



Pharmacy Information System (PhIS) and Clinic Pharmacy System (CPS)

User Manual Medication Counseling

Version	: 4th Edition
Document ID	: U.MANUAL_MEDICATION COUNSELLING



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Reference ID : U. MANUAL_MEDICATION COUNSELLING-4th E

Application reference: PhIS & CPS v1.4.1



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1.0 Introduction

1.1 Overview of PhIS

Pharmacy Information System or better known as PhIS, is a complete and comprehensive system that integrates pharmacy related services geared towards pharmacy excellence. PhIS implementation would transform most of current manual process to electronic system would benefit facility end user in the health care sector.

There are 12 modules to assist services delivery by the health care sector which comprises of:

1. Order Management
2. Inpatient Pharmacy
3. Outpatient Pharmacy
4. Medication Counselling
5. Ward Pharmacy
6. Pharmacy Inventory
7. Manufacturing of Cytotoxic Drug Reconstitution, Parenteral Nutrition, IV Admixture & Eye Drop , Radiopharmaceuticals and Extemporaneous
8. Adverse Drug Reaction & Drug Allergic (ADR & DAC)
9. Clinical Pharmacokinetics Services (TDM)
10. Drug Information & Consumer Education (DICE)
11. Medication Therapy Adherence Clinic (MTAC)
12. Data Mining (PhARM)

1.2 Purpose and Objectives

This user manual outlines the Medication Counselling sub-module and its key features and functionalities. The primary objective is to help guide user through the process of completing PhIS application process.

User will understand the following activities in details:

- Order
- Reporting
- Counselling Material

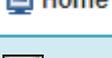
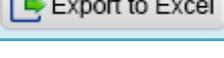
1.3 Organized Sections

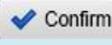
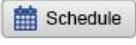
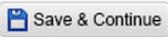
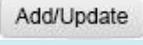
These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Medication Counselling
- Section 4 : Acronyms

2.0 Application Standard Features

2.1 PhIS Legend

Standard Legend			
	Login to PhIS		Logout from PhIS
	Change Login Password		Reset Login Screen
	Expand Menu		Collapse Menu
	Display Home Tab		Expand Module
	Collapse Module		Close All Open Tabs
	Refresh Screen		Search Record
	Add/Create New Record		Show Help
	Print	*	Mandatory Field
	Calendar Icon		Search Icon
	Close Window		Radio Button
<input type="checkbox"/>	Checkbox		Edit Record
	Cancel		Delete Record
	Save		Export and Open Report in Excel Format

Medication Counselling Module Legend			
	Upload		Confirm
	Schedule		Save & Continue
	Add / Update		Delete
	Expand button		Print Malay language

Note

- To learn more about Login Information, kindly click [Login Information](#) module for descriptive steps.

3.0 Medication Counselling

Overview

The Medication Counselling module is provided to all the patients. The ultimate goal to be achieved during patient medication counseling is to provide information directed at encouraging safe and appropriate use of medication.

User Group

This module is intended for pharmacist and assistant pharmacist (subject to user assign by the facility)

Functional Diagram

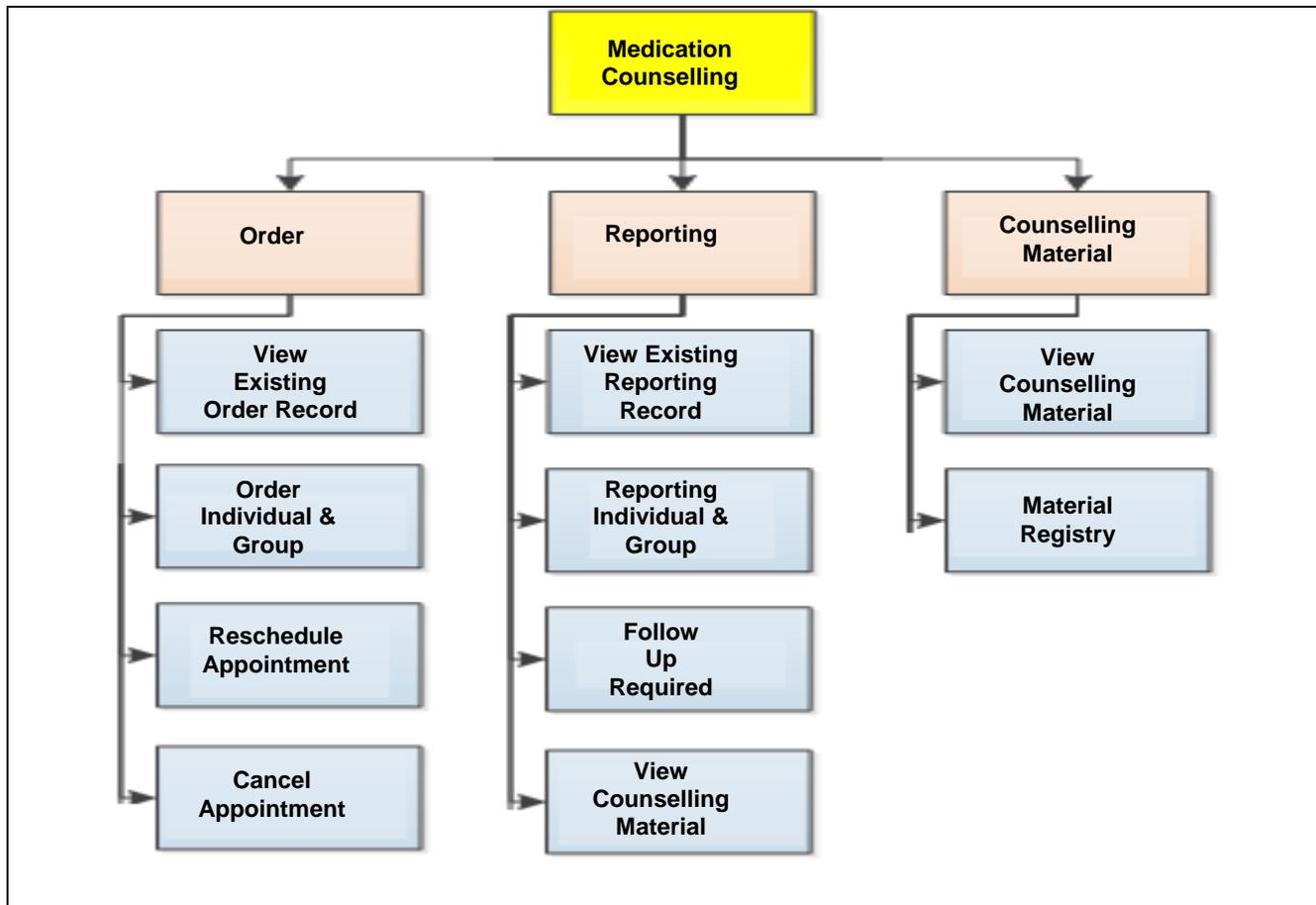


Figure 3.0-1

Functional Description

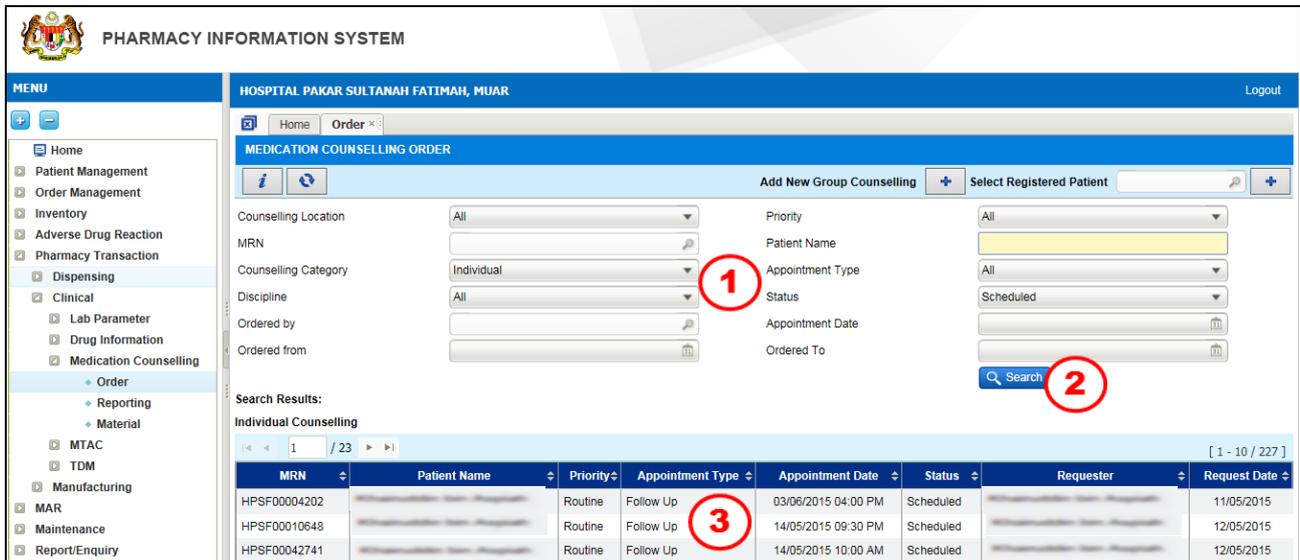
Medication Counselling comprises of three (3) main functions:

- **Order**
This function enables user to capture individual and group order and schedule appointment date and time.
- **Reporting**
This function enables user to perform reporting for individual and group. It also supports the viewing and printing of counselling material.
- **Material**
This function provides user the capability to view and download counselling material.

3.1 View Order Record

3.1.1 View Individual Order Record

This function is used to retrieve and view individual order.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

MEDICATION COUNSELLING ORDER

Search Results:
Individual Counselling

MRN	Patient Name	Priority	Appointment Type	Appointment Date	Status	Requester	Request Date
HPSF00004202	[Redacted]	Routine	Follow Up	03/06/2015 04:00 PM	Scheduled	[Redacted]	11/05/2015
HPSF00010648	[Redacted]	Routine	Follow Up	14/05/2015 09:30 PM	Scheduled	[Redacted]	12/05/2015
HPSF00042741	[Redacted]	Routine	Follow Up	14/05/2015 10:00 AM	Scheduled	[Redacted]	12/05/2015

Figure 3.1.1-1 Order Listing Page

Note

- PhIS Screen menu/sub menu will be displayed according to user access rights
- To view individual order record select counselling category as 'Individual'
- User is also able to edit ordered status and schedule the appointment date at medication counselling order screen

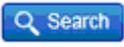
STEP 1

Search for patient record by below criteria:-

No	Field	Description	Remark
a	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
b	MRN	Patient Medical Record Number	Search option: • Type the MRN either full in or partially: <i>Example : HPSF00001234 or "1234"</i>
c	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category
d	Discipline	Discipline (It will list down all active disciplines)	Able to filter and search patient name by discipline
e	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
f	Ordered from	Date	Able to filter and search patient name by ordered from date
g	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
h	Patient Name	Patient's name	Allow to search by full or partial patient name
i	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type
j	Status	-Ordered -Scheduled -Cancelled	Able to filter and search patient name by status
k	Appointment Date	Date	Able to filter and search patient name by appointment date
l	Ordered To	Patient Name	Allow to search by patient full name or partial

Table 3.1.1

STEP 2

Click on  button to search for patient

Note

Search results of current registered patient list will display:

- MRN
- Patient Name
- Priority
- Appointment Type
- Appointment Date
- Status
- Requester
- Request Date

STEP 3

Double click on the selected patient listed as shown in Figure 3.1.1-1. Patient detailed information will displayed as Figure 3.1.1-2

MEDICATION COUNSELLING ORDER

Address

Phone And Email

Height cm Weight kg BMI/BSA 0/0 m² (Last Updated :)

Upload Photo

Age 26 Years 06 Months 21 Days

Diagnosis

Gender Female

No known Allergies

MRN HPSF00028175

[Lab Parameter](#) | [Counselling History](#) | [Demographic](#) | [Pharmacist Notes](#) | [Medication Profile](#) | [Other Appointment](#)

Encounter No: 0517
Admission Date: 06/07/2014
Attending Practitioner: [Redacted]
Visit Location: WAD 13 (O&G)
Reference No: OBS-KELAS 3

Counselling Order No: MC140000042 Priority: Routine

Counselling Category: Individual Counselling Location: Inpatient - Discharge

Discipline: Obstetrics and Gynaecology Appointment Date: 07/07/2014 01:42

Appointment Type: New Order Date / Time: 07/07/2014 01:43

Ordered By: Nur Farhana Binti Muhammad

Counselling Status: Scheduled

TOPIC AND SUBTOPIC

Topic: Remarks:

No	Topic	Subtopic	Remarks
1	Medication		

COUNSELLING HISTORY

Appointment Date	Counselling Category	Priority	Discipline	Counselling Location	Appointment Type
07/07/2014	Individual	Routine	Obstetrics and Gynaecology	Inpatient - Discharge	New

Figure 3.1.1-2 Medication Counseling Order

Note

- Once user clicks on the selected patient name, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen with required patient information. Below is the list of patient information:
 - Patient Name
 - Patient Address
 - Patient IC Number
 - Patient Phone and Email
 - Patient Diagnosis
 - Patient Age
 - Patient Allergy
 - Patient Gender
 - Patient MRN

