

## Minfos 3.11.1

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### Welcome to Minfos 3.11.1

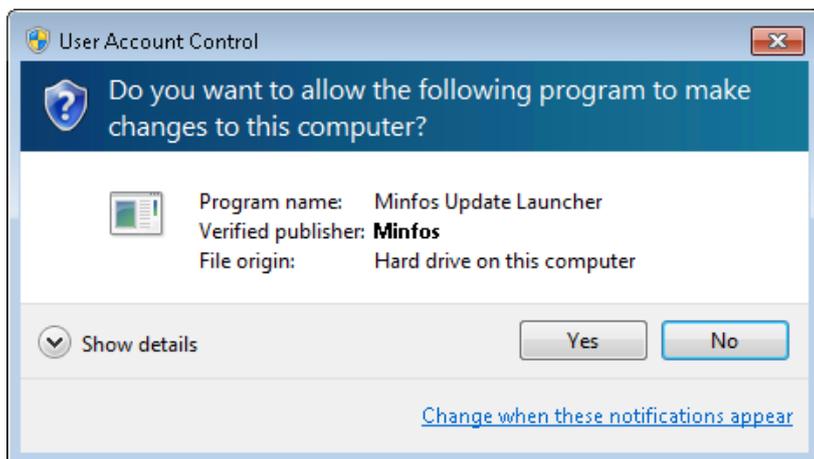
This document provides an overview of the enhancements and support issue fixes in this Minfos release.

#### Highlights of this release:

-  New Script Enquiry window; search for any script, from one central location!
-  Shortcuts "/", "\*" and "-", now return results specific to the workstation you're working on.
-  The new GP% text box on the dispensing screen lets you see the drug's gross profit percentage while you're dispensing.

### Notes before you update

When you log into your workstations in the morning, a User Account Control Prompt (UAC) may appear, depending on your Windows settings for Minfos.



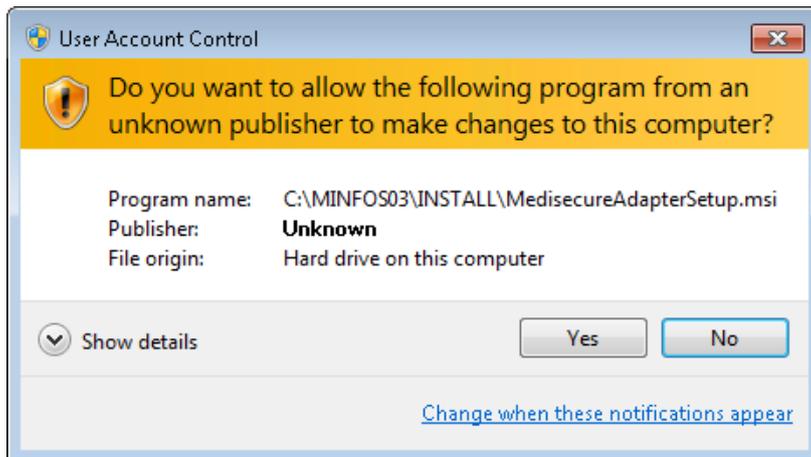
Click **Yes**, to accept the UAC prompt.

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#### Disclaimer

Screen captures from Minfos are used in this document. While care is taken to use fictional data, some of these images might contain names, addresses, or other details of individuals and/or organisations. Any fictional or nonfictional names, addresses, drug histories, or other details about individuals or organisations are used for demonstration purposes only.

If your pharmacy uses MediSecure v1, and you don't accept the first UAC prompt, then you may receive a second UAC prompt on your back-office machine, to authorise the MediSecure v3 upgrade.



Click **Yes**, to accept the MediSecure v3 upgrade.

- i** If you don't accept the MediSecure UAC prompt, then your Minfos software will still update but you will not receive the MediSecure v3 upgrade (for MediSecure v1 users only). This prompt *will not disrupt* your ability to trade.

## How to update Minfos

- At any point in the day, download the latest Minfos software.
  - On the Minfos Launch Pad, click the **File** menu, then click **Minfos Net Terminal**.  
The Minfos Net Terminal window is displayed.
  - Click the **Connect** menu, then click **1. Internet**. The Online Menu window is displayed.
  - Check the **1 New Minfos Software** check box, then click **Okay**.
- When you've finished trading for the day, ensure there are zero connections to your Minfos server.  
Your Minfos software will update automatically, overnight.
- Check that your Minfos software successfully updated. On the Minfos Launch Pad, click the **Help** menu, then click **About Minfos Software**.  
The About Minfos Software window is displayed, and shows your current Minfos version in the **Applications Versions** box.

- i** If our support team has migrated your store to the tandem ESE or the ESE-only database, you can still update Minfos as you normally would.

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# Enhancements

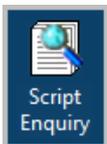
This section provides details about enhancements in this release.

