Vision 3 Release DLM 910

Vision 3 release **DLM 910** contains the following new features and improvements for **Consultation Manager**:

LibreOffice

- **Vision** products can **integrate** with both **LibreOffice** and **Microsoft**.
- For the Full **LibreOffice** Release Guide See Using Libre Office User Guide
- See **LibreOffice Merge Fields** for a full list of the Mail Merge fields.

Patches

A number of patches have been added to this release.

See **Patches** on page **3 for a full list of the patches.**

- **Immunisations**:
  - New additions to the available list in the **Immunisation** Structured Data Area (SDA):
    - **RSV monoclonal antibody** - This single stage prophylactic medication for infants is now available for selection.
    - **Dengue** - Stages **1** and **2** can now be selected.
  - **Age Warnings** - Upper and lower age warnings no longer display when adding immunisation records.
  - The following immunisations have been updated:
    - **Cholera**:
      - **Stage 2 and Booster** - Immunisation due alert updated.
      - **Stage 1, 2 and Booster** - Default **Method** is updated to **Oral**.
    - **Hepatitis A+B (Twinrix)**:
      - **Stage 2** - Immunisation due alert updated.
    - **Varicella (chickenpox)**:
      - **Stage 1** - Immunisation due alert updated.

- **Yellow Fever**:
  - **Stage 0** - Immunisation due alert removed.
- **Shingles (zostavax)**:
  - **Stage 0** - Clinical term updated to **65FY300 Administr live attenuated Human alphaherpesvirus 3 vaccine**.

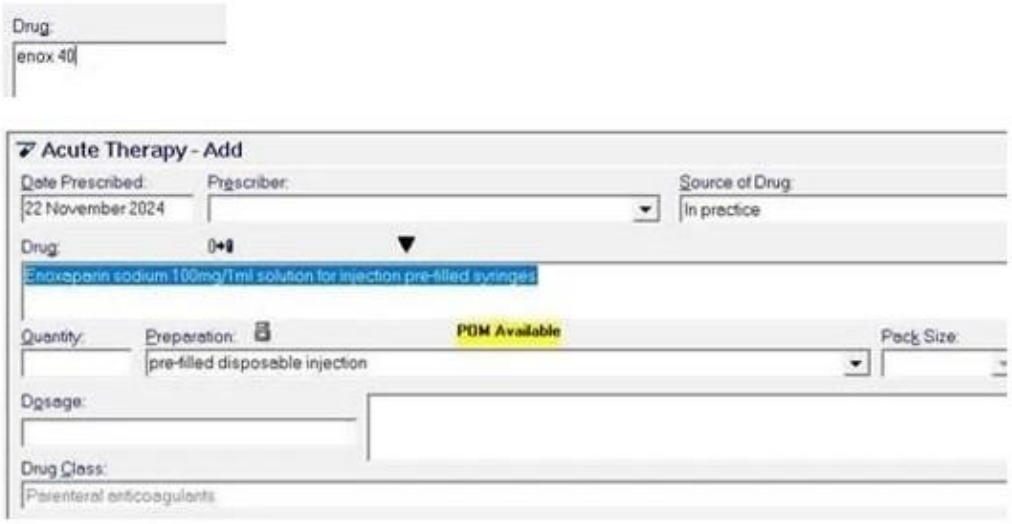
    Note - Existing **Shingles (zostavax) Stage 0** immunisations are updated to clinical term **65FY300 Administr live attenuated Human alphaherpesvirus 3 vaccine** as part of this release.
- **Smallpox** - Reinstated to the **Active** immunisation list:
  - **Stage 2** - Now displays as Booster (B) for immunisations recorded after this release.

- **Bug Fixes**
  - **GP2GP Immunisations** - The issue with immunisation stages not transferring with GP2GP transfers has now been resolved.
  - **CMS Pharmacy Printing** - The issue with preferred and registered pharmacies overprinting each other on CMS prescriptions has now been resolved.
  - **ECS Extracts** - ECS extracts are now triggered when a repeat is issued.

Drug Search Improvements

We have updated the drug search following user feedback and to address a recognised clinical safety concern.

Previously when searching for drugs within the **Vision 3** therapy (prescribing) form, in some instances **Vision** automatically pre-populated incorrect volume / presentation of product in the**Drug** field of the form which increased the risk of prescribing errors, for example, searching for **"enox 40"** previously returned **"Enoxaparin sodium 100mg/1ml solution for injection pre-filled syringes".**



We have now made the following changes to the drug search functionality to include smarter logic which helps return more relevant, expected results, based on what is most commonly searched and prescribed:

- All words in your search must now match text in the drug name, this improves accuracy and removes guesswork.
- Numbers are now matched exactly. For example, to find a **1.05**mg tablet of a given product, you must include the full number of the strength (i.e. **1.05**).
- You can type larger numbers with or without commas, for example **"1,000"** and **"1000"** will both be handled in the same way by the search logic.

Patches

The table below lists all patches as part of the **DLM910** release

Patch No	Issue	Resolution
910.21	PRB000871 - Compound imms with different stages are causing empty code and displayName values in GP2GP extract	The issue with compound immunisations not transferring properly in GP2GP transfers has now been resolved.
9.10.22	DLM 910 Patch for CBS-959 - Service update for Care Record to mitigate information provided to	The issue with preferred and registered pharmacies overprinting on CMS

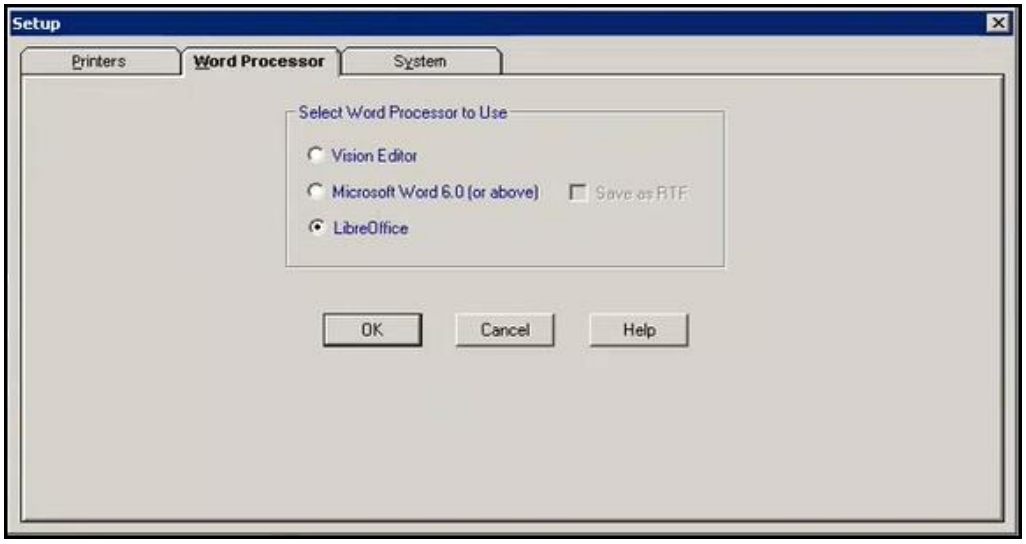
Patch No	Issue	Resolution
	Provenance Messages for Third Parties	prescriptions has now been resolved.
9.10.23	PRB000825 - Both the preferred pharmacy and registered CMS pharmacy printed on the prescription	The issue with preferred and registered pharmacies overprinting on CMS prescriptions has now been resolved.
9.10.24	PRB000918 ECS - Issuing a standard repeat in Vision 3 is not triggering the patient's ECS extract	ECS extracts are now triggered when a repeat medication is issued.
9.10.25	DLM 910 patch for opening historical LibreOffice and Word documents	N/A

