



ePMA Guide

Pharmacy Guide on creating a TTO



From the steps below, follow this guide on how to create a TTO for a patient in ePMA.

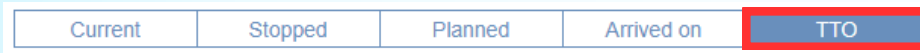
Firstly from the patients profile, select "Meds" from the tabs at the top of the screen.



Click "Prescribe" button



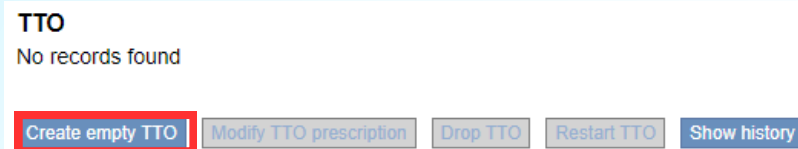
Click "TTO" button



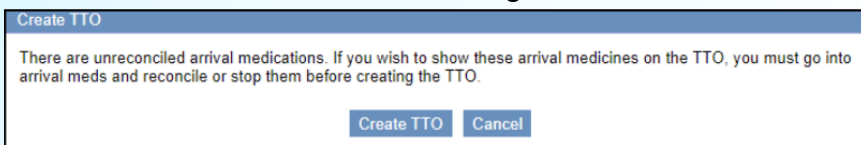
A message will appear at the top of the page that will update you on the progress of the TTO.

TTO Status: A TTO has not yet been created. Create the TTO from the Current Medications tab or choose an empty TTO below.

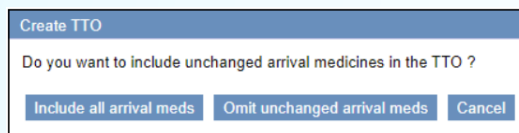
As per above you can either create an empty TTO, or use the **Current** tab to select multiple medicines. Select "Create empty TTO"



If there are unreconciled arrival meds a box will pop up to alert you to reconcile or stop them before creating the TTO



Select "Include all arrival meds" to include arrival meds, or "Omit unchanged arrival meds". This option is only available if arrival medications have been added to this episode of care.



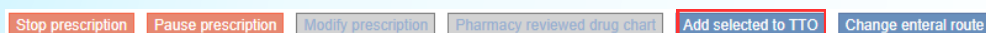
Click on the "Current" tab



Tick the medications you would like to add to the TTO

Current				
	Start date	New	TTO	Medicine
<input checked="" type="checkbox"/>	Thu 02 Jan 2025 08:00	New		Paracetamol 🔗
<input checked="" type="checkbox"/>	Thu 02 Jan 2025 08:00	New		Ibuprofen 🔗
<input checked="" type="checkbox"/>	Thu 02 Jan 2025 18:00	New		Enoxaparin
<input checked="" type="checkbox"/>	Thu 02 Jan 2025 08:00	New		Co-amoxiclav 500mg/125i
<input type="checkbox"/>	Thu 02 Jan 2025 08:00	New		Codeine 30mg tablet

Click "Add selected to TTO"



Here you will see all medications that have been added to the TTO

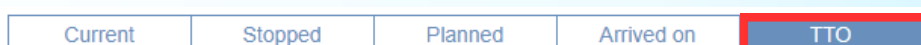
Current				
	Start date	New	TTO	Medicine
<input type="checkbox"/>	Thu 02 Jan 2025 08:00	New	✓	Paracetamol 🔗
<input type="checkbox"/>	Thu 02 Jan 2025 08:00	New	✓	Ibuprofen 🔗
<input checked="" type="checkbox"/>	Thu 02 Jan 2025 18:00	New	✓	Enoxaparin
<input type="checkbox"/>	Thu 02 Jan 2025 08:00	New	✓	Co-amoxiclav 500mg/125i
<input type="checkbox"/>	Thu 02 Jan 2025 08:00	New		Codeine 30mg tablet

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Pharmacy Guide on Discharge

DESKTOP

Click back onto the “TTO” tab



If arrived on medication differs from the current prescription you can select which prescription you would like to continue for the TTO by clicking “Use”

Arrived on	Current	TTO
Bisoprolol Oral, 1.25 mg once a day during the morning AND 1.25 mg once a day during the evening	Bisoprolol Oral, 5 mg once a day	Bisoprolol Oral, 5 mg once a day X

Any medication prescribed with multiple routes will flag asking you to “Choose route”

TTO
Ferrous Sulfate Oral / NG Tube, 200 mg twice a day

Choose route

You have the option to click on the orange X box to remove any prescriptions from the TTO

Arrived on	Current	TTO
	Paracetamol Oral, 1g four times a day. Minimum interval 4 hours	Paracetamol Oral, 1g four times a day. Minimum interval 4 hours X
	Ibuprofen Oral, 400 mg three times a day	Ibuprofen Oral, 400 mg three times a day X
	Enoxaparin Subcutaneous, 40 mg once a day during the evening	Enoxaparin Subcutaneous, 40 mg once a day during the evening X

You also have the option to click the play button next to Stopped to add a stopped medication to the TTO.

Arrived on	Current	TTO
Atorvastatin Oral, 40 mg once a day during the night	Atorvastatin Paused Oral, 40 mg once a day during the night	Atorvastatin Oral, 40 mg once a day during the night X
Dapagliflozin Paused Oral, 10 mg once a day		Dapagliflozin Oral, 10 mg once a day X
Aspirin Stopped Oral, 75 mg once a day		Stopped ▶

If you wish to restart the TTO from scratch press “Drop TTO”



Double click on the “Duration” field to manually add duration details to the prescription

Duration
14 days - started 01/01/25

For controlled medication, an amount for supply is required. Double click into the “Dispense quantity” field and enter the amount required. If entering for a Controlled Drug it will update the number to words and figures.

Dispense quantity
Required

Dispense quantity
7 (seven) days

As part of the discharge process you will need to specify a “GP action” for each prescription. Double click into the “GP action” field and select an action from the drop down list.

GP action
Continue
None
Review

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Pharmacy Guide on Discharge

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Add additional information regarding the medication as needed using free text.

Additional info

Short term pain relief following injury. GP to review if further required.

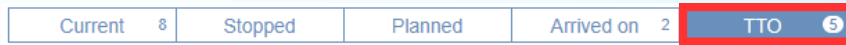


Note that **“Paused”** medications will be automatically restarted for discharge, unless stopped using the orange cross.

Current	TTO
Paracetamol Paused Oral, 1g four times a day. Minimum interval 4 hours	Paracetamol Oral, 1g four times a day. Minimum interval 4 hours ✕



You can also prescribe straight onto the patients discharge prescriptions via the button on the TTO tab.



Click on Add



Follow the prescribing algorithm as usual and then select **“Record TTO”**, and sign the prescription

Record TTO

The added medication will not be listed under **“Current”** or **“Arrived”**