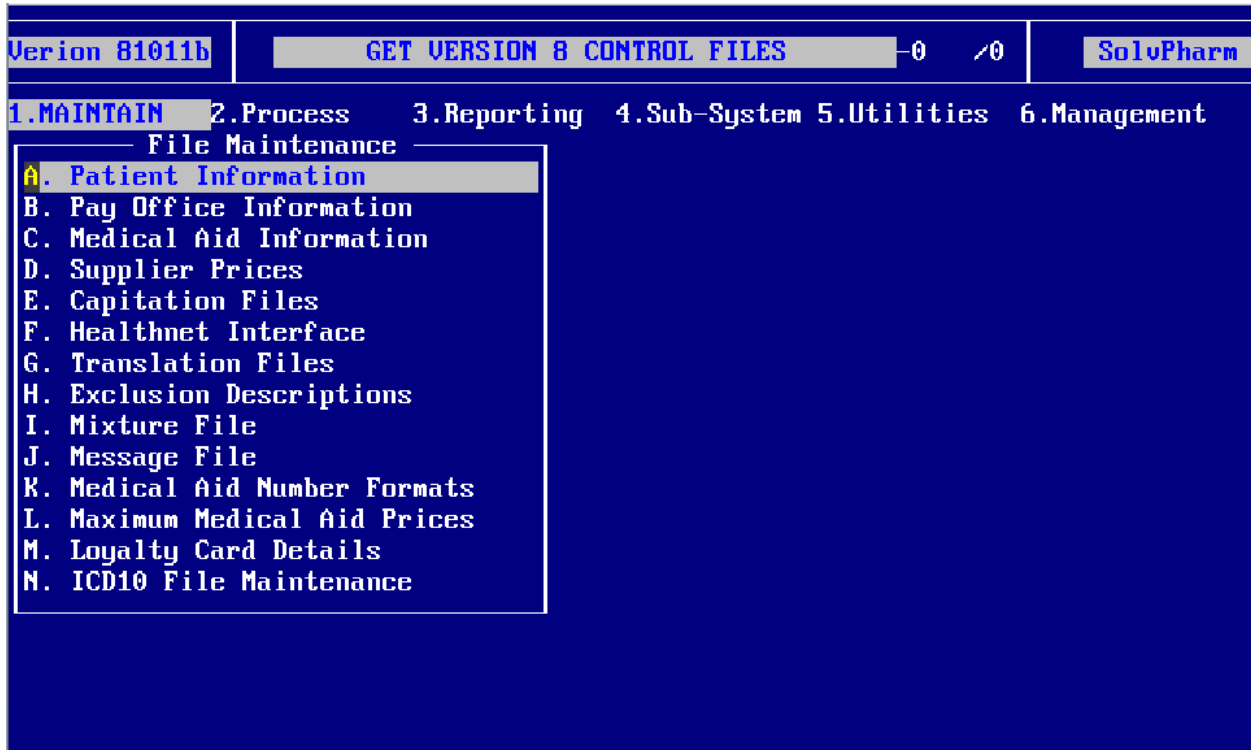# UNISOLV SMS REPEAT SCRIPTS – HOW TO'S

To be able to send an SMS reminder to your patient when they have a repeatable script due, you Amend that patients profile and Enable the SMS options, in order for them to receive the reminders.

1. This can either be done by logging into the pharmacy program, select Option 1 (**MAINTAIN**) and **A – Patient Information** (see screen below)

2. After selecting the Patient's profile, Press **U to Update** it with the Cell phone number and to Enable to SMS flags

```
(phm008)        PROFILE NUMBER: 000002    Last Accessed:2012/03/29    SolvPharm

Surname UNISOLV              A/c No  000000   Alt:000000    Blk:    Disc%: 0
Inits.. CKS      Title:      Home/Cel /0812335080
FirstNm CKS            Link To Buss/Fax                                Sms:Y
ID  No                       Employer                            Rpts.Sms:Y
Sex: M  Wght:    Age: 51.10  eMail                                   Lang:E
PostAdr                      M/Aid Cd PSMM                 File No:
PostAdr                      M/Aid No 15488                  - 000
PostAdr                      Doctor   SMITH
PostAdr                      Pract No 43435345      Tel:

    1) JEAN           JF      001 M 3  91.06
    2)
    3)
    4)
    5)
    6)
    7)
    8)
    9)
   <Enter>=Accept,<U>pdate,<m><G><M>essages,<A>llergies,L<I>mits,<Y>=Loyalty #
   <D>ebtor Info,<K>=Erase Profile,<L>abel
```