## Pharmacists and dispense techs: New streamlined workflow for searching for scripts

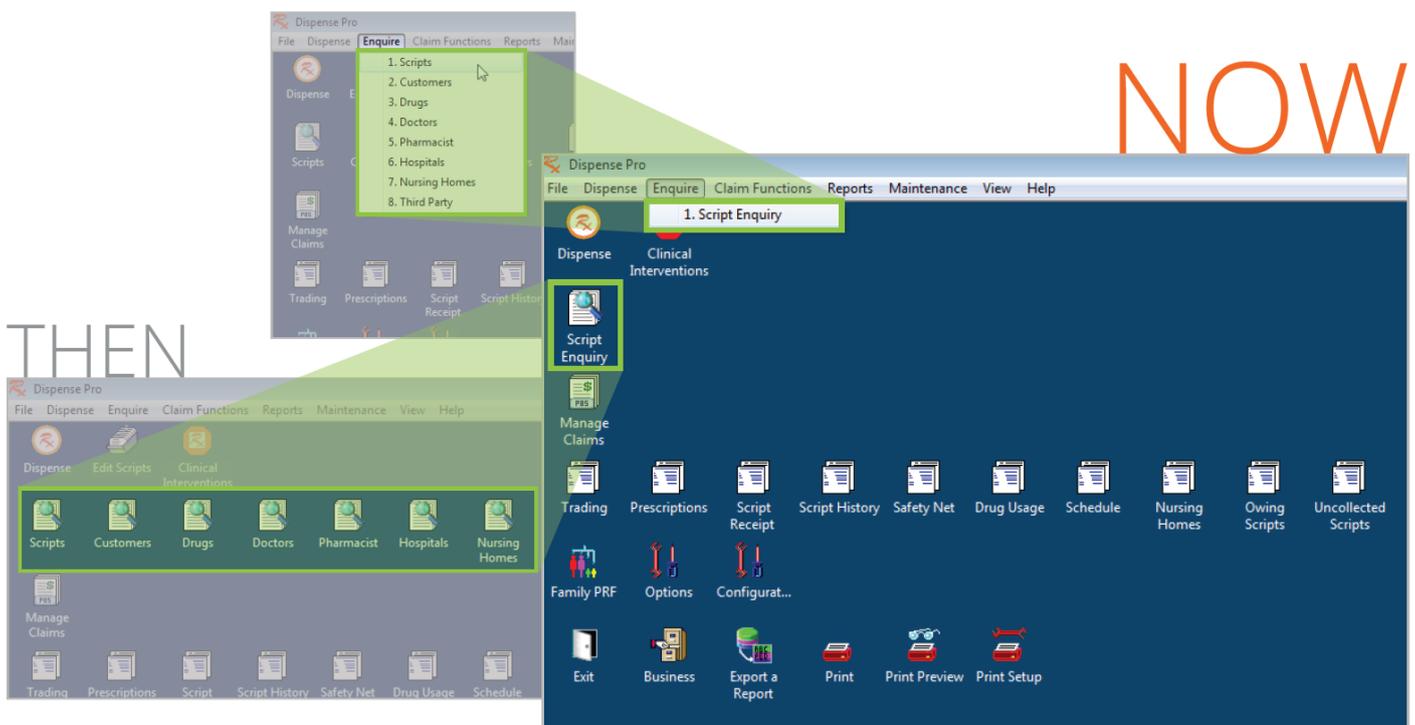
Searching for scripts dispensed at your pharmacy just got smarter and more efficient. You now have improved visibility, as you can manage, review, search for and report on your scripts, all in one place!

### Consolidated and simple: View all your scripts from one icon

On the Dispense Pro screen, all of your script icons and menu items have been united in **Script Enquiry**.



From this icon, or from the **Script Enquiry** function on the **Enquire** menu, you can see a simple workflow for searching for and reporting on your pharmacy's scripts.



*Dispense Pro screen changes with Minfos version 3.11.1 on the right.*

## The new Script Enquiry window: Your one-stop shop for all of your dispensed scripts

We've merged all eight of the previous script search windows—Edit Scripts, Script Enquiry, Customer Enquiry, Drug Enquiry, Doctor Enquiry, Pharmacist Enquiry, Hospital Enquiry and Nursing Home Enquiry—to create the new Script Enquiry window!