Default Word Processor

Switching an Individual Workstation to using LibreOffice

To switch the default word processor for the workstation you are using to **LibreOffice**:

1. From the **Vision 3** front screen, select **Options** - **Setup**.
2. The **Setup** screen displays, from the **Word Processor** tab select **LibreOffice.**



3. Select **OK** to save.

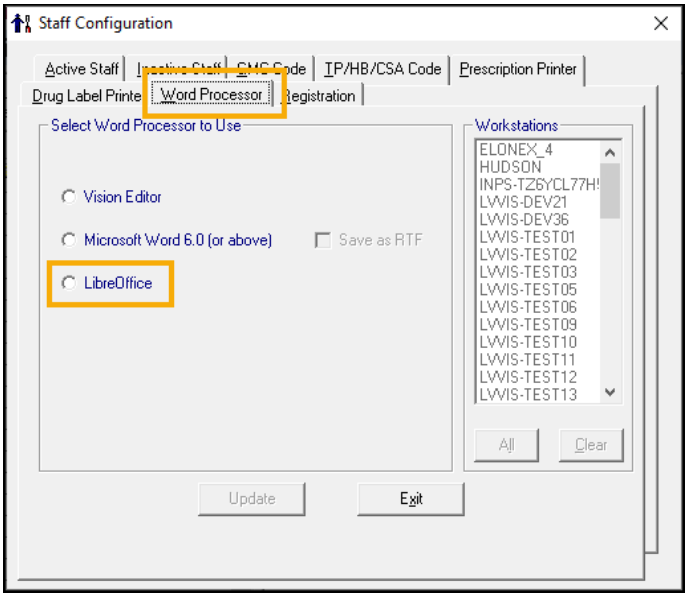
Switching Multiple Workstations to using LibreOffice

Training Tip – Re-create sufficient **Vision 3 LibreOffice** templates before switching all workstations to **LibreOffice**.

To switch multiple workstations over to using **LibreOffice** as their default word processor:

1. From the **Vision 3** front screen, select **Management Tools** - **Control Panel** - **File Maintenance** and then **Config** 

.
2. The **Staff Configuration** screen displays, select the **Word Processor** tab.



3. Select **LibreOffice**.
4. From **Workstations** select the workstations you would like to set to using **LibreOffice** as a default or choose **All** to select all workstations.
5. Select **Update** to save.

You use **LibreOffice** templates in the same way as your **Microsoft Word** templates. From anywhere in **Vision 3** where you would access your templates from, for example, screen with a **Letter** 

option, select it in the same way as before and **Vision 3** simply offers your **LibreOffice** templates instead of the **Microsoft Word** templates.

Setting Up LibreOffice Template Letters

Setting up templates allows you to use pre-prepared letters with appropriate merge fields speeding up the letter creation process and encouraging consistence in your communication.

For details on setting up your templates select your word processor of choice:

Creating Templates in LibreOffice

To create a template:

1. From the **Vision 3 Front Screen**, select **Utilities** - **Word Processor**.

2. The **Vision Word Processor screen** displays, select the type of template you wish to create:

• **Practice** - Practice details are available, for example, practice, address or telephone number.

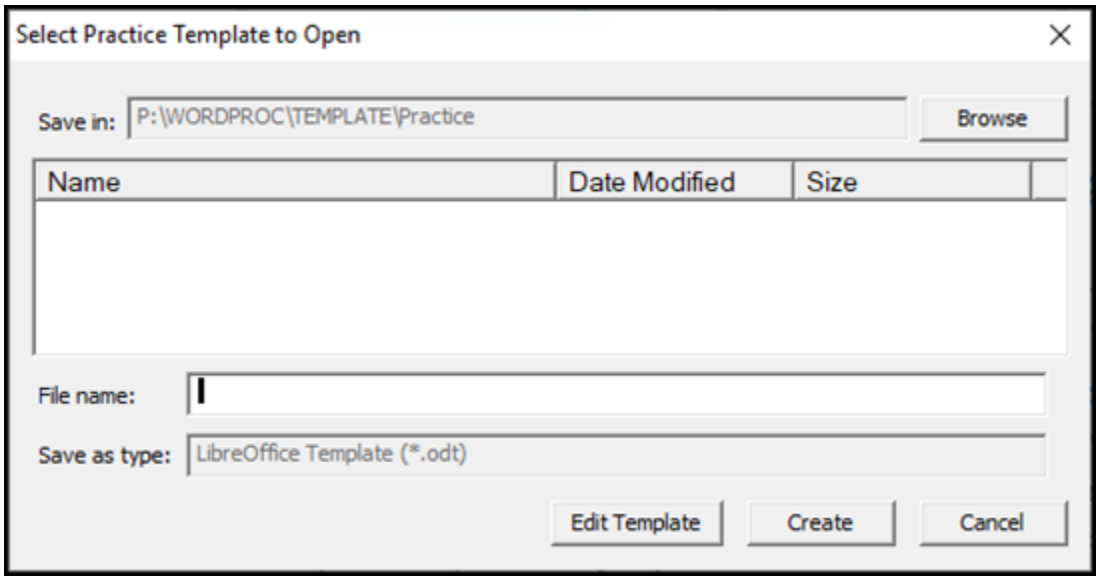
• **Patient** - In addition to the **Practice** information, basic demographic and clinical data merge options are available.

• **Recall** - In addition to the **Patient** information, recall data merge options are available.

• **Referral** - In addition to the **Patient** information, referral data merge options are available.

3. Select **Create Template**.

4. The **Select** [**Template Type**] **Template to Open** screen displays, in **File name** enter a name for your template.



• Save your template to the default folder, or

Select **Browse** and either:

• Navigate to an existing subfolder within the default folder, or …

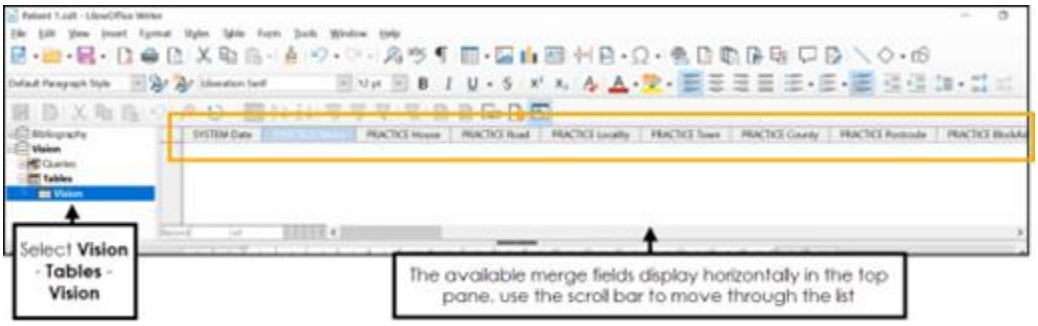
• Select **Make New Folder** to create a new subfolder. Enter a name for your new folder in **Folder** and select **OK**. Your new folder displays in **Save in**.

