ISC - PHARMACY – Out Patient Dispensing of NS Stock (Phase 1)

A list of preset medications has been created in Accuro for Nurse Directed Out-Patient Dispensing (OPD) as required by Nursing requirements under the Regulated Health Professions Act and in line on the College's Joint Statement on Nurse Dispensing. All prescriptions require address info, as you are creating an Rx in anticipation of an MD or NP signing. It is important the Rx meets all College requirements. Please take this opportunity to add the Box # and if possible the phone number if missing.

The medications list will need to be downloaded to your Accuro user profile before issuing OPD medications. *This download only takes place once*. Please DO NOT run the download again, or all items will be duplicated, you cannot reverse this action.

Configuration:

Firstly, there are some configuration settings that will need to be completed on your account in preparation. From the Accuro start Menu > File > User Preferences.

Under the Display Button > EMR Workflow Tab > 'Show height/weight on Ped Rx' and the 'Include Pharmacy buttons' must be checked.

Show Height and Weight on Pediatric Prescriptions

✓ Include Pharmacy on Printed Prescriptions.

Include Pharmacy on Faxed Prescriptions.

These settings must be enabled to ensure the required details are printed on the prescription.

Set Up:

Download Pharmacy List:

Start in the Encounter Note Tab of the EMR module, select the yellow star icon in the Active Medications Band, this is the 'Favorite' icon.



Select the Import button	Favorite Prescriptions	x
	\rightarrow	Import

Click on User OPDMS > select Import All.

¢	Import Prescription Macros		x
	Select a user's prescriptions that you would like to import.		
	S OPDGMHS	~	

This will load the complete list of pre-set medications to your profile ready to prescribe/dispense.

These must NOT be edited and used as written as they must mirror what is on the OPD Rx label. *Only if you are modifying the dosing on the OPD Rx label, then you can modify the sig in the EMR to reflect that.

Issuing an item from the Pharmacy list:

From the EMR module – Encounter note tab, ensure you have the correct patient loaded. Select the favorite icon (the yellow star) in the Active Medication banner.

	×
	Import
Favorite	Category
	Active
OPD Acetaminophen 160mg Chewables 20's [A]	Active
OPD Acetaminophen 160mg/5ml 100ml [A]	Active =
OPD Acetaminophen 325mg 12's [A]	Active
OPD Acetaminophen 80mg/ml 24ml [A]	Active
OPD Acyclovir 200mg 50'S [B]	Active
OPD Amitriptyline 10mg 10's [B]	Active
OPD Amlodipine 5mg 10's [A]	Active
OPD Amoxi Clav 250mg/5mL 100ml [B]	Active
OPD Amoxi Clav 875mg 10'S [C]	Active
Clav 875mg 14'S [C]	Active
OPD Amoxicillin 250mg 21's [C]	Active
OPD Amoxicillin 250mg 21's [C]	Active
OPD Amoxicillin 250mg 30's [C]	Active
OPD Amoxicillin 250mg/5mL 100ml [C]	Active
OPD Amoxicillin 500mg 21's [C]	Active
OPD Amoxicillin 500mg 30's [C]	Active
OPD Anodan HC 10mg OINT 30G [C]	Active
	~
Apply & Print Apply & Ec	lit Cancel

Favorites can be quickly searched at the top of the window, to filter this list.

Select the medication(s) you are issuing by selecting the checkbox next to the drug name. Apply & Edit

*Do not go to Apply & Print as you are required to enter additional information.

You can select multiple items by selecting the appropriate checkboxes.

