



PBS Botulinum Toxin processing made simple

www.bntrx.com.au



BnTRx has been developed to save PBS Botulinum toxin clinics time from processing paperwork and tracking stock. It will:



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Collect and keep patient co-payment details, then automatically trigger the co-payment after the patient is treated for all subsequent visits. No more patient forms are required.



Digitalise Prescription Uploads

Allow you to send prescriptions to the S94 pharmacist via digital upload as well as eliminate paper processing totally if you choose the e-script option.



Automate Pharmacy Re-Ordering

Do the re-ordering work for you for all brands as the S94 pharmacy takes care of your re-orders according to your usage and the schedule you select.

I. Admin Set-Up

1 Register

- Go to www.bntrx.com.au
- On the homepage, click the **Register Here** button
- Enter your details to attain your own clinic's login

Next Step

- You will then receive an authentication email.
- Follow the prompts.

2 Clinic Set Up

On your Own clinic's screen, Click on **Admin** from the menu on the left and in admin

STEP 1

 **Edit Clinic**

- In **Edit Clinic**, add clinic name
- Insert clinic logo (if desired)

STEP 2

 **Add New Staff**

- Invite Doctors onto platform.
- Choose '**Admin**' for staff managing the platform
- All invited staff will be listed here, and will switch from '**Pending**' to '**Active**' once invitation is accepted.

STEP 3

Doctor's Name

- Click on Doctor's name to add base stock on day one of using BnTRx
- Use this at anytime to adjust stock-on-hand

II. Patient Processing

1 Register patients as they come in for treatment



- Ensure the QR Code is available for patients to register for co-payment via BnTRx (Laminated and framed QR codes are in your onboarding kit, as well as under 'Resources' at www.bntrx.com.au)
- Patients only need to register once

 **Add New Patient**

- If a patient can't manage or doesn't have a phone... go to 'Patients' and click Add New Patient



Note: Patients must give their consent and provide their details to access the PBS subsidy

- Name and contact details
- Concession card status
- Payment details for the co-payment

2 The clinic page, patient processing centre.

STEP 1

 **Patient Form Intray**

- Patients that have registered via the QR Code are added manually all appear here in the **Patient Form Intray**

STEP 2

 **Confirm and Create Order**

- Click the patient's name and a box will appear.
- Choose the patient's Dr and condition(s), then Click **Confirm and Create Order**

STEP 3

 **Today's Clinic List**

- Still on the Clinic page, 'Confirm and Create Order' sends the patient's name and details from the Intray down to 'Today's Clinic List.'

STEP 4

 **Registered Patients**

- It also saves the patient's details in your **registered patients** file where they can be accessed for future visits (to be moved to Today's Clinic List).

STEP 5

Patient's Name

- Same page, now they are in Today's Clinic List. They will stay here until after treatment from the Dr.
- After treatment, you will have a prescription from the Dr. Now it's time to process the script. When ready, click on the **patient's name**, brings up this box

STEP 6

 **Save as Draft**

- Next, from the script select the drug and number of vials, then Click **Save as Draft** brings up

You can now choose between:



Uploading a photo of script by pointing phone camera at QR Code (follow phone prompts, photo will appear)



Dragging the script image from another file



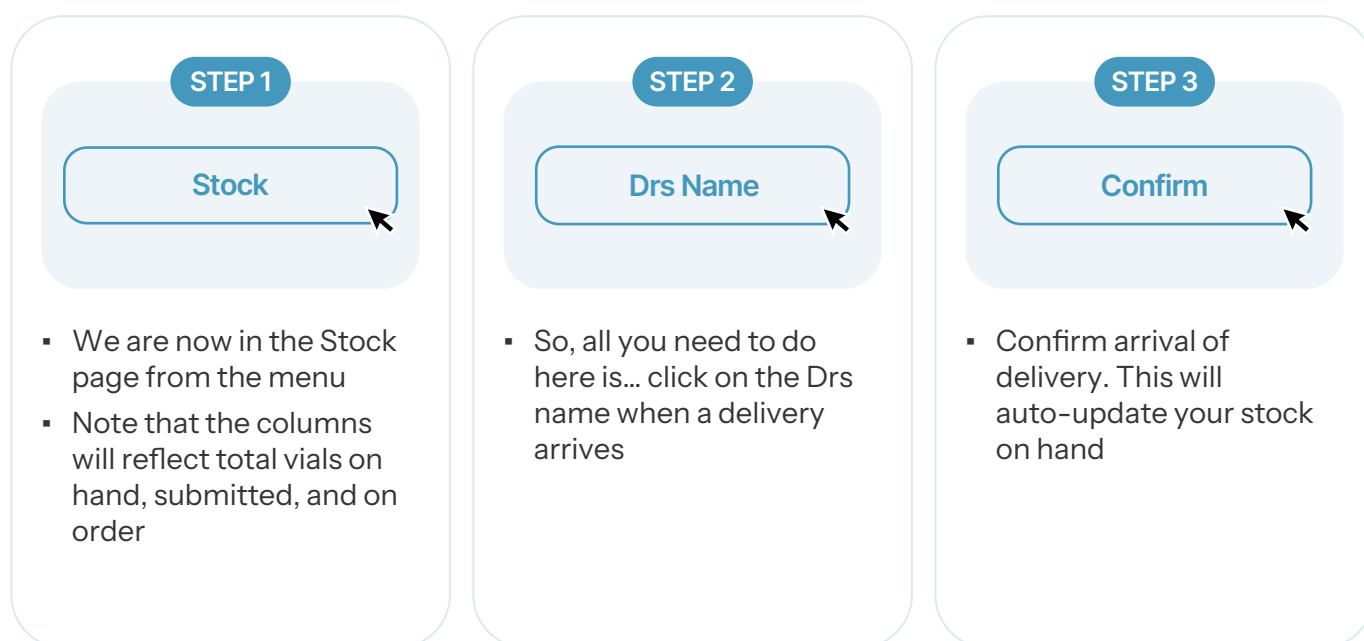
Transferring the 18-digit token from an e-script then, click Submit Order

Notice 'STATUS' change after submitted You can go back and make changes as long as asterisk is next to 'Submitted.'

III. Stock Management

- The processing of scripts and orders at this stage are pretty much done & dusted.
- Patients do not get charged their co-payment unless a script has been submitted.
- Don't forget, the next time the patient comes in for treatment, you'll find them in the Registered Patients list (to move them to Today's Clinic List).

1 Track and receive stock



Common points of enquiry

- BnTRx can be used for all botulinum toxin products.
- Scripts do not need to be uploaded on the same day as treatment.
- Patients only need to be registered once. The clinic should not have to deal with any co-payment paperwork after this point.
- If uploading script images digitally, paper copies need to be sent to HPS periodically (not required for e-scripts). Paid envelopes are available.

- BnTRx is free of charge to all clinics.
 - A starter kit in the mail with a QR code
 - Via email; frequency and day of delivery preferences and a request b.toxin account information.