

## EMIS PCS: Hints and Tips

### Are you aware of the following functionality within EMIS PCS?

- Screen message alerts
- The View/Find option in Medical Record
- Appointment Book navigation
- Quick Find function for multi-word clinical terms (Read codes)
- Selecting medication

If you are not aware of one or more of these functions, you could benefit from our EMIS PCS Hints and Tips online seminar.

The online seminar includes 20 useful hints and tips to ensure you are getting the most out of your EMIS PCS system.

### Why is training important?

An experienced EMIS operations manager will provide guidance, training and examples of how best to use EMIS PCS.

It is vital that you receive training from a qualified EMIS operations manager, to ensure the information you receive is consistent, correct and up to date. EMIS was rated 'excellent' by 70% and 'good' by 28% of the delegates who attended EMIS training. Training will confirm and consolidate your knowledge and improve your confidence in using EMIS PCS.

### Who should attend the online seminar?

The types of users who would benefit from this seminar are:

- GPs
- Nursing teams
- Practice managers
- Practice/PCT IT leads
- Administration staff

### How do I book training?

Please contact EMIS Field Operations Support on 0845 123 4455 to book a place on this online seminar.

EMIS will collate the training requests and then book places at a rate of £45 + VAT per delegate and notify you of the details.

For further information, contact Field Operations Support.

Every effort is made to ensure that your EMIS documentation is up to date, but our commitment to constantly improve our software and systems means that there may have been changes since this document was produced.

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