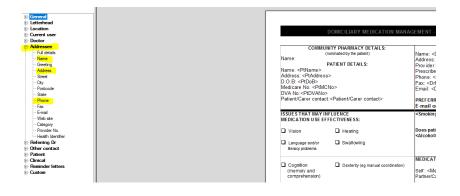# Updating DMMR Form 1 – HMR Referral

Best Practice

Supplied template DMMR Form 1 does not permit access to the practice address book or include an option to add credentialed pharmacist details. Follow this guideline to allow access to the address book and specify the HMR/DMMR referral pathway – whether it is directly to a Credentialed Pharmacist OR to a Community Pharmacy.

1. Open **Letter witter** from Best Practice home screen.
2. Open **Templates**.
3. Select **Edit Template.**
4. Select **DMMR Form 1.**
5. Select **<Community Pharmacy Name>.**

6. Delete **<Community Pharmacy Name>** from template.
7. Select Addressee to be entered from side selection of prepopulated v2 fields.

8. Insert fields to referral template.

```
COMMUNITY PHARMACY DETAILS:
            (nominated by the patient)
Name:  <AdrName>
       <AdrAddress>
       <AdrPhone>
            PATIENT DETAILS:
Name: <PtName>
Address: <PtAddress>
D.O.B: <PtDoB>
```

9. Change the "COMMUNITY PHARMACY" to **"CREDENTIALED PHARMACIST / COMMUNITY PHARMACY DETAILS"**

```
CREDENTIALED PHARMACIST / COMMUNITY PHARMACY
                    DETAILS:
            (nominated by the patient)
Name:  <AdrName>
       <AdrAddress>
```

10. Save as **DMMR – Form 1 V2** (or to what suits the practice)

11. Select **DMMR - Form 1 V2** to enable access to **practice address book** and to include the option to add **credentialed pharmacists'** details when creating a HMR/DMMR referral.