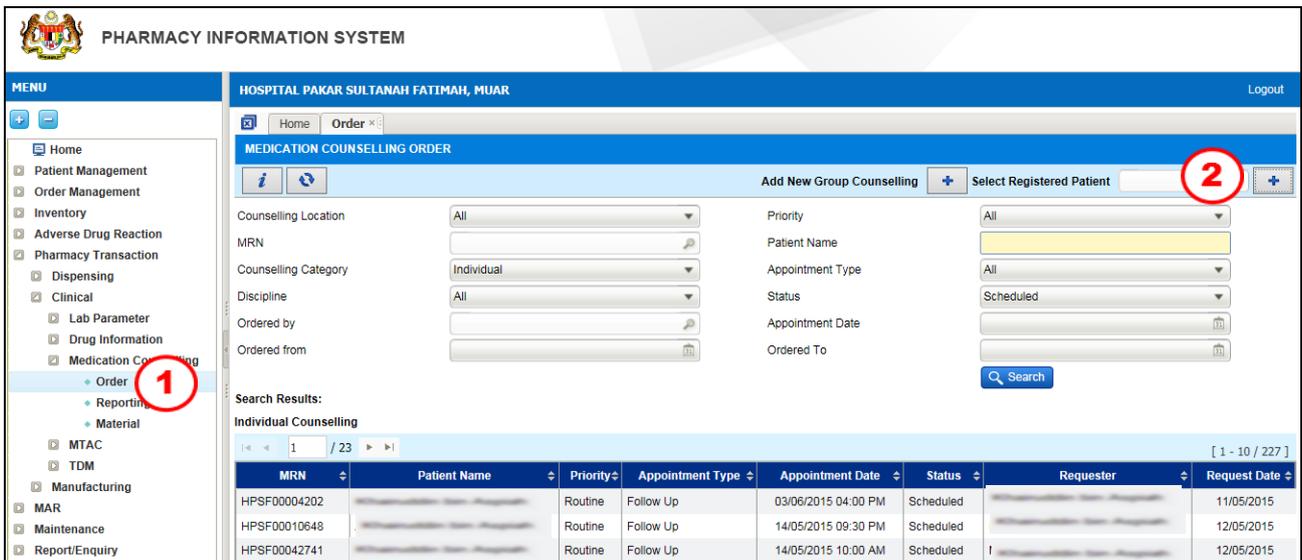
- *Below options are provided for user to view additional patient information. Click on the hyperlink as below:*
 - a) ADR**
 - *Adverse Drug Reaction recorded for the patient*
 - b) Lab Results**
 - *Patient's laboratory test results*
 - c) Counselling History**
 - *Medication Counselling history records*
 - d) Demographic**
 - *Patient's demographic details*
 - e) Pharmacist Notes**
 - *Pharmacy notes such as MTAC, Ward Pharmacy etc.*
 - f) Medication Profile**
 - *This hyperlink will show the patient's current medication and previous medication history*
 - g) Other Appointments**
 - *This screen provides information if there are any other appointments recorded for the patient*

- *Current visit information will be displayed as below:*
 - a) *Visit number*
 - b) *Attending practitioner*
 - c) *Visit date*
 - d) *Visit location*
 - e) *Room No / Bed No*
 - f) *Rx No*

- *Order details*
- *Topic and Subtopic*
- *Search Results*

3.1.2 Order - Individual

This function will allow user to order counselling for individual and add details such as counselling topics, appointment type, counselling location and schedule appointment dates.



MRN	Patient Name	Priority	Appointment Type	Appointment Date	Status	Requester	Request Date
HPSF00004202	[Redacted]	Routine	Follow Up	03/06/2015 04:00 PM	Scheduled	[Redacted]	11/05/2015
HPSF00010648	[Redacted]	Routine	Follow Up	14/05/2015 09:30 PM	Scheduled	[Redacted]	12/05/2015
HPSF00042741	[Redacted]	Routine	Follow Up	14/05/2015 10:00 AM	Scheduled	[Redacted]	12/05/2015

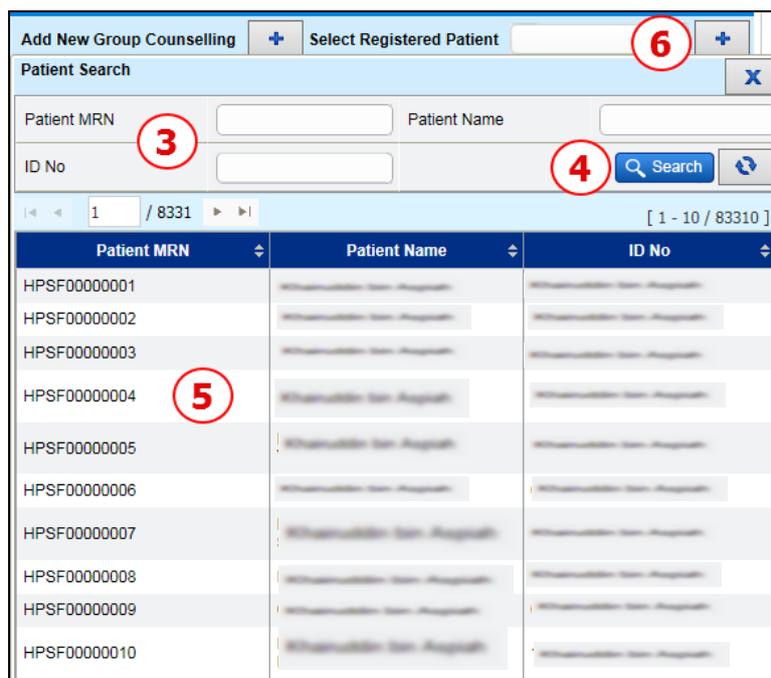
Figure 3.1.2-1 Medication Counselling - Order Listing Page

STEP 1

Click on 'Order' sub menu

STEP 2

Click on the  button to search for registered patient at the **Select Registered Patient** field



Patient MRN	Patient Name	ID No
HPSF00000001	[Redacted]	[Redacted]
HPSF00000002	[Redacted]	[Redacted]
HPSF00000003	[Redacted]	[Redacted]
HPSF00000004	[Redacted]	[Redacted]
HPSF00000005	[Redacted]	[Redacted]
HPSF00000006	[Redacted]	[Redacted]
HPSF00000007	[Redacted]	[Redacted]
HPSF00000008	[Redacted]	[Redacted]
HPSF00000009	[Redacted]	[Redacted]
HPSF00000010	[Redacted]	[Redacted]

Figure 3.1.2-2 Patient Search

Note

- Search MRN screen will be displayed as shown in Figure 3.1.2-2.
- On this screen, user will be able to search existing Patient records by:
 - Patient MRN
 - Patient Name
 - ID No

STEP 3

Search for patient record by below criteria :-

No	Field	Description	Remark
a	Patient MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Type the MRN either in full or partialy: Example : HPSF00001234 or "1234"
b	ID No	Identification Number	Allow to search by full or partial ID Number
c	Patient Name	Patient's name	Allow to search by full or partial patient name

Table 3.1.2

STEP 4

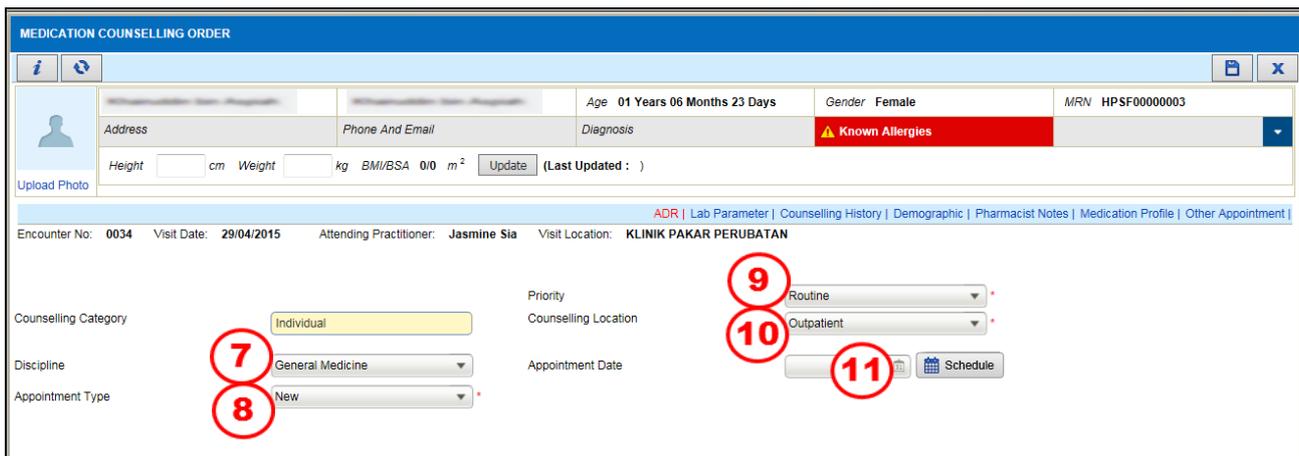
Click on the  button to search for patient

STEP 5

Click on the selected patient's name

STEP 6

Click on the  button to create a new Medication Counselling order



The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. At the top, there are fields for Patient Name, Age (01 Years 06 Months 23 Days), Gender (Female), and MRN (HPSF00000003). Below these are fields for Address, Phone And Email, Diagnosis, and Known Allergies. There are also input fields for Height (cm), Weight (kg), and BMI/BSA (0/0 m²). A 'Schedule' button is visible at the bottom right. Numbered callouts (7-11) highlight specific fields: 7 points to the 'Discipline' dropdown (set to 'General Medicine'), 8 points to the 'Appointment Type' dropdown (set to 'New'), 9 points to the 'Priority' dropdown (set to 'Routine'), 10 points to the 'Counselling Location' dropdown (set to 'Outpatient'), and 11 points to the 'Schedule' button.

Figure 3.1.2-3 Medication Counselling Order

Note

Once user clicks on the selected patient name, the Medication Counselling Order Screen will be displayed as shown in Figure 3.1.2-3.

Counselling Category will be automatically defaulted as Individual

STEP 7

Select **Discipline** from the drop down box

STEP 8

Select **Appointment Type** from the dropdown box

- Follow Up
- New

STEP 9

Select **Priority** from the dropdown box

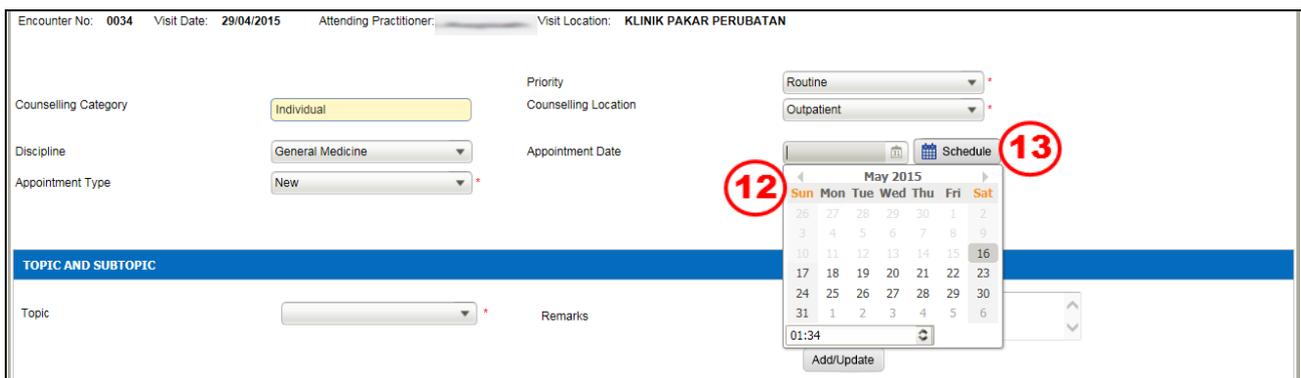
- Routine
- Urgent

STEP 10

Select **Counselling Location** from the dropdown box

STEP 11

Click on the  button to select **Appointment Date** and calendar will be appear as shown in Figure 3.1.2-4



Encounter No: 0034 Visit Date: 29/04/2015 Attending Practitioner: Visit Location: KLINIK PAKAR PERUBATAN

Counselling Category: Individual Priority: Routine
Discipline: General Medicine Counselling Location: Outpatient
Appointment Type: New

12 13

TOPIC AND SUBTOPIC

Topic: Remarks:

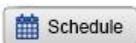
May 2015
Sun Mon Tue Wed Thu Fri Sat
26 27 28 29 30 1 2
3 4 5 6 7 8 9
10 11 12 13 14 15 16
17 18 19 20 21 22 23
24 25 26 27 28 29 30
31 1 2 3 4 5 6
01:34
Add/Update

