



## Manage a Patient's Opioid Treatment Program (OTP) Dosing Points

If a patient has a history of being on the Opioid Treatment Program, this section displays their current and/or past dosing points.

A patient can have a maximum of **two** current (or future) dosing points.

1. On the patient's profile, expand the **OTP Dosing Points** section, then click **Add Dosing Point**.

The screenshot shows a patient profile with the following details: First Name: NULL, Last Name: NULL, Date of Birth: 2 February 1990 (34 years, 1 month), Gender: Male, Address: 57 Hostie St, NULL, Bell, NSW 2786. The 'Current OTP' section is expanded to show 'OTP Dosing Points' with a table containing two entries for 'Berley Medical Centre' with start and end dates. An 'Add Dosing Point' button is visible in the top right of the section.

The screenshot shows the 'Add Dosing Point' form with a message: 'A patient can have no more than two current or future dosing points'. The form includes fields for Organisation, Days of Week, Start Date, and End Date. An 'Add Dosing Point' button is highlighted in a red box.

The **Select Organisation** pop-up is displayed.

The screenshot shows the 'Select Organisation' pop-up form with a search bar and a 'Search organisation' button. Below the search bar are fields for Name, Business name, Organisation subtype, Dosing point type, Suburb, Postcode, Phone, and Email. A 'Clear Search' button is also present. The search results section is currently empty, displaying the message: 'Enter details to search for an organisation. Your search results will appear here.'



2. To search for an organisation, enter or select the following details, then click **Search**:

- Either the **Suburb**, the **Postcode**, or both (optional)
- All or part of the **Business name** (required)

Organisations that match your search terms are displayed in the **Search Results**.

**Select Organisation**

### Search organisation

▼ **Name**

Enter Business name:  Select Organisation subtype\*: Hospital Pharmacy  Enter Dosing point type:  Select dosing point type:  Enter suburb:  Enter postcode: 2038

### Search Results

Select	Business name	Organisation Subtype	Address	Suburb	Postcode	Phone	Email
<input checked="" type="checkbox"/>	POW Hospital Pharmacy	Hospital Pharmacy	High St	Randwick	2038		

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3. If the organisation you want to select is displayed, tick the checkbox next to it, then click **Select**.

4. The dosing point will now appear under **OTP Dosing Points**.

▼ **OTP Dosing Points**

A patient can have no more than two current or future dosing points

Organisation	Start Date	End Date	
Adams Family Clinic	28/02/2024		<input type="button" value="Delete"/>

5. The dosing point start date will be automatically set to *today's* date.

- To set the start date in the future, click into the record **BEFORE** saving
- Update the start date to the appropriate date and click **Ok**

6. Scroll down and Click **Save** on the patient profile



## To Change a Dosing Point

If you need to change a dosing point for a patient go to the patient profile screen.

1. Expand the **OTP Dosing Points** section and select the dosing point you want to end.

Organisation	Start Date	End Date	
Bexley Medical Centre	06/06/2023		
Bexley Medical Centre	17/05/2023	20/05/2023	

2. Click into the Dosing Point and enter an **end date**. Click **Ok**.

Business name: Bexley Medical Centre

Enter start date\*: 06 June 2023

Enter end date:

Cancel OK

3. Follow the above process to add the new dosing point.
4. Click Save at the bottom of the patient profile.

> Correspondence

Cancel Save