Script Date	Disp. Date	Script #	Customer	Drug Name	Qty	Directions	Doctor	Price
29/07/2015	29/07/2015	507292	HO,ALIREZA RASTANEH	LIPIDIL CAP 67MG	60		0	27.35
29/07/2015	29/07/2015	507291	SMITH,ACACIA	AMOXIL VIAL 1G	20		0	18.95
27/07/2015	27/07/2015	507278	SMITH,ADAM	AKAMIN TAB 50MG	30		0	19.40
27/01/2015	27/07/2015	507277	JACK,PAUL	GONAL-F-PEN-900IU INJ 1.5ML	2		0	37.70
27/07/2015	27/07/2015	507276	SABATO,OLIVIA	CM-SIMVASTATIN TAB 20MG	30		0	18.55
27/07/2015	27/07/2015	507275	HAARHOFF,KIM	CM-ENVALAPRIL TAB-BLIS 10MG	30		0	13.00
27/07/2015	27/07/2015	507274	MAARTENSZ,BENJAMIN	CM-RABEPRAZOLE TAB-EC 10MG	28		0	18.80
27/07/2015	27/07/2015	507273	SMILEY,ANNAMMAH	PANADEINE TAB	100		0	18.65
27/07/2015	27/07/2015	507272	SMILEY,ANNAMMAH	CM-AMOXYCILLIN CAP 500MG	20		2029	6.10
27/07/2015	27/07/2015	507271	ABBAS,ELPINIKI	CM-ATORVASTATIN TAB 20MG	30		2029	6.10
17/06/2015	17/06/2015	506174	AALDERS,PHILLIP	CM-ATORVASTATIN TAB 20MG	30		0	18.95
17/06/2015	17/06/2015	506173	AALDERS,PHILLIP	AMOXIL PAED O-DRPS 100MG/ML 20ML	20		0	16.10
17/06/2015	17/06/2015	506171	SMITH,ACACIA	CM-ATORVASTATIN TAB 10MG	30		0	16.75
16/06/2015	16/06/2015	506162	SMITH,ALECIA	CM-ATORVASTATIN TAB 10MG	30		2029	6.10*
16/06/2015	16/06/2015	506161	SMITH,ALECIA	CM-AMOXYCILLIN CAP 250MG	20		0	6.10
15/06/2015	15/06/2015	506152	ABATE,THOMAS	CLOZARIL TAB-BLIS 100MG	200		2029	288.45
15/06/2015	15/06/2015	506151	ABATE,THOMAS	CLOZARIL TAB-BLIS 100MG	200		0	37.70
12/06/2015	12/06/2015	506121	WAYNE,BRUCE	CLOZARIL TAB-BLIS 100MG	200		0	258.85
09/06/2015	09/06/2015	506091	SMITH,ACACIA	CM-AMOXYCILLIN CAP 500MG	20	1 tds	1345	13.65
05/06/2015	05/06/2015	506053	SMITH,ALECIA	YASMIN TAB 30MCG-3MG 28X	1	1 d	3016	23.35
05/06/2015	05/06/2015	506052	SMITH,ALECIA	CM-ATORVASTATIN TAB 10MG	30	1 d	3016	6.10
05/06/2015	05/06/2015	506051	SMITH,ALECIA	CM-AMOXYCILLIN CAP 250MG	20	1 tds	3016	6.10
10/04/2015	10/04/2015	504101	TRUONG TRAN-MIN...	ALPHAMOXY SYRP 125MG/5ML 100ML	1	5 Q8H	123A	15.75
31/03/2015	31/03/2015	503312	BARCA,MICHAEL	CM-AMOXYCILLIN CAP 500MG	20	1 tds uaf	0	6.10
31/03/2015	31/03/2015	503311	BARCA,MICHAEL	ESOMEPRAZOLE-APOTEX TAB 40MG	30	1 d za	0	37.70
20/01/2015	20/01/2015	501201	SMITH,ALECIA	AMOXIL CAP 250MG	20	1 Q8H	123A	9.45
15/09/2014	15/09/2014	409159	FERNANDO,STEPHEN dr	AMOXIL CAP 250MG	60	1 Q8H zd	2482	18.00
14/09/2014	15/09/2014	409158	FERNANDO,STEPHEN dr	AMOXIL CAP 250MG	60	1 Q8H zd	ABBS	24.90
15/09/2014	15/09/2014	409157	MONTGOMERY,NICOLA	CM-AMOXYCILLIN CAP 500MG	60	1 tds uaf zd	FHAU	13.00
14/09/2014	15/09/2014	409156	FERNANDO,STEPHEN dr	AMOXIL CAP 250MG	60	1 Q8H	AABR	15.25
15/09/2014	15/09/2014	409151	FERNANDO,STEPHEN dr	AMOXIL CAP 250MG	20	1 tds	0	16.35

**i** Right-click any script to open the Legend window, which shows definitions of the icons and font colours.

In the new Script Enquiry window you can:

- Search for scripts
- Filter your search results
- Find a specific script
- Print a report based on your search and filter criteria
- Reset your search with one handy shortcut

This table shows the many ways to open the new Script Enquiry window and the contents of the window based on where it is opened from.

SCREEN	ACTION	SCRIPT ENQUIRY WINDOW SHOWS
Dispense Pro screen	Click <b>Script Enquiry</b> icon.	The scripts dispensed at your pharmacy <i>in the last year</i> .
	Click <b>Enquire</b> menu > <b>1. Script Enquiry</b> .	
Dispensing screen	Click <b>[Rx Done]</b> ; shortcut, [Alt+[ ]. See, " <a href="#">View the scripts dispensed today directly from the dispensing screen</a> "	The scripts dispensed at your pharmacy <i>today</i> .
	Search for a customer > <b>Full Hist f4</b> button; shortcut, [F4]. See, " <a href="#">Outstanding repeats button and shortcut removed from the dispensing screen</a> ".	The scripts dispensed <i>to the selected customer in the last three years, including one year of outstanding repeats</i> .
	Scan a drug's barcode into the <b>Surname</b> text box (scan check).	The scripts dispensed at your pharmacy <i>today</i> that contain the scanned drug.  <div style="border: 1px solid green; padding: 5px;"> <p><b>i</b> If the drug was not dispensed today, the Script Enquiry window is displayed, and shows <b>No matching scripts for this search criteria</b>.</p> </div>

## New features on the Script Enquiry window

Here's an overview of the new functions in the Script Enquiry window.

- i** The **Enquire**, **Special** and **MedsIndex** buttons function the same way they did in the previous script search windows.

## Search for scripts

When you open the Script Enquiry window from the Dispense Pro screen, all of the search fields are editable.

You can search for scripts by one or more of the following details:

- Date range: In the **From** and **To** text boxes, enter the start and end dates of your search.
  - i** Press [Tab] to move through the fields on the window and automatically update your search results.
- Customer: In the **Patient** text box, enter the customer's name or code.
- Drug: In the **Drug** text box, enter the drug's name, product number or barcode.
  - i** When you enter a drug, the drug's generic is automatically populated in the **Generic** text box.