3. Ensure that the Patients number on which they'd like to receive their reminders are typed in the "**Cell No:** " Field. (i.e. 081 or 085)

4. The flags **"SMS Y/N"** and **"SMS Repeats Y/N: "** should both be set to **Y**.

   These steps applies to all patients which would like to receive reminders!

```
(phm008)        PROFILE NUMBER: 000002    Last Accessed:2012/03/29    SolvPharm

Surname UNISOLV              A/c
Inits.. CKS      Title:      Home Tel Home:
FirstNm CKS            Link To Buss Tel Bus.:
ID  No                       Empl Cell No.: 0812335080
Sex: M  Wght:  0.0 Age: 51.10 eMai SMS Y/N : Y         SMS Repeats Y/N : Y
PostAdr                      M/Ai Fax No. :
PostAdr                      M/Ai
PostAdr                      Doctor   SMITH
PostAdr                      Pract No 43435345      Tel:

    1) JEAN           JF      001 M 3  91.06
    2)
    3)
    4)
    5)
    6)
    7)
    8)
    9)
```

To send the actual SMS reminder to the Patients, follow these steps:

5. From the Unisolv Master Menu, Go to **10. DAILY / WEEKLY ROUTINES MENU.**

```
GET VERSION 8 CONTROL FILES                     2012/03/29
              Ver:8.11.06.a
          ***** UNISOLV MASTER MENU *****

        1.    ..... Pharmacy Program
        2.    ..... Debtors Program
        3.    ..... Creditors Program
        4.    ..... Stock Program
        5.    ..... Invoicing Program
        6.    ..... Purchasing Program
        7.    ..... Loyalty Program
        8.    ..... Claim Settlement Program
        9.    ..... CLAIMS PROCEDURES
       10-->..... DAILY / WEEKLY ROUTINES MENU
       11.    ..... MANAGER'S UTILITY MENU
       12.    ..... MONTH-END PROCEDURES
       13.    ..... MONTH-END REPORTS IN BACKUP AREA
       14.    ..... BACK-UP UTILITY MENU
       15.    ..... CUSTOMISED UTILITY MENU
       16.    ..... LINUX UTILITIES MENU

Menu No: 001      Enter Selection Number 1-16      <Esc> to Exit.
User:SUPPORT                    1    /2                Printer:0001
```

6. Select Option **10. Print and SMS Repeat Scripts**

```
GET VERSION 8 CONTROL FILES                     2012/03/29
              Ver:8.11.06.a
       ***** DAILY / WEEKLY ROUTINES MENU *****

        1.    ..... DAILY REPORTS
        2.    ..... WEEKLY REPORTS
        3.    ..... FORTNIGHTLY REPORTS
        4.    .....
        5.    ..... Gui Reports
        6.    .....
        7.    ..... SEND BULK SMS
        8.    ..... Clear SMS lock
        9.    .....
       10-->..... Print and SMS Repeat Scripts
       11.    .....
       12.    ..... EXTRACT DEBTORS FILE
       13.    .....
       14.    ..... SMS Debtor Statement
       15.    ..... debmas

Menu No: 002      Enter Selection Number 1-15      <Esc> to Exit.
User:SUPPORT                    1    /2                Printer:0001
```

