

# Configuration and Use of Allscripts in Crystal PM

## Configuration

1. There are 2 versions. The Basic version and the Crystal Enterprise version. You must first sign up for the Basic version, then contact Crystal if you wish to upgrade.

a. The Basic version will let you open Allscripts and add patients from within Crystal. The Enterprise version will open Allscripts to the correct patient as well as import the prescription FROM Allscripts back into the Crystal Drug Rx tab.

2. Please sign up for the Basic version of Allscripts at:

<https://erxnowregistration.allscripts.com/home.aspx?eid=79c8371d-c0d9-4a95-af9f-9f2406c39b11>

a. All providers in a location wishing to be on the Basic version must be listed under a single “Master” account. To do this, 1 doctor will sign up for Basic, then go to Settings and Add User.

b. All providers in a location wishing to be on the PAID version must be listed under a single “Master” account. To do this, 1 doctor will sign up for Basic, then go to Settings and Add User.

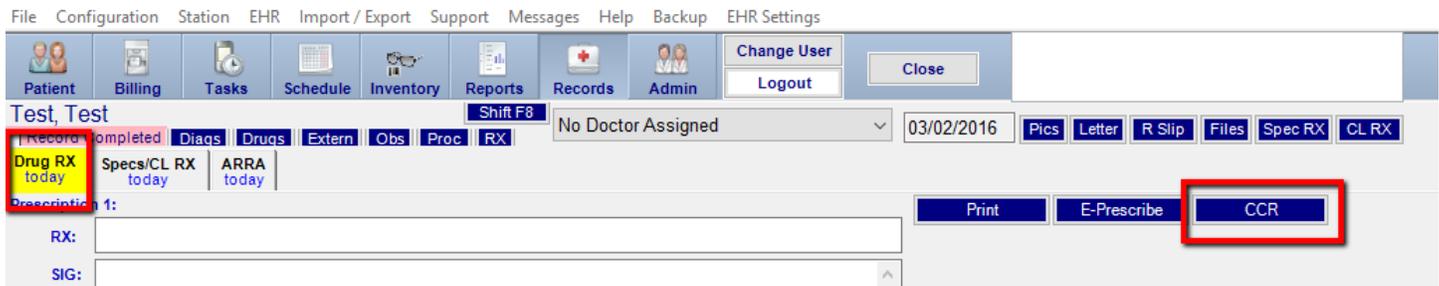
3. Once your Basic accounts are activated, you will enter the providers’ usernames and passwords under Admin – Employees. From this point, if you wish to upgrade to Enterprise, please contact [Billing@CrystalPM.com](mailto:Billing@CrystalPM.com) and we can take payment and assist in the upgrade. The cost for the Enterprise version is \$360/yr per provider.

**NEVER PAY ALLSCRIPTS FOR A DELUXE ACCOUNT! CRYSTAL CANNOT INTEGRATE WHEN YOU HAVE DELUXE ACCOUNT!**

## Use (Paid Version)

1) **Importing existing medications and allergies**

- a) From the Patients’ record, go to the Drug Rx tab.
- b) Click the button labeled CCR



- c) This will open the patients' Continuity of Care Record. At the top, you will notice buttons for "Import Allergies" and "Import Medications". Clicking either button will show all Allergies or Medications that Allscripts has on record.
  - i) *Don't be alarmed if no medications or allergies are listed. There are multiple companies hosting multiple databases at this time, and not all databases are merged with each other.*

**Continuity of Care Record**

**Date Created:** CCR Creation: 2016-03-02T191401Z  
 (Provider)  
 Eye care and eyewear of Carrollton  
 (Organization)  
 ePrescribe by Allscripts, LLC. 3.3.2.112 (ERX)  
 (InformationSystem)

**From:** (Patient)

**To:** (Patient)

**Purpose:** Patient Request

**Patient Demographics**  
[Expand/Collapse \[+/-\]](#)

- d) At this point, you can Import some or all of what is listed. The information imported will be viewable in the Medications and Allergies grids on the ARRA tab.