- **Generic:** In the **Generic** text box, enter the generic's name or code.
- **Pharmacist:** In the **Pharmacist** text box, enter the pharmacist's name, ID or code.
- **Prescribing doctor:** In the **Doctor** text box, enter the doctor's name, ID or code.
- **Facility:** Click the **Facility** drop-down list then select a facility type—select either **<None>**, **Nursing Home**, **Hospital** or **Third Party**—then enter the facility's name, ID or code in the text box.

When you enter a search term in the text box, and then [Tab] into the next text box, the results of your search are automatically narrowed. The search results are sorted with the most-recent script date at the top of the list.

	Script Date	Disp. Date	Script #	Customer	Drug Name	Qty	Directions	Doctor	Price
	18/02/2014	08/09/2014	4090...	LEYS, KATHY	LIPITOR TAB 10MG	30	Take HALF a tablet daily as dire...	AKO	0.00
	18/02/2014	11/08/2014	4081...	LEYS, KATHY	LIPITOR TAB 10MG	30	Take HALF a tablet daily as dire...	AKO	0.00

### Filter your search results

The **Show** check boxes allow you to filter your search, and narrow down your results even further. Check one or more of the corresponding check boxes, to display:

- *Only* owing scripts, shown with the “O” icon,
- *Only* outstanding repeats, shown with the repeats icon,
- *Only* the scripts waiting at the till, shown with the “T” icon,
- Deleted scripts—those that have not had their details retained—shown in **red** with the “X” icon, . These scripts have the word “deleted” displayed in the customer column.

Deleted scripts that have had their details retained, are displayed even when the **Deleted scripts** check box is *unchecked*. They are shown in **red**, with the “X” icon, , and all of the script's details.

	Script Date	Disp. Date	Script #	Customer	Drug Name	Qty	Directions	Doctor	Price
	04/09/2014	04/09/2014	4090...	KHURANA, JUDITH	ESOMEPRAZOLE-RBX TAB 40MG	30	Swallow whole ONE tablet in th...	ATAN	0.00
	30/08/2014	30/08/2014	4083...	WATERWORTH, AN...	SERETIDE ACCUHALER 250MCG/50MCG	1	Inhale TWO doses by mouth T...	RTH	0.00
	30/08/2014	30/08/2014	4083...	WATERWORTH, AN...	APO-SALBUTAMOL MET-AERO 100MCG/D...	2	Shake well and inhale TWO puff...	RTH	0.00
	20/08/2014	20/08/2014	4082...	WALTON, DAPHNE	PANAMAX TAB 500MG	100	Take TWO tablets FOUR times a day	ATAN	6.00

## Find a specific script

Still haven't found the script you're looking for? Well, for an even more precise search, click the new **Find** button.

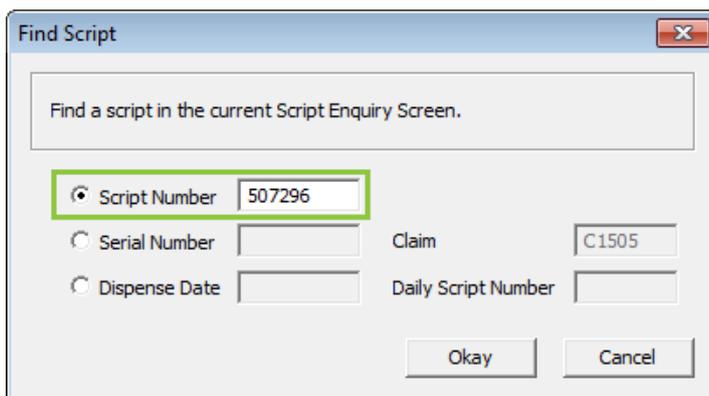
- i** This function searches within your current results. If you have entered search information or applied a filter that excludes the script you want to find, then the script will not be displayed.

To find a specific script:

1. On the Script Enquiry window, click **Find**.

The Find Script dialog window is displayed.

2. Select an option button and enter the details by which you want to search for your script. You can search by:
  - Script number.
  - Serial number and corresponding claim number.
  - Dispense date and daily script number.



3. Click **Okay** to find the script.

The script is highlighted at the top of the results.

## Print a report based on your search and filter criteria

You can now report on your search and filter results with the new **Print** button!

This feature allows you to run, and then print, a report that is based on your search criteria. You can then export the report to PDF or Excel from the **Export a Report** icon on the Dispense Pro screen.

Your search and filter criteria are shown on the report so that you can see what information each of your reports contains. Click **Print**, to print the report.

**Minfos Print Manager**  
 Print Next Prev Page No. 1 of 1

POSSCREENQ 3:38:28pm **Script Enquiry Report** From 29/07/14 to 29/07/15 Page No. 1 of 1 Date 29/07/2015

Business: 001 - Minfos Database  
 484 St Kilda Rd  
 MELBOURNE 3000 VIC  
 Phone: 03 1234 5678  
 Fax: 03 1234 5678

Drug: LIPITOR TAB 10MG 30  
 Generic: ATORVASTATIN  
 Doctor: KORAVOS A.