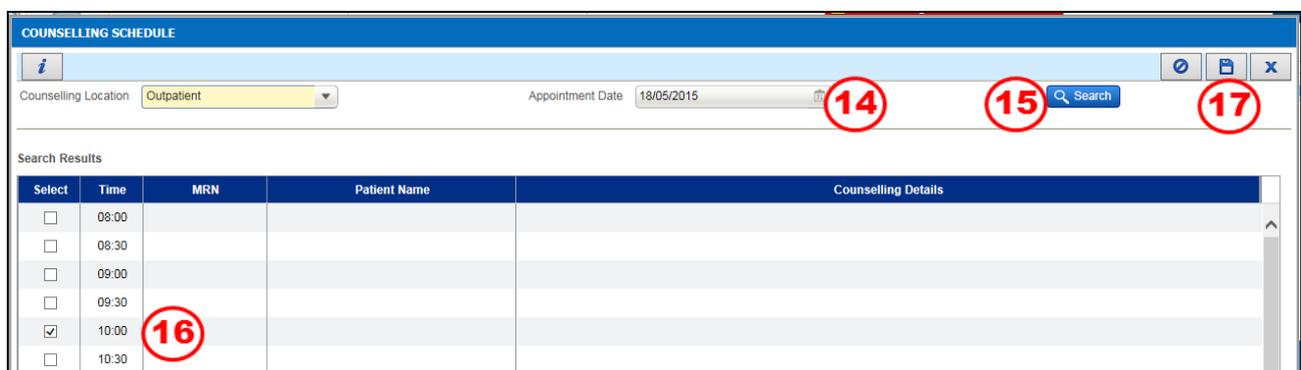
Figure 3.1.2-4 Select Medication Counselling Order

STEP 12

Select **Appointment Date** and time from the calendar

STEP 13

Click on the  button and system will display the Counselling Schedule screen as shown in Figure 3.1.2-5



COUNSELLING SCHEDULE

Counselling Location: Outpatient Appointment Date: 18/05/2015 14 15 Search 17

Search Results

Select	Time	MRN	Patient Name	Counselling Details
<input type="checkbox"/>	08:00			
<input type="checkbox"/>	08:30			
<input type="checkbox"/>	09:00			
<input type="checkbox"/>	09:30			
<input checked="" type="checkbox"/>	10:00 16			
<input type="checkbox"/>	10:30			

Figure 3.1.2-5 Counselling Schedule

STEP 14

Click on the  button and select **Appointment Date** for counseling

STEP 15

Click on the  button to search the time for appointment date that has been selected

STEP 16

Click on time slot  checkbox to select time for counselling

STEP 17

Click on the  button to save record

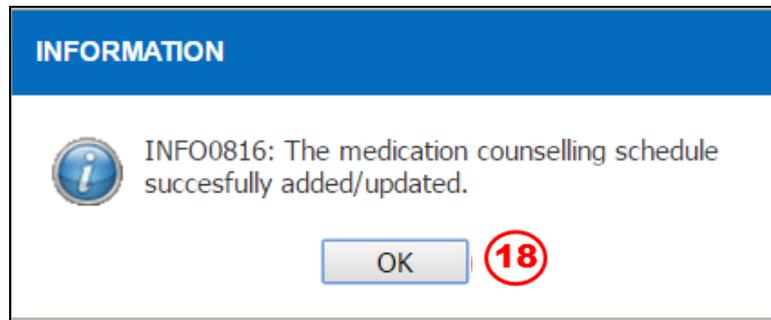
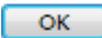


Figure 3.1.2-6 Information alert message

STEP 18

Click on the  button to confirm save record

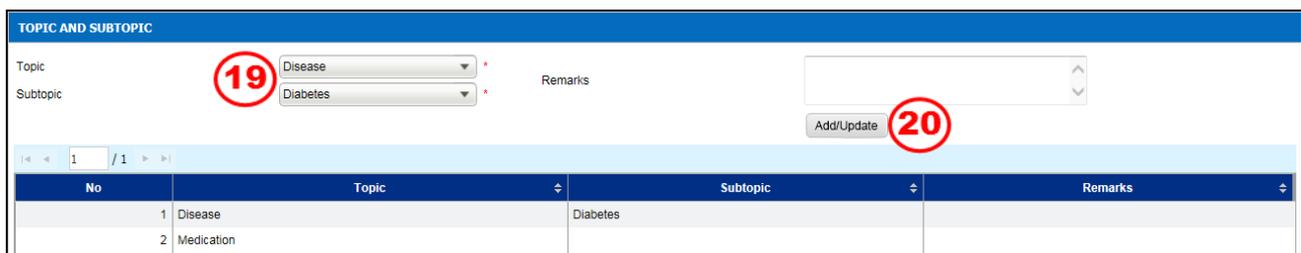


Figure 3.1.2-7 Topic and Subtopic section

STEP 19

Select **Topic** from the dropdown box

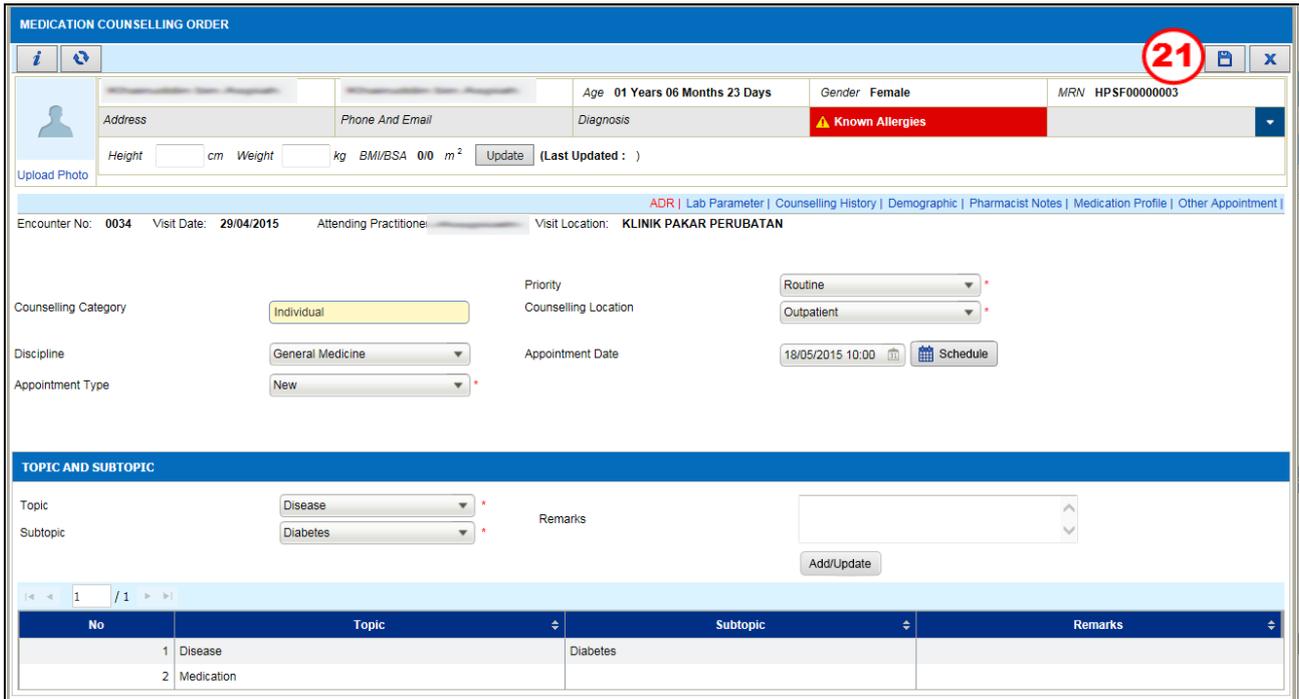
- Device
- Disease
- Radiopharmaceutical
- Chemotherapy
- Medication
- Methadone Replacement Therapy
- Smoking Casselton

Note

Subtopic only appears if user selects topic Device, Disease or Radiopharmaceutical as topic.

STEP 20

Click on the  button to add record as shown in Figure 3.1.2-7



MEDICATION COUNSELLING ORDER

Age 01 Years 06 Months 23 Days Gender Female MRN HPSF00000003

Address Phone And Email Diagnosis **Known Allergies**

Height cm Weight kg BMI/BSA 0/0 m² Update (Last Updated :)

Encounter No: 0034 Visit Date: 29/04/2015 Attending Practitioner: Visit Location: KLINIK PAKAR PERUBATAN

Counselling Category: Individual Priority: Routine
Counselling Location: Outpatient
Discipline: General Medicine Appointment Date: 18/05/2015 10:00
Appointment Type: New

TOPIC AND SUBTOPIC

Topic: Disease Subtopic: Diabetes Remarks: Add/Update

No	Topic	Subtopic	Remarks
1	Disease	Diabetes	
2	Medication		

Figure 3.1.2-8 Select Medication Counselling Order

STEP 21

Click on the  button to save record as shown in Figure 3.1.2-8

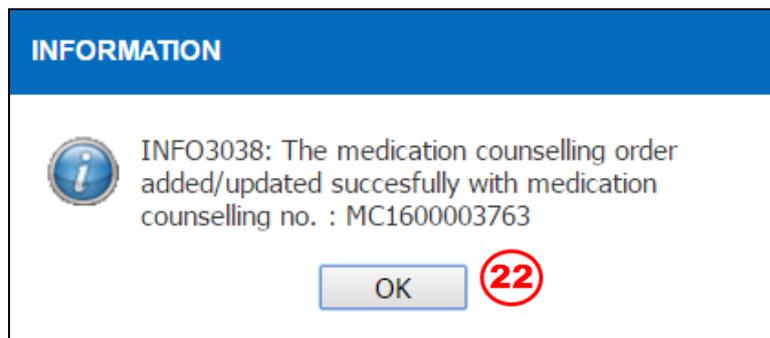


Figure 3.1.2-9 Order successfully added/updated

STEP 22

Click on the  button to confirm save record

Note

Medication Counselling No. Will be automatically generated for future reference.

3.1.3 Individual Order – Reschedule Appointment

This function is used to edit Medication Counselling order and to reschedule appointment to another date and time. Reschedule appointment only can be performed before reporting stage.

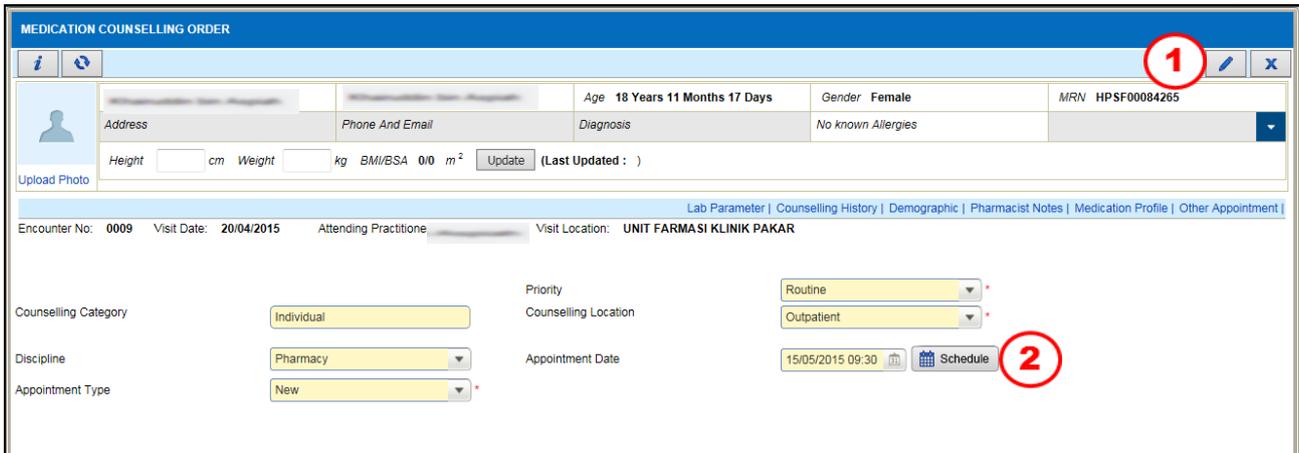


Figure 3.1.3-1 Medication Counselling – Order

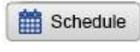
Note

Repeat step 1 to 3 as in View Order Individual Record before performing Individual Order – Reschedule Appointment steps.