**2) Prescribing medications to patients**

- a) From the Patients' record, go to the Drug Rx tab.
- b) Click the E-Prescribe button. This will open the E Prescribe window with the current patient highlighted

**Crystal** Patient: Test, Test Weight: N/A Gender, DOB: M, 06/25/1976 (39 Y) Patient ID: 10004

Active allergies: None entered  
 Active problems: None entered  
 Active medications: None entered  
 Retail pharmacy: None entered  
 Mail order pharmacy: None entered

Patients | Tasks | Library | Reports | Settings | Tools | My eRx

Last Name: First Name: DOB: Patient ID: Search

Medication & Med Allergy reconciliation has not yet been performed on this patient.

Review History | Select Dx | Select Med | Document Visit

Patient ID	Patient Name	DOB	Phone Number	Street Address
912918	Brunson, Patricia	12/03/1967	(903) 818-1543	4828 Ash Glen Ln
906654	Caballero, Bianca	03/02/1994	(469) 524-9330	2211 CreekrIDGE Dr
911892	Test, Record	10/12/1963	(449) 073-2000	FIC
10004	Test, Test	06/25/1976	(512) 555-1212	

- c) Click the Select Med button on the bar above
- d) Here you can enter a medication into the box and click Search, which will list all corresponding medications

Choose Medication    Patient History  My History  All Meds  By Group:

**!** Your search returned more than 50 results. Please consider refining your search.(e.g. Aspirin 250)

Coverage: None Available

Drug Name	Strength	Unit	Dosage Form
<input checked="" type="radio"/> Aspirin			Powder

- e) Click the radio button then Select Sig
- f) Here you will add the quantity, refills, SIG (required) and any special instructions.
- g) At this point, you can Add to Script Pad if you want to add additional medications, or Add and Review to begin processing the Rx.
- h) Clicking "Continue" will bring you to the Pharmacy search. You have many options to search by, including address and phone number.

 Patient: Test, Test Weight: N/A Gender, DOB: M, 06/25/1976 (39 Y) Patient ID: 10004

Active allergies: **None entered**  
 Active problems: None entered  
 Active medications: None entered  
 Retail pharmacy: None entered  
 Mail order pharmacy: None entered

Pharmacy Search: *Not all fields are required.*

Retail Pharmacies

Search by:  Patient History  Practice Favorites  All  Mail Order Pharmacies

Name:   
 Street Address:  City:  State:  ZIP Code:   
 Phone:  -

**!** Current view: All practice favorites

Destination	Address	City	State	Phone
<input checked="" type="radio"/> CS WAL-MART PHARMACY 2086	1700 DALLAS PARKWAY	PLANO	TX	(972) 931-5176

- i) Once a pharmacy is selected, click Continue
- j) The next window will give you the option to Process Script Pad and send to the Pharmacy

 Patient: Test, Test Weight: N/A Gender, DOB: M, 06/25/1976 (39 Y) Patient ID: 10004

Active allergies: **None entered**  
 Active problems: None entered  
 Active medications: None entered  
 Retail pharmacy: **CS WAL-MART PHARMACY 2086, 1700 DALLAS PARKWAY, , P...**   
 Mail order pharmacy: None entered

Patients

Script Pad

Rx Date	Medication & Sig	Destination	Actions
03/02/2016 02:29 PM	Aspirin 120 MG Rectal Suppository - USE AS DIRECTED. QUANTITY 1 Suppository - REFILL 0 - Days Supply - 1	<input type="text" value="Send to Pharmacy"/> ▼	<input type="button" value="edit"/> <input type="button" value="print"/> <input type="button" value="delete"/>

- k) Once the order is sent, closing the E-Prescribe window will import the medications back into the Drug Rx tab in Crystal.