Owing scripts only N Outstanding repeats only N Scripts waiting at till only N Deleted scripts Y

Script Date	Disp. Date	Script #	Customer	Drug Name	Qty	Directions	Doctor	Price
5r X	29/07/2015	29/07/2015	507296 SMITH,ACACIA	LIPITOR TAB 10MG	30		AKO	19.80
5r X	29/07/2015	29/07/2015	507295 Deleted					
C 1r	18/02/2014	08/09/2014	40908997109 LEYS,KATHY	LIPITOR TAB 10MG	30	Take HALF a tablet daily as directed - *Avoid eating grapefruit or drinking grapefruit juice while being treated	AKO	0.00
C 2r	18/02/2014	11/08/2014	40811986788 LEYS,KATHY	LIPITOR TAB 10MG	30	Take HALF a tablet daily as directed - *Avoid eating grapefruit or drinking grapefruit juice while being treated	AKO	0.00

4 Records Printed

**i** When you close the report, you're returned to the Script Enquiry window and your search information and filters are retained.

### Reset your search with one handy shortcut

Clear your search information, filters and results, the same way you clear the dispensing screen: by pressing [F2].

When you reset your search, the date range defaults to today's date and window shows the scripts that were dispensed at your pharmacy today.

### View the scripts dispensed today directly from the dispensing screen

You asked for it! The new [ Rx Done ] button on the dispensing screen lets you view a list of scripts dispensed today, while you're dispensing.

/C. 3326 38326 5 1 Type G.General. SN \$ 34.26 Con. 18.30

Disp. [ ] [ ] Z.Dis.Date 29/07/2015

[ Rx.done ] 3

.A.L.s  
 8  
 4  
 I SOH (+1)  
 Iax Qty 30  
 Iax Rept 5

Err x 17 Home x 0

Sigs	Price	Dr.	Reg. #
11 V1A1 1G	\$18.95	0	

You no longer have to close the dispensing screen to search for a script; now you can perform a number of script functions—for example, view today's dispense history, edit scripts or print new labels—even while you're part-way through dispensing a script.

When you click [ **Rx Done**, the Script Enquiry window is displayed, with today's date selected by default, and shows all the scripts dispensed at your pharmacy today. All of the other search and filter functions are editable so you can narrow down your results; for more information see [“Search for scripts”](#) and [“Filter your search results”](#)”.

### Outstanding repeats button and shortcut removed from the dispensing screen

With the introduction of the Script Enquiry window, we've removed the outstanding repeats **Os Rpt f10** button, and shortcut [F10], from the dispensing screen.

When you click **Full Hist f4**, or press [F4], to view a customer's script history on the Script Enquiry window, the customer's outstanding repeats are also shown. You can then filter the results to show *only their outstanding repeats* by checking the **Outstanding repeats only check box**, or pressing [Alt+O]. For more information about filtering your results, see, [“Filter your search results”](#)”.

### Pharmacists and dispense techs: New Script History window shows adjustments made to a script

The new Script History window gives you complete visibility of the PBS transaction history of a script's claims and cancellations; for example, edits, corrections, cancellations, changes to the serial number, or deferrals from one claim to another claim. The window also shows the confirmations returned by PBS and any changes to the script's status.

To view a script's history, on the Script Detail Enquiry window, click the new **History** button.

**Script Detail Enquiry - 001 Minfos Database**

Customer: ABATE,THOMAS @ G.General.

Rx Date: 15/06/2015 Script No. 506151 Cust. No. 5449

Dispensed: 15/06/2015 Time: 2:46:35pm Claim Date: Current

Quantity: 200 Brand: CLOZARIL TAB-BLIS 100MG 200  
 No.Repeats: 0 Generic: CLOZAPINE  
 Disp.: 0  Reg 24 Govt. Code: 6102E  
 Reg 25 Schedule 4

Type: 9 Section 100 Claim No. 1503

Doctor: 0 - Dr !CASUAL Total Price: 260.52  
 Pharmacist: BLANK PBS Pay: 221.14  
 Intervention: P/F Incent: 1.68  
 Authority #: 12365478 Original Rx: Cust. Pay: 37.70

Streamlined Code:  Continued Dispensing

Orig.Pharm: 9999F Supplied: 15/06/2015

Label: CLOZARIL TAB-BLIS 100MG 200 Serial No. AG 1  
 Recall Code:  
 Medicare #: 30122995581  
 Hosp. Prov. #:

**History** (highlighted)

Errors: THOMAS ABATE  
 0 - Dr !CASUAL 15/06/15

Buttons: Okay, Cancel

The new Script History window is displayed and shows the adjustments to the selected script.

Disp. Date	Transmission	Claim #	Serial #	Presc #	Customer	Drug Name	Qty	Price	Confirmation	Status
27/01/2015		C1507	Prv.PBS	486701	SYMONS,MARGARET	LIPITOR TAB 40MG	30	0.00		Not Claimed
27/01/2015	09/07/2015 11:39:05	C1507	Prv.PBS	486701	SYMONS,MARGARET	LIPITOR TAB 40MG	30	15.42		Cancel Sent
27/01/2015	09/07/2015 11:39:03	C1507	C 1	486701	SYMONS,MARGARET	LIPITOR TAB 40MG	30	15.42	Rejected (R)	Claim Sent
27/01/2015	09/07/2015 11:38:25	C1501	C 2705	486701	SYMONS,MARGARET	LIPITOR TAB 40MG	30	15.42	Rejected (R)	Cancel Sent
27/01/2015	27/01/2015 14:30:37	C1501	C 2705	486701	SYMONS,MARGARET	LIPITOR TAB 40MG	30	15.42	15.42	Claim Sent

Online Status Cancel

You can also view the online status of the script for each adjustment; just select one of the adjustments and click **Online Status**.

