

User Guide

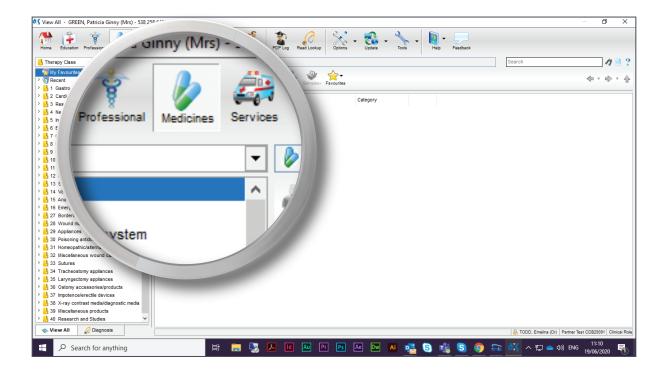
How to Search in the Medicines
Section

Introduction

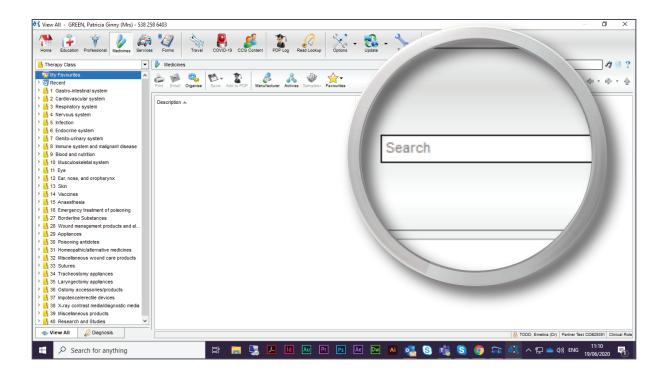
This guide will show you how to search in the 'Medicines' section in DXS Point-of-Care using the search bar.

Instructions

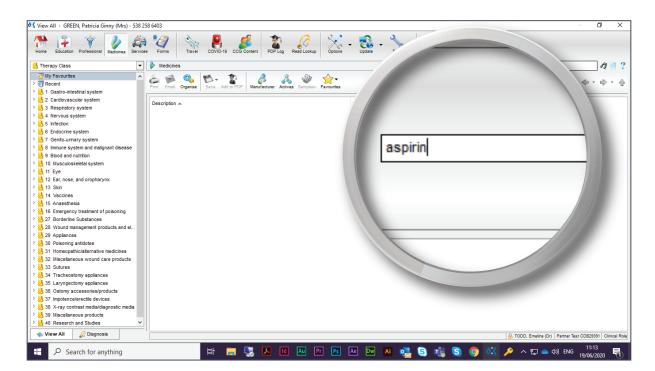
1. Open DXS Point-of-Care and navigate to the 'Medicines' section.



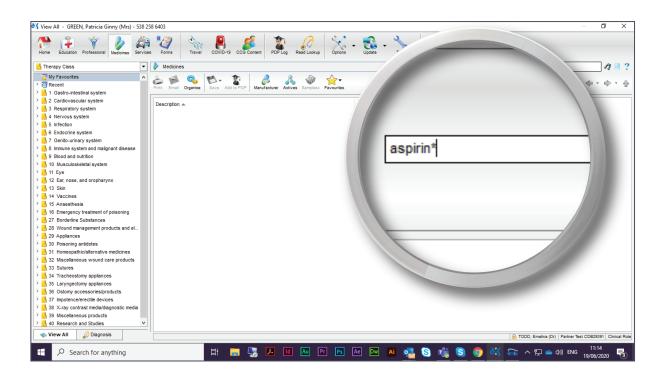
2. In the 'Medicines' section, the search bar allows you to search for drugs based on their name, category or active ingredients (including strength).



- 3. Click on the search bar and type in a drug name, category or active ingredient.
- 4. You can search by using single, multiple or partial words.



