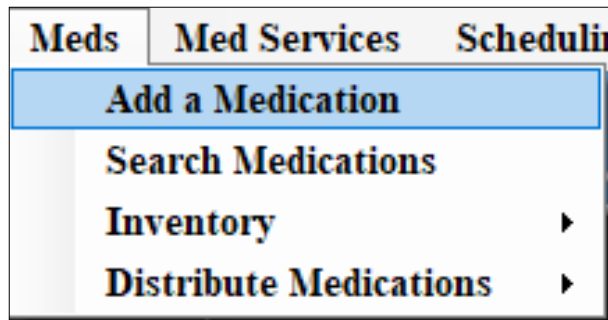


## ATS - How to add a Medication

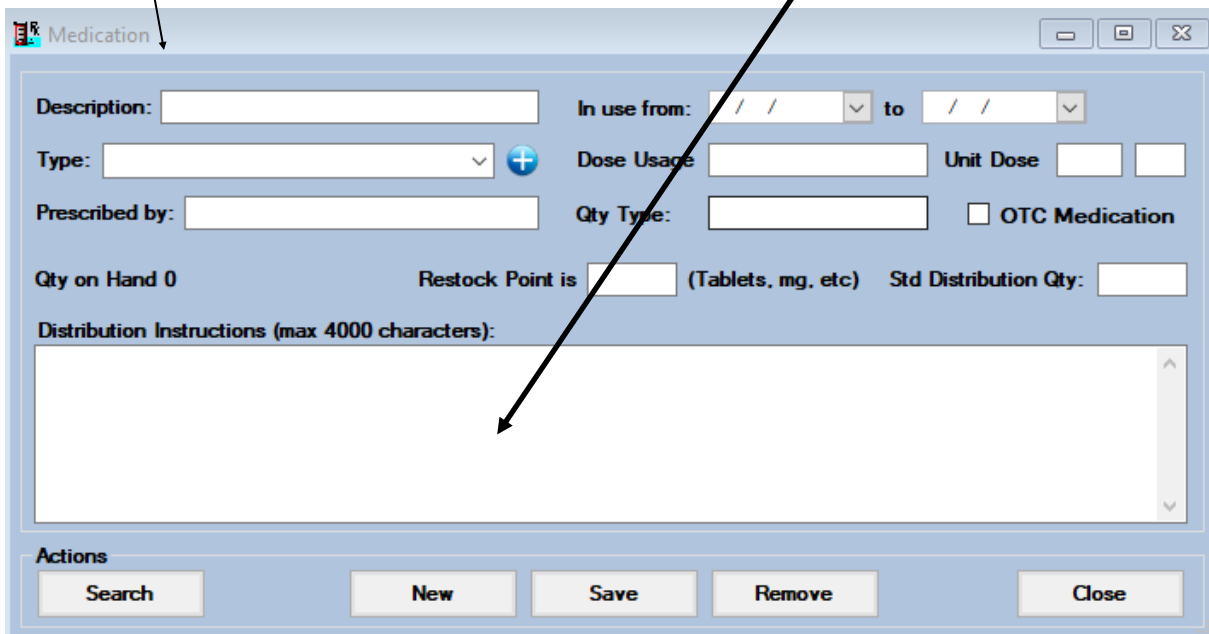
Many clients ask us how/where to add medications. Below are the steps to accomplish this.

Adding a Medication has it's own selection from the top menu of the ATS core.



Enter the name of the Medication and any additional information.

Any information added here will pop up any time the medication is selected for distribution

A screenshot of the 'Add a Medication' form. The form has a title bar 'Medication' and standard window controls. It contains several input fields: 'Description:', 'In use from:' (with a date picker), 'Type:' (with a dropdown and a plus icon), 'Dose Usage', 'Unit Dose', 'Prescribed by:', 'Qty Type:', and 'OTC Medication' (checkbox). Below these are 'Qty on Hand 0', 'Restock Point is' (with a text input), and 'Std Distribution Qty:'. A large text area for 'Distribution Instructions (max 4000 characters):' is at the bottom. At the very bottom, there is an 'Actions' bar with buttons for 'Search', 'New', 'Save', 'Remove', and 'Close'. Two arrows point from the text boxes above to the 'Description' field and the 'Distribution Instructions' text area.