## Pharmacists and dispense techs: Changes to the Manage Claims window

Based on your feedback, we've made a couple of changes to the Manage Claims window that make it easier for you to see and interpret your claim information.

### Updated statement statuses are now more relevant to the statement behaviour

We've simplified the PBS statement statuses so that now they more accurately reflect the behaviour of the statement. Now, the **Statement** column displays:

- –, for open or current claims that haven't yet had a statement requested.
- **Requested**, when a PBS statement has been requested or a claim has been closed, but the statement hasn't yet been returned.
- **Statement Not Available**, when a statement has been requested but is not yet available.
- **Interim**, when an interim statement has been returned, prior to the claim being closed.
- **Final**, when a final statement has been returned for closed claims, after Medicare's statement run.
- **Final - Statement returned from PBS is in old format**, when a final statement has been returned for closed claims, after Medicare's statement run, but the statement is in the old format.



An old format statement does not mean the claim was closed as a standard claim, only that the statement returned by PBS is in the old XML format and will therefore look different.

- **Unknown Error**, when an error has occurred while retrieving your statement.

## Rearranged columns make it easier to see your claims' statuses

The columns in the Manage Claims window have been rearranged to make it easier for you to identify your claims' statuses. The claim information that is directly related—the claim number, status, open date and closed date—is now grouped together.

Claim #	Status	Open Date	Closed Date	Statement	Latest Statement
C1524	Current	05/08/2015	.	Statement Not Available	.
C1523	Open	15/06/2015	.	Requested	.
C1522	Closed	10/06/2015	29/07/2015	Final - Statement returned from PBS is in old format	05/08/2015
C1521	Closed	27/05/2015	10/06/2015	Final - Statement returned from PBS is in old format	28/05/2015
C1520	Closed	19/05/2015	27/05/2015	Final - Statement returned from PBS is in old format	20/05/2015
C1519	Closed	27/11/2014	19/05/2015	Requested	.
C1518	Closed	11/05/2015	16/05/2015	Requested	.
C1517	Closed	04/05/2015	16/05/2015	Final	None
C1516	Closed	20/04/2015	16/05/2015	Final	None
C1515	Closed	15/04/2015	02/05/2015	Final	02/05/2015
C1514	Closed	01/04/2015	16/05/2015	Final	16/05/2015
C1513	Closed	25/03/2015	09/05/2015	Final	09/05/2015
C1512	Closed	18/03/2015	09/05/2015	Final	09/05/2015
C1511	Closed	10/03/2015	28/03/2015	Final - Statement returned from PBS is in old format	28/03/2015
C1510	Closed	26/02/2015	04/04/2015	Final	04/04/2015
C1509	Closed	16/02/2015	04/04/2015	Final	04/04/2015
C1508	Closed	10/02/2015	28/03/2015	Final	28/03/2015
C1507	Closed	02/02/2015	28/03/2015	Final	28/03/2015
C1506	Closed	26/01/2015	28/01/2015	Final - Statement returned from PBS is in old format	28/01/2015
C1505	Closed	19/01/2015	28/02/2015	Final	28/02/2015
C1504	Closed	12/01/2015	07/02/2015	Final	07/02/2015
C1503	Closed	05/01/2015	07/02/2015	Final	07/02/2015

## Pharmacists and dispense techs: The claim reference number now only increments for new, claimable scripts

In 3.11.1, we have improved the way the claim reference number increments, so that now it only increments for new, claimable scripts. This means it will now take longer for your pharmacy to reach a 5-digit claim reference number, which helps to avoid errors from Medicare.

Medicare recommends that you limit the number of scripts in each of your claims to between 1800 and 3000 scripts. If you regularly have more than 3000 scripts per claim, we recommend that you review your processes and close your claims more frequently.

- ☞ **With streamline claiming, you can now have more than one claim open for editing at a time. This means you don't have to immediately close your open claim when you start a new claim.**

## Pharmacists and dispense techs: PBS Warnings now automatically clear from scripts in a closed claim

You no longer have spend time ignoring individual warnings for scripts in a closed claim; PBS warnings are now cleared automatically when you close a claim.

PBS rejections need to be actioned to ensure you receive the correct rebate, so they are not cleared when you close your claim. However, rejections can be attached to a customer to effectively mark them as resolved, and remove them from the List of Rejected/Pending Scripts window.

## Pharmacists and dispense techs: Running a claim report then closing it now returns you to the window you were working in

When you run a claim report and then close the report, you're no longer taken all the way back to the Dispense Pro screen. Now, you're returned to the Manage Claims window so that you can continue working through your claims tasks.

## Pharmacists and dispense techs: See the drug's gross profit percentage while you're dispensing

The new **GP%** text box on the dispensing screen shows you the gross profit percentage of the drug you're dispensing, while you're dispensing it.

**i** The gross profit percentage is calculated based on the product's last buy price. When a product's last buy price is \$0.00, the GP% is 100% regardless of the dispense price.

When the calculated gross profit percentage is equal to or less than 0%—that is, when the dispense price falls below the product's last buy price—the **GP%** text box is shown with a red background and a negative value. This means you can now choose to adjust the price, if required, before you dispense the drug.



The screenshot shows a portion of the Minfos dispensing interface. It includes a 'Price' field with the value '7.00', an 'ADJ' button, and a 'GP%' field with the value '-42.86'. The 'GP%' field is highlighted with a red background, indicating a negative gross profit percentage. Other visible fields include 'Pharmacist' with the value 'CZ', and checkboxes for 'Reg 24', 'Reg 23', and 'GST'.

