

Searching for BARS Referrals Made to the Pharmacy First Scheme in SystmOne

Create a new search on the system's Clinical Reporting screen.

From the tree on the left, find 'New Referrals Out'.

Narrow down the search criteria as shown above, ensuring the search will look for all referral states. Select 'Pharmacy' as the referral type.

Add a date or timeframe to your search by clicking in 'Event Dates' on the left of the screen.

You can search for referrals made after a specific date by copying the example above. In the example, the search will always run looking for referrals added after 1st June 2026.

Alternatively, tick the 'relative' box to change the set date into a timeframe. If 1st June 2026 was 3 months ago, ticking 'relative' means that the search will always run looking for referrals made in the last 3 months.

When you are happy, click OK at the bottom of the screen to save your search.



South Yorkshire
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Run your search to identify patients. In each patient's record, details of the referral made will be in the 'Referrals' tab.

You can right-click on each referral and select 'View Details' to show more information about the referral, including the condition / symptoms and pharmacy that it was sent to.

Any response will be visible from the 'Communications & Letters' tab of SystmOne (highlighted above in blue), and / or will show as a 'Clinic Letter' in the New Journal (below).

Tue 30 Jun 2026	Other: [redacted] (Medical Secretary Access Role)
HS	Clinic Letter to Burleigh Medical Centre
Tue 30 Jun 2026	Surgery: [redacted] (Medical Secretary Access Role)
HS	Pharmacy First service (Xad54) (New Episode)
Tue 30 Jun 2026	15:18 - Surgery: [redacted] (Medical Secretary Access Role)
HS	→ Pharmacy Referral for Pharmacy First: Minor Illness