

Aria e-prescribing A13 guide

To Schedule a patient's treatment.

Select patient and click schedule

The screenshot shows the 'A13.7 Manager on OXNETCXA4H04' application. The 'Open Patient' window is active, displaying search criteria for a patient named 'xxzz testakb' with a date of birth of '10 0000'. The 'Patient' tab is selected, and the 'Schedule...' button on the right-hand sidebar is circled in red.

Click **New** if you're not scheduling for a planned treatment day e.g. blood test.

Click **Schedule** if you're scheduling for a planned cycle/day this will link the visit to the cycle.

The screenshot shows the 'Patient Schedule' window for patient 'xxzztest, testakb'. The 'Visit Calendar' on the left shows a grid for January 2024, with the 17th highlighted. The 'Schedule...' button at the bottom is circled in red.

Visit Type	Target	Scheduled	Support Regimens	Comments
EC Docetaxel = (v2.0) - EC Docetaxel (Current Plan)				
Cycle 1, Day 1	Jan 17, 2024	Jan 17, 2024 13:57 - 13:57		TVCN - Barkwith, Andrea
Cycle 2, Day 1	Feb 07, 2024			
Cycle 3, Day 1	Feb 28, 2024			
Cycle 4, Day 1	Mar 20, 2024			
Cycle 5, Day 1	Apr 10, 2024			
Cycle 6, Day 1	May 01, 2024			

Select date, provider, event, treatment event (eg specific chemotherapy regimen name if that is what your Trust uses) and treatment location then click on expand view.

Select the appropriate Chair Group

Select available chair (if a slot is not available as it will appear greyed out with the patient's name).

Select appropriate treatment time. No need to click each slot individually click the start time then Shift + click the finish time.

Click Select. This opens the visit details you've entered.

Enter Schedule comment in the notepad this appears on the Open Patient status bar.

Click on details tab, Complete all schedule details.

Pick appropriate clinic.

Click OK when done.

Modify Appointments

When you need to change the treatment start date highlight the date to be moved and click the adjust button. This will also adjust all future scheduled dates in line with the regimen.
NB the dates of the prescriptions will also need to be changed separately (see deferring and discontinuing treatment user guide).

Patient Schedule - xxxtest, testakb - testakb - Birthdate: Dec 15, 1967 *** NOT AN ACTUAL PATIENT *** CLINICAL TRIAL PATIENT ***

Visit Calendar

January 2024

Legend

- Scheduled
- Planned
- Selected

View

- Show Cancelled Visits
- Show Inst / Provider / Loc

Visit Type	Target	Scheduled	Support Regimens	Comments
Ibrutinib (CLL)= (v7.0) - Ibrutinib CLL (Discontinued)				
Cycle 1, Day 1	Jul 28, 2023	Jul 28, 2023	09:23 - 09:23	
Trastuzumab Oxaliplatin Modified de Gramont= (v1.0) - Trastuzumab Oxal MdG (Discontinued)				
Cycle 1, Day 1	Sep 21, 2023	Sep 21, 2023	09:59 - 09:59	zztestemetic=(D/C)(C1 D1)
Planned Visit	Sep 23, 2023			
Visit	Sep 28, 2023	15:52 - 15:52		
Planned Visit	Oct 12, 2023			
Planned Visit	Oct 14, 2023			
Planned Visit	Oct 19, 2023			
Planned Visit	Oct 21, 2023			
Abemaciclib Fulvestrant= (v2.0) - Abemaciclib Fulvestr (Discontinued)				
Visit	Nov 24, 2023	14:00 - 14:30		
Cycle 1, Day 1	Nov 24, 2023	16:37 - 16:37		
Planned Visit	Dec 08, 2023			
EC Docetaxel= (v2.0) - EC Docetaxel (Discontinued)				
Cycle 1, Day 1	Jan 17, 2024	Jan 17, 2024	13:57 - 13:57	
EC Docetaxel= (v2.0) - EC Docetaxel (Current Plan)				
Cycle 1, Day 1	Jan 18, 2024	Jan 18, 2024	12:00 - 15:00	
Cycle 2, Day 1	Feb 08, 2024			
Cycle 3, Day 1	Feb 29, 2024			
Cycle 4, Day 1	Mar 21, 2024			
Cycle 5, Day 1	Apr 11, 2024			
Cycle 6, Day 1	May 02, 2024			

Buttons: Schedule..., New..., Copy..., Search..., Adjust..., Modify..., View..., Cancel..., Tests..., Close

Use the calendar on the left hand side to choose the new target date and click apply.
NB any previously scheduled dates/times will need to be rescheduled/cancelled once you've changed the treatment start date.

