

### Important Content Update Message



We are currently updating the OP Help Center content for the release of OP 20. We appreciate your patience as we continue to update all of our content. To locate the version of your software, navigate to: **Help tab > About**

# Orders and Workflow Medication Tab

Last Modified on 03/19/2020 12:08 pm EDT


Version 14.19

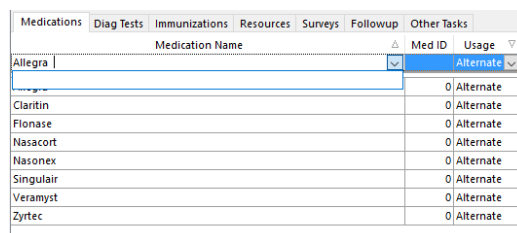
## Overview

This section of template design demonstrates the edit or addition of medications associated with a template. This will include the addition of a medication or a medication group. It is best practice to add medications as medication groups. In addition, creating a medication group will display all practice favorites strength and dosing and allow selection of a medication specific to a child when charting.

Individual medications can be added, but will be unavailable to prescribe if the medication NDC number is invalid.

## Add a Medication Group

1. Navigate to the template editor: **Clinical tab > Encounter Templates or Well Visit Templates.**
2. Select a template by double-clicking the name or highlighting the **Template** and clicking the **Edit** button.
3. Click the **Orders/Workflow** tab.
4. Click the **Medications** tab.
5. To add a **Medication Group**, click the **Add** button  .
6. Enter the **Medication Name** in the field.
7. Press the **Space Bar** until only the name remains, then press **Enter** .



Medication Name	Med ID	Usage
Allegra		Alternate
Claritin	0	Alternate
Flonase	0	Alternate
Nasacort	0	Alternate
Nasonex	0	Alternate
Singulair	0	Alternate
Veramyst	0	Alternate
Zyrtec	0	Alternate

8. Click the drop-down menu in the **Usage** field and select an option from the list. The best practice is to select **Alternate**.

9. Click the **Save** button.

## Add a Medication

1. Navigate to the template editor: **Clinical** tab > **Encounter Templates** or **Well Visit Templates**.
2. Select a template by double-clicking or highlighting the **Template** and clicking the **Edit** button.
3. Click the **Orders/Workflow** tab.
4. Click the **Medications** tab.

Medications	Diag Tests	Immunizations	Resources	Surveys	Followup	Other Tasks		
Medication Name							Med ID	Usage
Click here to add a new medication								
Advair							0 Alternate	
Biaxin							0 Alternate	
Zmax							0 Alternate	
zpack							0 Alternate	

5. To add a specific medication, click the **Add** button.
6. Click the drop-down menu or begin entering the name of the **Medication** in the **Medication Name** field and select from the list. The list of Medications that are displayed are the practice Medication Favorites.

Medications	Diag Tests	Immunizations	Resources	Surveys	Followup	Other Tasks		
Medication Name							Med ID	Usage
-----								
							0 Alternate	
PVF 0.25 mg/ml							0 Alternate	
Accuneb 0.63							0 Alternate	
Acid Mantle/HC							0 Alternate	
Acyclovir for cold sores							0 Alternate	
Adderal XR 10 mg							0 Alternate	
Adderal (Generic) 10 mg							0 Alternate	
Adderal XR 15 mg							0 Alternate	
Adderal XR 20 mg							0 Alternate	

7. Select an option from the **Usage** drop-down menu. The best practice is to select **Alternate**.
8. Click the **Save** button.

Version 14.10

## Overview


This section of template design demonstrates how to add or change the medications that are associated with a template. This will include the addition of a medication or a medication group.

Review the Med tab:

1. Click the **Med** tab and add or remove default medications

Medications	Diag Tests	Immunizations	Resources	Surveys	Followup	Other Tasks
Medication Name <span>△</span> Med ID Usage <span>▽</span>						
Click here to add a new medication						
Advair						0 Alternate
Blaxin						0 Alternate
Zmax						0 Alternate <span>▽</span>
zpack						0 Alternate

### Encounter Template Editor: Assess/Plan Medication tab

- To add a specific medication, click the **Insert Record** button 
- Click the **drop-down menu** and select a **Medication**


Medications	Diag Tests	Immunizations	Resources	Surveys	Followup	Other Tasks
Medication Name <span>△</span> Med ID Usage <span>▽</span>						
Click here to add a new medication						
PVF 0.25 mg/ml						0 Alternate <span>▽</span>
Accuneb 0.83						0 Alternate
Acid Mantle/HC						0 Alternate
Acyclovir for cold sores						0 Alternate
Adderall XR 10 mg						0 Alternate
Adderall (Generic) 10 mg						0 Alternate
Adderall XR 15 mg						0 Alternate
Adderall XR 20 mg						0 Alternate

### Encounter Template Editor: Medication list

- Click the **Drop-down menu** and select a **Usage** option

Medications	Diag Tests	Immunizations	Resources	Surveys	Followup	Other Tasks
Medication Name <span>△</span> Med ID Usage <span>▽</span>						
Click here to add a new medication						
Advair						0 Alternate
Albuterol HFA (MDI)						0 Alternate <span>▽</span>
Blaxin						0 Alternate
Zmax						0 Routine
zpack						0 Standing

### Encounter Template Editor: Medication Usage

 It is best policy to set the Usage on medications as Alternate.

- Click the **Post edit** button 

 The list of medications shown will be the practice medication favorites

- To add a **Medication Group**, click the **Insert Record** button 
- Enter the **Name** of the **Medication**

8. Press the **Space Bar** until only the name remains, then press **Enter**

Medications	Diag Tests	Immunizations	Resources	Surveys	Followup	Other Tasks
Medication Name						
▼						
Albuterol HFA (MDI)						Alternate
Albuterol HFA (MDI)	Inhale 2 puffs q4h PRN					0 Alternate
Albuterol premixed vials	Take 1 vial via neb every 4 hours as needed					0 Alternate
Albuterol soln to mix	Mix 0.5 mL in 2 ml of saline and give via nebulizer					0 Alternate
zpack						0 Alternate

Medications	Diag Tests	Immunizations	Resources	Surveys	Followup	Other Tasks
Medication Name						
▼						
Albuterol HFA (MDI)	Inhale 2 puffs q4h PRN					36902 Alternate
Albuterol premixed vials	Take 1 vial via neb every 4 hours as needed					0 Alternate
Albuterol soln to mix	Mix 0.5 mL in 2 ml of saline and give via nebulizer					0 Alternate
All Purpose Nipple Cream	compounded as per Rx instructions					0 Alternate
Allegra 180 tabs	Take 1 tab po qday for 30 days					
Allegra 30 mg ODT	Take 1 tab po bid for 14 days					
Allegra 30 mg tabs bid	Take 1 tab po bid for 30 days					
Allegra 30mg/5cc BID	Take 1 tsp po bid for 30 days					

### Encounter Template Editor: Medication Group

9. Click the **Post edit** button 