



### Important Content Update Message

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

# Edit a Medication in the Favorites List

Last Modified on 11/09/2020 4:03 pm EST

Version 20.8

**Path: Clinical Tab > Medication Favorites**

## Overview

This section guides the users through the steps required to edit a medication saved in the medication favorites list.

### Edit Medication Favorites from Medication Favorites

1. If you have proper access, go to **Clinical tab > Medication Favorites**.
2. The **Medication Finder** window opens to the **All Favorites** tab.
3. To expand a category, click the **plus symbol**.
4. Click to highlight the prescription in the grid that you would like to edit.
5. Click the **ellipsis** button under the Edit column. The Edit Drug Details window opens.
6. Click the **Edit** button and make changes to the information in the window.

**Note:** The following fields in the Edit Drug Details window are locked for medications tied to an NDC#.

- **Form**
- **Strength**
- **Licensing type**
- **NDC #**
- **Rx Drug ID**



If you need to edit any of the above Drug Details fields you must click the ellipsis button and select a new drug with a valid corresponding NDC #.

7. Click the **Save** button.
8. Click the **OK** button.

### Edit a Medication Favorite from the Patient Chart

1. Navigate to Patient Chart and search for and select a patient. It is recommended that you use a test patient.



**Tip:** It is recommended that you use a test patient if editing medication favorites from a patient chart.

2. Click **Medications** then click the **New** button to open the **Prescription** window.
3. Click the **ellipsis** button to open the **Medication Finder** window.
4. To expand a category, click the **plus symbol**.
5. Click to highlight the prescription in the grid that you would like to edit.
6. Click the **ellipsis** button under the Edit column. The Edit Drug Details window opens.
7. Click the **Edit** button and make changes to the information in the window.

**Note:** The following fields in the Edit Drug Details window are locked for medications tied to an NDC#.

- **Form**



- **Strength**
- **Licensing type**
- **NDC #**
- **Rx Drug ID**

If you need to edit any of the above Drug Details fields you must click the ellipsis button and select a new drug with a valid corresponding NDC #.

8. Click the **Save** button.
9. Click the **OK** button.


Version 20.7

**Path: Utilities Menu > Manage Clinical Features > Medication Favorites (Keyboard Shortcut keys: [Alt][U][F][M])**

## Overview

This section guides the users through the steps required to edit a medication saved in the medication favorites list.


### Edit Medication Favorites from Medication Favorites

1. If you have proper access, go to **Utilities > Manage Clinical Features > Medication Favorites**
2. The **Medication Finder** window opens to the **All Favorites** tab.
3. To expand a category, click the **plus symbol**.
4. Click to highlight the prescription in the grid that you would like to edit.
5. Click the **ellipsis** button under the **Edit** column. The **Edit Drug Details** window opens.
6. Click the **Edit** button  .
7. Make changes on the window.

**Note:** The following fields in the Edit Drug Details window are locked for medications tied to an NDC#.

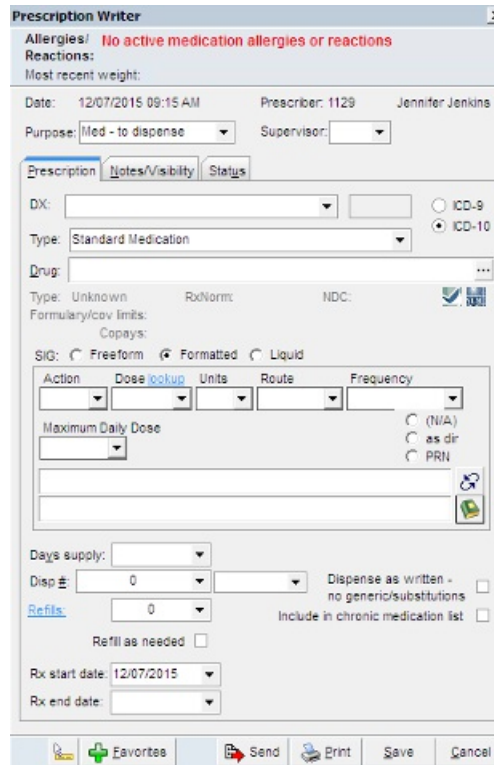
- **Form**
- **Strength**
- **Licensing type**
- **NDC #**
- **Rx Drug ID**

If you need to edit any of the above Drug Details fields you must click the ellipsis button and select a new drug with a valid corresponding NDC #.

