



Pharmaclik Rx Dispensing Reports

In order to add dispensing data to the Narcotics Reconciliation Module you are required to download a CSV file from the “iApotheca Narcotic Reconciliation Data Extraction Tool”

To start, click on the utility shortcut in the McKesson PTS Folder, which is located on the desktop of the main server.

Mckesson PTS Utilities > iApotheca Data Extraction Utilities > iApotheca Narcotic Reconciliation Data Extraction.

```
Administrator: iApotheca Narcotic Reconciliation Data Extraction
*****
***  KAN-160:  iApotheca Narcotic Reconciliation Data Extraction Utility
***
***
***  Start Date <YYYY-MM-DD>?  _
```

```
Administrator: iApotheca Narcotic Reconciliation Data Extraction
*****
*** KAN-160: iApotheca Narcotic Reconciliation Data Extraction Utility
***
***
*** Start Date (YYYY-MM-DD)? 2015-10-1
*** End Date (YYYY-MM-DD)? 2015-11-01
*** Run for all Drugs (Y/N)? n
*** Enter the DIN you wish to generate the report for? _
```

Once the report has been generated, the report name will appear as iApothecaNarcoticReconciliation.csv- you will be able to upload this report to the iApotheca platform.

The location for the file will be in the 'McKesson PTS Utilities\iApotheca Data Extraction Utilities' folder.

```
Administrator: iApotheca Narcotic Reconciliation Data Extraction
*****
*** iApotheca Narcotic Reconciliation Data Extraction successful
***
*** Location: McKesson PTS Utilities\iApotheca Data Extraction Utilities
***
***
*****
Press any key to continue . . . _
```

Once we have the report, we will open iApotheca, here you will be able to 'Upload File' and drag and drop the file from Mckesson PTS Utilities folder.

☰ Counts

🛒 Purchase Records

📄 Dispensing Records

🗑️ Destruction Records

⬆️ Upload File

🛠️ Help & Support

💊 Drug Management

Upload File

Use this form to upload Purchase, Dispensing, or Destruction Data.
To upload a Count, go to your count, and click the "Upload Count" button.

Choose File no file selected

Upload File