STEP 1

Click on the  button to proceed to reschedule process

STEP 2

Click on the  button and system will display the Counselling Schedule screen as shown in Figure 3.1.3-2

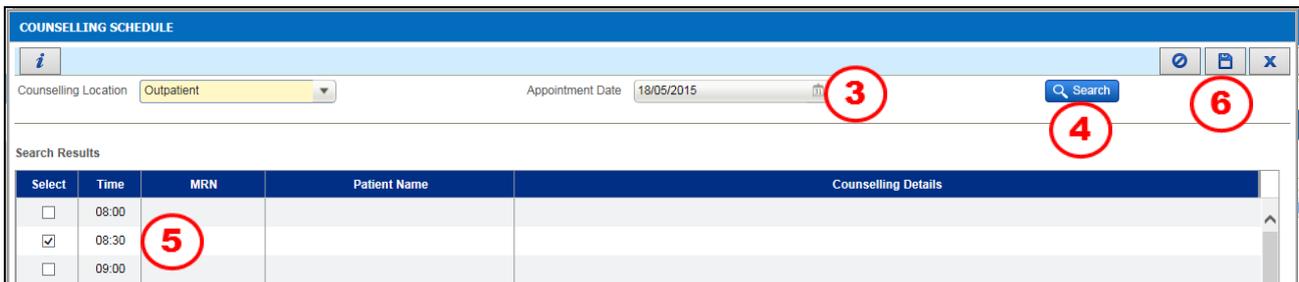


Figure 3.1.3-2 Counselling Schedule

STEP 3

Click on the  button and select **Appointment Date** for counseling

STEP 4

Click on the  button to search the counselling schedule

STEP 5

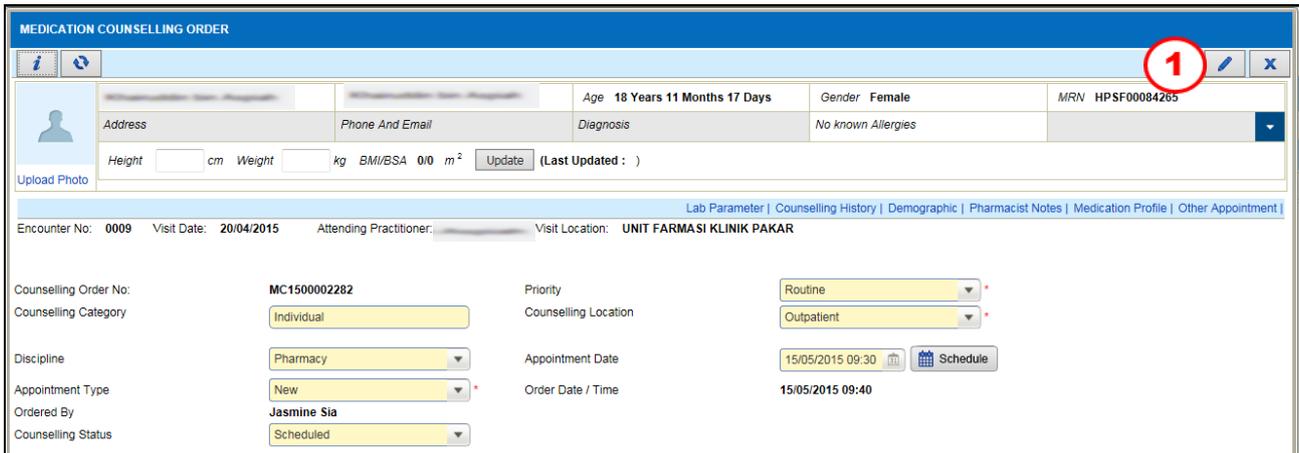
Click on time slot checkbox to select time for counselling

STEP 6

Click on the  button to save record

3.1.4 Individual Order – Cancel Appointment

This function is used to cancel appointment for individual counseling.



MEDICATION COUNSELLING ORDER

Age 18 Years 11 Months 17 Days | Gender Female | MRN HPSF00084265

Address | Phone And Email | Diagnosis | No known Allergies

Height cm | Weight kg | BMI/BSA 0/0 m² | Update (Last Updated :)

Encounter No: 0009 | Visit Date: 20/04/2015 | Attending Practitioner: | Visit Location: UNIT FARMASI KLINIK PAKAR

Counselling Order No: MC1500002282 | Priority: Routine | Counselling Category: Individual | Counselling Location: Outpatient

Discipline: Pharmacy | Appointment Date: 15/05/2015 09:30 | Appointment Type: New | Order Date / Time: 15/05/2015 09:40

Ordered By: Jasmine Sia | Counselling Status: Scheduled

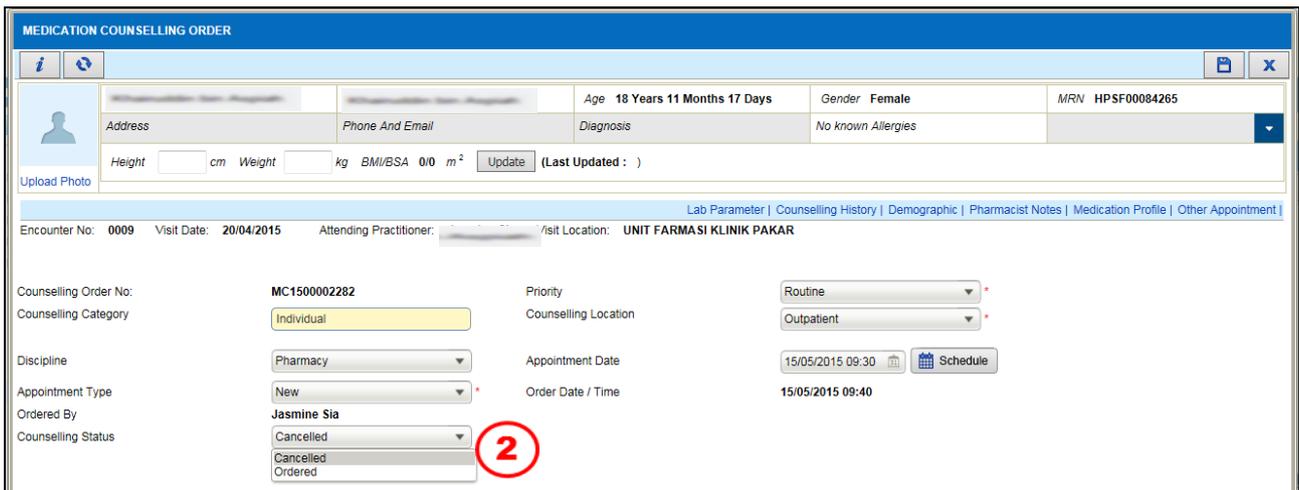
Figure 3.1.4-1 Medication Counselling Order

Note

Repeat step 1 to 3 as in View Order Individual Record before performing Individual Order – Cancel Appointment steps.

STEP 1

Click on the  button to edit counseling order



MEDICATION COUNSELLING ORDER

Age 18 Years 11 Months 17 Days | Gender Female | MRN HPSF00084265

Address | Phone And Email | Diagnosis | No known Allergies

Height cm | Weight kg | BMI/BSA 0/0 m² | Update (Last Updated :)

Encounter No: 0009 | Visit Date: 20/04/2015 | Attending Practitioner: | Visit Location: UNIT FARMASI KLINIK PAKAR

Counselling Order No: MC1500002282 | Priority: Routine | Counselling Category: Individual | Counselling Location: Outpatient

Discipline: Pharmacy | Appointment Date: 15/05/2015 09:30 | Appointment Type: New | Order Date / Time: 15/05/2015 09:40

Ordered By: Jasmine Sia | Counselling Status: Cancelled

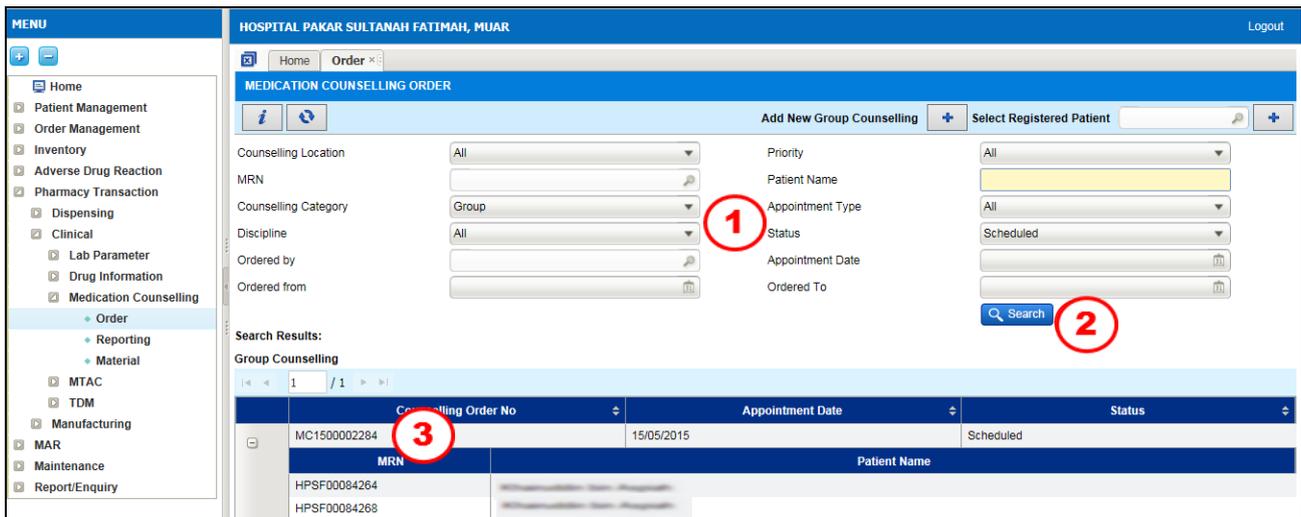
Figure 3.1.4-2 Medication Counselling Order

STEP 2

Select **Counselling Status** as Cancelled from the dropdown box

3.1.5 View Existing Group Order

This function is used to view existing group order.



MENU

- Home
- Patient Management
- Order Management
- Inventory
- Adverse Drug Reaction
- Pharmacy Transaction
- Dispensing
- Clinical
 - Lab Parameter
 - Drug Information
 - Medication Counselling
 - Order
 - Reporting
 - Material
- MTAC
- TDM
- Manufacturing
- MAR
- Maintenance
- Report/Enquiry

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Order x

MEDICATION COUNSELLING ORDER

Add New Group Counselling Select Registered Patient

Counselling Location: All
 MRN:
 Counselling Category: Group (1)
 Discipline: All
 Ordered by:
 Ordered from:

Priority: All
 Patient Name:
 Appointment Type: All
 Status: Scheduled
 Appointment Date:
 Ordered To:

(2)

Search Results:
Group Counselling

Counselling Order No	Appointment Date	Status
MC1500002284 (3)	15/05/2015	Scheduled
MRN		
HPSF00084264	<input type="text"/>	
HPSF00084268	<input type="text"/>	

Figure 3.1.5-1 Medication Counselling – Order Landing Screen

Note

- To view group order records select counselling category as 'Group'.
- User also able to edit ordered status and schedule the appointment date at medication counselling order screen.

STEP 1

Search for patient record by below criteria :-

No	Field	Description	Remark
a	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
b	MRN	Patient Medical Record Number	Search option: • Type the MRN either full in or partially: <i>Example : HPSF00001234 or "1234"</i>
c	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category
d	Discipline	Discipline (It will list down all active disciplines)	Able to filter and search patient name by discipline
e	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
f	Ordered from	Date	Able to filter and search patient name by ordered from date
g	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
h	Patient Name	Patient's name	Allow to search by full or partial patient name
i	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type
j	Status	-Ordered -Scheduled -Cancelled	Able to filter and search patient name by status
k	Appointment Date	Date	Able to filter and search patient name by appointment date
l	Ordered To	Patient Name	Allow to search by patient full name or partial

Table 3.1.5

STEP 2

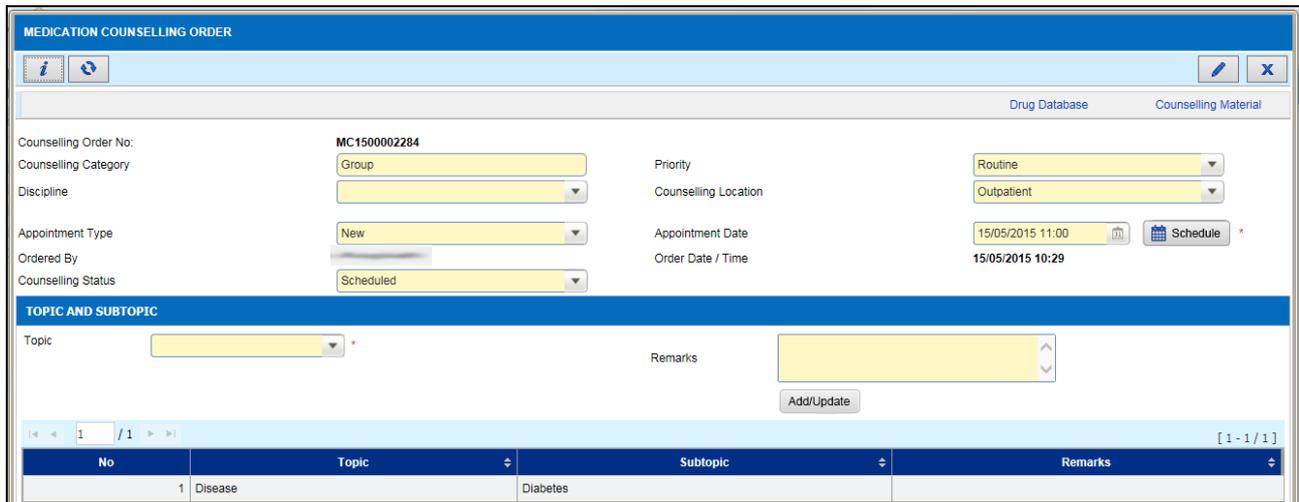
Click on  button to search for patient

Note

- Search results of current registered patient list will display:
 - Counselling Order No
 - Appointment Date
 - Status
- Click on the  button to expand and view patient MRN and patient name for group counselling as shown in Figure 3.1.5-1.
- User is also able to perform individual order by clicking on the patient name and individual order screen will be displayed.