5. Select **Create** and **LibreOffice** opens with a blank document.

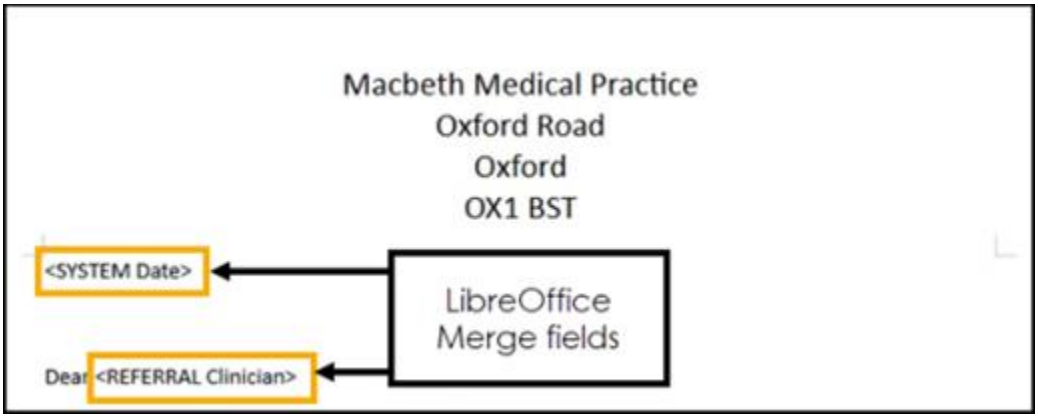
6. Create your template letter, selecting the relevant merge fields where appropriate, you can move them around or copy them to other areas of the document as required.

You can insert merge fields in **LibreOffice** in two ways:

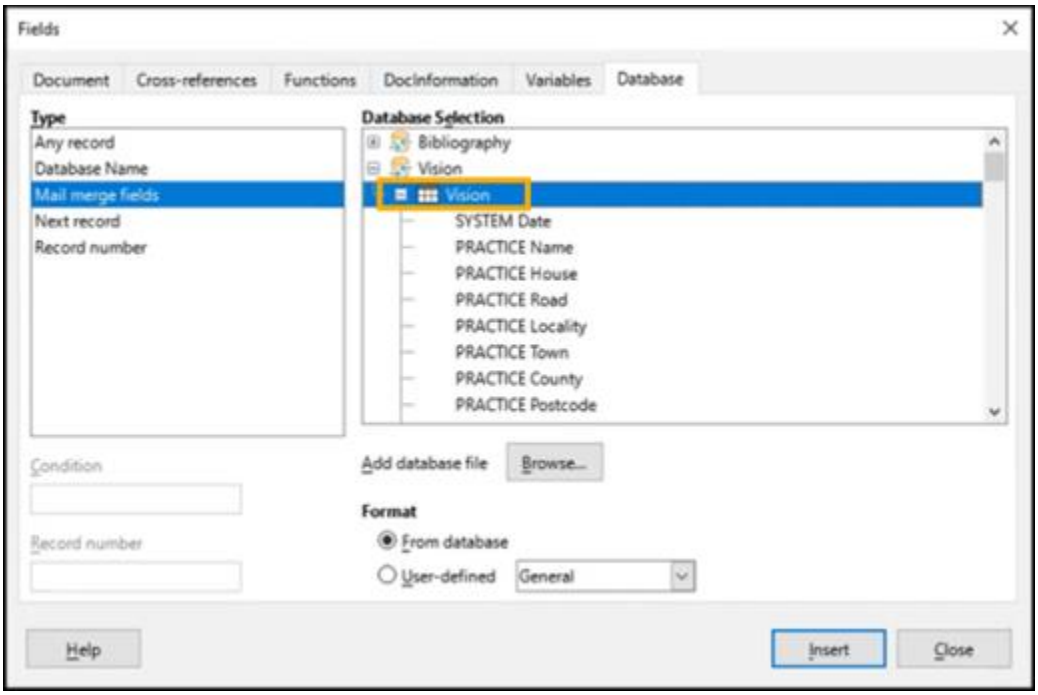
• From the side pane, select **Vision** - **Tables** - **Vision** and the merge fields display horizontally across the top pane.



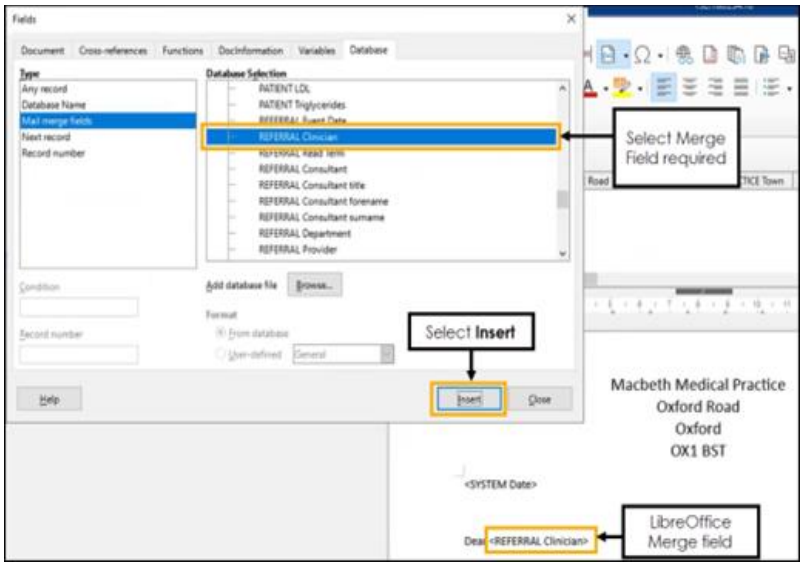
Drag and drop the merge field onto the document.



• Select **Insert** - **Field** - **More Fields** to open the **Fields** screen. From the **Database** tab under **Type** choose **Mail merge fields**. Expand **Vision** under **Database Selection** to view the available merge fields



Select in the document where you'd like to insert the merge field and double click on the required mail merge field or select from the **Fields** screen and select **Insert**.



7. You can use all of the familiar word processing features in **LibreOffice** to make the layout of the template more attractive.

8. Select **Save** and **Close** and the template automatically saves with the name allocated, in the folder selected.

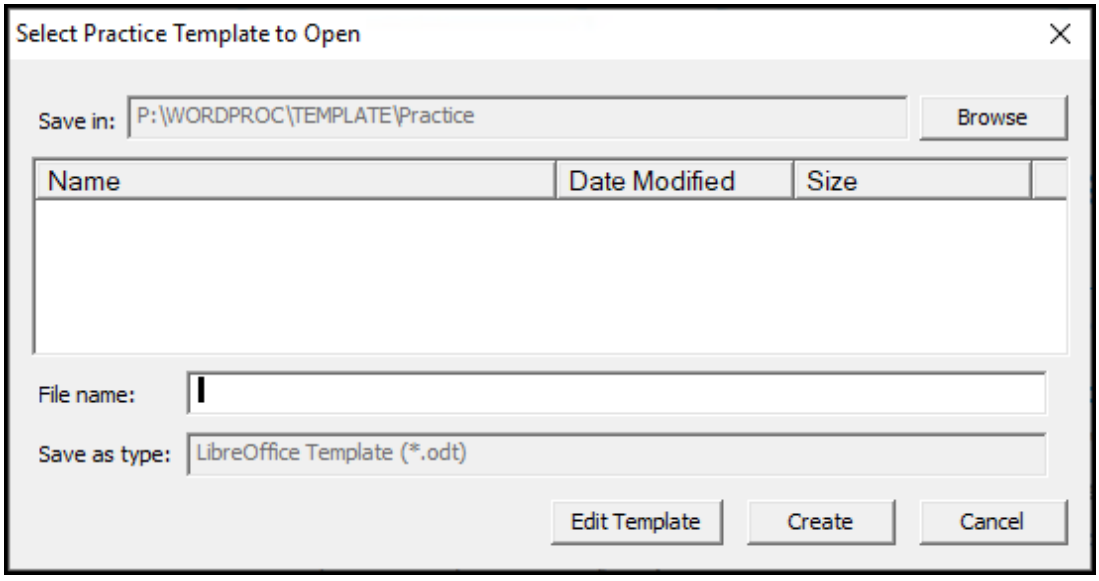
Creating Vision 3 Templates in LibreOffice - Scotland only

Training Tip - There is no conversion process between **Microsoft Word** templates and **LibreOffice** templates. If you move from one system to the other, all your templates must be recreated.

