

# How can I print a prescription?

07/08/2024 7:51 pm EDT

In DrChrono, you can send your prescriptions electronically or by fax. Additionally, you can print the prescription for your patient to take to the pharmacy.

In this article, we will look at:

- [Printing a prescription normally](#)
- [Printing in the event of a failed transmission](#)
- [Printing a "copy only" version of a prescription previously sent electronically.](#)

## Printing a Prescription

1. Navigate to the **Send eRx** menu in the patient's chart.

The screenshot shows the DrChrono interface. On the left is a sidebar with a menu including Demographics, Appointments, Clinical Dashboard, Documents, Tasks (2), Problem List (13), Medication List (7), **Send eRx** (highlighted with a green bar and an arrow), Allergy List (4), Drug Interactions (1), CQMs, Intake Data, Lab Orders, and Immunizations. The main content area is titled 'New Prescription' and contains a 'Medication' form. At the top of this form are buttons for 'Medication', 'Compound', and 'Supply'. Below are fields for 'Medication\*', 'SIG\*', 'Effective Date', 'Dispense\*', 'Dispense Unit\*', 'DAW' (Yes/No), and 'Refills'. There are also checkboxes for 'Add to Favorites' and 'Add to Medication List'. A 'Notes to Pharmacist' field is at the bottom.

2. Fill out the prescription and select **Preview Prescription**.

This screenshot shows the 'New Prescription' form with the medication 'amoxicillin 500 mg oral c' selected. The SIG is '2 caps a day for 10 days' and the effective date is '6/9/2018'. The DAW is set to 'No' and there are 0 refills. The 'Benefits' section is open, showing a red error message: 'prescriber: DoesNotExist: Prescriber matching query does not exist.' Below the form is the 'Select Pharmacy' section, which includes a search bar and a list of pharmacies. The first pharmacy listed is 'Walgreens #00689' with address '121 E EL CAMINO REAL MOUNTAIN VIEW, CA 94042701', phone '+1.650.961.7555', and fax '+1.650.961.9945'. A 'Preview Prescription' button is highlighted with a black arrow.

3. Under the **Print Prescription** dropdown, select the page size to print.

**Jenny (Jen) Harris** (Female | 41 years old | Feb. 11, 1980) HAJE000001

Phone: (443) 555-5555 Email: sample@sample.com Date Added: Nov. 3, 2020  
 Address: 1001 N Rengstorff Ave Last Scheduled Appt: Tue Apr 27, 2021  
 Mountain View, CA 94040 Next Scheduled Appt:  
 CDS: Adult Immunization Schedule Age: 27-49

onpatient access enabled

**Prescription Summary**

**One Supervisor**

DEA Number: AP9010001  
 Clinic One 90001 1ST AVE, Washington, DC, 20000  
 503-906-6300  
 Date written (UTC): 04/30/2021

**Walgreens #00689**

121 E EL CAMINO REAL MOUNTAIN VIEW, CA 940402701  
 +1.650.961.7555  
 Fax: +1.650.961.9945  
 Retail, 24 Hours

Drug-Drug & Drug-Allergy Interactions

#### 4. Select the option to print.

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**DEA#** AP9010001 **NPI#** 1010000003

**LIC#** NY00235

**Clinic One**  
 90001 1ST AVE  
 STE 100  
 Washington, DC 20000  
**Phone:** 2025551212  
**Fax:** 8056661667

**Walgreens #00689**  
 121 E EL CAMINO REAL  
 MOUNTAIN VIEW, CA 940402701  
**Phone:** 6509617555  
**Fax:** 6509619945

<b>Patient Name:</b> Jenny Harris		<b>Date:</b> 04/30/2021
<b>DOB:</b> 02/11/1980	1001 N Rengstorff Ave Mountain View, CA 94040	
<b>Age:</b> 41	<b>Phone:</b> (844) 569-8628	
<b>Sex:</b> Female		

**Drug:** amoxicillin 500 mg oral capsule

**SIG:** 2 caps a day for 10 days. Effective 6/9/2018

**Dispense:** 20.000 (twenty)

**Units:** Capsule

**Dispense as Written :** No

**Refills:** 0

**Electronically signed by:** One Supervisor  
**Supervising Provider:** One Supervisor  
**DEA # (Supervisor):** AP9010001  
**NPI # (Supervisor):** 1010000003

### Printing for a Failed Transmission

In some cases, you may need to print a prescription that did not transmit. For example, the pharmacy you sent the prescription to notifies you that the electronic prescription was not delivered.

Go to the **Prescription Logs** under the **Medication List** section in a patient's chart.

Medication List

1

Problem List

Medication List

Send eRx

Allergy List

Drug Interactions

CGMs

Intake Data

Lab Orders

Immunizations

Growth Charts

onpatient Access

Education Resources

Communication

Family History

Imaging Orders

Implantable Devices

**Active Medication Orders**

Medication	Ranom	Dispense	Refills	SIG	Order Type	Date 1	Updated
<input type="checkbox"/> tamoxifen 10 mg oral tablet	198240	2.000		Use as directed every 6 hours	Electronic eRx Sent	03/23/2022+	03/23/2022

**Past Medication Orders**

Medication	Dispense	Refills	SIG	Cancellation Note	Status	Date
<input type="checkbox"/> tamoxifen 10 mg oral tablet	3.000		Use as directed every 6 hours		inactive	03/23/2022 - 03/23/2022
<input type="checkbox"/> tamoxifen 10 mg oral tablet	3.000		Use as directed every 6 hours		inactive	03/23/2022 - 03/23/2022

**Prescription Logs**

Date Written	Description	Pharmacy	Status
03/23/2022	Xanax XR 1 mg oral tablet, extended release	CATALENT TEST SANDBOX (Phone: 2156133056)	⚠️
03/23/2022	Xanax 0.25 mg oral tablet	Sholenberger Pharmacy (Phone: 707845571)	✓

The prescription that failed to send, will be marked with an (



) under the status column. Click **Print**.