STEP 3

Double click on the selected counselling order no. as shown in Figure 3.1.5-1, patient detailed information will appear as shown in per Figure 3.1.5-2



MEDICATION COUNSELLING ORDER

Drug Database Counselling Material

Counselling Order No: MC150002284

Counselling Category: Group Priority: Routine

Discipline: Counselling Location: Outpatient

Appointment Type: New Appointment Date: 15/05/2015 11:00 Schedule

Ordered By: Order Date / Time: 15/05/2015 10:29

Counselling Status: Scheduled

TOPIC AND SUBTOPIC

Topic: Remarks:

Add/Update

No	Topic	Subtopic	Remarks
1	Disease	Diabetes	

Figure 3.1.5-2 Medication Counselling Order

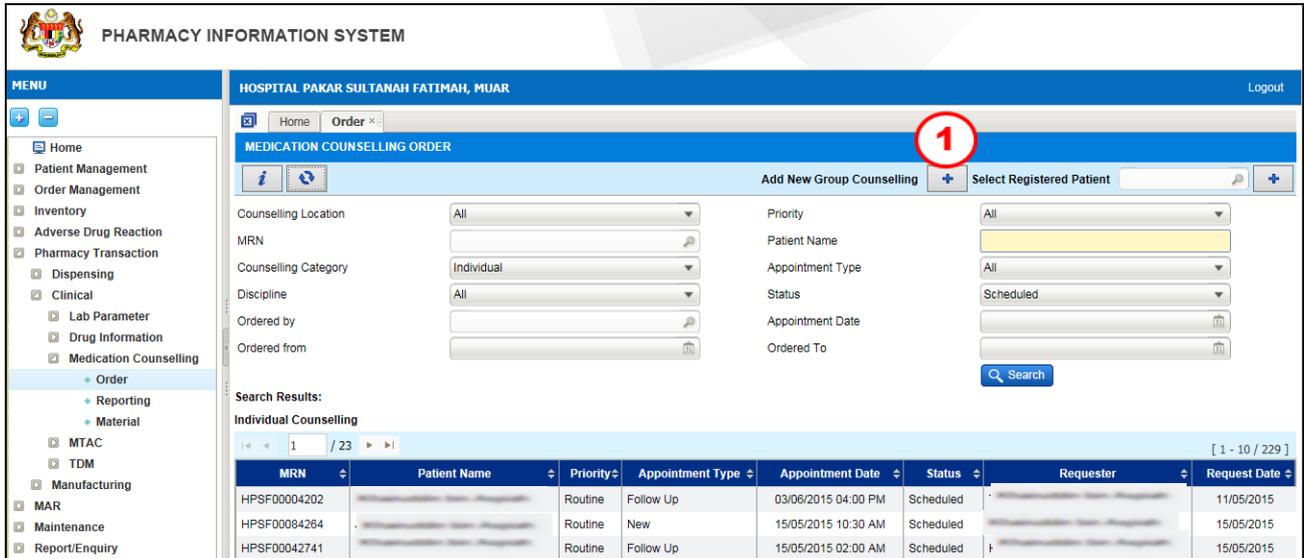
Note

Once user clicks on the selected counselling order no. the group counselling information will be displayed as below:

- Counselling Order No
- Counselling details
- Topics and Subtopics
- Counselling record list

3.1.6 Order - Group

This function allows user to order Medication Counselling Order by group.



PHARMACY INFORMATION SYSTEM

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MEDICATION COUNSELLING ORDER

Home Order ×

Add New Group Counselling + Select Registered Patient

Counselling Location: All
MRN: [input]
Counselling Category: Individual
Discipline: All
Ordered by: [input]
Ordered from: [input]

Priority: All
Patient Name: [input]
Appointment Type: All
Status: Scheduled
Appointment Date: [input]
Ordered To: [input]

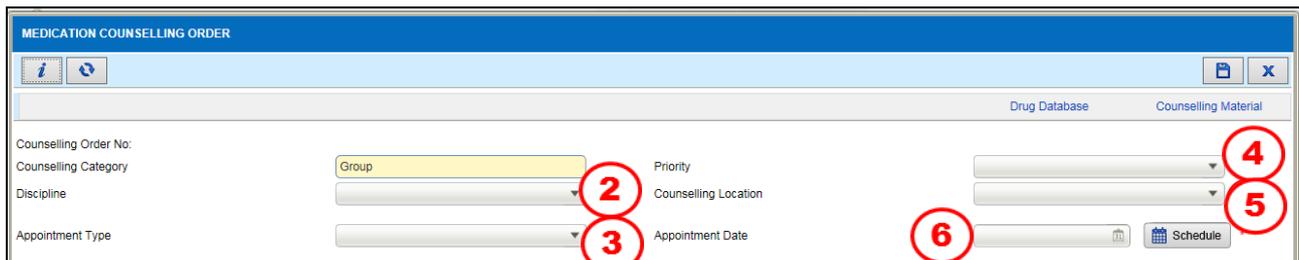
Search Results:
Individual Counselling

MRN	Patient Name	Priority	Appointment Type	Appointment Date	Status	Requester	Request Date
HPSF00004202	[blurred]	Routine	Follow Up	03/06/2015 04:00 PM	Scheduled	[blurred]	11/05/2015
HPSF00084264	[blurred]	Routine	New	15/05/2015 10:30 AM	Scheduled	[blurred]	15/05/2015
HPSF00042741	[blurred]	Routine	Follow Up	15/05/2015 02:00 AM	Scheduled	[blurred]	15/05/2015

Figure 3.1.6-1 Medication Counselling – Order Listing Page

STEP 1

Click on the  button to **Add New Group Counselling**



MEDICATION COUNSELLING ORDER

Drug Database Counselling Material

Counselling Order No: [input]
Counselling Category: Group
Discipline: [dropdown] 2
Appointment Type: [dropdown] 3
Priority: [dropdown] 4
Counselling Location: [dropdown] 5
Appointment Date: [input] 6

Schedule

Figure 3.1.6-2 Medication Counselling Order

Note

Medication Counselling Order screen will be displayed as shown in Figure 3.1.6-2.

STEP 2

Select **Discipline** from the dropdown box

STEP 3

Select **Appointment Type** from the dropdown box

- Follow Up
- New

STEP 4

Select **Priority** from the dropdown box

- Routine
- Urgent

STEP 5

Select **Counselling Location** from the dropdown box

STEP 6

Click on the  button and calendar appear as shown in Figure 3.1.6-3

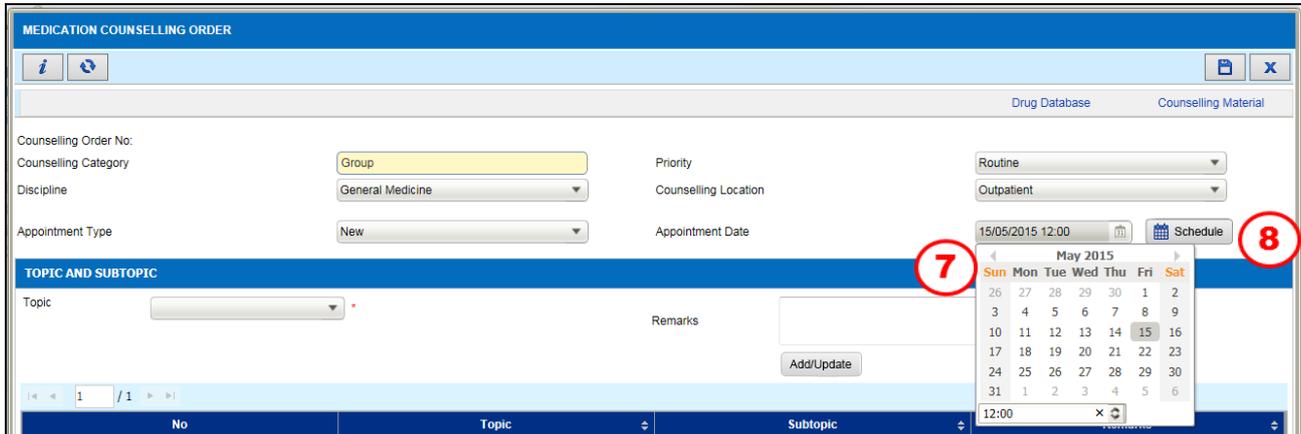
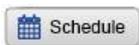


Figure 3.1.6-3 Medication Counselling Order

STEP 7

Select **Appointment Date** and time from the calendar

STEP 8

Click on the  button and system will display the Counselling Schedule screen as shown in Figure 3.1.6-4

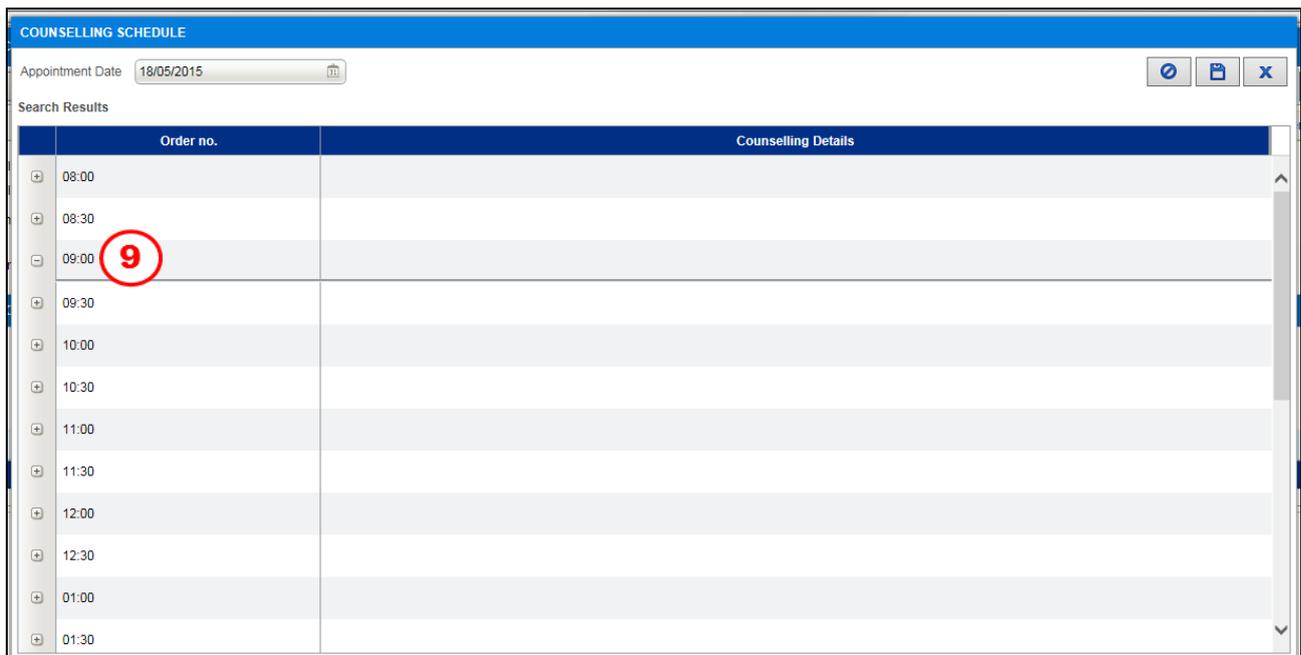


Figure 3.1.6-4 Counselling Schedule

STEP 9

Double click on time slot to select time for counselling

Note

User is able to select Appointment Date from the calendar at the Counselling Schedule screen.

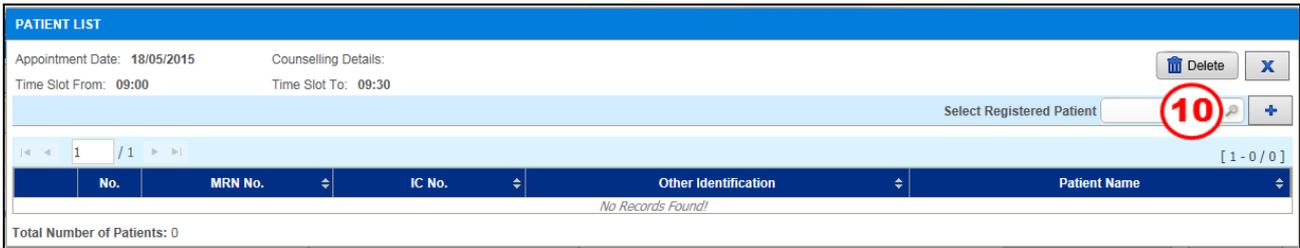


Figure 3.1.6-5 Patient List

Note

Patient will be displayed as shown in Figure 3.1.6-5.