To create a template:

1. From the **Utilities**, select **Utilities** - **Word Processor**.
2. The **Vision Word Processor screen** displays, select the type of template you are creating:
   - **Practice** - No patient merge options are available.
   - **Patient** - In addition to the **Practice** information, basic demographic and clinical data merge options are available.
   - **Recall** - In addition to the **Patient** information, recall data merge options are available.
   - **Referral** - In addition to the **Patient** information, referral data merge options are available.

   See **LibreOffice Merge Fields** for full details of the merge options available.
3. Select **Create Template**.
4. The **Select Practice Template to Open** screen displays, in **File name** enter a name for your template. You can either:



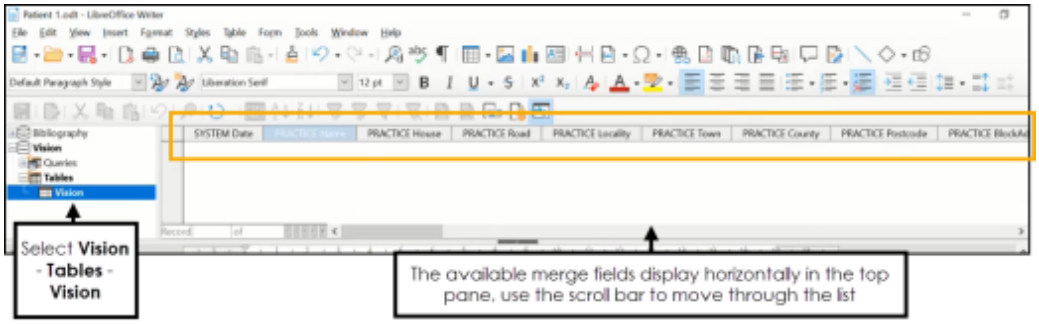
   - Save your template to the default folder:
     - **Practice** folder for practice templates.
     - **Patient** folder for patient templates.
     - **Recall** folder for recall templates.

- **Referral** folder for referral templates, or
- **Select Browse and either:**
- Navigate to where you want to save this template, or
- Select **Make New Folder** to create a new folder. Enter a name for your new folder in **Folder** and select **OK**. Your new folder displays in **Save in:**

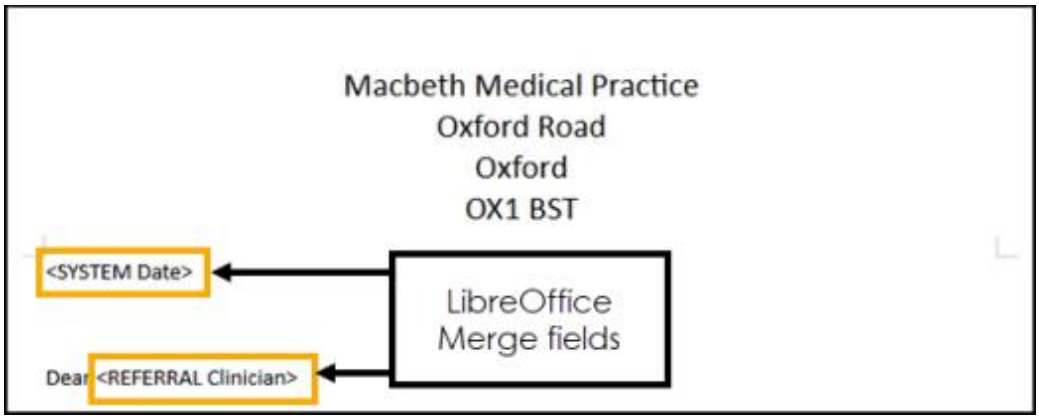
5. Select **Create** and **LibreOffice** opens with a blank document.
6. Create your template letter as required selecting the appropriate merge fields where appropriate, you can move them around or copy them to other areas of the document as required.

   You can insert merge fields in **LibreOffice** in two ways:

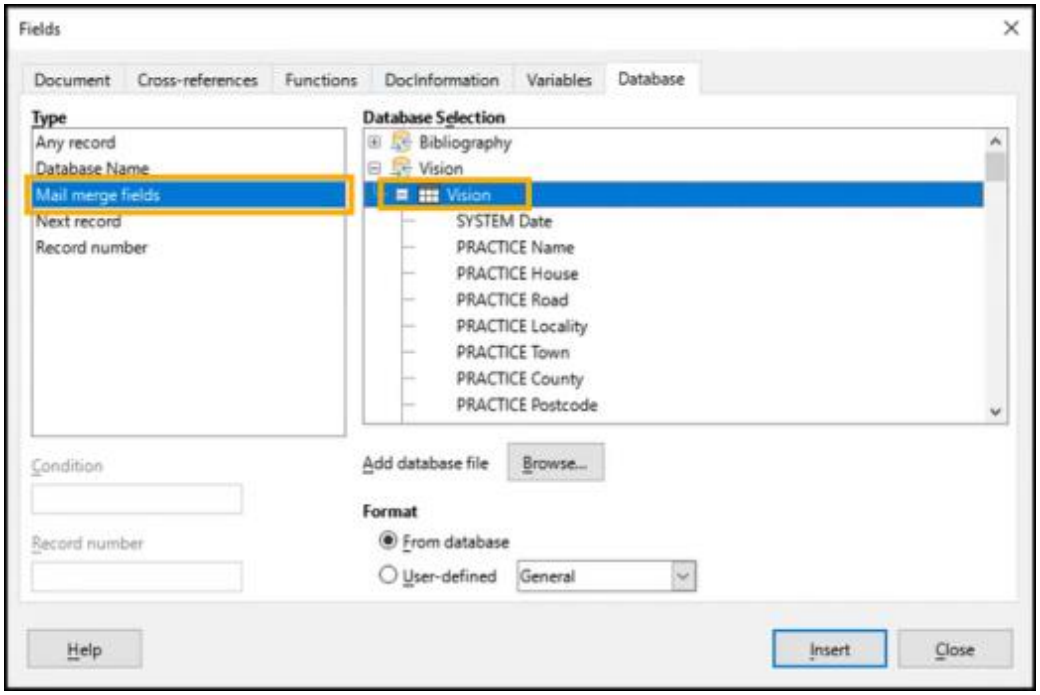
   - From the side pane, select **Vision** - **Tables** - **Vision** and the merge fields display horizontally across the top pane.



