



## **TPC FAQs - Some of the most frequently asked technical support questions**

### **Q: Can I make patient notes urgent in TPC?**

**A:** Yes! When adding patient notes, be sure to check the urgent checkbox and the important note will appear at the top of the patient detailed profile. To turn off the urgent note, go to History & Notes. Select the note and click edit. Remove the checkmark from the urgent box and click save.

### **Q: Is there a way to add or edit a Prescription (Rx) number in TPC?**

**A:** Yes. On the Check on Receipt of Medication step, an Rx number field is available for entry. If an incorrect entry occurs or the number was left out, you can now edit this information in the Request Utility. Select the Requests screen, select the medication and access the request utility to update the Rx number field.

### **Q: Is there a way to view New Patients added to TPC in a specified time frame?**

**A:** Yes. Go to Reports, Patient Reports and select New Patients. Enter the date range and click View. This report can also be exported to excel for additional sort options.

Check out more FAQs and Training Videos under *TPC Help!*