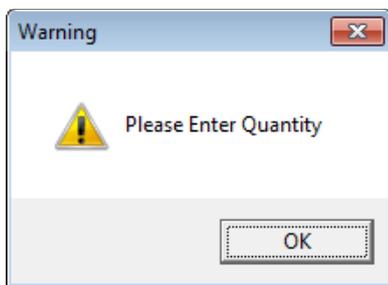
## Pharmacists and dispense techs: No longer accidentally enter an invalid drug quantity

Thanks to this enhancement, accidentally entering invalid quantities when dispensing a product is no longer an issue.

- i** A *valid quantity* is a whole number, greater than "0", without decimals (except for chemo items) and non-numerical characters (for example, "/" or "A").

Now, when you enter a quantity:

- Of "0" or less, and press [Enter] to save and process the script, the **Qty** text box will remain highlighted until you enter a valid quantity.
- Of "0" or less, and [Tab] through the **Price** text box, a warning prompt is displayed.



- That has decimals, the quantity is rounded down to the nearest whole number; for example, if you enter "25.5", the quantity is automatically changed to "25".

- i** When dispensing chemo products, you can enter a quantity that has decimals.

## Pharmacists and dispense techs: Shortcuts "/", "\*" and "-" now return results specific to that workstation

Want to only return dispense information for customers to which you have dispensed, instead of for customers that your colleagues have dispensed to on other workstations? In 3.11.1, the shortcuts for recalling the last customer dispensed, the second to last customer dispensed, and the PRF links to last customer dispensed, now only return customers that were dispensed to at the workstation you are using.

On the dispensing screen, in the **Surname** text box, enter:

- "/", to recall the last customer dispensed.
- "\*" to recall the second to last customer dispensed.
- "-" to recall the PRF links to last customer dispensed.

## Pharmacists and dispense techs: MediSecure pharmacies automatically updated to the latest version of MediSecure

If your pharmacy uses MediSecure v1, when you update to 3.11.1, you will also automatically be updated to the latest version of MediSecure: MediSecure v3. This allows your pharmacy to dispense both MediSecure v1 and MediSecure v3 scripts.

**i** If you want to find out more about what MediSecure v3 means for your store, contact MediSecure.

When you scan a MediSecure v1 *own repeat* for the first time after the MediSecure v3 upgrade, Minfos downloads the script from MediSecure vault. Minfos only downloads the first own repeat scanned for each MediSecure v1 script; any subsequent *own repeats* are recalled from your database when scanned.

To check that your MediSecure v3 update was successful, run an e-Prescription Claim report a few days after you update to 3.11.1. MediSecure scripts that you dispense after the update should be shown in the new **MediSecure v3** line on the report.

## Stock controllers and retail managers: Promotions Wizard promotions list is now sorted from newest to oldest

Stop scrolling through your entire list of promotions to access the latest one; your Promotions List window is now sorted so that the promotion with the most-recent start date is at the top of the list.

Promotion setup wizard results - Promotion list

Campaign name	Code	Promo name	Promo description	Start date	End date	Type	Status
	100009	Buy 2 Revlon lipstic...	Buy 2 Revlon lipsticks for \$15	23/06/15	24/08/15	Multibuy for set sales price	Current
	100008	Buy 1 Rexona and ...	Buy 1 Rexona and get 1 for \$5	19/06/15	30/07/15	Multibuy for \$ amt	Current
	100007	Summer Clearance	\$2 discount on seasonal summer products	12/02/15	19/02/15	\$ off retail price	Complete
	100006	Buy 3 Cetaphil 1L fo...	Buy 3 Cetaphil 1L for \$30	12/02/15	28/02/15	Multibuy for % off	Complete

Find  Error Start Stop Add Change Delete Export Report Product Pg Up Pg Dn Cancel

## Stock controllers and retail managers: Promotions Wizard promotion price shown when searching for a product at the till

Want to be able to let your customers know the promotional price of their product so that sales staff can up-sell or multi-sell at the till? When you have current promotions set up in Promotions Wizard—for promotions types 1. **Set Sales price**, 2. **\$ off Retail Price** and 3. **% off Retail Price**—and then search for a product in the promotion at the till, the product's promotional price is now shown in the **Promo** column on the Product Search Window.

	Description	Promo	S.O.H.	Retail Price
N	REXONA A/P 150G \$1 VOUCHER		0	1.00
Y	REXONA A/P ADVENTURE 150G	5.46	0	7.46
Y	REXONA A/P AQUASHIELD 150G		0	6.83
Y	REXONA A/P ATHLETE 150G	5.46	0	7.46
Y	REXONA A/P ATHLETE 150G	3.45	0	5.45
Y	REXONA A/P CLASSIC 150G	4.83	0	6.83
Y	REXONA A/P CLASSIC PUMP 150ML		0	0.00
Y	REXONA A/P CLASSICS 150G X3		0	0.00
Y	REXONA A/P CLINCAL MEN ACTIVE FRSH 45ML	12.73	0	14.73
Y	REXONA A/P CLINCAL MEN ADVENTURE 45ML	12.73	0	14.73
Y	REXONA A/P CLINCAL MEN SPORT 45ML	12.73	0	14.73
Y	REXONA A/P CLINCAL WMN SHWR FRSH 45ML	12.73	0	14.73
Y	REXONA A/P CLINCAL WMN FRAG CLLCTN 45ML	12.73	0	14.73

Next Prev rexon Show Stcked Esc Clear ← Full Screen

1 2 3 4 5 6 7 8 9 0

Q W E R T Y U I O P

A S D F G H J K L Enter

Z X C V B N M Space

## Retail managers: Record a customer's email address that has two consecutive underscores

When you're recording a customer's email address in order to email them their account statements, you can now record email addresses that have two consecutive underscores; for example, minfos\_\_1@minfos.com.au.

