

Adding Treatment

13/10/2026 2:31 pm BST

Summary

This page documents how to start the appointment, add treatment and clinical notes.

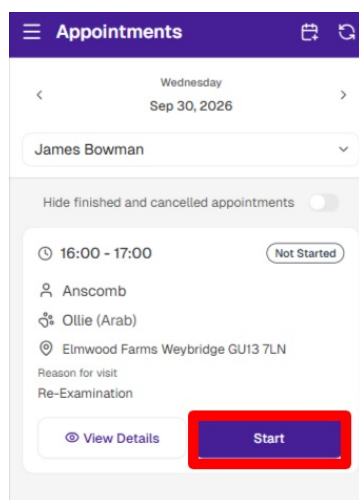
Details

The user who is logged in will automatically see their name on the drop down option. If this user wishes to view another practitioners appointments for this day, this can be achieved by clicking the drop-down arrow and selecting the appropriate one. It will show today's date as default, but this can be changed via the arrows.

It is possible to toggle on 'Hide finished and cancelled appointments', so these will not display in this screen.

The user can 'View Details' of this appointment. This will allow the user to start or cancel the appointment, add treatment, see the appointment overview, book a follow up appointment, view the client and patient information, the appointment details, appointment note, and view the location in Google Maps.

Once the user is ready to start this appointment, press 'Start'.



A pop up will appear asking if you are sure you want to start the appointment. Select 'Start'.

The appointment on the Merlin diary will appear in red text, acting as a visual for those in practice to know the appointment has started. This colour change will also reflect in the Day Lists in Waiting List and Full List.

Diary

Refresh + New Edit Delete

Display columns: 8 Day Note

Day Week Month Avail

James Bowman (James)

Time	Appointment
15:30	
16:00	Ollie (Equine (Horse), Arab) Anscomb Re-Examination Elmwood Farms Weybridge GU13 7LN Lameness OL

To begin adding treatment, either select 'View Details', or click once on the appointment and press 'Add treatment'.

Appointment Details
H. J. Anscomb • Ollie • 4:00 PM

Status: Started
Pending treatments will be uploaded upon finishing the appointment

✓ Finish appointment

⊗ Cancel appointment

🔗 Treatments

+ Add treatment

📅 Appointment Overview

Start Time: 4:00 PM Duration: 1 hr

Date: Sep 30, 2026 4:00 PM

Location: Elmwood Farms Weybridge GU13 7LN

📅 Book follow-up appointment

The patient weight can be added from this screen.

Recording weight
H. J. Anscomb • Ollie

You are recording weight for Ollie
The weight will be recorded as a treatment activity and will be saved when the appointment is finished.

Weight (kg)

320

Add weight

Cancel

Clinical Notes can be added from this area.

Clinical Note
H. J. Anscomb - Ollie

History
Ollie has been lame on his LH for 2 weeks

Examination
Head bobbing & stance changes

Diagnosis
Lameness

Plan
Prescribe NSAID and re-exam if no better

Save

Cancel

Treatments can be added. You can either 'Search All Treatments' or add a 'Manual Treatment'. (To see how to add a Manual Treatment, please see the bottom of this page). When you select 'Search All Treatments', you can search by drug name, or select the 'All categories' drop-down to filter by treatment type i.e Consultations, Oral Medication, Applications etc.

If the practice uses a barcode scanner and wishes to add treatment via the barcode, press the barcode icon to begin scanning.

Search Treatments
H. J. Anscomb - Ollie

Search by name or code...

All categories

For those practices not using a barcode scanner, type in the name of the product you wish to dispense

Search Treatments
H. J. Anscomb - Ollie

equipalazone

All categories

Equipalazone 100 Batch
Code: 50
Stock: 200
£2.68 per unit

Equipalazone Inj 50ml
Code: 1247
Stock: 8887.5
£0.98 per unit

Equipalazone Paste Syringe Batch
Code: 10089
Stock: 9998
£36.22 per unit

The codes with Batch Traceability enabled in code entry will show with the blue Batch symbol, indicating a batch has been ticked as required. From this screen, you can see the unique code that has been assigned

in Code Maintenance, how many units are in stock currently and the price per unit.

Once the code has been selected, a new screen will appear, giving an overview of the treatment being added, including cost and available stock, with the option to select an existing Batch or to add a new one.

The screenshot shows the 'Select Quantity' screen for 'Equipalazone 100'. The header is purple with a back arrow and the text 'Select Quantity' and 'H. J. Anscomb • Ollie'. Below the header is an 'Overview' section with the following details:

Overview	
Treatment description Equipalazone 100	
Treatment code 50	Available stock 200
Stock centre Esher	Unit gross price £2.68
Dispensing fee £1.52	

Below the overview is a 'Batch' section with two buttons: 'Select from batch list' (highlighted with a red box) and 'Enter batch manually'.

Select the batch you wish to use. You can search via batch code and also hide expired batches. Once the batch has been selected, this will show.