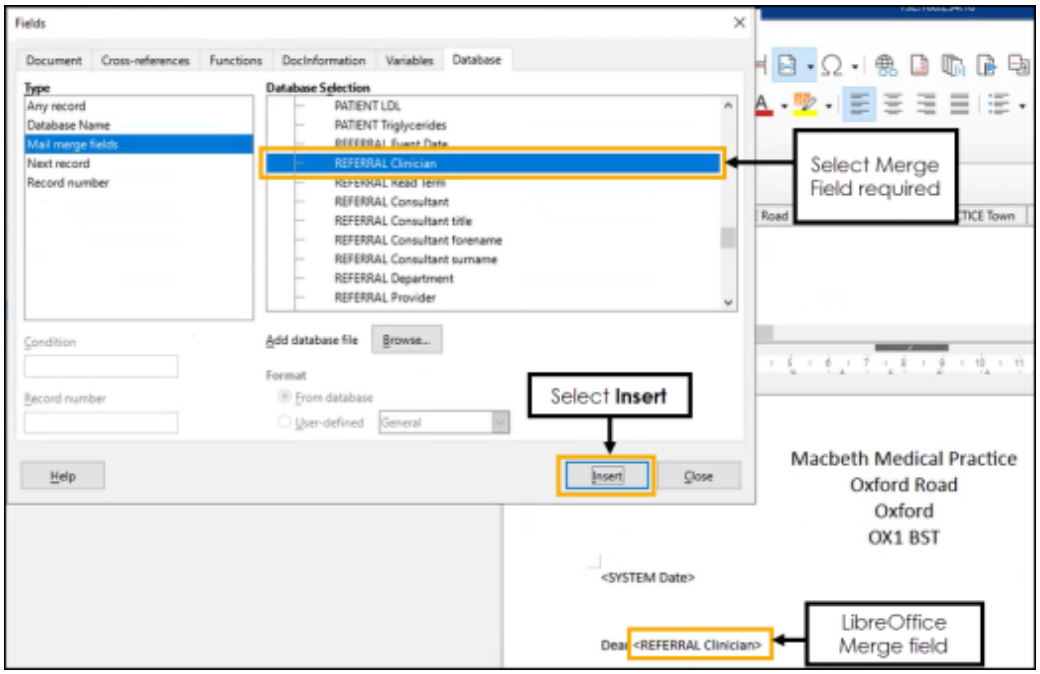
   Drag and drop the merge field onto the document.



- Select **Insert** - **Field** - **More Fields** to open the **Fields** screen. Under **Type** select **Mail merge fields** and then under **Database Selection** expand **Vision** to view the available merge fields.



Select in the document where you'd like to insert the merge field, select from the **Fields** screen and select **Insert**.



7. You can use all of the familiar word processing features in **LibreOffice** to make the layout of the template more attractive.

8. Select **Save** and **Close** and the template automatically saves with the name allocated, in the directory selected.

To use templates in **Vision 3**, see Generating a Recall Letter, Generate a Referral/Request Letter or Adding Correspondence in the **Consultation Manager Help Centre** for details.

Editing LibreOffice Templates

To edit a **LibreOffice** Template:

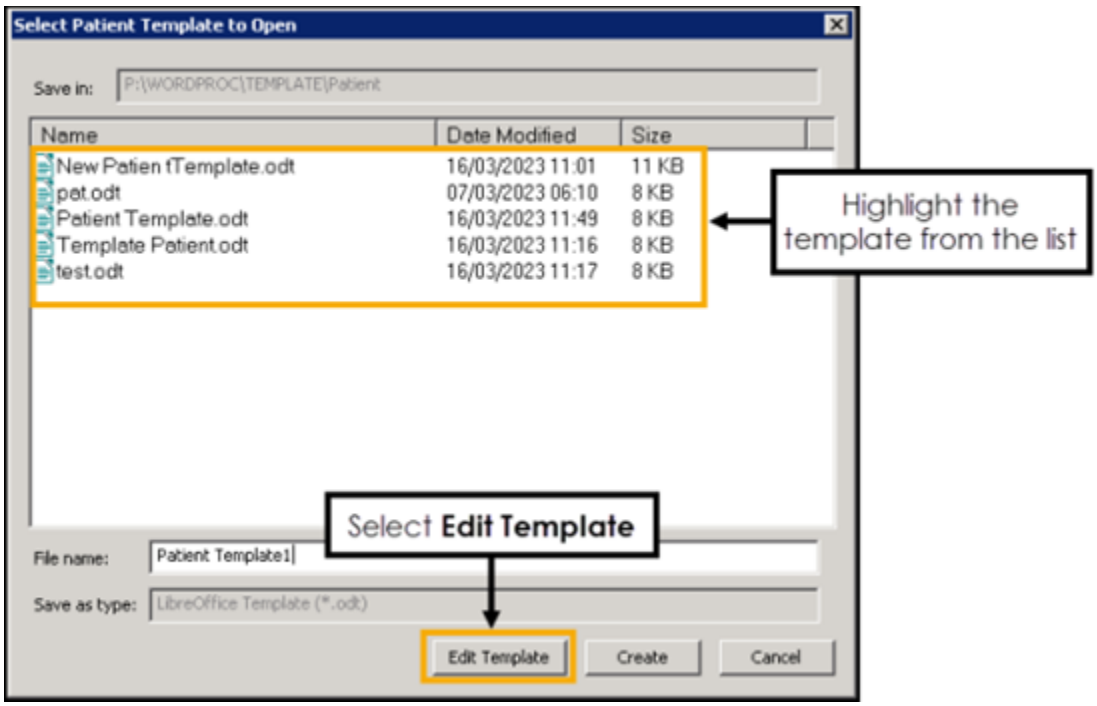
1. From the **Vision 3 Front Screen**, select **Utilities** - **Word Processor**.

2. The **Vision Word Processor screen** displays, select the type of template you are editing:

- **Practice**
- **Patient**
- **Recall**
- **Referral**

3. Select **Create Template**.

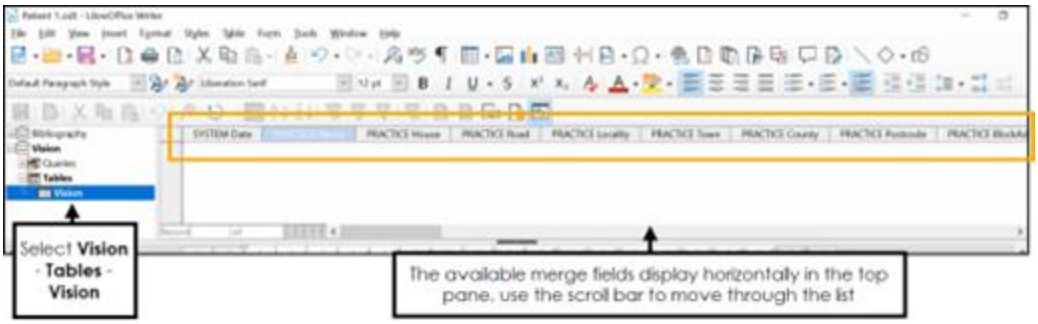
4. The **Select** [**Template Type**] **Template to Open** screen displays listing the templates in that specific template folder. For example, selecting a template type of **Practice** lists all templates in **P:\WORDPROC\TEMPLATE\Practice**. Select the template to edit.



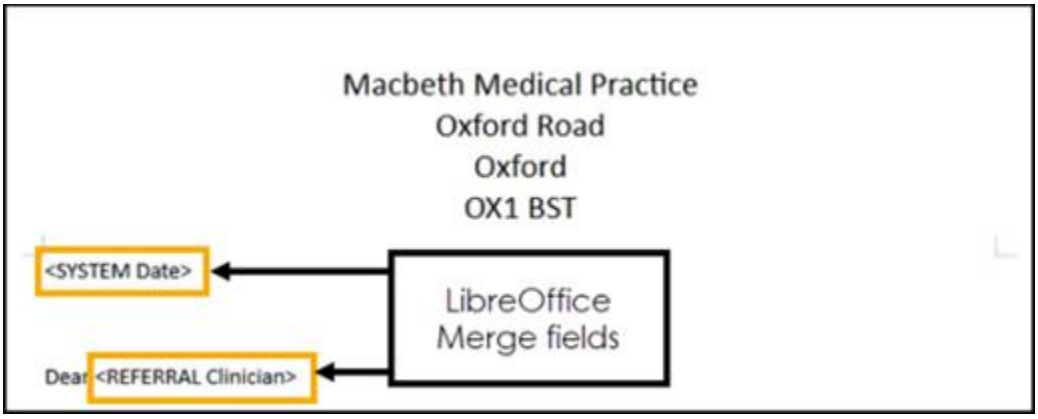
5. Select **Edit Template** and **LibreOffice** opens the selected template.

