

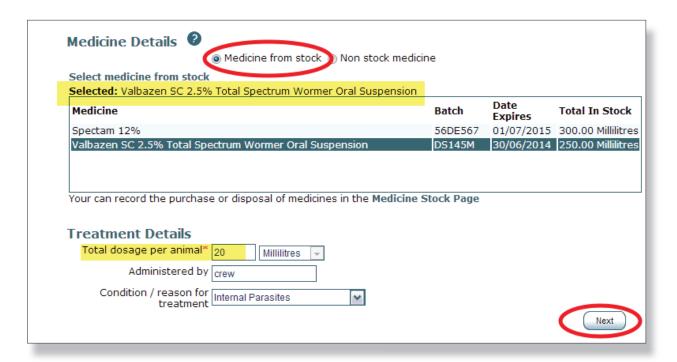
## How to administer medicines

You can use this website to record animals being treated with a medicine for your online medicine book.

➤ On the top navigation bar click on *Farm Records*. Move your mouse over *Manage Animals* on the tool bar. From the drop-down list of options select *Administer Treatment*, then select *Medicine*.



- > Select the species, holding CPH where the treatment was done and the treatment start and end date.
- ➤ Select the medicine being administered. If you use the medicine purchase / disposal pages select *Medicine from stock*. This will then display a list of medicines in stock that are suitable for the selected species.
- ➤ Otherwise select "non stock medicine", which will allow you to select any medicine from the standard list. The list is populated by a recent download from the Veterinary Medicines Directorate (VMD), meaning only medicines appropriate for the selected species are displayed.
- > Select the dosage per animal and (optionally) enter the name of the person who administered the medicine and the reason for treatment.
- > Click Next.





- ➤ Select animals to be treated. Individual identified animals can be entered in the text box, one identifier per line. You can also copy and paste the contents of a text file downloaded from your EID reader. Individual animals can also be selected from the list of known animals on your holding by checking the tick box next to the animal's identifier.
- ➤ You can also add batch details for animals that are not individually identified. To record batch details, enter the batch number, the total animals and then click the *Add* button. To remove a batch, click the *Delete* button next to the batch details to delete.
- ➤ When all animals have been added click *Finished* to submit the treatment request.
- Details of the treatment will be displayed in your medicine book. To view this select Reports > Medicine Administration & Treatments.