STEP 10

Click on the  button to search for patient

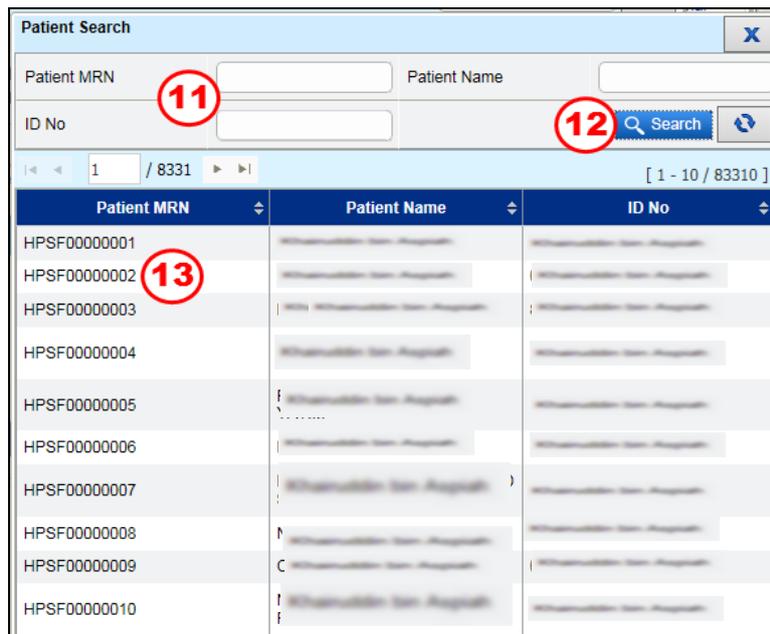


Figure 3.1.6-6 Patient List

STEP 11

Search for patient record by below criteria:-

No	Field	Description	Remark
a	Patient MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i>
b	ID No	Identification Number	Allow to search by full or partial ID Number
c	Patient Name	Patient's name	Allow to search by full or partial patient name

Figure 3.1.6

STEP 12

Click on the  button to search for patient

STEP 13

Click on the selected patient's name

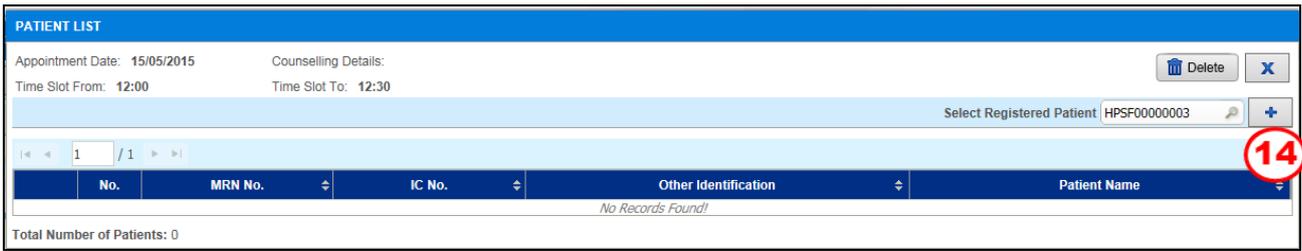


Figure 3.1.6-7 Patient List

STEP 14

Click on the  button to add patient for counselling

Note

- Patient List will display:
 - a) Appointment Date
 - b) Counselling Details
 - c) Time Slot From
 - d) Time Slot To
 - e) MRN No
 - f) IC No
 - g) Other Identification
 - h) Patient Name
 - i) Total Number of Patients
- User is able to add more than one patient name for group counseling by repeating step 10 to step 14.
- Click on check box of patient on the list and click on the  button to delete patient from the list.

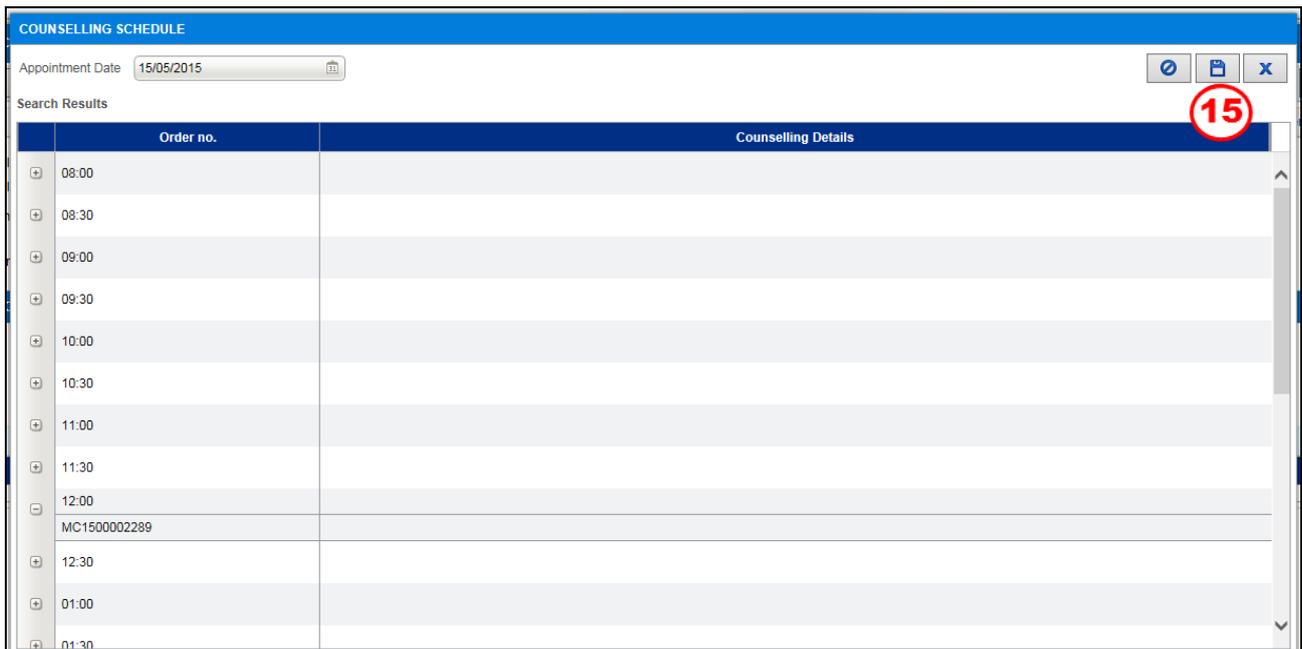


Figure 3.1.6-8 Counselling Schedule

Note

Counselling Order No. will be automatically generated and displayed at the counselling schedule window

STEP 15

Click on the  button to save record

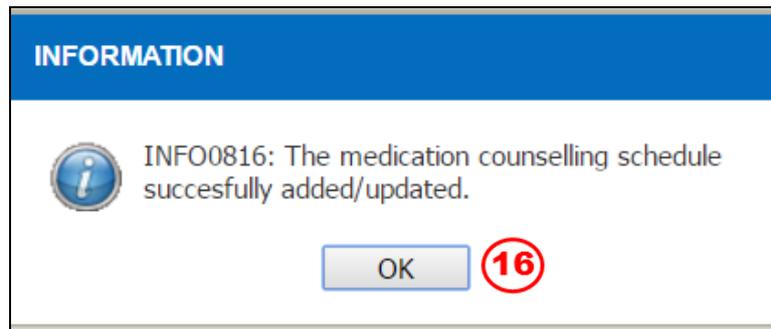
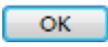


Figure 3.1.6-9 Information alert message

STEP 16

Click on the  button to confirm save record

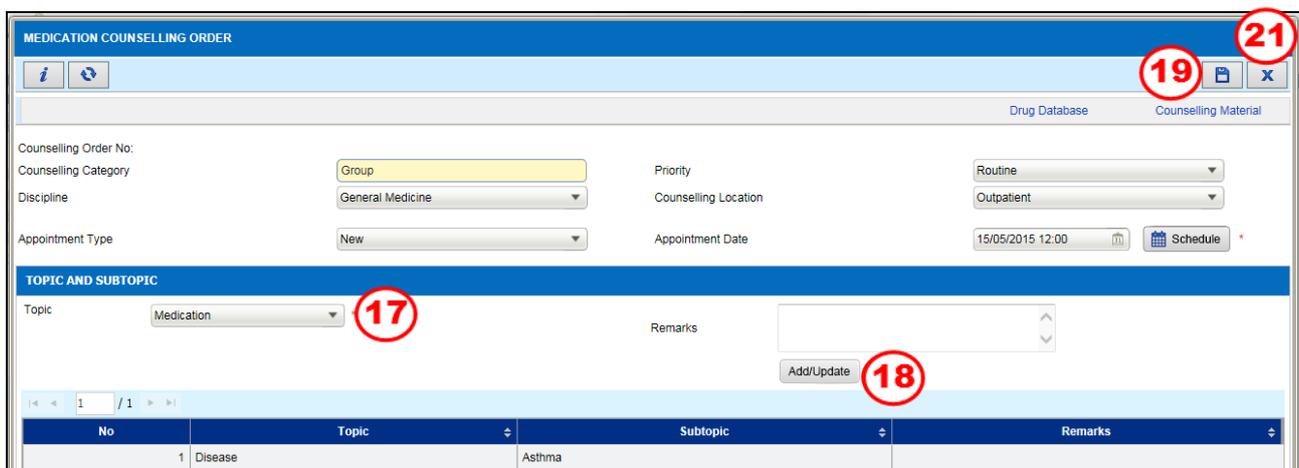


Figure 3.1.6-10 Medication Counselling Order

STEP 17

Select **Topic** from the dropdown box

- Device
- Disease
- Radiopharmaceutical
- Chemotherapy
- Medication
- Methadone Replacement Therapy
- Smoking Casselton

Note

Subtopic only appears if user selects *Device, Disease or Radiopharmaceutical* as **Topic**.

STEP 18

Click on the  button to add record as shown in Figure 3.1.6-10

STEP 19

Click on the  button to save record

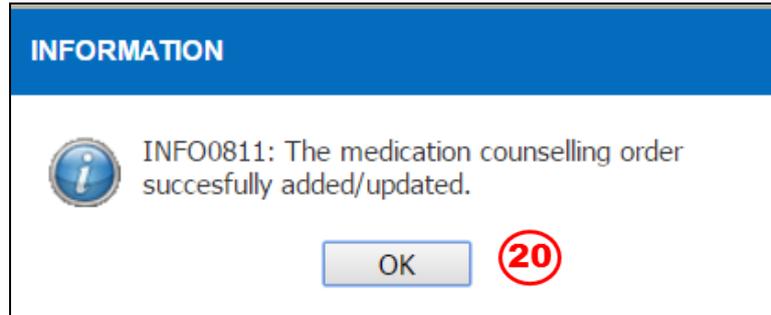
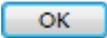


Figure 3.1.6-11 Information alert message

STEP 20

Click on the  button to confirm save record

STEP 21

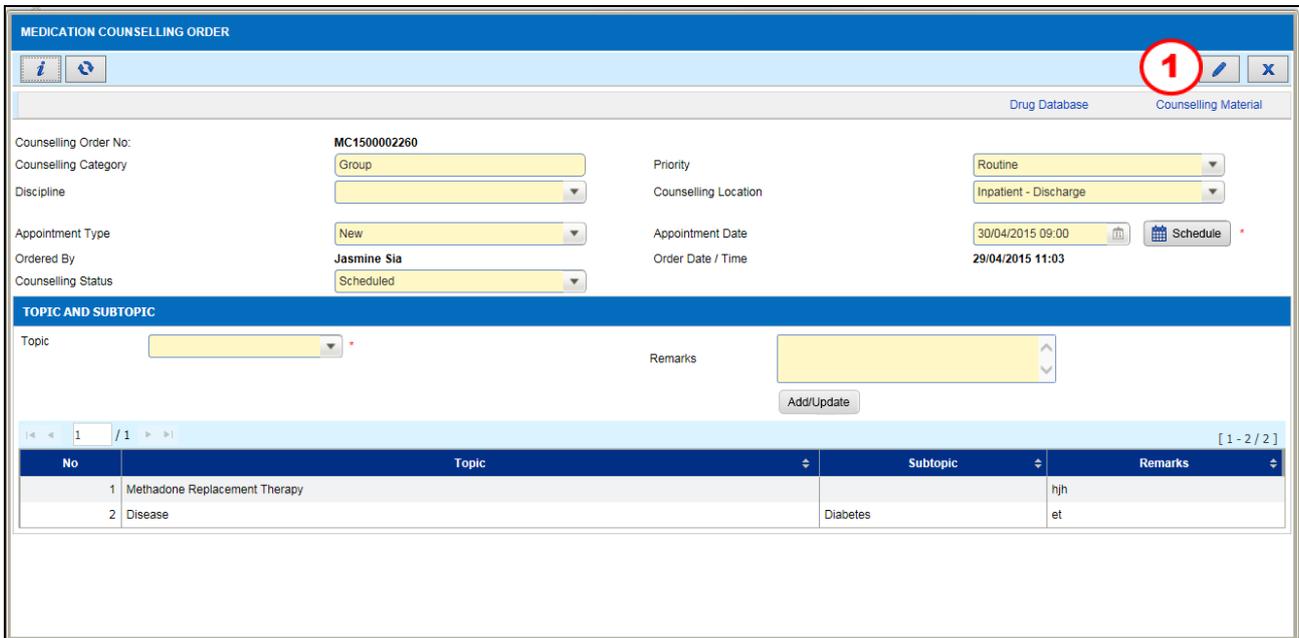
Click on the  button to close record

Note

Order records will be displayed at the counselling order listing page and at the reporting listing page.

3.1.7 Group Order – Reschedule Appointment, Add & Delete patient for Counselling

This function is used to edit Medication Counselling order and to reschedule appointment to another date and time. It can also be used to add and delete patient from order.