6. Insert the merge fields, you can do this in two ways:

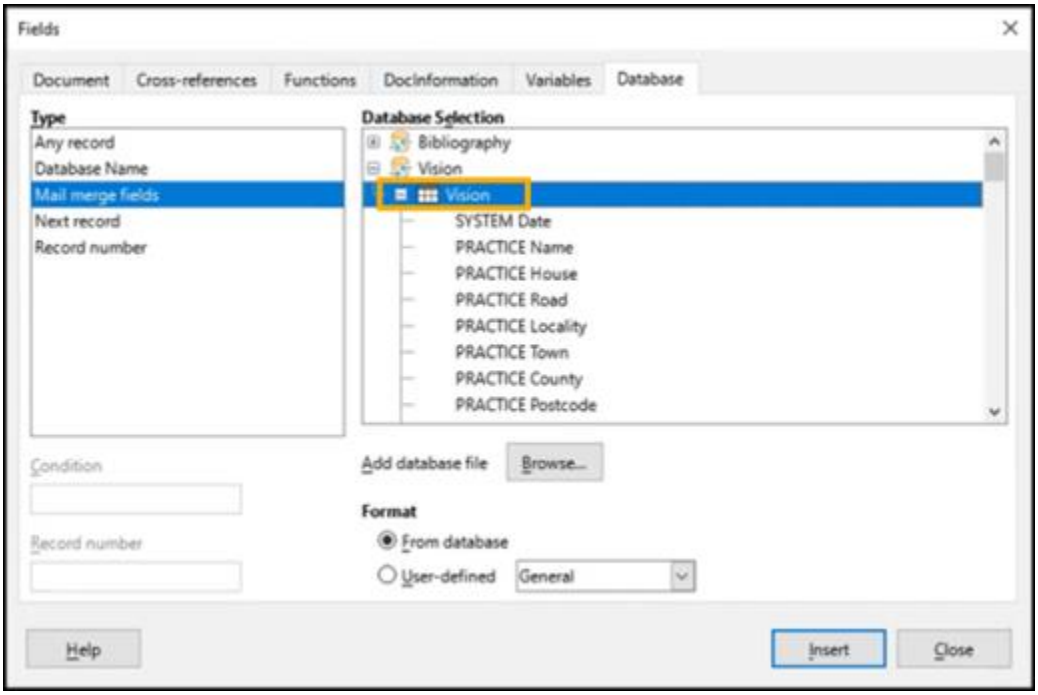
- From the side pane, select **Vision** - **Tables** - **Vision** and the merge fields display horizontally across the top pane.



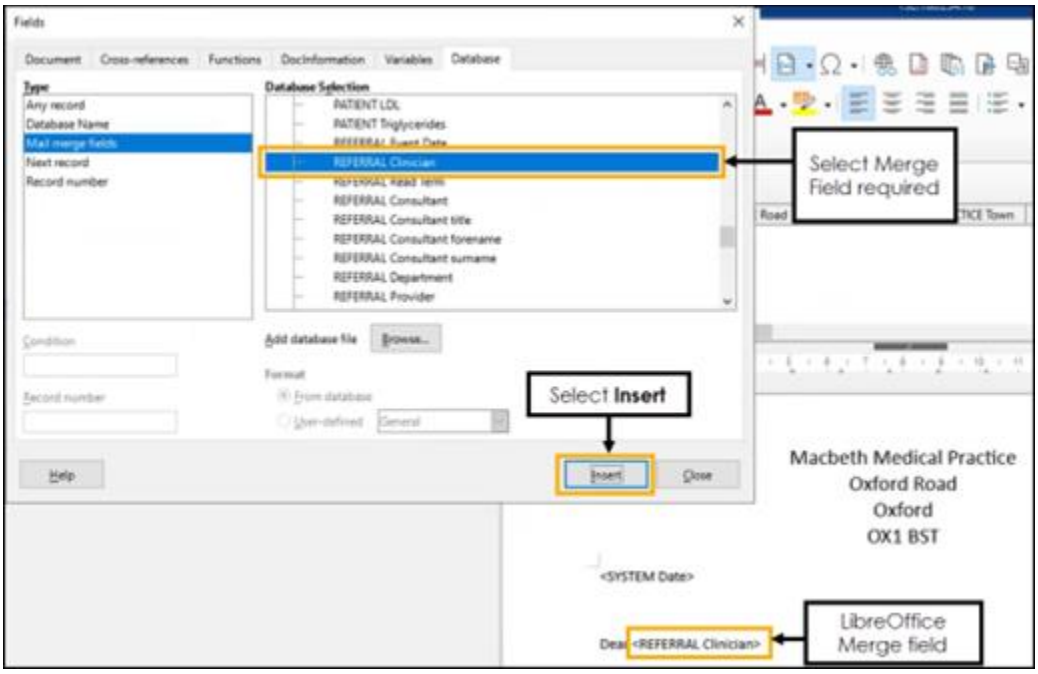
Drag and drop the merge field onto the document.



• Select **Insert** - **Field** - **More Fields** to open the **Fields** screen. From the **Database** tab under **Type** choose **Mail merge fields**. Expand **Vision** under **Database Selection** to view the available merge fields



Select in the document where you'd like to insert the merge field and double click on the required mail merge field or select from the **Fields** screen and select **Insert**.



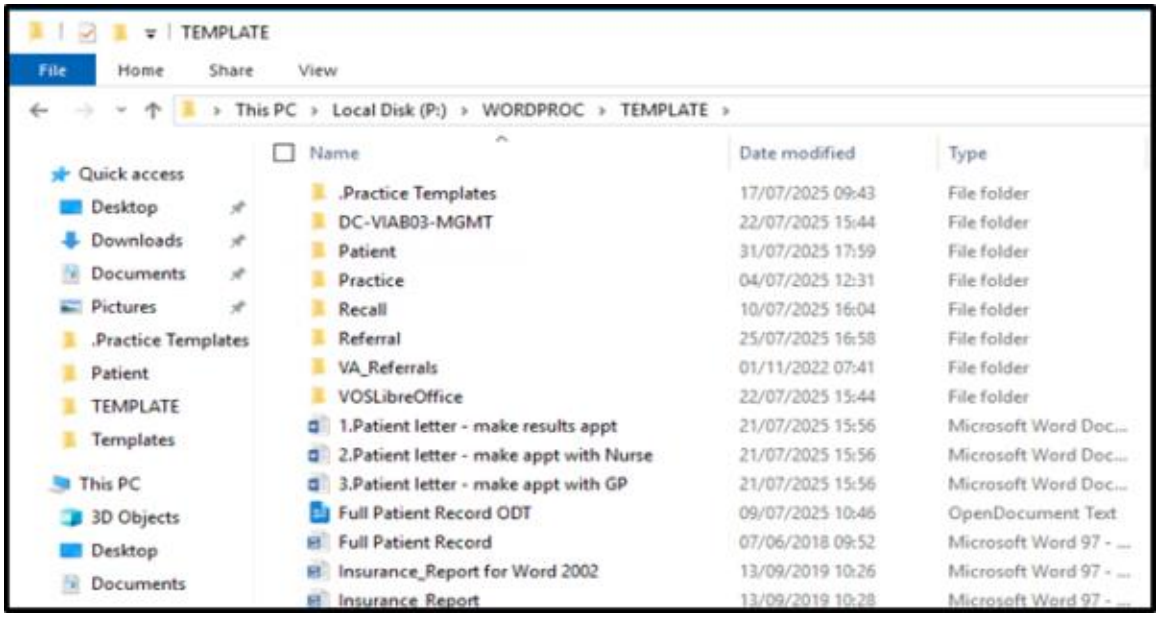
7. You can use all of the familiar word processing features in **LibreOffice** to make the layout of the template more attractive.