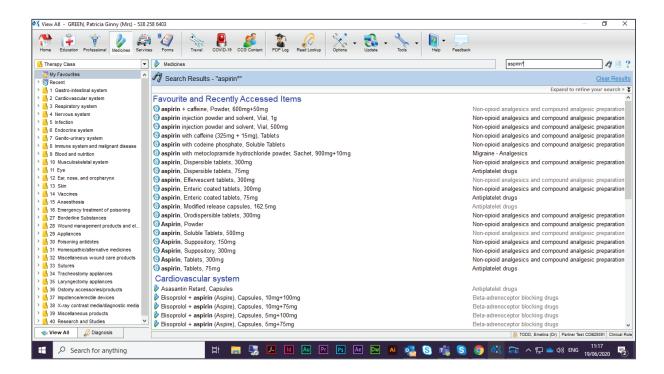
5. Adding an asterisk (*) before or after a word will search for any items containing that word.



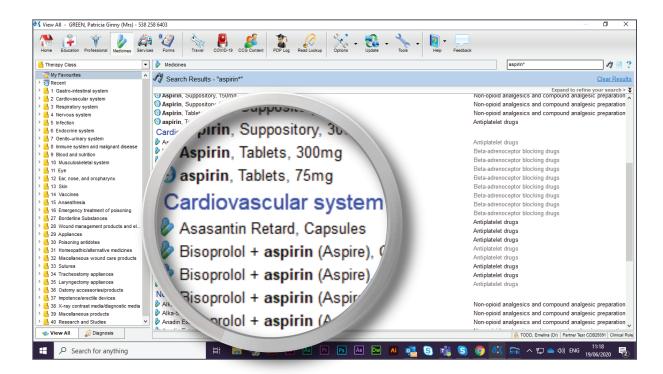
6. Press enter on your keyboard or click on the 'Find' button to initiate the search..



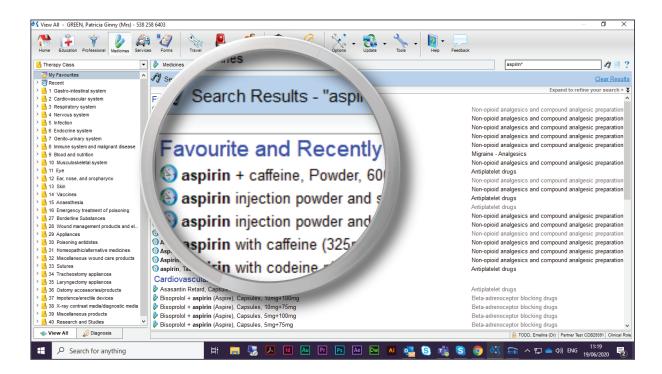
7. A list of search results will be displayed.



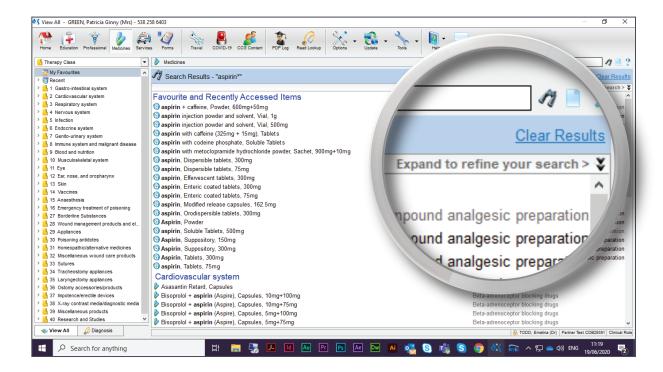
- 8. Results are displayed in categories denoting the type of item.
- 9. The categories, as well as the listed search results under each category, are displayed in alphanumerical order.



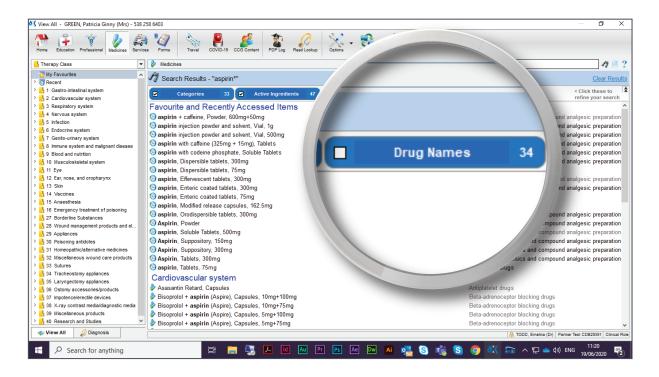
10. Any Favourite or Recently Accessed items will be prioritised to the top of the list, making it quicker and easier to access them.