7. Select the Printer Number. The report provided will specify which patients are due for repeats within the date range specified within the script or date range, specified in the next step!
If you do not wish to print this report, it can be sent to Printer 99 which is just a spool printer, otherwise print it to your default Report Printer.

```
(phm119)              OUTSTANDING REPEATS                    SolvPharm


                                        Select Printer Number :  99
```
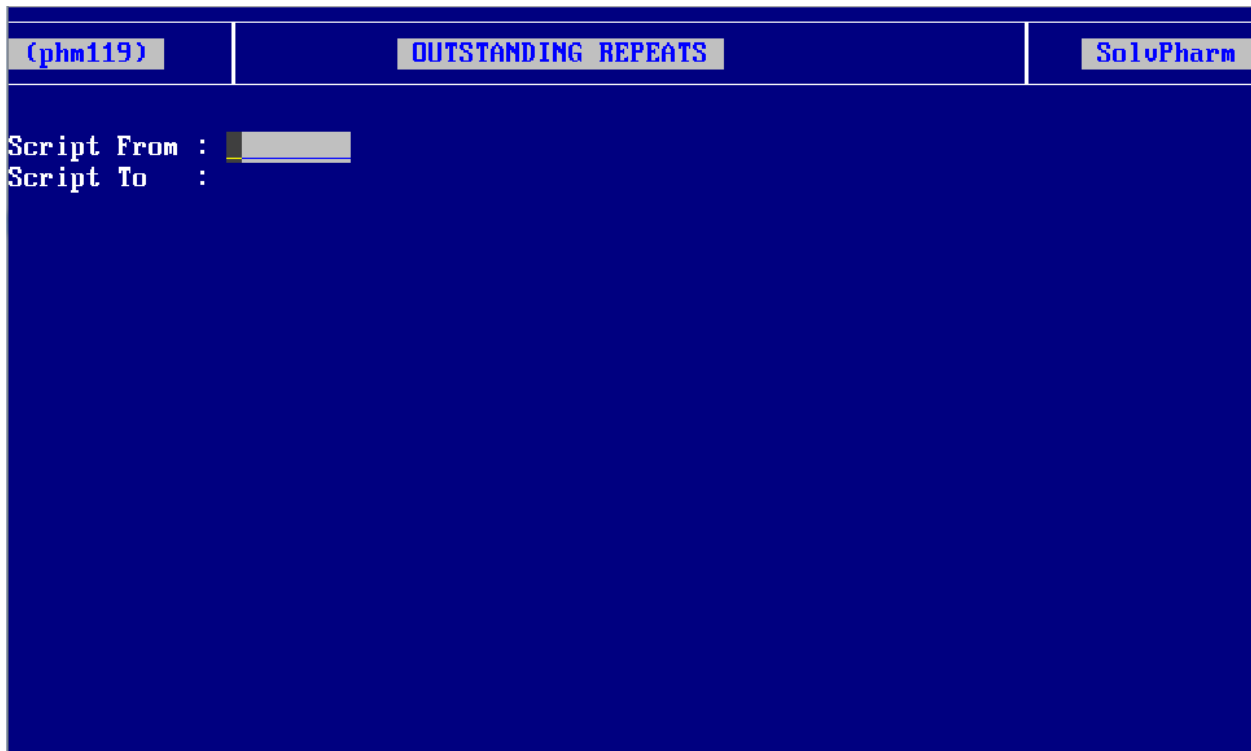
Specify the date range for which the SMS's should be sent!

```
(phm119)              OUTSTANDING REPEATS                    SolvPharm


Select Items Flagged For Repeats After : 20120329 [CCYYMMDD]
```

By pressing the **TAB** key on your keyboard when prompted for the Date Range, you can change the date option into a script range!

```
Script From :
Script To   :
```

The questions followed are to your discretion:

- Select By M/Aid or Patient (when choosing medical aid, you can set the program to only SMS patients due for repeats on i.e. the PSMM M/Aid. If you want to select ALL medical aids, just press ENTER.
- Select only patients with SMS-Flag set to Y … should be Y
- All Repeats or a Specific Repeat Number (You can also fine tune the SMS's Sent at this point!)