8. Select **Save** and **Close**

Re-creating Microsoft Word Templates in LibreOffice

To re-create an existing **Microsoft Word** template as a **LibreOffice** template, you need to copy your existing **Microsoft Word** template content to a **LibreOffice** template and update the merge fields as per the instructions below. There is no automatic conversion process but this may be a useful opportunity to consolidate your template set:

1. From File Explorer, locate the **Microsoft Word** template from **P:\WORDPROC\TEMPLATE**.



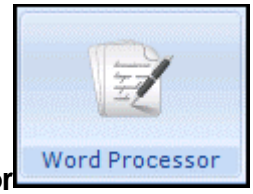
2. Right click on the template file and select **Open with LibreOffice** Writer to open the template file in **LibreOffice**.

3. Highlight the contents of the template and copy (**Ctrl + C** on your keyboard).

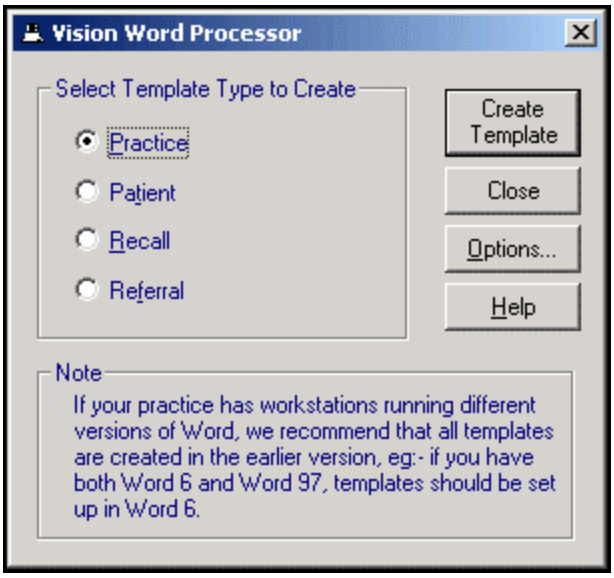
4. **Close** the **LibreOffice** document and if prompted, do not save changes at this stage.

5. Open **Vision 3**.

6. From **Utilities**, select **Word Processor**



7. The **Vision 3 Word Processor** screen displays.

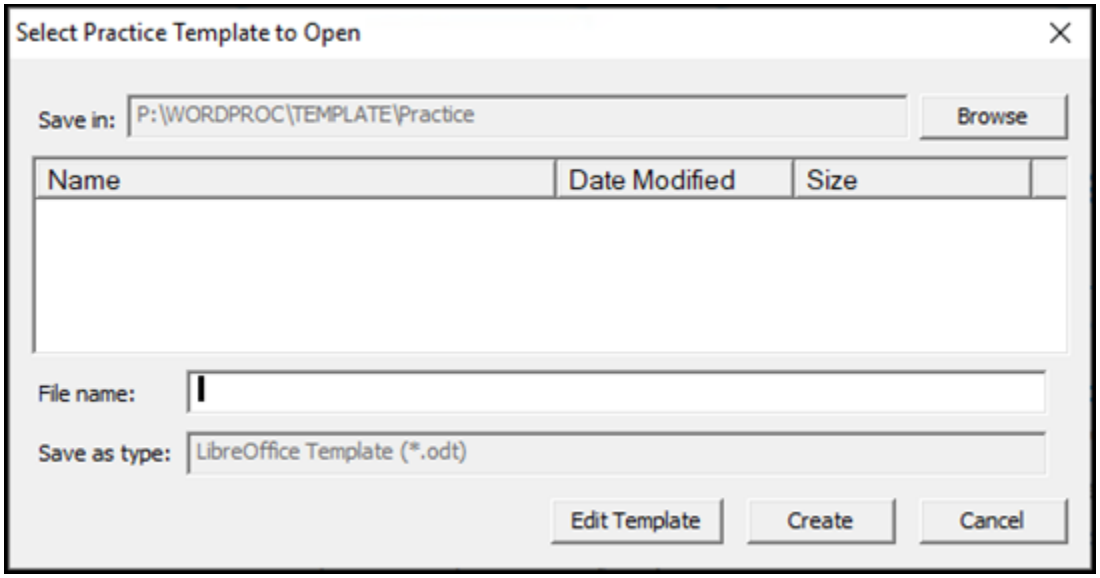


Select the template type required, either **Practice**, **Patient**, **Recall** or **Referral**.

8. Select **Create Template**.

9. The **Select** [**Template Type**] **Template to Open** screen displays listing the templates in that specific template folder. For example, selecting a template type of **Practice** lists all templates in **P:\WORDPROC\TEMPLATE\Practice.**

10. In **File name** enter a name for your template.



• Save your template to the default folder, or

Select **Browse** and either:

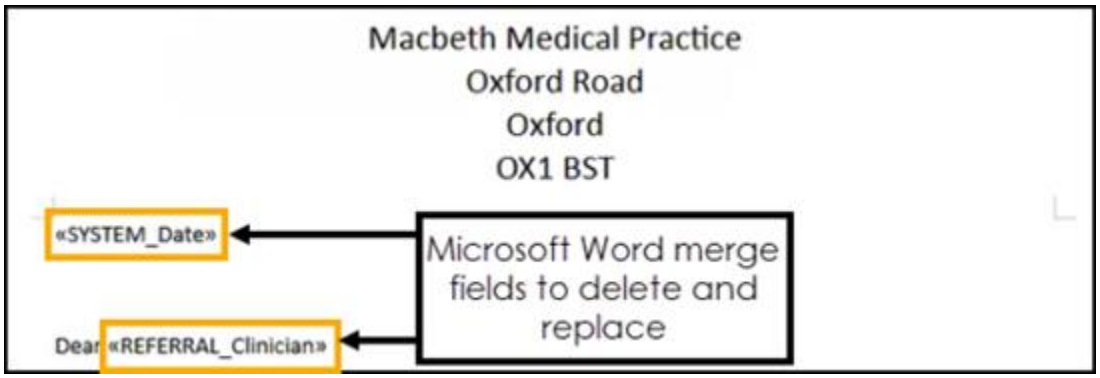
• Navigate to an existing subfolder within the default folder, or …

• Select **Make New Folder** to create a new subfolder. Enter a name for your new folder in **Folder** and select **OK**. Your new folder displays in **Save in**.

11. Select **Create** and **LibreOffice** opens with a blank document.

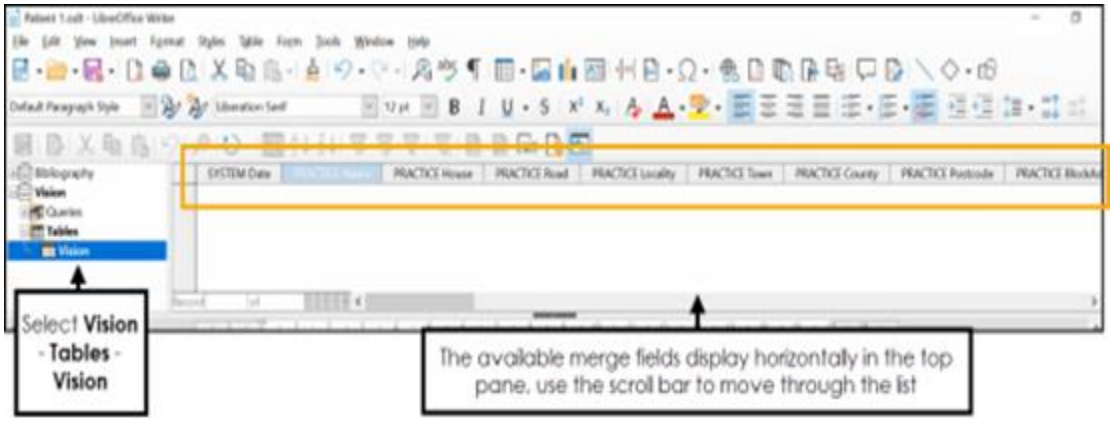
12. Paste (**Ctrl + V** on your keyboard) the copied content into the new LibreOffice template.

