



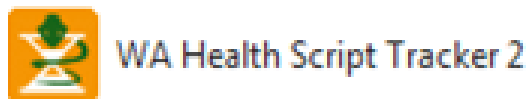
## Script Tracker – Medication Chart and Prescription Tracking Program Information Sheet

The information provided here is for guidance around the use of the software program, Script Tracker, which is a Pharmacy IT application that provides real time information on the progress of medication discharge and outpatient supply at the Bunbury Hospital.

Script Tracker is available on computers via the Start Menu and the Health Apps. This can be added to any computer at the request of clinical staff to the IT HelpDesk.

Script Tracker is a tracking program for all discharge and outpatient prescriptions sent to the Pharmacy Department. This should be the first point of call when determining if a discharge prescription is ready to be collected.

The Script Tracker icon appears as:



Once opened there is a log-in screen:

For ward access a generic log-in is to be used by all staff. Ward access provides a view only screen that displays information on prescriptions received by the Pharmacy Department and their processing stage.

Ward user name = handovermedical  
Ward password = surgical1

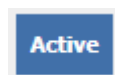
Once logged in, select the Bunbury Hospital site and the relevant ward.

Once Script Tracker is opened, wards can be selecting from the drop down menu.

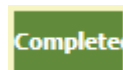
Once a ward has been selected it will show all the items for the current day as well as any uncollected items for that ward (from previous days).

## WACHS South West – Script Tracker – Medication Chart and Prescription Tracking Program Information Sheet

The Status Column shows the current status of each item in Script Tracker and is colour coded.



Items that have been received by Pharmacy and are currently in process.



Items that have been received by Pharmacy, have been processed and are ready to be collected by ward staff.

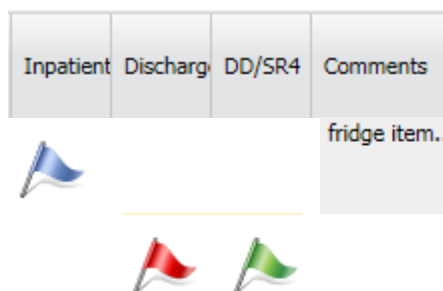


Items that have been received by Pharmacy, have been processed and have been collected by ward staff

Items that are completed but not yet collected have the line highlighted in yellow.

Each line also has a Comments field and Flag section.

This may be used by the Pharmacy department to provide additional information, such as if a product is a fridge item, if it includes S8 or S4R items or comments why an order has been placed on standby.



Script Tracker will also detail when an item was collected from the pharmacy department and by whom.

Time Collected: 08:12  
Collected By: PCA

**Please note:** Ward staff should refer to Script Tracker for information on the progress of discharge prescriptions before contacting Pharmacy.

<b>Contact:</b>	WACHS-SW Chief Pharmacist (N. Lillywhite)		
<b>Directorate:</b>	Medical Services	<b>TRIM Record #</b>	ED-CO-14-89633
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