Adjust Plan Schedule - xxxtest, testakb - testakb - Birthdate: Dec 15, 1967 *** NOT AN ACTUAL PATIENT ***

Plan: EC Docetaxel=

New Target Date for Cycle 1 Day 1: Jan 18, 2024

Click on New Target Date

January 2024

Legend

- Scheduled
- Planned
- Selected
- Target

Visit Type	Target	Scheduled
Cycle 1, Day 1	Jan 18, 2024	Jan 18, 2024 12:00 - 15:00
Cycle 2, Day 1	Feb 08, 2024	
Cycle 3, Day 1	Feb 29, 2024	
Cycle 4, Day 1	Mar 21, 2024	
Cycle 5, Day 1	Apr 11, 2024	
Cycle 6, Day 1	May 02, 2024	

Buttons: Apply, OK, Cancel

To change the time (not date) or the comment of a scheduled appointment, highlight appointment and click modify.

☒ Patient Schedule - xzztest, testakb - testakb - Birthdate: Dec 15, 1967 *** NOT AN ACTUAL PATIENT *** ** CLINICAL TRIAL PATIENT ***

Visit Calendar: January 2024

Legend:
☒ Scheduled
☐ Planned
☐ Selected

View:
☐ Show Cancelled Visits
☐ Show Inst / Provider / Loc

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Cycle 5, Day 1	Apr 11, 2024			
Cycle 6, Day 1	May 02, 2024			

Buttons: Schedule... New... Copy... Search... Adjust... **Modify...** View... Cancel... Tests... Close

Make alterations to appointment as needed and click OK

Modify Visit for Cycle 1 Day 1 - xzztest, testakb - testakb - Birthdate: Dec 15, 1967 *** NOT AN ACTUAL PATIENT *** ** CLINICAL TRIAL PATIENT ***

Institution: SMH Haem Onc CCHU
Visit Provider: zzBHT, Training-Dr2

Jan 18, 2024 Details

Event	Provider	Location
12:00 - 15:00 EC 3:00	zzBHT, T	Sunrise Chair 01 (1)
12:15 - 30 EC 3:00		Sunrise Chair 01
12:30 - 45 EC 3:00		Sunrise Chair 01
12:45 - 00 EC 3:00		Sunrise Chair 01
13:00 - 15 EC 3:00		Sunrise Chair 01
13:15 - 30 EC 3:00		Sunrise Chair 01
13:30 - 45 EC 3:00		Sunrise Chair 01
13:45 - 00 EC 3:00		Sunrise Chair 01
14:00 - 15 EC 3:00		Sunrise Chair 01
14:15 - 30 EC 3:00		Sunrise Chair 01
14:30 - 45 EC 3:00		Sunrise Chair 01
14:45 - 00 EC 3:00		Sunrise Chair 01
15:00 - 15		
15:15 - 30		
15:30 - 45		
15:45 - 00		
16:00 - 15		
16:15 - 30		
16:30 - 45		
16:45 - 00		
17:00 - 15		Closed
17:15 - 30		Closed
17:30 - 45		Closed
17:45 - 00		Closed
18:00 - 15		Closed
18:15 - 30		Closed
18:30 - 45		Closed
18:45 - 00		Closed

Treatment Events:
 Chemotherapy
 ABMC 4:00
 ABVD 6:15
 AC 2:45
 ACE 4:30
 Actinomycin 1:00
 Alemtuzumab 8:15

Buttons: OK Cancel

To Cancel Appointments

Highlight appointment to be cancelled and click cancel.

Visit Calendar: January 2024

Visit Type	Target	Scheduled	Support Regimens	Comments
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Cycle 5, Day 1	Apr 11, 2024			
Cycle 6, Day 1	May 02, 2024			

Buttons: Schedule..., New..., Copy..., Search..., Adjust..., Modify..., View..., **Cancel...**, Tests..., Close

Select all appointments to be cancelled.

Use drop down box to select reason for cancelling and add comment as required and click OK.

Cancel Visit - zztest, testakb - testakb - Birthdate: Dec 15, 1967 - NOT AN ACTUAL PATIENT - CLINICAL TRIAL PATIENT

Type: ☒ Cancel ☐ Error ☐ No Show

Reason: Patient availability

Comment:

Scheduled	Visit / Event	Provider	Institution / Location
Jan 18, 2024 12:00	Cycle 1, Day 1	zzBHT, Training-Dr2	SMH Haem Onc CCHU

Buttons: OK, Cancel