

Prescribing Tip for Action



ScriptSwitch
Advancing Medicines Optimisation

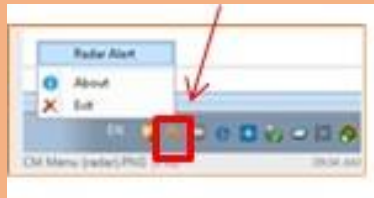
To ensure your practice obtains the benefits from ScriptSwitch, the software needs to be installed on all PCs or laptops used by prescribers, and new prescribing users need to be activated by the Practice Manager or IT lead.

ONLY prescribers should have full ScriptSwitch access.

Non-prescribers such as Medicine Co-ordinators who would benefit from viewing ScriptSwitch should have read only accounts set up.

Is Scriptswitch installed on your computer?

To check if ScriptSwitch is installed on the PC/Laptop, check the icons in the bottom right-hand corner of the screen. If you have the Optum logo appearing as follows, ScriptSwitch is installed.



If the logo isn't present, ScriptSwitch will need to be installed on any PCs or Laptops used by your prescribers. Administration rights to the machine will be needed to install the software. Contact your local IT team if you do not have these and they will be able to assist.

The software is available from the ScriptSwitch website [here](#). If you require further assistance or information on your Licence Key and Practice Code please contact the customer service team on 02476 214700 or email support@scriptswitch.com

To activate a user

1. Log into EMIS WEB
2. From the main EMIS WEB screen click EMIS in the top left
3. Select System Tools
4. Select EMAS manager
5. Select Partner API
6. Select ScriptSwitch from the list and then from the top click Configure
7. You will now see on the right of the screen a list of all the Prescribing staff. To enable ScriptSwitch functionality simply click on the user and this will enable the user
8. If the user is currently logged into EMIS WEB, changes to ScriptSwitch will take effect next time the user logs in.

Please consider including the above information in the starter pack for any new clinicians, to ensure it is done at the same time they are set up with EMIS user details.

To contact the Medicines Optimisation Team please phone 01772 214302

If you have any suggestions for future topics to cover in our prescribing tips please contact Nicola.schaffel@nhs.net