MEDICATION COUNSELLING ORDER

Drug Database Counselling Material

Counselling Order No: MC150002260
 Counselling Category: Group
 Discipline:
 Appointment Type: New
 Ordered By: Jasmine Sia
 Counselling Status: Scheduled

Priority: Routine
 Counselling Location: Inpatient - Discharge
 Appointment Date: 30/04/2015 09:00
 Order Date / Time: 29/04/2015 11:03

TOPIC AND SUBTOPIC

Topic:
 Remarks:
 Add/Update

No	Topic	Subtopic	Remarks
1	Methadone Replacement Therapy		hjh
2	Disease	Diabetes	et

Figure 3.1.7-1 Medication Counselling Order

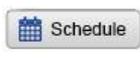
Note

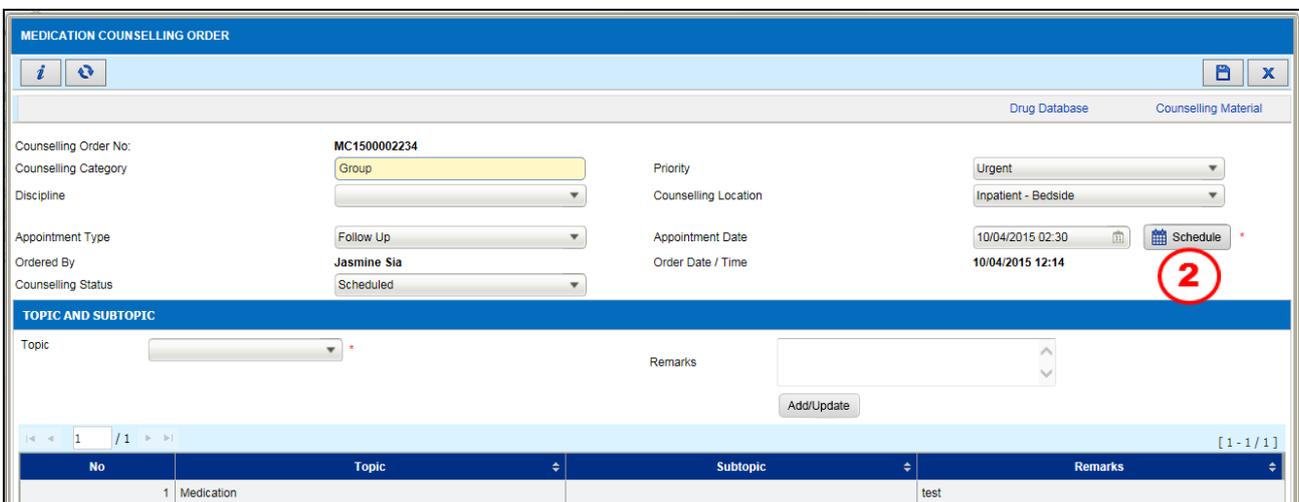
Repeat step 1 to 3 as in View Order Group record before performing Group Order – Reschedule Appointment, Add & Delete Patient for Counselling steps.

STEP 1

Click on the  button to proceed to reschedule process

STEP 2

Click on the  button and system will display the Counselling Schedule screen as shown in Figure 3.1.7-4



MEDICATION COUNSELLING ORDER

Drug Database Counselling Material

Counselling Order No: MC150002234
 Counselling Category: Group
 Discipline:
 Appointment Type: Follow Up
 Ordered By: Jasmine Sia
 Counselling Status: Scheduled

Priority: Urgent
 Counselling Location: Inpatient - Bedside
 Appointment Date: 10/04/2015 02:30
 Order Date / Time: 10/04/2015 12:14

TOPIC AND SUBTOPIC

Topic:
 Remarks:
 Add/Update

No	Topic	Subtopic	Remarks
1	Medication		test

Figure 3.1.7-2 Medication Counselling Order

STEP 3

Select **Appointment Date** and time from the calendar

STEP 4

Double click on time slot to select time for counselling

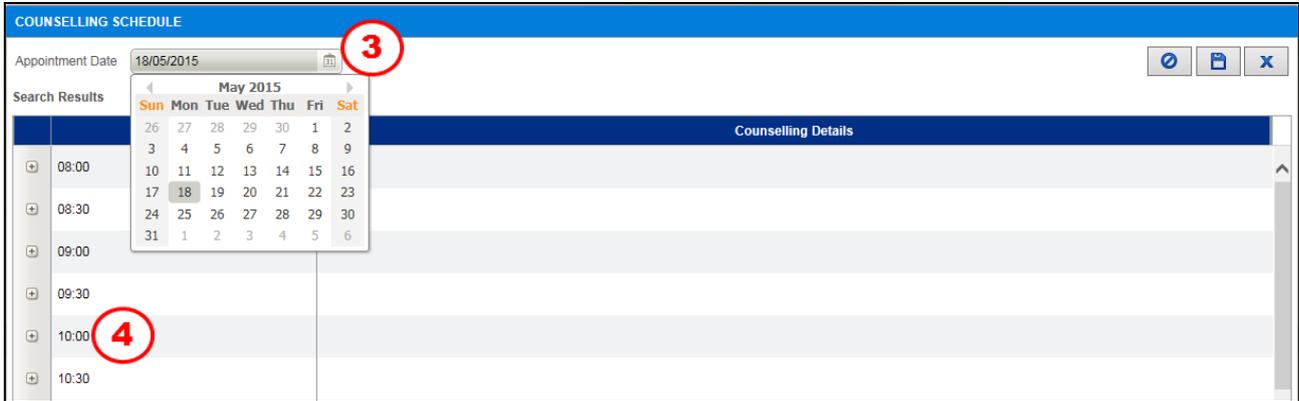


Figure 3.1.7-3 Medication Counselling Order

Note

Click on the  button to expand the Counselling Order.

Note

- Double click on the time slot to select from Patient List displayed as shown in Figure 3.1.7-4.
- User is able to add or delete patient at Patient List.
- Repeat step 10 to 14 as shown in Figure 3.1.6-5 to 3.1.6-7 Order – Group to add patient for counselling.
- Check on the selected patient by check the checkbox, followed by clicking on the  button to delete patient from counselling.

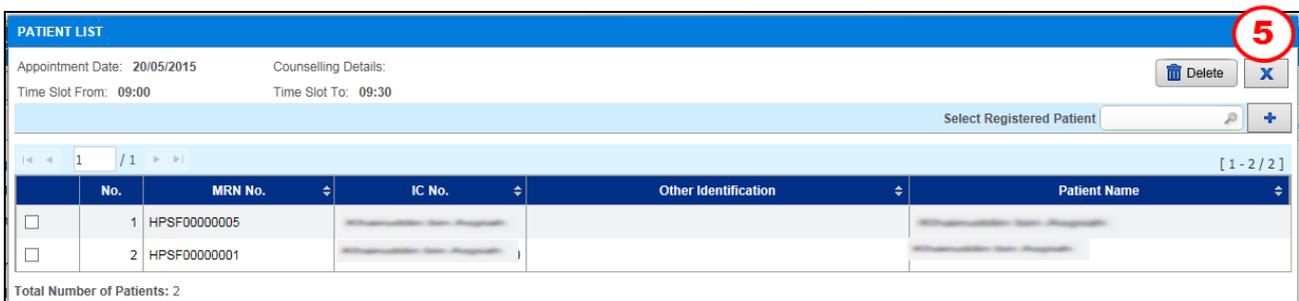


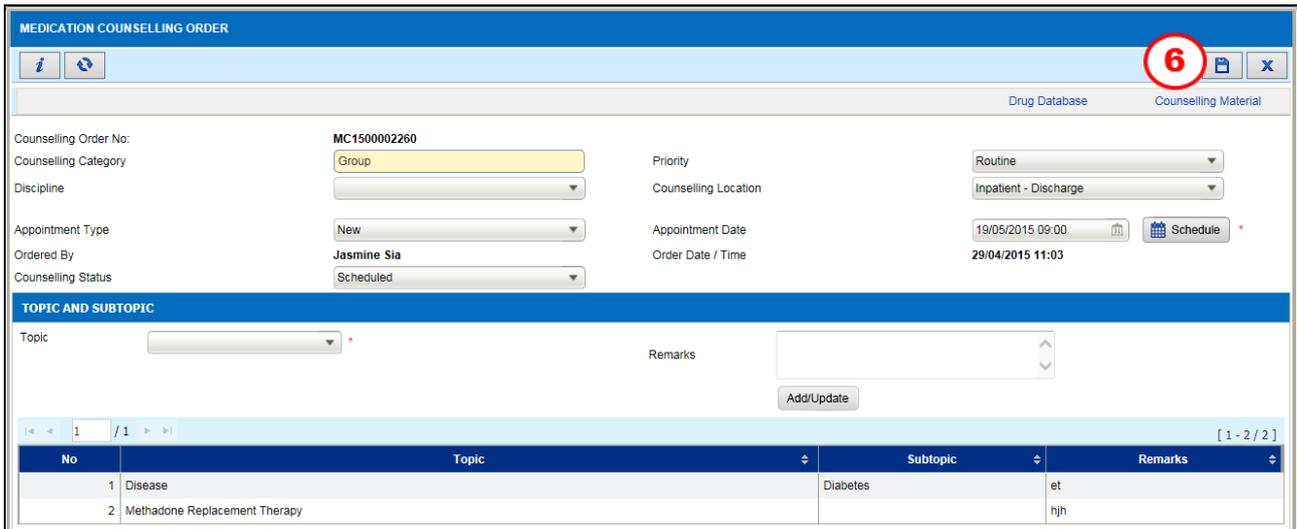
Figure 3.1.7-4 Patient List

STEP 5

Click on the  button to close the record and system will display the Counselling Order screen as shown in Figure 3.1.7-5

STEP 6

Click on the  button to save the record



MEDICATION COUNSELLING ORDER

Drug Database Counselling Material

Counselling Order No: MC150002260

Counselling Category: Group Priority: Routine

Discipline: Counselling Location: Inpatient - Discharge

Appointment Type: New Appointment Date: 19/05/2015 09:00 Schedule

Ordered By: Jasmine Sia Order Date / Time: 29/04/2015 11:03

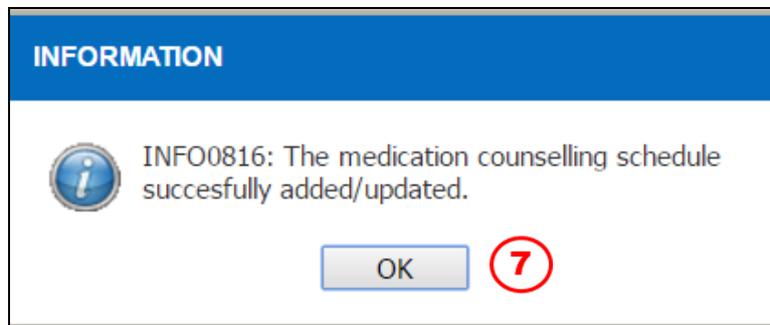
Counselling Status: Scheduled

TOPIC AND SUBTOPIC

Topic: Remarks: Add/Update

No	Topic	Subtopic	Remarks
1	Disease	Diabetes	et
2	Methadone Replacement Therapy		hjh

Figure 3.1.7-5 Counselling Schedule



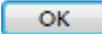
INFORMATION

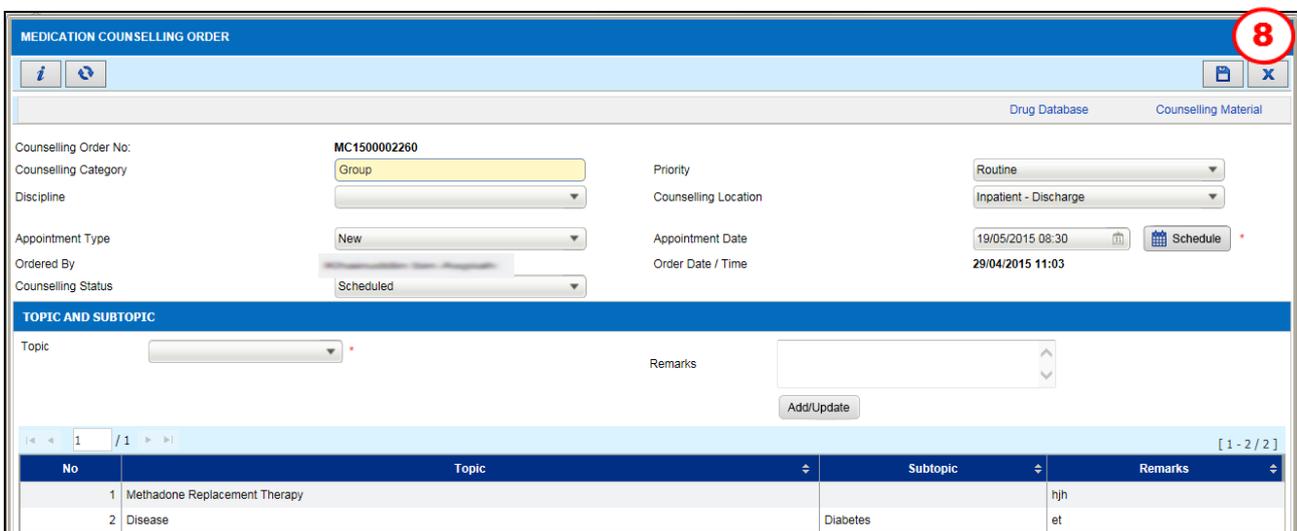
INFO0816: The medication counselling schedule successfully added/updated.