The screenshot shows the 'Select Quantity' screen with the 'Batch' section expanded. It displays the selected batch code 'e53426171' and the date '25 Mar 2027'. There is a red trash icon to the right of the batch information.

Now select the Quantity. If 'sell as whole pack' has been enabled in the Code Maintenance screen, this can be ticked. If you are not selling as a whole pack, select the Quantity via the + arrow or free type in the number.

The screenshot shows the 'Quantity' section. It has a checkbox labeled 'Sell as whole pack' which is currently unchecked. Below it is a 'Quantity' input field with a minus sign, the number '20', and a plus sign.

Now continue to add the drug label instructions. If dispensing notes have been assigned to this code in Code Maintenance, these will show.

The screenshot shows the 'Label' section. It has a title 'Label' and a section 'Drug instructions'. Below this is a dropdown menu with the text 'Give ? Tablets ? Times Daily for ? Days'. Below the dropdown is a text input field with the same text 'Give ? Tablets ? Times Daily for ? Days'.

Select the relevant instruction, or you can bypass these instructions and free type

Label

Drug instructions

Give 1 sachet once a day in feed

If Calc Qty is enabled against this code in Code Maintenance, it is possible to select this button for Merlin Mobile to calculate the quantity to dispense. The 'commencing date' will automatically show today's date, but this can be changed if required.

Any additional information assigned against this code in Code Maintenance will show. This can be edited as required. The prescriber and dispenser will show as the user logged into Merlin Mobile. The label can now be printed. To commit this treatment to the appointment, press Add Treatment.

Calculate Quantity

Commencing date

30/09/2026

Additional information

DO NOT USE IN HORSES INTENDED FOR HUMAN CONSUMPTION

Prescribed by

James Bowman (James)

Dispensed by

James Bowman (James)

Print Label

Add Treatment

Cancel

Example of a label:

1 Watchmoor Park Camberley GU15 3YL

Equipalazone 100

QTY: 20.0

Give 1 sachet once a day in feed

Additional Information:

DO NOT USE IN HORSES INTENDED FOR HUMAN CONSUMPTION

Client Elmwood Field View, GU13 7LT

Ollie | Species:Equine (Horse) Weight: 360.000 KG

FOR ANIMAL TREATMENT ONLY | KEEP OUT OF CHILDRENS REACH

Batch No: e53426171

Exp: 25/03/2027

Date: 30/09/2026

Prescribed By:

James Bowman

Dispensed By:

James Bowman

Print

1 page

Destination

Save as PDF

Pages

All

Pages per sheet

1

Margins

Default

Options

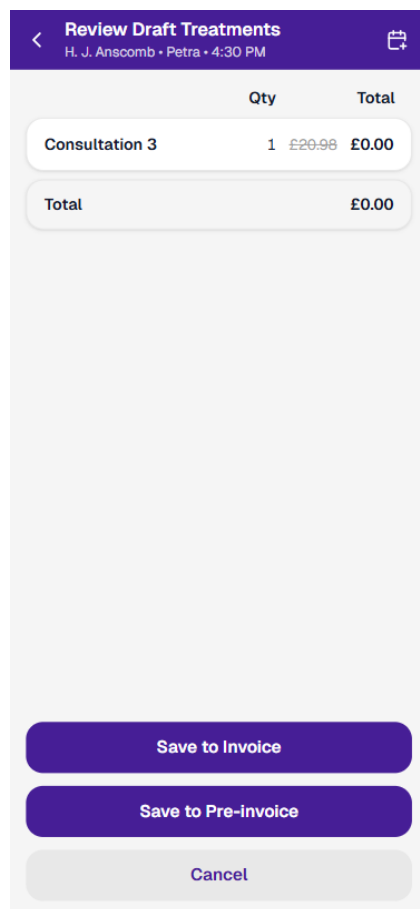
Background graphics

This treatment will now show as 'pending' until the 'Finish appointment' button is selected. This treatment can be edited or removed as required via the icons.



Notes

If the patient is on a Health Care plan, applicable discounts are automatically applied in the Review Draft Treatments screen. The same applies when a client has treatment discounts and an associated discount category assigned.



Adding a Manual Treatment

A Manual Treatment is a treatment that can be added when you have no existing treatment code stored within code entry.

Add Treatment
H. J. Anscomb • Ollie

PATIENT INFORMATION

- Weight**
Record patient weight
- Clinical Note**
Add clinical observations

TREATMENT SELECTION

- Search All Treatments**
Find treatments from stock
- Manual Treatment**
Enter custom treatments

Upon creating a Manual Treatment, you can tick to 'Include pricing' which allows you to specify a Description, Price (net or gross), a quantity and a VAT rate for the treatment:

Manual Treatment
H. J. Anscomb • Ollie

Description *

Halloween Kong

☒ Include pricing

Unit Price *

£ 0.00

Quantity *

1

Tax/VAT code *

T1 20.0

Gross total £0.00

Add Treatment

Cancel

Once all Manual Treatments have been added, press Add treatment.