

## Instructions for Using PharmOutcomes to Record Service Activity for the Wakefield Weight Management Support Service

### 1. Registration – You Only Need to Complete This Stage ONCE For Each Client

At the initial consultation you will need to complete the registration stage on PharmOutcomes in addition to recording the client's weight (step 2). Registration only needs to be completed **ONCE for each client**.

#### To do this you must:

- (a) Login to PharmOutcomes.
- (b) Under services tab select **Registration – Wakefield Weight Management Service**
- (c) Record client's name, DOB, gender, ethnicity, postcode, contact telephone no. and height (*height is required to calculate BMI each time client is weighed*).

**Don't forget to save!**

### Registration - Wakefield Weight Management Service (Preview)

Registration date

Client name

Date of Birth   
Enter as dd-mmm-yyyy (eg 23-Feb-1989)

Gender  Male  Female

Ethnicity

Postcode

Contact telephone number

Client's height (cm)  cm

Height conversion chart [here](#).

### 2. Pharmacy Weigh-Ins (Initial and All Follow Up Visits)

Once the registration details have been recorded (initial consultation only), the client's weight should be recorded at each visit.

#### To do this you must:

- (a) Under services tab select **Weigh-Ins (initial and all follow up visits) – Wakefield Weight Management**
- (b) Record client's weight.  
*(Note - the BMI should automatically populate once the weight is entered using the height recorded at registration).*
- (c) Repeat each time client is weighed.

**Don't forget to save!**

### Weigh-Ins (initial and all follow up visits)- Wakefield Weight Management (Preview)

Session date

Client Name   
You cannot register new Client Name

Use this service to record client's weight at each pharmacy appointment. (b)

#### Measurements

Weight (kg)  kg  
Weight conversion chart (if required) here

BMI  kg/m<sup>2</sup>   
Not yet set.

Remember to record on the client's hand held record card.

#### Client Progress

Has client lost weight since last weigh-in?

- Yes
- No
- N/A - customer wants to maintain healthy weight