Prescription Logs

Date Written	Description	Pharmacy	Status	Print
03/23/2022	Xanax XR 1 mg oral tablet, extended release	CATALENT TEST SANDBOX (Phone: 2156133056)	⚠	Print
03/23/2022	Xanax 0.25 mg oral tablet	Shollenberger Pharmacy (Phone: 707845571)	✓	Print

**Status** [⚠] **Print** [Print]

The prescription will have a message on the page that the original transmission failed.

**DEA#**

Chronoplex - 2071, EPCS Lane  
Mountain View,  
**Phone:**  
**Fax:**

**CATALENT TEST SANDBOX**  
3031 RED LION ROAD  
PHILADELPHIA,  
**Phone:**  
**Fax:**

<b>Patient Name:</b> Chrissy Bright	<b>Date:</b> 03/23/2022
<b>DOB:</b> 09/12/2012 <b>Age:</b> 9 <b>Sex:</b> Female	1600 Amphitheatre Pkwy Mountain View, CA, 94040 <b>Phone:</b> (650) 215-6343

<b>Drug:</b> Xanax XR 1 mg oral tablet, extended release	
<b>SIG:</b>	Use as directed every 6 hours
<b>Dispense:</b>	2.000 (two)
<b>Units:</b>	Tablet
<b>Dispense as Written :</b>	No
<b>Refills:</b>	0
<b>Notes:</b>	TEST FOR AUDIT, PLEAE NOT PRESCRIBE

**Electronically signed by:**  
**Supervising Provider:**  
**DEA # (Supervisor):**  
**NPI # (Supervisor):**

Electronic transmission was attempted to at March 23, 2022, 3:19 p.m. and failed.



Electronic transmission was attempted to at March 23, 2022, 3:19 p.m. and failed.

### Printing a Copy Only of a Prescription

You may need to print a copy of a prescription you have sent for a patient for informational or record-keeping purposes. You can do so in DrChrono and the printout will indicate that it is for informational purposes only and not for dispensing.

Go to the **Prescription Logs** under the **Medication List** section in a patient's chart.

Medication List 1

Problem List

Medication List

Send eRx

Allergy List

Drug Interactions

CGMs

Intake Data

Lab Orders

Immunizations

Growth Charts

outpatient Access

Education Resources

Communication

Family History

Imaging Orders

Implantable Devices

Active Medication Orders

Medication

Medication	Renorm	Dispense	Refills	SIG	Order Type	Date 1	Updated
<input type="checkbox"/> tamoxifen 10 mg oral tablet	198240	2.000		Use as directed every 6 hours	Electronic eRx Sent	03/23/2022	03/23/2022

Re-send Selected Medications Archive Selected Medications

Past Medication Orders

Medication	Dispense	Refills	SIG	Cancellation Note	Status	Date
<input type="checkbox"/> tamoxifen 10 mg oral tablet	3.000		Use as directed every 6 hours		inactive	03/23/2022 - 03/23/2022
<input type="checkbox"/> tamoxifen 10 mg oral tablet	3.000		Use as directed every 6 hours		inactive	03/23/2022 - 03/23/2022

Re-send Selected Medications

Prescription Logs

Date Written	Description	Pharmacy	Status
03/23/2022	Xanax XR 1 mg oral tablet, extended release	CATALENT TEST SANDBOX (Phone: 2156133056)	▲
03/23/2022	Xanax 0.25 mg oral tablet	Shollenberger Pharmacy (Phone: 7079845571)	✓

A successfully sent prescription will have a (



) next to it. Click **Print**.

#### Prescription Logs

Date Written	Description	Pharmacy	Status
03/23/2022	Xanax XR 1 mg oral tablet, extended release	CATALENT TEST SANDBOX (Phone: 2156133056)	▲
03/23/2022	Xanax 0.25 mg oral tablet	Shollenberger Pharmacy (Phone: 7079845571)	✓

Print

A copy of the prescription can be printed with the message **Copy only-Not valid for dispensing** with the date and time of the original transmission. Print as needed.

DEA# |

NPI# |

Chronoplex - 2071, EPCS Lane  
Mountain View,

**Phone:**

**Fax:**

**Shollenberger Pharmacy**

2002 S. McDowell Blvd Ext  
Petaluma,

**Phone:**

**Fax:**

<b>Patient Name:</b> Chrissy Bright	<b>Date:</b> 03/23/2022
<b>DOB:</b> 09/12/2012 <b>Age:</b> 9 <b>Sex:</b> Female	1600 Amphitheatre Pkwy Mountain View, CA, 94040 <b>Phone:</b> (650) 215-6343

<b>Drug:</b> Xanax 0.25 mg oral tablet	
<b>SIG:</b>	Use as directed every 6 hours
<b>Dispense:</b>	2.000 (two)
<b>Units:</b>	Tablet
<b>Dispense as Written :</b>	No
<b>Refills:</b>	0
<b>Notes:</b>	TEST FOR AUDIT, PLEASE NOT PRESCRIBE

**Electronically signed by:**  
**Supervising Provider:**  
**DEA # (Supervisor):**  
**NPI # (Supervisor):**

Copy only—not valid for dispensing.

Electronic transmission was performed at March 23, 2022, 3:16 p.m.



Copy only—not valid for dispensing.  
 Electronic transmission was performed at March 23, 2022, 3:16 p.m.