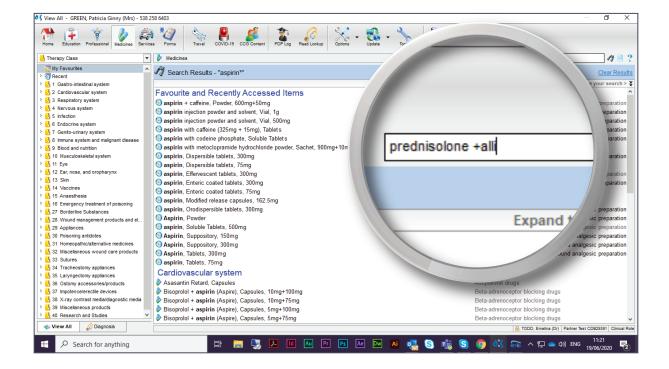
11. To filter your search results, select the chevron icon.



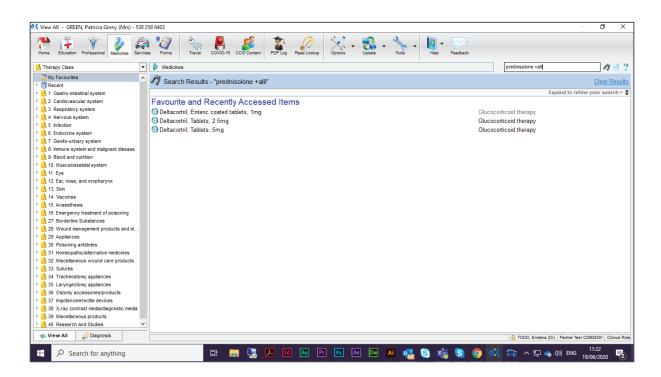
- 12. Filter buttons can be activated or deactivated by selecting or deselecting the tick box on the left of the filter button.
- 13. Please note that any changes to the filter selection or deselection will be retained and applied to the next search.



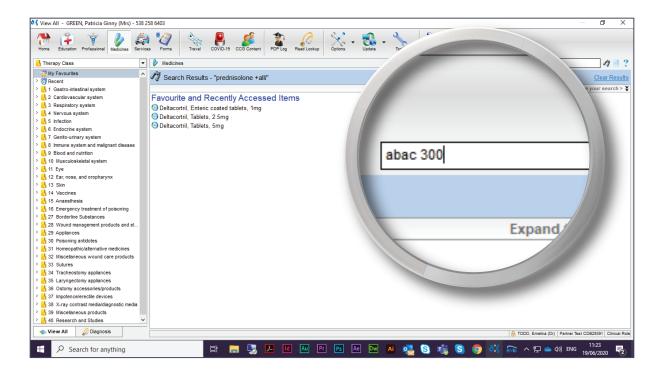
- 14. If you would like to refine your search, you can search for example, 'prednisolone +alli'.
- 15. The '+' sign indicates that the next word must be in the name of the manufacturer of the drug.



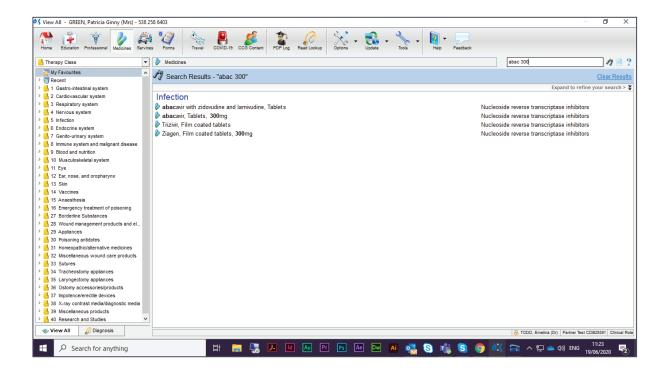
16. This will only return drugs with the ingredient prednisolone, which are provided by Alliance Pharmaceuticals.



17. In the same way, you can search for 'abac 300'.



18. This will return all drugs starting with 'abac', as well as any drug that contains an ingredient starting with 'abac', with a strength of 300.



Support

- 0800 028 0004 (option 1)
- support-uk@dxs-systems.com
- dxs-systems.co.uk

Training

- 0800 028 0004 (option 2)
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