PioneerRx

Prescription Report

Go to the **Rx** tab

Select the **binocular icon** in the Data Entry section

In the **Completed Between** line, enter the date range

Press **Search (F12)** to generate the report

Once the report has been generated, create a new report design layout.

In the drop-down box next to View, select **Expanded with Comments**

Select the **Field Chooser icon**  on the left side of the screen

Check the boxes of the data fields you want to report

PioneerRx
Date Filled
Days Supply
Dispensed Item Name
Dispensed Item NDC
Dispensed Item Strength
Dispensed Quantity
Origin
Patient Age
Patient Ethnicity
Patient Gender
Patient Paid Amount
Patient Primary Address
Patient Primary Zip Code
Patient Race
Patient Serial Number/Patient Central ID
Pharmacy NCPDP

Primary ICD10 Code
Primary ICD10 Code Description
Refill Number
Rx Number
Sig Code
Patient Weight Formatted
Patient Active Allergy List
Patient Latest Serum Creatinine Lab Result
Patient A1c on File (*separate report - see below*)

***** Please note that when adding patient weight, you must select the option for "Patient Weight Formatted" *not* "Patient Weight Ounces" otherwise our system will be unable to process the data*****

Select the **blue plus sign** next to the View drop-down box

Name the layout

Press **Search (F12)** to regenerate the report with new data fields

Export the report to an excel file.

Select **Menu** in the top right corner of the green results box.

Choose **Export to Excel**

Name and save Excel document

:ient A1c on File Report

If your pharmacy does not collect A1c, there is no need to submit a report

*****Variations may occur in specific wording for lab names*****

Create a patient category.

Go to the **System** tab

Select the **Category icon**

In the Category Scope drop-down box, select **Patient**

Press the **green plus sign** on the right side to create a new category

Provide a name and description for the category

Choose **Auto** in the Type drop-down

In **box B (Any of These)**, press the **green plus sign**

Choose **Any Lab Greater Than** as a filter

Choose **Comprehensive Metabolic Panel – A1c** as the lab

Enter **0** in the **Greater Than** box

Press **Save (F12)**

Make sure the status of the category is **active** and press **Save (F12)**

> You must process the category for it to immediately work, or it will not become active until the next day.

Select the **Actions** drop in the top right

Choose **Process Category Auto Filter Rules** and follow the prompts

> Use the patient category to generate a patient report

Go to **Patient** tab

Select the **binocular icon** in the Patient section

In the **Activity Between** line, enter the same date range used to generate the prescription report

From the **Category** drop-down, select the patient category.

Press **Search (F12)**

> This will generate a report of all the patients in your system with a A1c value on file. Choose or create a layout that includes the Serial Number. Export the report to an Excel document and save accordingly.

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