TeamVision
Eye care, together.
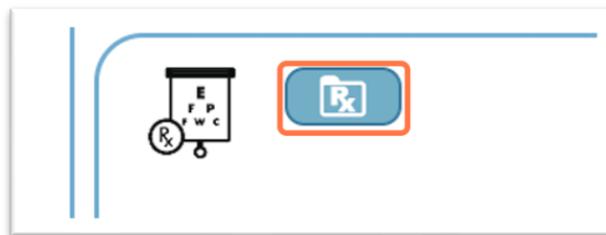
This Is For Outside RX's And Returning Patients Only.

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

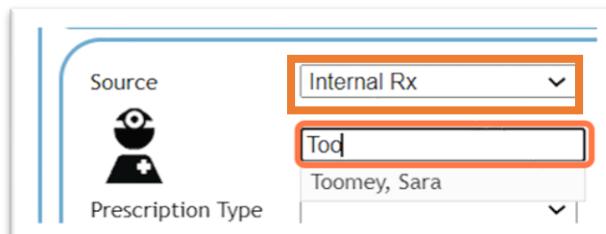**In Some Cases, The Prescription Will Flow Over From ECLiPS. Refer To RX To Ciao! Guide.**

❑ 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)

ADDING AN RX
IN CIAO!

TeamVision
Eye care, together.

- ❑ 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

✓ Rx   + Rx   ✗   ◉