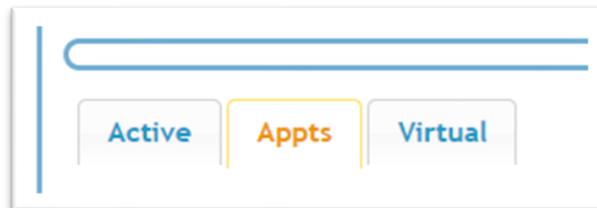


RX TO CIAO! (ECLIPS, CIAO!)

All Steps Are To Be Completed After The Patient Has Seen The Doctor

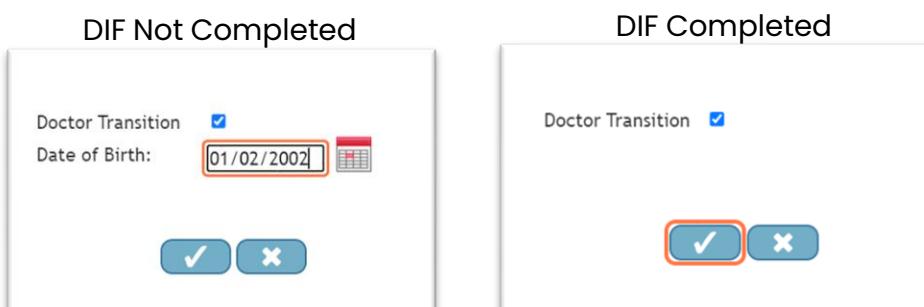
- Select The **APPOINTMENTS Tab** In Ciao!



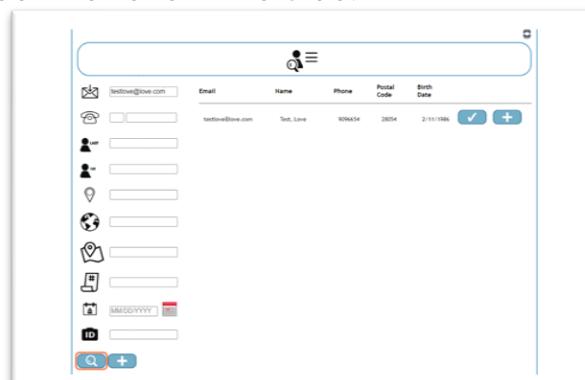
- **DIF Completed:** If All Privacy Forms Have Been Signed And Completed, All Demographical Information Along With The Patient's RX Will Be Sent To Ciao!
- You Will See The Patient's Full Name (You Can Also Look At Appointment Time)
- **DIF Not Completed:** If Privacy Forms Have Not Been Completed, You Will Only See Patient Initials (You Can Also Look At Appointment Times)
- To Begin The Transfer Of Data, Select The Checkmark For The Patient You'd Like To Import



- Confirm DOCTOR TRANSITION



- **DIF Completed:** The Email Will Populate And Click Search (Lookingglass)
- **DIF Not Completed:** DOB or Name Will Be Listed And Click Search (Lookingglass)
- Select Checkmark To The Right Of Patients Name If They Are Already In Ciao! Or The Plus Sign To Add The Patient Into Ciao!



RX TO CIAO! (ECLiPS, CIAO!)

- ❑ **DIF COMPLETED:** In Demographics Area, Complete The PMOC & Language Preference
- ❑ **DIF NOT COMPLETE:** Fill In Missing Demographics



- ❑ Once Demographic Information Is Saved, Go Into The RX Panel By Selecting The RX File Folder



- ❑ The Prescriptions Should Be Listed With A Yellow Box Indicating They Need To Be Reviewed And Approved, Select The Pencil To Edit



- ❑ You Will Have To Add The Doctors Name, Type Of Rx, And Contact Lens Details From The Printed Copy Of The Prescription Which The Doctor Has Provided To You
- ❑ **Note:** You Will Not Know Which Is The CL Rx & Which Is The Glasses Rx So You Have To Just Try Both By Selecting The Prescription Type
- ❑ When Finished, Select The Checkmark To Save The RX And Confirm Ready Status With The Green Box To The Left Of The RX Date

