

ADDING AN RX IN CIAO!

This Is For Outside RX's And Returning Patients Only.

To Add The OD To The Provider Listing Refer To The **Adding An OD Guide**.

In Some Cases, The Prescription Will Flow Over From ECLiPS. Refer To RX To Ciao! Guide.

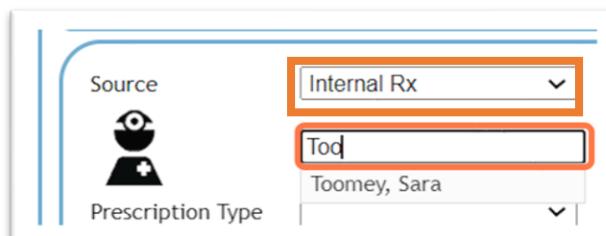
- Once In The Patient Profile, Go To The Prescription Box And Select The Icon With The Rx Inside The File Folder



- Then Select The +RX To Add A New Prescription



- At The Top Left, Select Internal Or External RX
- If Internal, Type The First Three Letters Of The Doctors Last Name And It Should Populate, Select Your Doctor's Name
- If External, You Will Do The Same, However The First Time You Will Have To Add The Doctor (Refer To Adding An OD Guide)



- On The Pulldown Bar Next To Prescription Type, Select The Type Of RX You Need To Enter
- Enter The Date (Exp Will Default To 1 Year And Change Accordingly)



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- ❑ On The Top Right, Start Filling In The RX With The Right Eye
- ❑ Fill Out The Sph, Cyl, Axis, Add For The Right Eye
- ❑ Then Complete The Left Eye In The Same Way
- ❑ For Plus Cyl You Can Just Enter +1.00 (No Need To Transpose)

	Sphere	Cylinder	Axis
OD(R)	+0.75		
OS(L)	+0.75		
Add 1			
OD(R)	+1.00		
OS(L)			

- ❑ If The Doctor Has Indicated Any Specific Notes Or Recommendations, You Can Record It On The Bottom Left Side

Doctor Recommendations

Anti-Reflective

Sunglasses

Other

- ❑ Hold Up The Physical RX Next To The Screen And Confirm You Have Entered The RX Correctly, Then Hit The Checkmark On The Bottom Left



- ❑ To Enter A Second Prescription, Select The +RX And Repeat All Steps
- ❑ To Begin Ordering, Select The Checkmark RX To Exit The Prescription Panel