# Support issues resolved

This section provides details about support issues resolved in this release.

## Dispense

### Editing a Reg 25 script and changing the brand now keeps Reg 25 checked

When you dispense a Reg 25 script, then edit the script and select a different brand, Minfos no longer unchecks the **Reg 25** check box.

### Editing a PBS warning then cancelling the changes no longer removes the warning

Your PBS warnings are no longer removed when you edit the warning, and then click **Cancel** without saving the changes.

### You can no longer save a patient that is assigned to an invalid carer

Previously, when you assigned a customer to a carer—nursing home, hospital or third party—you could assign the customer to an invalid carer that was not set up in your database.

Now, when you assign a customer to a carer, you can only select a valid carer. This helps to ensure that the carer type sub-total values on the Trading Totals report are correct.

### Dispensing a repeat for ACCU-CHEK-PERFOMA TEST-STRP now displays the correct repeat details

Previously, when dispensing a repeat for ACCU-CHEK-PERFOMA TEST-STRP, the repeat contained the incorrect government code and number of repeats. Now, when you dispense the repeat, the details are displayed correctly.

### Deleting a \$0.00 script for an account customer now prompts to also delete the script from the customer's account

A prompt is now displayed when you delete a \$0.00 script that was dispensed to an account customer, allowing you to also delete the script from the customer's account. The script must be deleted from the account to reverse the expected payment from Medicare and to add the stock back to your pharmacy's stock on hand.

### Family check box is disabled when running a Tax Report for a non-family customer

Previously, when you ran a Tax Report for a non-family customer, and checked the **Family** check box, a blank report was displayed. In 3.11.1 the **Family** check box has been disabled for non-family customers.

## Correct customer's previous scripts now display when you transfer a script to another customer

Previously, when you dispensed a script to a customer, then edited the script and changed the customer, the dispensing screen incorrectly continued to display the first customer's script history. Now, when you transfer the script to another customer, their script history is correctly displayed.

## Running a back-dated Clinical Interventions report now displays the correct number of scripts

In 3.11.1, when you run a Clinical Interventions report for a previous date range, the total number of scripts for your selected criteria is now correctly displayed and matches the total number of scripts in your Tax Report.

Previously, the Clinical Interventions report displayed a value that included deleted scripts and, in some cases, scripts dispensed the day after the selected date range.

## You can now search for a different customer when dispensing an expired script

Previously, when you entered an expired script date—over one year before the dispense date—in the dispensing screen, then clicked **OK** to accept the Warning prompt, you were not able to search for a different customer. This has now been fixed so that the dispense form resets when you accept the warning prompt, allowing you to change the customer.

## Dispense product search no longer has a search limit

There is no longer a limit to the number of results displayed when searching for a product from the dispensing screen. This means, searching for a product now returns all of the relevant results.

If the search takes more than one second, a new progress dialog window is displayed.

## Pressing [Enter] no longer closes the Scan Check window

Previously, when you pressed [Enter] during a scan check, the Scan Check window would close. Now, the only way to close the Scan Check window is by pressing [Esc] or clicking the red "X".

## The Conflict with Previous Script warning prompt is now displayed when dispensing an earlier supply of the same prescription dispensed at a different pharmacy

The Conflict with Previous Script warning prompt is displayed when you dispense the same drug, to the same customer, from the same prescriber, on the same day. This prompt is now correctly displayed when you dispense an earlier supply of the same prescription that has already been dispensed at a different pharmacy.

## Same icon is now correctly displayed in the customer's script history when the same script is dispensed

When you dispense the same drug, to the same customer, from the same prescriber, on the same day, the script is now correctly shown with the same icon, , in the customer's script history.

## Till

### Sales with part-payments can no longer be refunded

To prevent a major balance error on your Till Summary report, you can no longer refund a sale that contains a part payment.

### Promotional products no longer show a discount when multiples are sold at the till

When promotional products are sold at the till, the Sale Detail Enquiry window for the transaction should not show a discount, unless a manual discount is applied. We fixed a bug that was causing promotional sales to show a discount when the quantity of the promotional product was increased.

## Stock Manager

### Dead Stock Report now correctly excludes new products when the check box is checked

When you run a Dead Stock report for a past date and check the **Exclude new product purchases since the cut off date** check box, the report now correctly excludes new products that were ordered after the specified cut-off date.

### Purchase Order report is now reformatted to correctly display the column headings in PDF export

The PDF export of the Purchase Order report has been reformatted so that the column headings no longer overlap and all of the information on the report is clear and legible.

### PDEs shorter than six digits are now correctly printed on shelf labels

Previously, when a PDE number was less than six-digits long, the PDE was not printed on shelf labels. Now, all PDEs correctly print on the shelf labels, including those printed using the Minfos Warehouse module.

## General Ledger

### Excluding a General Ledger account from a consolidated financial statement no longer doubles the values

We fixed a bug that was doubling the remaining values in the consolidated Financial Statements report after excluding a General Ledger (GL) account. Now, when you exclude a GL account, the values on the report are correct.