Setting Multiple Favorite Pharmacies for Patients

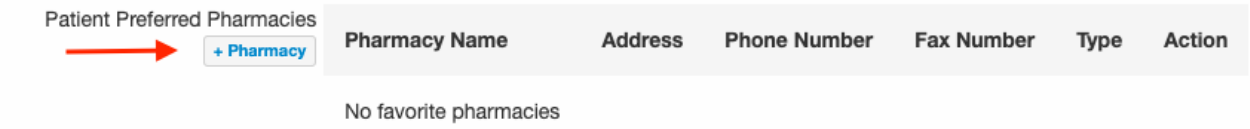
07/24/2024 9:11 pm EDT

Providers now have the option to set multiple favorite pharmacies for patients!
NOTE: Currently, there is no limit to the amount of favorite pharmacies that can be set for an individual patient.

First, navigate to the patient's chart.

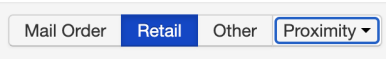
From the Demographics section

1. Select the Demographics tab
2. Scroll down to the Miscellaneous section
3. Patient Preferred Pharmacies > click "+Pharmacy" to add



4. Search for the pharmacy by the keywords indicated in the search box.

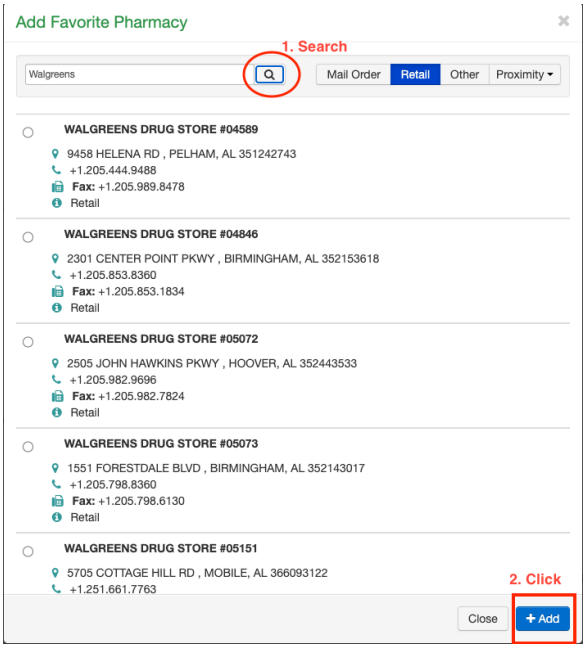
4a. You can also toggle between



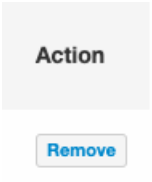
to modify your search.

Proximity will search nearest pharmacies based on the (miles selected) patient's address.

5. Add the Pharmacy



6. Once the Pharmacy has been added, there is an option to Remove.



7. Repeat steps 3-5 to add multiple favorites.

8. As always, **SAVE DEMOGRAPHICS.**

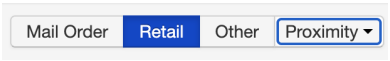
From the Send eRx section

1. Enter the necessary information in the New Prescription fields.
2. Scroll down to Select Pharmacy.

If favorite pharmacies were added via the Demographics tab, the list will appear.

3. Search for the pharmacy by the keywords indicated in the search box.

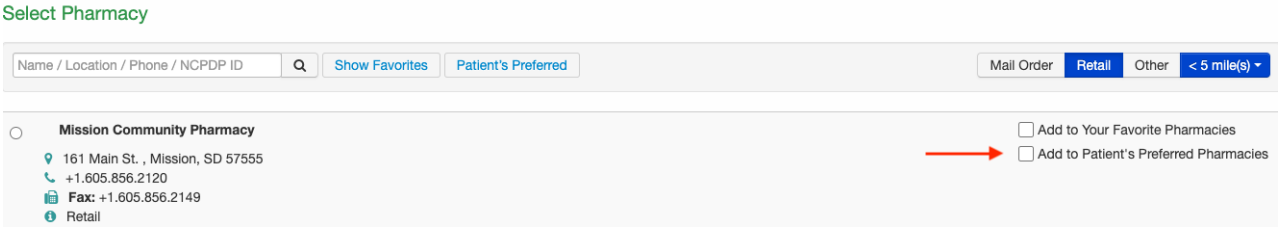
3a. You can also toggle between



to modify your search.

Proximity will search nearest pharmacies based on the (miles selected) patient's address.

4. Once the list of pharmacies populate, check the pharmacy to Add to Patient's Preferred Pharmacies.



5. Repeat step 3-4 to add additional pharmacies if you wish to use a different keyword search.

6. The selected favorite pharmacy will save once the prescription has been electronically sent.

Additional Information

- Favorites cannot be re-ordered.
- When creating a new prescription, a favorite pharmacy will need to be selected. However, reordering a prescription via the Medication List of the patient's chart will retain the pharmacy that was selected from the original order.
- (Send eRx Page) pharmacy selections can be added to both patient and provider favorites by checking the appropriate box.

Here is a link to a video that will walk you through Setting Multiple Favorite Pharmacies for Patients.