	Manage Prescription Test, Tracey (42 years old male)
Scrint Prescriptions April 29, 2019 Amoxicillin-pot Clavulanate 875-125 mg oral tablet 1 TAB BID x 7 Day(s)	Prescription Prescription Instructions Other Notes amoxicillin/potassium clavulanate 875 mg-125 mg Oral T Inactive (Unknown) Inactive (Unknown)
Allergies	Route Oral Drug Use Short term Dosage & Options 1 Tablet(s) BID for 7 Day(s) starting on April 29, Quantity 14 × Refills 0 × Qty per Refill 0 × Triplicate As Directed Auto Expire
No Prescription Warnings Det	SIG Instructions or as directed: OPD [B] DIAGNOSIS: Comments Clavulin a fixed dose, if a higher dose is needed, then amoxacillin needs to be added. May reduce the effect of birth control pills Vected

- The medication(s) is displayed in the top left of the window in blue.
- If you are handing out more than one vial of the same product change the qty to reflect that, however the total quantity must equal standard pack sizing. In the example above, you would not dispense 20. Your choice is 14 or 28.
- The Dosage/Options, dose and amount and comments have been configured already by the Pharmacy, it is important you do not change these.
- A diagnosis must be added in the SIG instructions section please type next to the Diagnosis heading. This will be verified against the FNIHB Clinical Practice Guidelines by the pharmacy as is required by the Colleges, before forwarding to the prescriber.
- It is expected that you will explain the comments section to the patient.

Prescription Prescribed By Adams,	Nan v Authorize	d By Adams, Na	 Move to the next tab –
Prescription Instruction	ons Other Notes		Instructions
Pharmacy Instructio	ns	Effi Ex; Wri	• If this Rx is a class C drug that requires V/O from a prescriber, please document in the pharmacy instructions
Dispense Instruction	ns	010	
Pharmacy Contact	None	To Be Picked	
Interval	0 🔹 As Necessary 👻	Allow Trial	
Max Dispense Qty	0 ↔ Application(s) ∨		
Allow Substitutions	Yes 🗸	Compliance F	

- Select the looking glass icon to look up and add the Pharmacy
- Add Grand Medicine Health Services
- Click OK when you have completed the diagnosis and discussed comments
- Select OK and Close.

*If you get to the prescription preview and you need to adjust/change something – select 'Back' and not Close.

If issuing more than one item, select the check box against the items you need – the medications will be displayed in the script prescriptions area at the top left.



You will click on each one – to then complete the diagnosis for each medication and cover the comments etc.

1. The green add sign will allow another item to be added

2. Items that a patient has been prescribed previously can be reissued here

3. Items can be deleted here if you have selected something in error – or decided not to issue.

.	Prescription Preview	x	1) Droccriber and Station Addrocc
Rx	Nan Adams 1 Split Lake Nursing Station - P.O. Box 40 Split Lake, MB ROB 1P0 (204) 342-2033	^	1) Prescriber and station Address
	May 07, 2019		
Man T PHN: 7 Treaty:	est 789123456 Birthdate: April 13, 1968 male #: 3456		2) Patient Information - with Treaty Number
Split La	ake, MB R0B1P0		
THIS TE RECEIV INTEND DISSEM IS STRI	ELECOPY IS CONFIDENTIAL AND IS INTENDED TO BE VED BY THE ADDRESSEE ONLY. IF THE READER IS NOT THE DED RECIPIENT THEREOF, YOU ARE ADVISED THAT ANY MINATION, DISTRIBUTION OR COPYING OF THIS FACSIMILE CTLY PROHIBITED.		3) The inclusion of the Fax Privacy statement
Use of t the Com crimina	his form for purposes or by persons, not authorized under trolled Drugs and Substances Act and its Regulations is a I offence.	=	4) Pharmacy Information
Pharmac Grand Me Suite A - 3 Winnipeg R3J 3W1 Fax: (877	z y: edicine Health Services 220 Cree Crescent 9) 612-2133		5) Medication details with
1) NEW F amoxic Oral Ta	Rx (Substitutions Allowed) #TBD illin/potassium clavulanate 875 mg-125 mg ablet		diagnosis
1 Tablet(s) Two times daily \times 5 Day(s) starting on May 07, 2019		
<i>SIG Instr</i> a or as dir OPD [B]	ructions: rected: DIAGNOSIS: Type Here		
Qty: Refills: Drug Use Route:	10 Tablet(s) (Ten) None e: Short term Oral		
Practition •This pre prescripti •The pha recipient	her Certification scription represents the original of the ion drug order. rmacy addressee noted above is the only intended and there are no others.	~	6) Certification Details
			7) Print the prescription – do not sign*
	Back Print Fax Close		8) Attach the label(s) from your medication to the prescription page

*Remember - if at this window you need to correct anything – select 'Back' *not* Close, this will take you to the previous window.

