Adding a New Medication to Patient Chart

| Overvi | | | A&P Close | Intake | Alert | Pt Info | Print Gu |
|--------|----------------|------------|------------------|--------|---------|---------|---------------|
| Mainte | nance One-Time | | ry Flow Sheets | Notes | Letters | Docur | ments |
| | Medica | ations — | | | * N | o Pha | rmacy On File |
| | Medication | Strength M | IDD Instructions | Start | End | 1 | Add Med |
| | | - | | | | + | Stop Med |
| | | | | | 6 | 1 | Delete Me |
| | | | | | | | Refill |
| | | _ | | 3 | | 1 | Build List |
| | | | | | | 1 | No Meds |
| | | | | | | | Refill Hx |
| | | | | | | | FLEIM TIX |
| | | | | | | 11 | Reaction |

From Patient Chart, choose Add Med.

From **Select Medication** window, you may search for the correct med by choosing Alpha Search or Full Text Search.

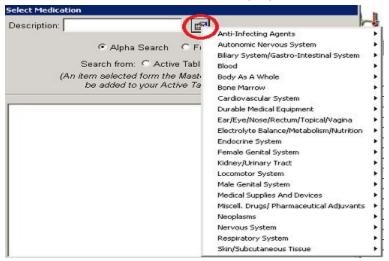
Active List has medications your practice has prescribed before. Choosing this will narrow your search field. If you are not sure the medication has been prescribed before, make sure you choose **Master List**. The Master List contains the full directory of medications.

An item selected from the Master List will automatically be added to your Active Table for future use.

Double click on correct medication.

| Description: FLUOX Alpha Search C Full T Search from: C Active Table (An item selected form the Master L be added to your Active Table | • Master List | |
|--|-----------------|---|
| Fluoxetine - tablet | 10mg | |
| Fluoxetine - capsule | 10mg | |
| Fluoxetine - solution | 20 mg/5 mL(4 mg | |
| Fluoxetine - tablet | 20mg | |
| Fluoxetine - capsule | 20mg | |
| Fluoxetine - capsule | 40mg | |
| Fluoxetine - tablet | 60mg | |
| Fluoxetine - capsule,delayed release(DR/EC) | 90mg | |
| Fluoxetine (Bulk) - powder | 100% | |
| Fluoxymesterone - tablet | 10mg | |
| | | * |

Clicking on the icon to the right of the description field, allows you to browse medications by class such as "Blood" and "Respiratory System".



After double clicking on the correct medication, the **Patient Medication** window will open. This is where you will link medication to the patient's chart. This includes linking the diagnosis to the med and filling out labelling information. Save.

| Patient Medicati | ion | X |
|-------------------|-------------------|----------------------------------|
| Medication: 27 | 9552 | 🗆 One Time 🛛 🗖 Supplies |
| Description: Pr | ozac | |
| Strength: 10 | lmg | Capsule |
| Diagnosis | | |
| Per Dose: 1. | 00 Units: Cap | sule 🔹 Route: PO 🔹 |
| Frequency: Q | | RN MDD: 1.0 |
| 1 capsule orally | once a day | |
| Days Covered | 0 C 1 Mo | nth 03 Month 010 Days @ Other |
| Dispense: | 0 Units: Ca | apsule 💌 Refills Allowed: 0 |
| Dispense. | As Written 🛛 | Allow Substitution Of Form/Units |
| P | rovider: Howard F | enderson, MD 💌 |
| Started: 05/0 | G/17 Stopped: | // Refilled: // |
| Note: (for intern | al purposes only) | Sample Given |
| | | * * |
| Add To Eav | oritee Chong | e Strength Change Sig |
| And to Eav | unces chang | e zonendini e nandie endi |
| Sav | e <u>P</u> rint | Qne-Time Cancel |

New Medication is now in patient's medication list and added to practice Active List.

