



# **Ordering Repeat Prescriptions Online**

**To order your repeat  
prescription online please  
follow the simple steps > >**

**>**

# Step 1

Go to our website at [www.parksidemedicalpractice-bradford.nhs.uk](http://www.parksidemedicalpractice-bradford.nhs.uk)

The screenshot shows the homepage of Dr A Azam & Partners, Parkside Medical Practice. The header includes the practice name and address: Parkside Medical Practice, Dr. A. Azam & Partners, Horton Park Centre, 99 Horton Park Avenue, Bradford, BD7 3EG. A navigation menu on the left lists: Home, Opening Times, Appointments, Prescriptions, Clinics & Services, Tests & Results, New Patients, Practice Staff, and Contact Details. A central image shows a doctor examining a child. To the right, a 'Noticeboard' section displays 'BANK HOLIDAY CLOSING DATES FOR 2016' with a table:

New Year's Day	1st January 2016
Good Friday	25th March 2016
Easter Monday	28th March 2016

Below the noticeboard is a 'Quick Links' section with items: Online Services, Latest News, Search, Flu Vaccinations, Translate Page, Have your say, Join our Patient Group, Survey Report, and Further Information. A 'NEWS' section at the bottom left shows a date '28th Nov 2016 ...'. The main content area features a 'Welcome to Dr Azam & Partners, Parkside Medical Practice' heading, followed by 'Appointment Times' and 'Repeat Prescriptions' sections.

# Step 2

Click on 'Prescriptions' or 'Online Services'

This annotated screenshot highlights two specific navigation options. A red speech bubble with the text 'Click Here' points to the 'Opening Times' link in the navigation menu. Another red speech bubble with the text 'Or Click Here' points to the 'Online Services' link in the 'Quick Links' section. The rest of the page content is identical to the first screenshot, showing the practice name, address, navigation menu, central image, noticeboard with holiday dates, quick links, and main content area.

# Step 3

If you clicked on 'Prescriptions' in step 2 then do as follows:

This screenshot shows the 'Repeat Prescriptions' section of a website. At the top, there are three tabs: 'Repeat Prescriptions', 'Prescriptions Fees', and 'Repeat Request'. Below the tabs, there is a heading 'Please Click on link below for a on... s tutorial:' followed by a red-bordered image of a video tutorial. A callout bubble points to this image with the text 'Click here to view a repeat prescription video tutorial'. Below this is another heading 'Please click here to order your re...' followed by a red-bordered image of the 'systmonline' logo. A callout bubble points to this image with the text 'Click here to continue onto online prescriptions.' Below the logo is a section titled 'Repeat Prescriptions' with text explaining that patients on long-term medication can order prescriptions by completing the counterfoil. To the right of this text is an image of two pills. At the bottom, there is a note: 'Please note: we do not accept requests over the telephone and if the medication you are requesting is...'. On the right side of the page, there is a vertical sidebar with various icons and text including 'GF', 'Pa', 'Ap', 'Co', 'Pa', 'Ca', 'Pr', 'Su', 'Pr'.

If you clicked on 'Online Services' in step 2 then do as follows:

This screenshot shows the 'Do It Online' section of a website for 'Dr A Azam & Partners Parkside Medical Practice'. The top left features the practice name and logo. The top right lists the practice address: 'Parkside Medical Practice, Dr. A. Azam & Partners, Horton Park Centre, 99 Horton Park Avenue, Bradford, BD7 3EG'. Below the header is a navigation menu with links: 'Home', 'Opening Times', 'Appointments', 'Prescriptions', 'Clinics & Services', 'Tests & Results', 'New Patients', 'Practice Staff', and 'Contact Details'. In the center, there is a photo of a doctor examining a child and a purple icon of a family. Below the navigation menu is a section titled 'Do It Online' with a sub-section 'Online Services'. Under 'Online Services', the link 'Prescriptions' is circled in red, and a callout bubble points to it with the text 'Click here to continue onto online prescriptions.' Below 'Prescriptions' is the link 'Order a repeat prescription'. On the right side, there is a 'Quick Links' section with icons and text for 'Online Services', 'Latest News', 'Search', 'Flu Vaccinations', 'Translate Page', and 'Have your say'. At the bottom right, there is a link to 'Join our Patient Group'.

## Step 4: Enter your Username & Password

# systemonline

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### Login

If you already have a username and password, enter them here.  
If you do not have a username and password, contact your practice to register for SystemOnline.

Username

Password

[Help](#)

[I've forgotten my password](#)

For any further questions or assistance, contact your practice.



