

Please collect your prescriptions from Lloydspharmacy, 43 Long Street, Wotton-under-Edge, Gloucestershire, GL12 7BX.



Now comes the bit some people are missing. Assuming the table correctly shows the medicine/s you want,

- Click the '**Request Medication**' button.
- The screen will now show a confirmation of the medication you have ordered, when it should be available to collect and where you collect your prescriptions.
- You can print this list if needed

Medication Order Summary

A request was sent to the practice to prescribe the following items on 19 Apr 2018 10:35

This prescription will be available to collect from 23 Apr 2018

Item
ZeroAQS emollient cream (Thornton & Ross Ltd)

Please collect your prescriptions from Lloydspharmacy, 43 Long Street, Wotton-under-Edge, Gloucestershire, GL12 7BX.



- Done!