

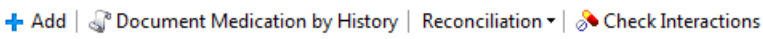
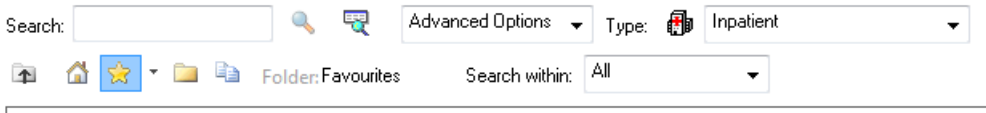






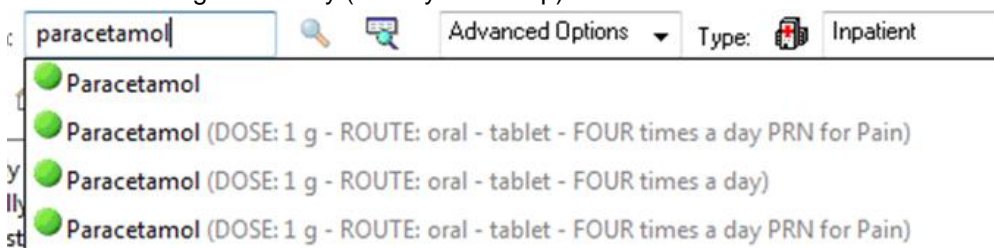


QRG – Medication Prescribing

DISCLAIMER – Clinical Decision Making

The only electronic decision support the trust is going live with is **Allergy-Drug interaction checking**. Allergy checking extends to active ingredients in drugs only. Excipients are not considered. **All other functionalities** (Drug-Drug interaction checking, duplication checking, dose range checking) have been **disabled**.

*** Clinical decision making responsibilities lie with the prescriber ***

No.	Action	Responsibility
1.	<p>From FirstNet LaunchPoint either click on Patient name to open patient record and then click on Requests/CarePlans and Add Order;</p>  <p>Or from LaunchPoint from the Order Tasks Icon . And then either select Powerplan from Favourites or Click on Order link</p> <div data-bbox="135 974 438 1227" style="border: 1px solid black; padding: 5px;"> <p>Favourites</p> <ul style="list-style-type: none"> <input type="checkbox"/> ED Abdo Pain <input type="checkbox"/> ED Chest Pain <input type="checkbox"/> ED Falls <input type="checkbox"/> ED Unwell Adult </div>	Prescriber
2.	<p>Under Requests / Care plans click on the “+ Add” button.</p> 	Prescriber
3.	<p>Search window opens , search for medication required in the search box</p>  <p>NOTE: ensure the type is set as inpatient</p>	Prescriber
4.	<p>The medication should appear in the drop down list. If not click on the “search for additional items” button </p> <p>NOTE: Medications formulary status is denoted by symbols</p> <ul style="list-style-type: none">  Green icon for formulary – this should be available in the search box  Red icon for non-formulary - this may require the use of additional search button  High Alert High alert Icon – medication with a specific high risk, this may require the use of additional search button. 	Prescriber

5.	<p>Click on the drug name only (usually at the top) – NOT one of the order sentences.</p>  <p>NOTE- if you select from the drop down you will not get the full range or order sentences available for that medication. Please search by generic name, unless brand specific prescribing is necessary. Search by a brand name will generally not generate a match, e.g. Oramorph (not in catalogue) vs Morphine oral solution 10mg/5ml.</p>	Prescriber
6.	<p>Then the order sentence selection window will appear.</p>  <p>These may be filtered based on age and weight of the patient. This filtering can be turned off to show ALL order sentences for that medication by unticking the “Filtered order sentences” box.</p> <p>Select the most clinically relevant order sentence for that drug. This can be amended later before signing if needed.</p>	Prescriber
7.	<p>Continue to search for medication in this way until all medication required to be prescribed has been selected. This will add to a list awaiting a signature.</p>	Prescriber
8.	<p>Click “Done” once finished searching and then review the order entry formats (OEF's) for each medication completing the relevant fields as needed.</p> <p>NOTE - yellow fields or fields denoted with bold text are mandatory. Any missing information is needed for a medication this will be denoted with the  symbol.</p> <p>Where clinically relevant (or in line with local policy) enter any other relevant information, even if this is not mandatory within the system. For example, duration of treatment for antimicrobials is not mandated by the electronic prescribing system, but is supported by local policy.</p> <p>NB: For Stat Orders the ‘Give Additional Dose Now’ MUST be set to YES in order for the task to appear correctly on LaunchPoint</p> <p>KNOWN HAZARD If a duration of treatment is added to an inpatient order, please use the Duration field (1) for treatment courses that are likely to complete during the inpatient stay as this field will not reconcile onto the discharge prescription (NB month and week are not available as duration units). Use the special instructions field (2) if the treatment is likely to be continued past discharge as this field will reconcile onto the discharge prescription.</p>	Prescriber

9. Once all fields required are completed click Sign. The order/s will have a status of “processing”.

Click refresh and this will change to “ordered”.

Prescriber

10. Go to drug chart and check the medication is prescribed as intended

Prescriber

11. To **amend** an existing medication order, right-click onto the order in requests/careplans and select Cancel/Reorder

Prescriber

Make the required changes to the order, e.g. change the dose from 2.5mg to 5mg. Then click on the order that is to be cancelled to enter a discontinuation reason (e.g. Change of Dose/Route/Frequency).

Click on , review orders and finally click .

KNOWN HAZARD:

Regeneration of an already administered task, if administered early, and the order is modified (dose) before the task is originally due.

The example above has a start date/time of 6pm today. If the nurse had already administered today's dose, the amended order with a start time of 6pm would generate a new medication administration task at this time, thereby creating a second task for the same date/time.

Please review the drug chart and the new start date/time before signing the order.