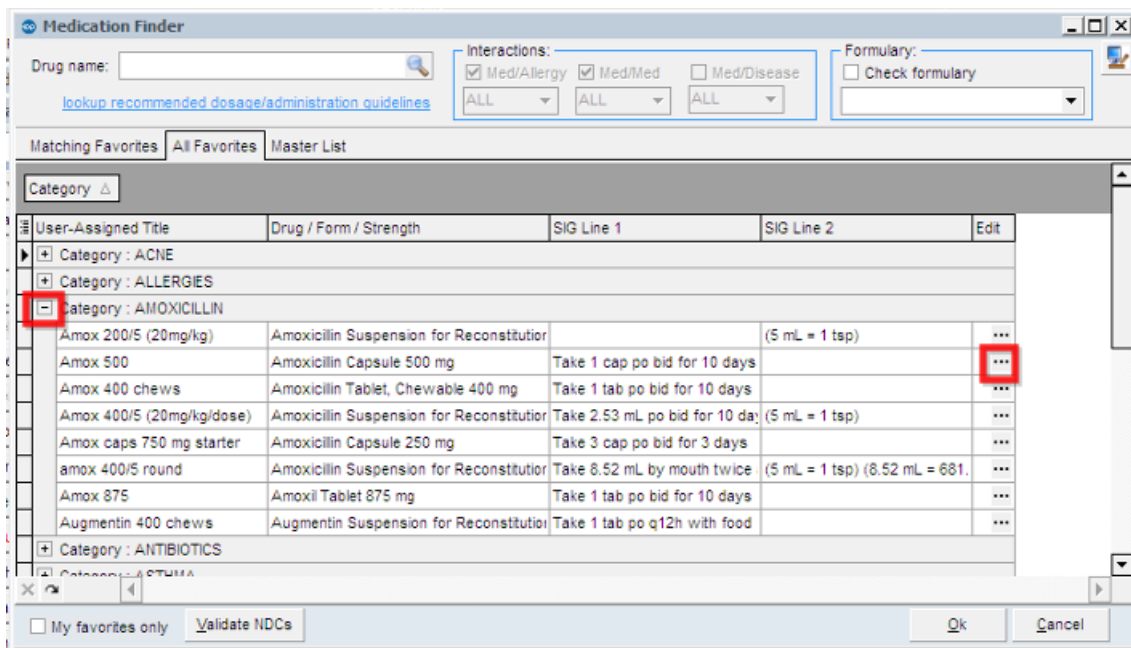
8. Click the **Save** button  .
9. Click the **OK** button.

### Edit a Medication Favorite from the Patient Chart

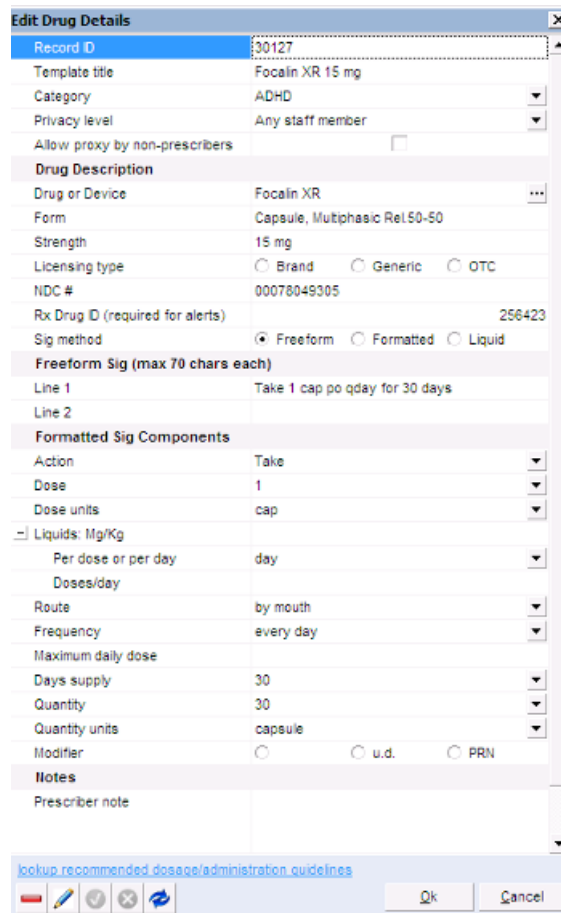
1. From a patient chart, search for a patient. It is recommended that you use a test patient.
2. Click the **Medications** tab.
3. Click the **Add** button to open the **Prescription Writer** window.




4. Click the **ellipsis** button to open the **Medication Finder** window
5. To expand a category, click the **plus symbol**.
6. Click to highlight the prescription in the grid that you would like to edit.
7. Click the **ellipsis** button under the **Edit** column. The **Edit Drug Details** window opens.



User-Assigned Title	Drug / Form / Strength	SIG Line 1	SIG Line 2	Edit
Category : ACNE				
Category : ALLERGIES				
Category : AMOXICILLIN				
Amox 200/5 (20mg/kg)	Amoxicillin Suspension for Reconstitutor		(5 mL = 1 tsp)	...
Amox 500	Amoxicillin Capsule 500 mg	Take 1 cap po bid for 10 days		...
Amox 400 chews	Amoxicillin Tablet, Chewable 400 mg	Take 1 tab po bid for 10 days		...
Amox 400/5 (20mg/kg/dose)	Amoxicillin Suspension for Reconstitutor	Take 2.53 mL po bid for 10 da	(5 mL = 1 tsp)	...
Amox caps 750 mg starter	Amoxicillin Capsule 250 mg	Take 3 cap po bid for 3 days		...
amox 400/5 round	Amoxicillin Suspension for Reconstitutor	Take 8.52 mL by mouth twice	(5 mL = 1 tsp) (8.52 mL = 681.	...
Amox 875	Amoxil Tablet 875 mg	Take 1 tab po bid for 10 days		...
Augmentin 400 chews	Augmentin Suspension for Reconstitutor	Take 1 tab po q12h with food		...
Category : ANTIBIOTICS				




8. Click the **Edit** button .
9. Make changes to the window.

**Note:** The following fields in the Edit Drug Details window are locked for medications tied to an NDC#.

- **Form**
- **Strength**
- **Licensing type**
- **NDC #**
- **Rx Drug ID**

If you need to edit any of the above Drug Details fields you must click the ellipsis button and select a new drug with a valid corresponding NDC #.

10. Click the **Save** button .
11. Click the **OK** button.