Alternate Method of Searching for Meds on Master List

You can also select a Medication from the Master List by choosing Tables, Medication. From the Medication Table window, click on the magnifying glass icon. This will bring up the Select Medication window. Make sure you choose to search from Master List.

| HEENT Neck Chest Hee Referring Physician Provider | |
|--|---|
| HEENT Neck Chest Hee Referring Physician | |
| HEENT Neck Chest Hee Insurance Plans Referring Physician Provider | |
| HEENT Neck Chest Hee Referring Physician | |
| Referring Physician Provider | |
| 🖹 🗞 🦹 Provider | |
| | |
| Address Book | |
| Instruct Handout Meas Misg | |
| Overview Problems Patient Tables | |
| Clinical Tables | |
| Problem List- Document Tables | |
| Other Tables | |
| | |
| File Reports Billing Patients Appointments Clinical Documents Communications | s Tables Tools |
| PatientActivity Clinical Other | |
| | |
| Medication Table | |
| Code: (🖻)// () 🕨 🝩 | |
| Select Medication | |
| Description: | |
| Description: Description: | |
| Generic Name: @ Alpha Search C Full | Taut Casual |
| Aprila Search - 1 di | Text Search |
| Category: Unspecifi Search from: C Active Table | Master List |
| Ingredient: Unspecifi (An item selected form the Master | |
| Pick List: Unspecifi be added to your Active Table | e for future use) |
| | |
| Form: Unspecifi | × 1 |
| Strength: | - |
| | |
| | |
| | |
| Per Dose: | - |
| , or ordered j | |
| Frequency: Uns - | |
| | |
| | |
| | |
| Dispense: | E. C. |
| | |
| Basiman Sat | F |
| Regimen Set: D | - |
| Auto Instructions: N Create Cancel | |
| | |

As above, once you have searched in description field, double click or choose **Create** to add the medication to the Active List. Once added to the Active List, you can choose Add Med to prescribe and link it to the patient.

Troubleshooting

Unable to refill previously prescribed medication/Script failing: Script may have slightly changed and needs to be relinked to the updated version on the Master List.

| tuc | Keds Msg Note A | L&P | Close Intake Alert | Pt Info Print Ques | | | |
|------|-----------------------------|--------|-------------------------|--------------------|-----------------|--------|-------------|
| riev | W Problems Meds Histor | ry Flo | w Sheets Notes Letter | s Documents | | | |
| | | | | -Medications- | | * No F | Pharmacy On |
| | | | | - Menicatione | | | |
| 0 | blem List | |] | Weulcations | | | - Second |
| 0 | Problem | | Add Problem | Medications | Surenge | | Add Me |
| 0 | | - | Add Problem | | Strength 22% | Ĵ | |
| | Problem Bronchitis acute | • | Add Problem Resolved | mean anon | | | Add Me |
| | Problem | • | | Z-Bum | 22% | | · |

From the Patient's Medication List, **double click on medication**.

From **Patient Medication** window, click on **Edit Rx Table** button.

| Medication: 591110 | | Πo | ne Time | C Supplies |
|----------------------|-------------|-------|---------|------------|
| Description: Z-Bum | | | | |
| Strength: 22% | | Cream | | |
| <u>D</u> iagnosis | | | | |
| Per Dose: 1.00 | Units: Gram | - | Route: | PO |
| Frequency: QD 💌 | 🗆 PRN | | MDD: | 1.0 |
| gram orally once a d | day | | | |

From **Medication Table** window, click on **Link** icon.

| Medication Table | È | |
|------------------|---------------|---------|
| Code: 59111 | 0 🖹 H 🔸 🕨 | ~ |
| | | |
| Description: | Z-Bum | |
| Generic Name: | | |
| Category: | Unspecified 💽 | |
| Ingredient: | Unspecified 🗾 | Schedul |
| Pick List: | Unspecified 🗾 | |
| Form: | Cream 👱 | |
| Strength: | 22% | |

Double clicking on correct medication (there may be a list) will now re-link it to the Master List. Save

| escription: Z-BUM | đ |
|-------------------|---|
| Alpha Se | earch C Full Text Search |
| Search from: O | Active Table 🤄 Master List |
| | um the Master List will automatically our Active Table for future use) |
| -Bum - cream | 22% |
| | |
| | |

Make sure you hit **Save** button from Medication Table window **AND** Patient Medication window for the link to be complete.