

Orders – medication

Outpatient Encounter: In Clinic medications

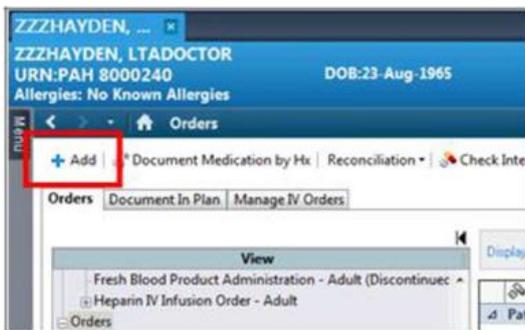
Medication Management

Quick reference guide

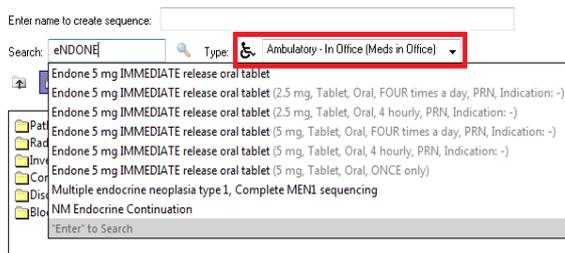
Medication Orders can be completed from **Doctor View** or **Orders** in the patient's ieMR. This QRG will demonstrate both options.

Placing a Medication Order to be administered in an Outpatient Clinic from the Order screen

1. Navigate to the **Order Profile** screen from the **Menu**.
2. Click **Add**.



3. Select **Type: Ambulatory – In Office (Meds in Office)**.



4. Type the medication in the **Search** field, e.g. Endone.

A list of order sentences will populate.

Note: SmartSearch Functionality enables the clinician to quickly search for and select the desired order by typing partial words or doses.

The smart ranking elevates the most important and most frequently used matches to the top of the search results list.

5. From the results displayed, select the most relevant order sentence e.g. Endone 5mg Immediate release oral tablet 1 tab(s), tablet, oral, 4 hourly, PRN, Indication: - [greater than or equal to 16 year(s)].

Note: Order sentences contain the required details attached to an order, including the medication name, strength, form, dose and frequency.

ALWAYS select an order sentence that is most complete.

ALWAYS check the order sentence carefully, especially after modifying.

6. Click **Done**.
7. When an order requires mandatory information, this will be indicated by **⊗**. To complete the order details click the order name and complete the information in the bottom half of the screen. Most of this information will be prepopulated by the order sentence that you selected.
8. For PRN orders, the ***PRN field** becomes mandatory. Click on the drop down box to select the relevant PRN indication e.g. pain.





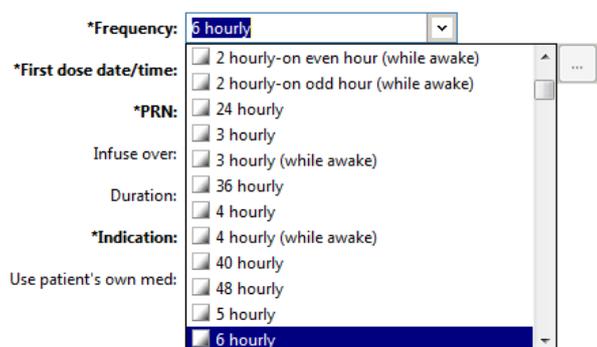
9. Review all information.
10. Click **Sign**.
11. Click **refresh** and navigate to the MAR to view order (Refresh the MAR).

Modifying an Order Sentence

If a required order sentence is not displayed, choose the closest match, or the most relevant order sentence. You are then able to modify the required order detail fields afterwards. This is a much more efficient way of ordering, as it will reduce the amount of details to be entered.

For instance, you wish to order Endone 5mg to be administered 6 hourly PRN. There is no order sentence that matches this order, so select the closest matching order sentence, which is Endone 5mg Immediate release oral tablet 1 tab(s), tablet, oral, 4 hourly, PRN, Indication: - [greater than or equal to 16 year(s)].

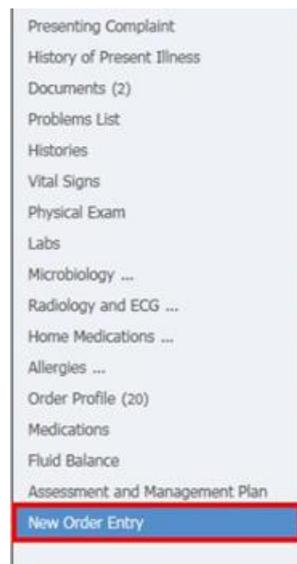
1. Click on the order name to display the **Order Details**.
2. Modify the information in the **Details** tab as required.



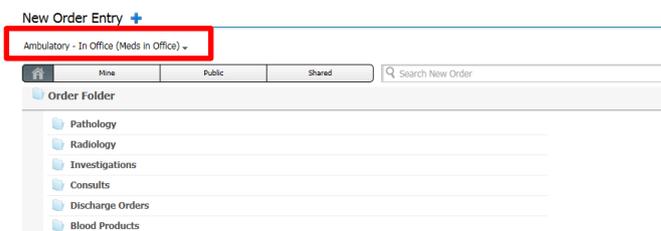
3. Change the frequency to the required 6 hourly and complete mandatory fields.
4. Click **Sign**.

Placing a Medication Order from Doctor View

1. From **Doctor View**, navigate to **New Order Entry ...** from the **Navigator Menu**.



2. Select **Ambulatory – In Office (Meds in Office)**.



3. Type the medication in the **search** field, e.g. Endone.

A list of order sentences will populate.

4. From the results displayed, select the most relevant order sentence e.g. Endone 5mg Immediate release oral tablet 1 tab(s), tablet, oral, 4 hourly, PRN, Indication: - [greater than or equal to 16 year(s)].
5. Click the **Order** button.





- Always click the **Modify** button. This will allow the prescriber to complete mandatory fields and review the default order settings.



- Orders that require mandatory information will be indicated by . To complete the order details, click the order name and enter the required information in the bottom half of the screen. Most of this information will be prepopulated by the order sentence that was selected.
- For PRN orders, the ***PRN field** becomes a mandatory field. Select the relevant PRN indication from the drop down menu, e.g. pain.

Details for **oxycodone (Endone 5 mg IMMEDIATE release oral tablet)**

Details | Order Comments | Diagnostics

*Dose: 5 mg
 *Route of administration: Oral
 First dose priority: Routine
 Stop date/time: AEST
 Max PRN dose/24 hrs:
 Infuse over unit:
 Special instructions:
 Nurse witness:

Drug form: Tablet
 *Frequency: 6 hourly
 *First dose date/time: 20-Apr-2018 19:37 AEST
 *PRN:
 Infuse over:
 Duration:
 *Indication: pain relief
 Use patient's own med: Yes No

- Review all order information, modify the order sentence if required, and then **Sign** the order.