After this point, the system will search through all profiles within date/script range specified and then send the SMS's one by one. Leave the screen at this point, until it returns to the Menu, to ensure that all SMS's are sent out.

```
Script From : 00000030
Script To   : END

Select By [M]ed.Aid or [P]atient (M/P) : M

Medical Aid Code ?....................: ALL        <Enter> for ALL
Select only Patients with SMS-Flag ='Y': Y
[A]ll Repeats or a Specific Repeat [N]umber : A


[S]ingle or [A]ll Locations (S/A).....: A


Is this a Restart .............(Y/N) : N




    <ENT> to Proceed, <A> to Amend, <ESC> to Exit
```
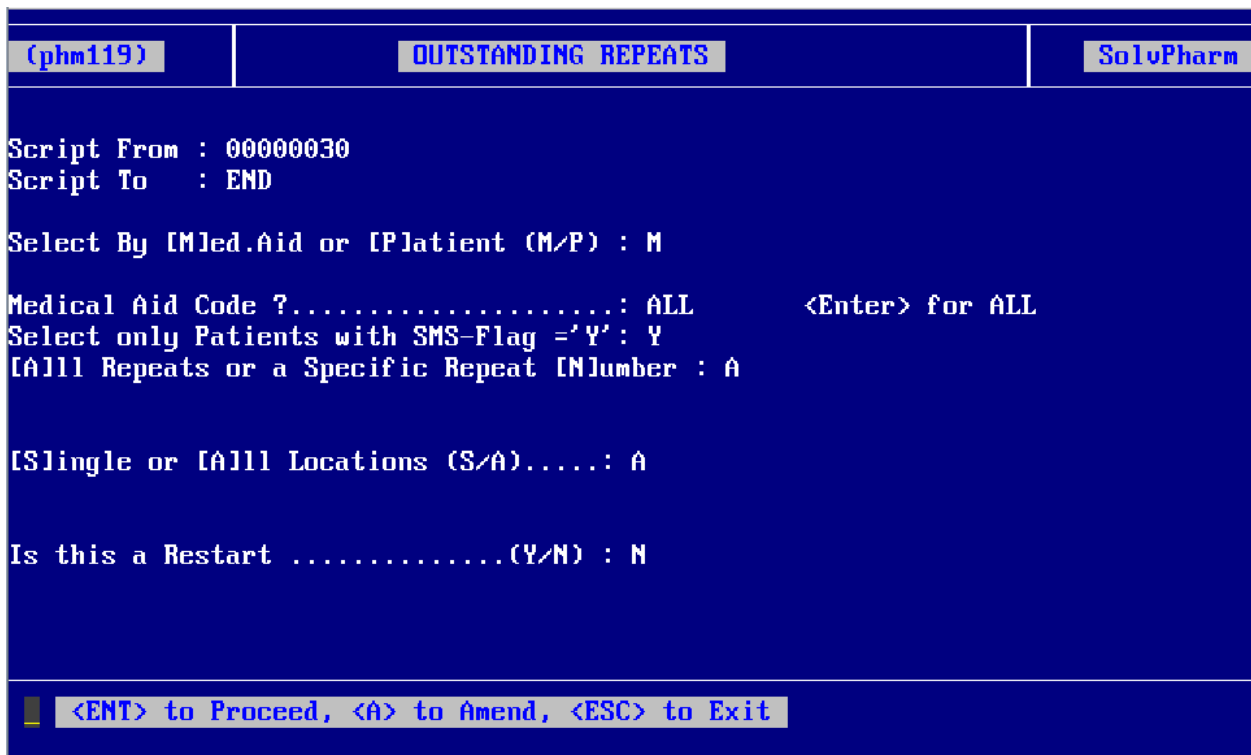
For each SMS sent from Unisolv. You will receive an email on the address specified on the SMS application, showing the number to which the SMS was sent and the Text Message.

The email will also display the amount of SMS Units remaining, which should be monitored by the Pharmacist or Administrator.

To Order new SMS's, you can
- Follow this link: http://www.cknam.com/forms
- Send an email to sms@cknam.com stating the pharmacy name, Amount of Credit required and the name of the person placing the order

Or call our office at:

ComputerKit Namibia
Tel: +264 61 254 663
Fax: +264 61 254 628