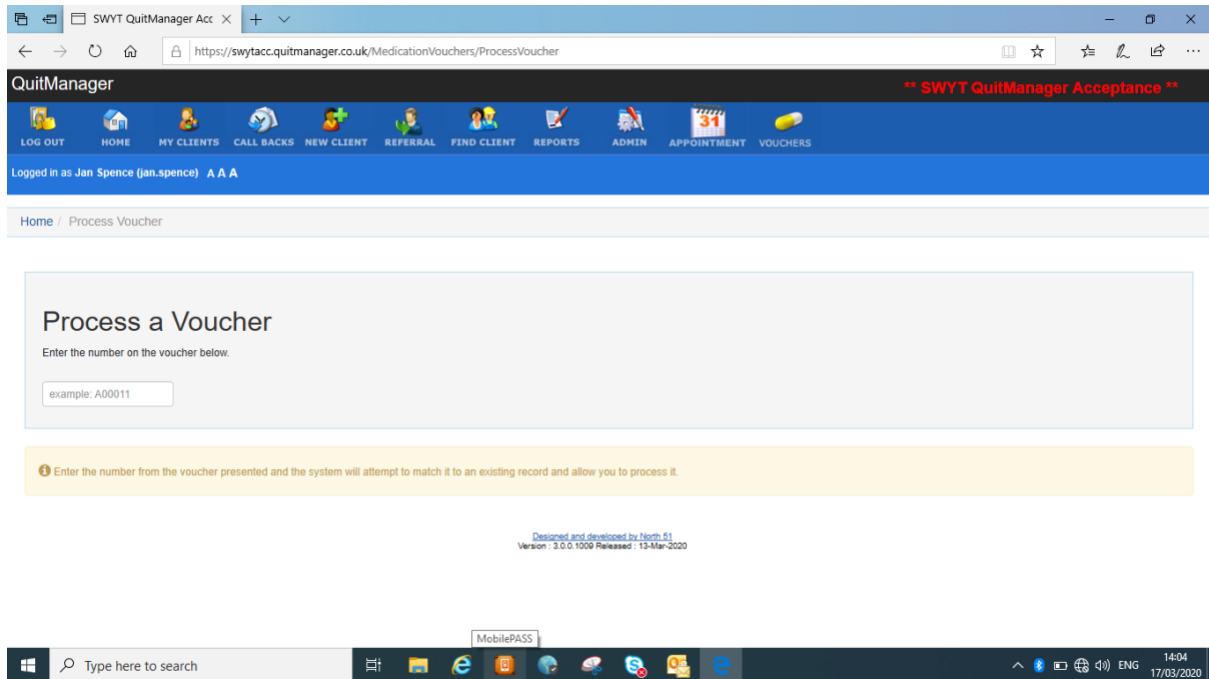## Dispensing a voucher from a clients mobile phone text message.
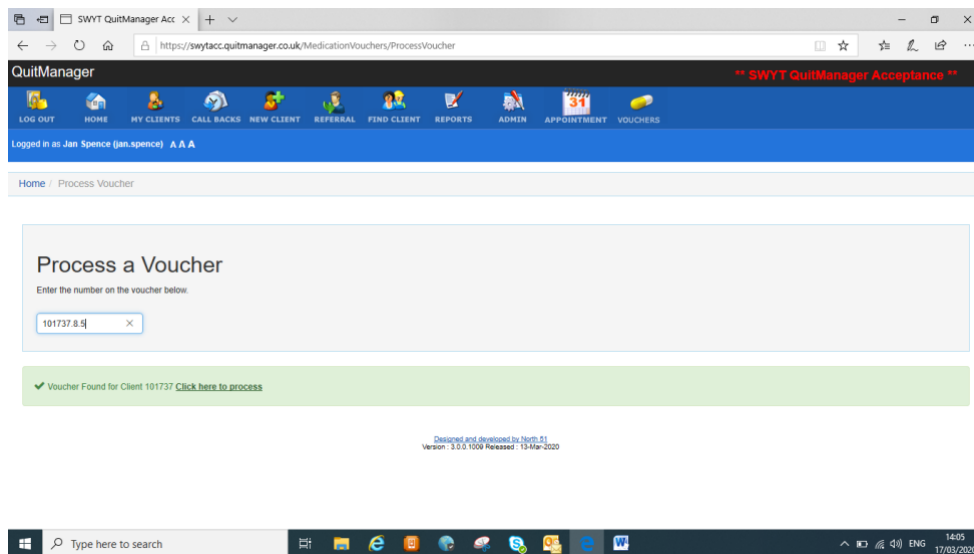
1.

On the top tool bar click the voucher icon and the below screen will appear.

Input the voucher number from the client's text message into the process voucher box. Include all numbers and full stops.

2.

When the voucher number is found, a green line will appear below the voucher number. Click on <u>click here to process</u>

3.

Your pharmacy name should appear in the drop down, if not complete the fields by picking from the drop down menu.

Tick if prescription is paid.

Tick the box to confirm you have performed a clinical check for Champix

The Pharmacist to see what the advisor has requested on the voucher

Dispense the medication to the client

Click I have dispensed the medication on the voucher.

5.

When you enter the voucher code and process the voucher, this will automatically go for payment. You are no longer required to claim for your vouchers at the end of each month.

6.

If the voucher has already been dispensed a notice will appear to alert you. Tell the client you are unable to dispense the voucher as it has already been redeemed and they must contact their stop smoking advisor.

7.

If a client says they have deleted their voucher code they should contact YSFC on 01422 262373 and ask for the code to be resent.