13. Replace all **Microsoft Word** merge fields with merge fields from **LibreOffice**. To do this you will need to delete the **Microsoft Word** merge fields and insert the merge fields available in **LibreOffice**.

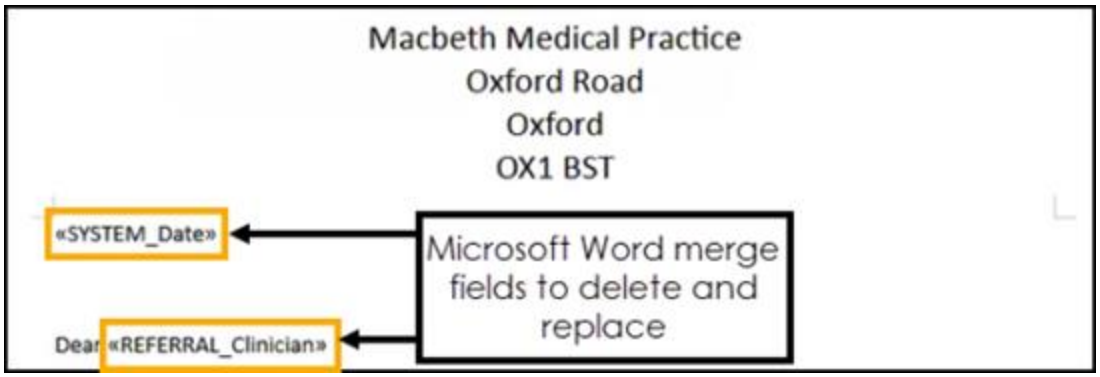


You can insert merge fields in **LibreOffice** in two ways:

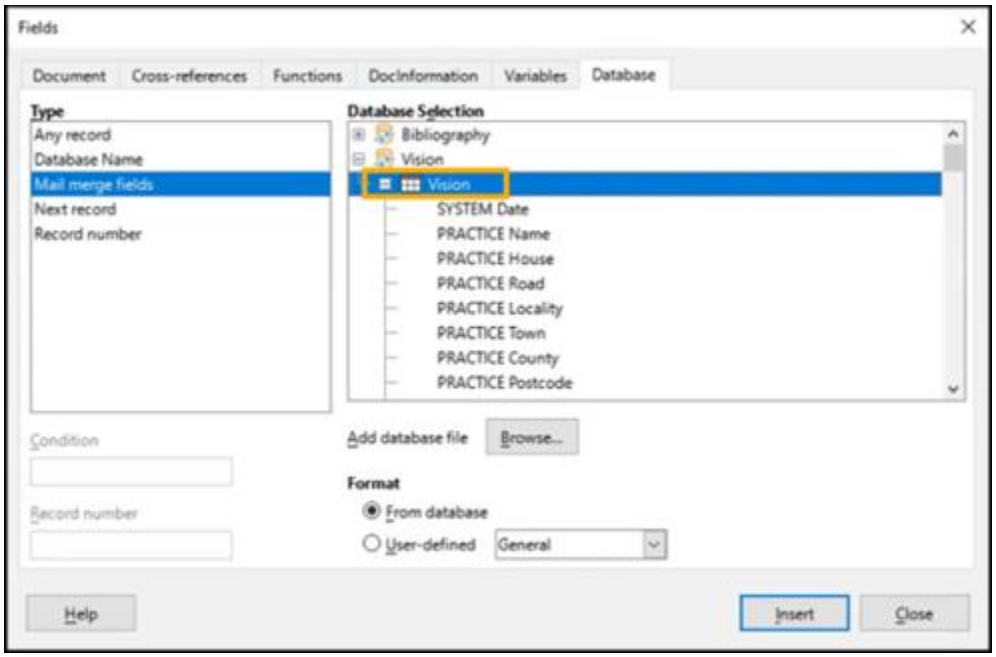
• From the side pane, select **Vision** - **Tables** - **Vision** and the merge fields display horizontally across the top pane.



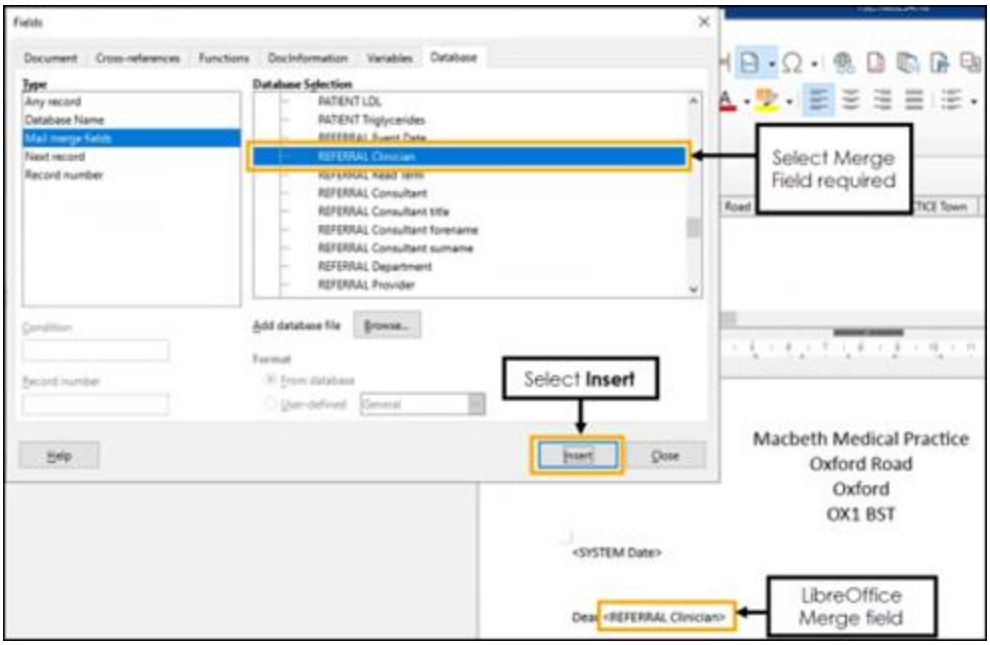
Drag and drop the merge field onto the document.



• Select **Insert** - **Field** - **More Fields** to open the **Fields** screen. Under **Type** select **Mail merge fields** and then under **Database Selection** expand **Vision** to view the available merge fields.



Select in the document where you'd like to insert the merge field and double click on the required mail merge field or select from the **Fields** screen and select **Insert**.



14. Ensure all **Microsoft Word** merge fields are deleted and replaced.

Training Tip - Merge fields in **Microsoft Word** display with a double chevron and underscores. Merge fields in **LibreOffice** display with a single chevron and spaces (no underscores).

15. You can use all of the familiar word processing features in **LibreOffice** to make the layout of the template more attractive.

16. Select **Save** and **Close**

The **LibreOffice** template is now ready to use in **Vision 3**.

For a full list of available **LibreOffice** Merge fields See **LibreOffice Merge Fields**