## Enter your Username & Password



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## Step 5: Click on 'Medication'

# systemonline

Home	Book Appointment	Future Appointments	Questionnaires	Help	Logout
Mr Mickey Mouse-TestPatient NHS Number: 993 211 2399 Date of birth: 25 Dec 1950 Address: Old School Medical Practice, Horseman Lane, Copmanthorpe, York, North Yorkshire, YO23 3UA		Old School Medical Practice - Copmanthorpe Old School Medical Practice, Horseman Lane, Copmanthorpe, York, North Yorkshire, YO23 3UA		Appointments: 01904706455 General: 01904 706455	

This is an Old School Medical Practice Test Message

### Home

- Appointments
- Medication 
- Patient Record
- Messages (0 Unread)
- Questionnaires
- Online Account Management
- Help
- Choose Patient
- Logout



Last logged in to the SystemOnline website on 19 Oct 2016 19:18  
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## Click here

## Step 6: Click on 'Medication'

**systemonline**

Home Book Appointment Future Appointments Questionnaires Help Logout

Mr Mickey Mouse-TestPatient NHS Number: 993 211 2399 Date of birth: 25 Dec 1950 Address: Old School Medical Practice, Horseman Lane, Copmanthorpe, York, North Yorkshire, YO23 3UA	Old School Medical Practice - Copmanthorpe Old School Medical Practice, Horseman Lane, Copmanthorpe, York, North Yorkshire, YO23 3UA	Appointments: 01904706455 General: 01904 706455
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**Medication**

Home  
Medication  
Prescription Requests  
Change Pharmacy

**Select Here**

**You can nominate or change your chosen pharmacy via this option**

**tpp**

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## Step 7: Click in the boxes of the medication that you require then click on 'Request Existing Medication'.

**systemonline**

Home Book Appointment Future Appointments Questionnaires Help Logout

Mr Mickey Mouse-TestPatient NHS Number: 993 211 2399 Date of birth: 25 Dec 1950 Address: Old School Medical Practice, Horseman Lane, Copmanthorpe, York, North Yorkshire, YO23 3UA	Old School Medical Practice - Copmanthorpe Old School Medical Practice, Horseman Lane, Copmanthorpe, York, North Yorkshire, YO23 3UA	Appointments: 01904706455 General: 01904 706455
---	---	--

Please add a note to inform the practice if you would like to collect your medication from Copmanthorpe or Bishopthorpe

**Medication**

Tick the items you would like to order and press the 'Continue' button. You will then have the opportunity to review the order and add additional notes before it is sent. If the item you require is not listed then make a custom request using the 'Medication request notes' field.

Once your request has been submitted, a member of staff at the practice will process your request and issue the medication ready for collection.

Request existing medication

**Recent Medication**  
There are no recent medications to display.

**Regular Medication**

	Drug
<input type="checkbox"/>	Salbutamol 2.5mg/2.5ml / Ipratropium bromide 500micrograms/2.5ml nebuliser liquid unit dose vials 60 unit dose - inhaled 1 dose 3-4 times/day Last issued: 06 Jul 2016
<input type="checkbox"/>	Sildenafil 50mg tablets 4 tablet - use as directed Last issued: 22 Jul 2016

Make custom request

**Medication request notes**  
You can use this field to create a custom medication request using free text.

Notes entered into this field may be visible to all staff at the practice

Please collect your prescriptions from Copmanthorpe Pharmacy, The Shopping Precinct, Horseman Lane, Copmanthorpe, York, North Yorkshire, YO23 3UB.

Continue  
Back

**DO NOT INCLUDE NOTES HERE IF YOU HAVE SELECTED MEDICATION**

**Select Continue**

## Step 8: Click in the boxes of the medication that you require then click on 'Request Medication'.

IF YOU WISH TO COLLECT YOUR PRESCRIPTION FROM A LOCAL CHEMIST PLEASE INDICATE IN THE MEDICATION REQUEST NOTES FIELD BELOW

### Current Prescriptions

To order prescriptions from the practice, tick which items you would like to order and press the 'Request Medication' button. If the item you require is not listed or you need to include further information with your request then enter this information into the 'Medication request notes' field.

Once your request has been submitted, a member of staff at the practice will process your request and issue the prescriptions ready for collection.

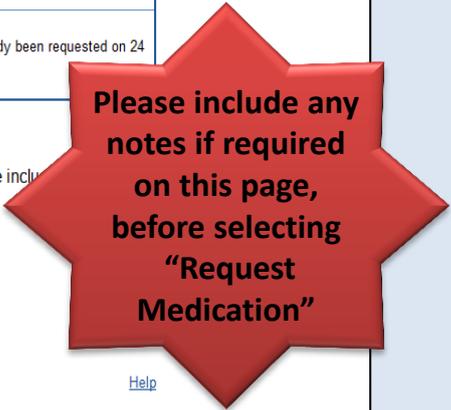
	Drug	Last Issued	Status
<input checked="" type="checkbox"/>	<b>Amlodipine 10mg tablets</b> take one daily 56 tablet	Never Issued	Due for review on 06 Mar 2016
<input checked="" type="checkbox"/>	<b>Atorvastatin 40mg tablets</b> take one daily 56 tablet	Never Issued	Due for review on 11 Mar 2016
	<b>Ramipril 2.5mg capsules</b> take one daily 28 capsule	13 Jan 2015	Repeat has already been requested on 24 Feb 2015 09:45
	<b>Ventolin 100micrograms/dose Evohaler (GlaxoSmithKline UK Ltd)</b> inhale 2 doses As needed 200 dose	24 Dec 2014	Repeat has already been requested on 24 Feb 2015 09:49

### Medication request notes

You can use this field to include notes with your request. If you require a reply from your practice please include details (please check with your practice regarding their policy on contacting patients).

Notes entered into this field may be visible to all staff at your practice

[Help](#)



- Your Prescription will be ready after 48 hours, after which you can collect your medications in the usual manner
  - Collect from Practice
  - Prescription sent to Chemist