

# Printing – Printing Prescriptions In Outpatient Clinics (Sunshine Pod 1, Footscray Level 2)



**Digital Health**  
CONNECTING BEST CARE

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Quick Reference Guide

**This Quick Reference Guide will explain how to:**

Print prescriptions in Outpatient Clinics



**This guide only applies to consultation rooms in the following locations:**

- Sunshine Hospital: Pod 1
- Footscray Hospital: Level 2

## 1. Identify the “Prescriptions Queue Name”

This information is physically listed on the printer adjacent to the computer.

Windows Print Queue Name	SH-LVG-POD1-PBS-02
Prescriptions Queue Name	SH-POD1-ROOM1-PRESCRIPTION
IP Address	10.98.74.115
EMR Print Queue Name	shoutpbs11

## 2. Before you “Sign” the prescription order on the “Orders and Referrals” page:

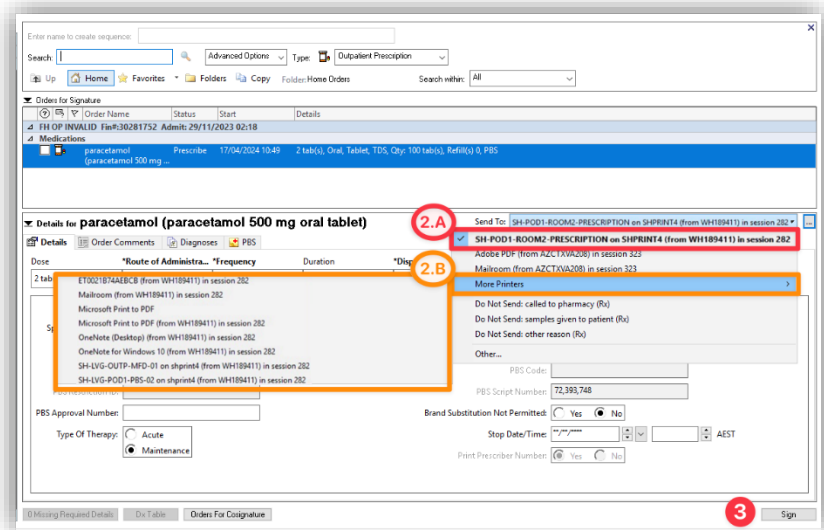
**2.A. Select the “-PRESCRIPTION” printer in the “Send To” menu.**

*If the printer is not listed*

**2.B. You may locate the printer under “More Printers”**

## 3. Click **Sign**.

## 4. Collect the printed prescriptions.



## Further information

For further information on prescribing please refer to the [QRG “Medications – Outpatient Prescribing”](#) on the [Digital Health Website \(digitalhealth.wh.org.au\)](http://digitalhealth.wh.org.au).