Once issued in Accuro – the medication will show in the Active medications tab in the Medical History Bands. A duration will ensure that when the medication expires (based on the issue date) it will automatically move to the Recently Active medications in the Medications Tab.

*If a duration cannot be calculated (creams/eye drops etc.) a medication can be automatically in-activated in the Medication tab.

Additional actions:

Re-issuing a medication

If the medication exists in the patient chart already – and they require more, and item can be re-issued by selecting the pencil icon in the Active Medication Banner.



Once selected the prescription selection window will present.

*			Prescription Selection)
eRx St	Medication		Comments	Dose	Duration	Status	₽
Active Pre	scriptions	1					^
Continuous							
Short-Term							
	amoxicillin/pota	ssium clavulanate	Take with foodAvoid with P	enicillin		Unknown	
External							
Recently A	ctive Prescript	ions					
nistorical i	rescriptions						
					J.	,	
					₩	,	~

Single click on the medication (or hold CTRL and if there are multiple items)

Click on the Renew Prescription button.

This will class the item as reissued. Finish details (add diagnosis as usual).

Medications dispensed from Stations as part of your new regulatory requirements all need to be recorded in the patient chart (as well as your encounter note) in this way.

*Medications can also be added from an open clinical note – click on the Favorites or Renew button in the bottom section of your note.

Removing a prescription made in error:

Single click on the item that needs to be removed/cancelled in the Active Medication banner, this will open the 'Manage Prescription' window.

¢		Manage Prescription	Right click on the medication name in
Script Prescriptions		Prescription	left.
May 07, 2019 Amoxicillin-pot Clavulan 875-125 mg oral tablet 1 TAB BID x 7 Day(s)	Add Ext Cancel	Prescribed By Split, Lake ernal Medication Prescription	Select Cancel Prescription
		amoxicillin/potassium clavula	It will prompt you 'Do you really want to Cancel' – select Yes.
		Route Oral V Dru Dosage & Options 1 Tablet(s) BID for 7 Day(s) start	The prescription is now removed from the patient active medication list.

Medications can also be managed from the Medication Tab in the EMR.

A right click on a medication will allow you the option to 'Change Status'

Vaginal	Cream With Applicator	OPD [A]Use as		
5 TopicaL	Cream (Gram)	OPD [A]Use as		
%-0.1 %	Print/Fax	OPD [C]Instill 4		
	Renew			
ng Ora	Change Status	Hold Prescription		
ssium	Check Expiry	Release Prescription		
omide	Mask	Discontinue Prescription *PF		
mg Ora	Print/Send Summary	Inactive :e 1		
/ 875m	Print Selected Rxs	Recently Active et tv		
CODE	Print Rxs	one tablet q 4 h		

Prescriptions can most commonly be discontinued – you will be prompted with a picking list to add the reason why, along with any notes.

Prescription Status				
clotrimazole 1 % Topical Cream (Gram) clotrimazole				
Status	Discontinue	¥		
Reason	Response to monitoring	~		
Comment	Intolerance Change in medication/dose Compliance issues Rx no longer required Drug interacts with another drug Drug product discontinued or recalled Duplicate Therapy			

Include in Generated Prescription

Prescriptions can also be marked as inactive (for medications that cannot calculate an expiry date – creams, eye drops etc.) so they do not fill up the patient's active medications list displayed in the Encounter Note.