

Editing Prescriptions

Last Modified on 07/07/2021 2:15 pm EDT

Version 14.19



Note: A prescription can **NOT** be edited once it has been sent electronically. Doctors are encouraged to call the pharmacy directly to edit the prescription. Once the proper changes have been made over the phone you can document in OP.

Marking a Medication as Ongoing

New or previously written prescriptions can be marked as ongoing in one of two ways:

- When **writing a prescription**, click to check the box labeled **Include in Chronic Medication List** located in the lower right corner of the prescription form.
- To mark a previously entered medication as ongoing:
 1. Open the patient's Medication List.
 2. Click to highlight the desired medication in the list.
 3. Click in the **Chronic** field to prompt the dropdown.
 4. Select "Y".

Recording a Medication Outcome

Users have the ability to record the outcome, or discontinuation, of medications or formulations prescribed to a patient. This is useful for medical reference, and so that the system can alert any staff member who tries in the future to prescribe a medication with a negative outcome.

Once the steps below have been followed, an Alert will display when prescribing a new medication.

To enter an outcome for a prescription:

1. Open the patient's Medication List.
2. Click to select a prescription in the list, and either double-click on the prescription, or click the **Edit** button. The prescription will open in a new window.
3. Click on the **Status** tab.
4. Click on the **Outcome** field to open a drop-down menu, and from the menu select one of the following:
 - *Adverse Reaction (Note: If you choose this option you will be presented with a pop-up Confirmation "Would you like to submit an Adverse Event Report based on this prescription?" This will ultimately result in a report back to the manufacturer and in most cases should be answered No)*
 - *Symptoms Resolved*
 - *Ineffective*
 - *Unavailable*
 - *Non-Formulary*
 - *Patient Non-Compliant*
 - *Treatment Plan Changed*
 - *Contraindicated*
 - *Discontinued*
 - *Course Complete*
 - *Culture Negative*

5. In the **Outcome date** field, you can select a date from the drop-down calendar to indicate when the medication was completed or discontinued.
 - If the Outcome type is Adverse reaction, you will be presented with a pop-up Confirmation "Would you like to create a Medication Allergy based on this prescription?" Clicking Yes will open a New Allergy form.
6. In the **Warning(s)** text box below, enter any further comments.
7. The next time a prescription is started for a medication previously labeled with the outcome *Ineffective* or *Adverse Reaction*, the new prescription alert function will display a warning message to the user.

Version 14.10



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