OK

Figure 3.1.7-6 Information alert message

STEP 7

Click on the  button to confirm save record and system will display the Counselling Order screen as shown in Figure 3.1.7-6



MEDICATION COUNSELLING ORDER

Drug Database Counselling Material

Counselling Order No: MC150002260

Counselling Category: Group Priority: Routine

Discipline: Counselling Location: Inpatient - Discharge

Appointment Type: New Appointment Date: 19/05/2015 09:30 Schedule

Ordered By: Order Date / Time: 29/04/2015 11:03

Counselling Status: Scheduled

TOPIC AND SUBTOPIC

Topic: Remarks: Add/Update

No	Topic	Subtopic	Remarks
1	Methadone Replacement Therapy		hjh
2	Disease	Diabetes	et

Figure 3.1.7-6 Medication Counselling Order

STEP 8

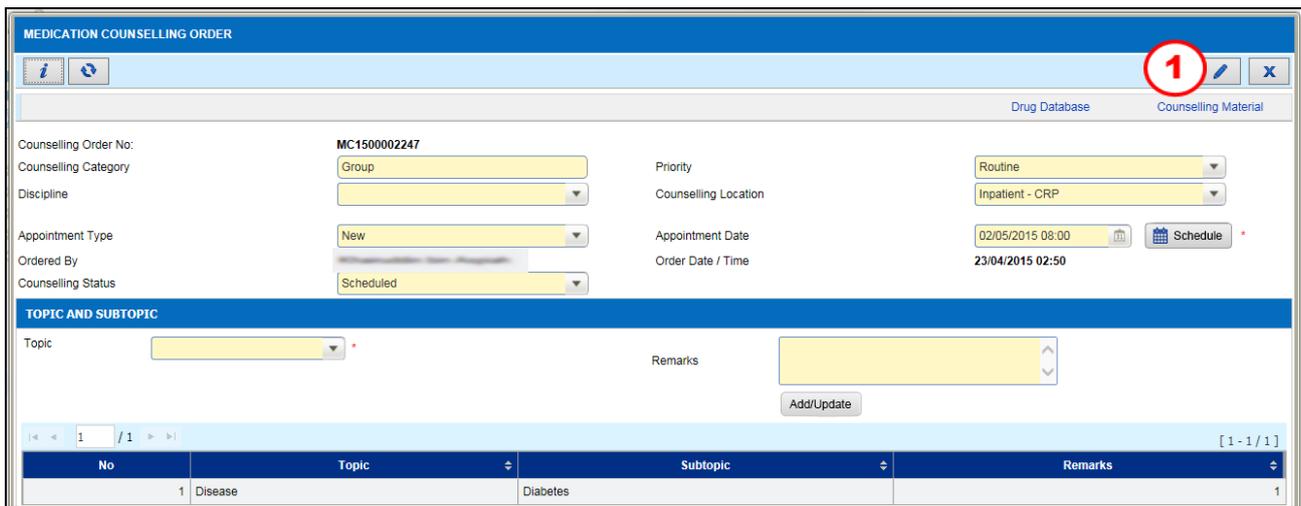
Click on the  button to close record

Note

- *Counselling Schedule will display new rescheduled appointment date and time.*
- *Order No will remain the same.*

3.1.8 Group Order – Cancel Appointment

This function is used to cancel group appointment.



The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. The 'Counselling Status' dropdown is set to 'Scheduled'. A red circle with the number '1' highlights the edit button (pencil icon) in the top right corner of the form.

No	Topic	Subtopic	Remarks
1	Disease	Diabetes	

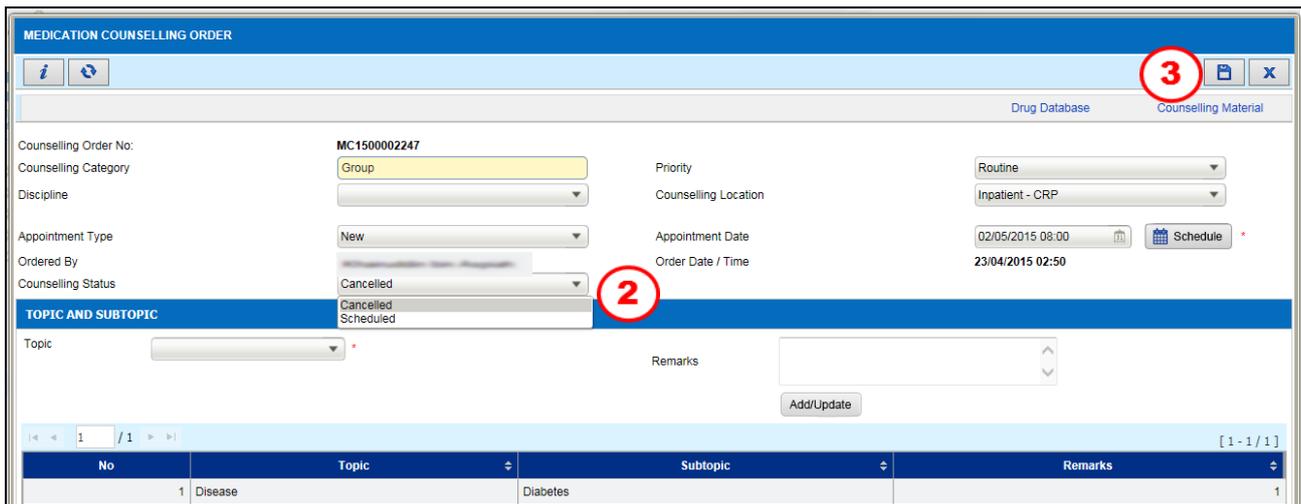
Figure 3.1.8-1 Medication Counselling Order

Note

Repeat step 1 to 3 as in View Order Group record before performing Group Order – Cancel Appointment steps.

STEP 1

Click on the  button to edit counselling order



The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. The 'Counselling Status' dropdown is now set to 'Cancelled'. A red circle with the number '2' highlights the 'Cancelled' option in the dropdown. Another red circle with the number '3' highlights the save button (floppy disk icon) in the top right corner.

No	Topic	Subtopic	Remarks
1	Disease	Diabetes	

Figure 3.1.8-2 Medication Counselling Order

STEP 2

Select **Counselling Status** as 'Cancelled' from the Counselling Status dropdown box

STEP 3

Click on the  button to save record

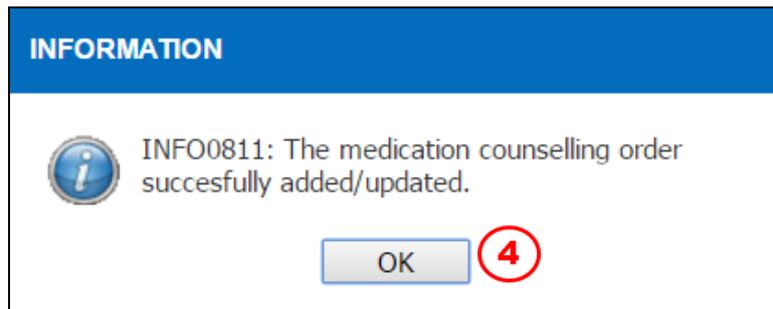
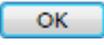


Figure 3.1.8-3 Information alert message

STEP 4

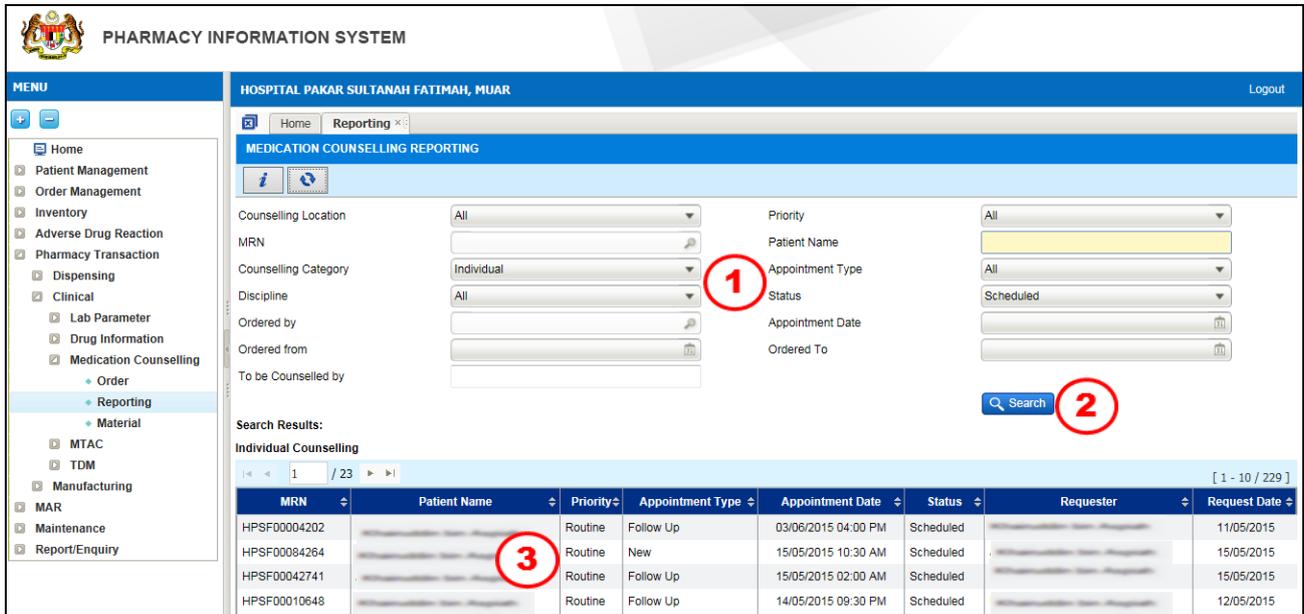
Click on the  button to confirm save record

3.2 Reporting

This function is used to record reports for medication counselling.

3.2.1 View Existing Individual Reporting

This function allows user to view individual counselling reports.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home Reporting

MEDICATION COUNSELLING REPORTING

Counselling Location: All
MRN:
Counselling Category: Individual
Discipline: All
Priority: All
Patient Name:
Appointment Type: All
Status: Scheduled
Appointment Date:
Ordered To:
To be Counselling by:

Search Results: [1 - 10 / 229]

MRN	Patient Name	Priority	Appointment Type	Appointment Date	Status	Requester	Request Date
HPSF0004202		Routine	Follow Up	03/06/2015 04:00 PM	Scheduled		11/05/2015
HPSF00084264		Routine	New	15/05/2015 10:30 AM	Scheduled		15/05/2015
HPSF00042741		Routine	Follow Up	15/05/2015 02:00 AM	Scheduled		15/05/2015
HPSF00010648		Routine	Follow Up	14/05/2015 09:30 PM	Scheduled		12/05/2015

Figure 3.2.1-1 Reporting Listing Page

Note

To view existing individual order records select Counselling Category as 'Individual' and Status as 'Confirmed'.

STEP 1

Search for patient records by below criteria :-

No	Field	Description	Remark
a	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
b	MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i>
c	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category
d	Discipline	Discipline (It will list down all active disciplines)	Able to filter and search patient name by discipline
e	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
f	Ordered from	Date	Able to filter and search patient name by ordered from date
g	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
h	Patient Name	Patient's name	Allow to search by full or partial patient name
i	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type
j	Status	-Ordered -Scheduled -Cancelled	Able to filter and search patient name by status
k	Appointment Date	Date	Able to filter and search patient name by appointment date
l	Ordered To	Patient Name	Allow to search by patient full name or partial

Table 3.2.1

STEP 2

Click on  button to search for patient

Note

Search results of current order patient list will display:

- MRN
- Patient Name
- Appointment Date
- Priority
- Appointment Type
- Appointment Date
- Status
- Requester
- Request Date

STEP 3

Double click on the selected counselling order no. as shown in Figure 3.2.1-1, and patient detailed information will be displayed as shown in Figure 3.2.1-2

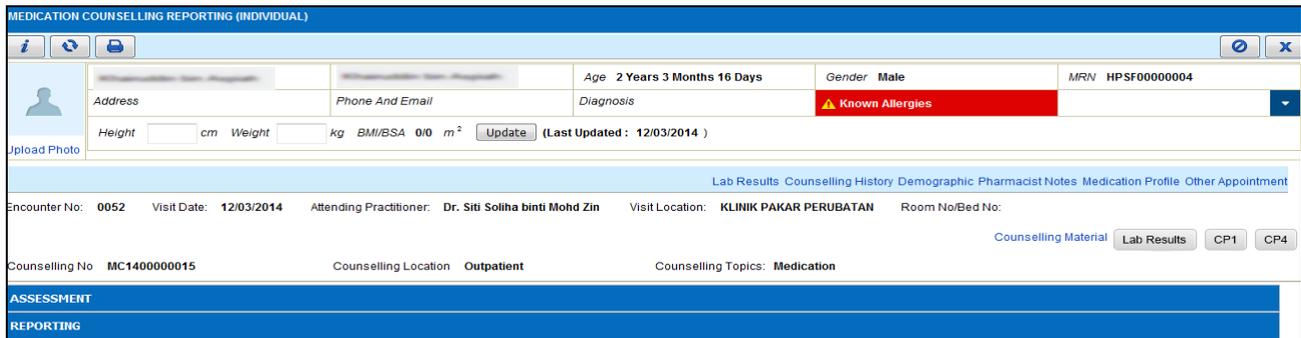


Figure 3.2.1-2 Medication Counselling Reporting (Individual)

Note

- Once user clicks on the selected patient name, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen with is required patient information. Below is the list of patient information:
 - Patient Name
 - Patient Address
 - Patient IC Number
 - Patient Phone and Email
 - Patient Diagnosis
 - Patient Age
 - Patient Allergy
 - Patient Gender
 - Patient MRN

- Below options are provided for user to view additional patient information. Click on the hyperlink as below:
 - a) **ADR**
 - Adverse Drug Reaction recorded for the patient
 - b) **Lab Results**
 - Patient's laboratory test results
 - c) **Counselling History**
 - Medication Counselling history records
 - d) **Demographic**
 - Patient's demographic details
 - e) **Pharmacist Notes**
 - Pharmacy notes such as MTAC, Ward Pharmacy etc.
 - f) **Medication Profile**
 - This hyperlink will show the patient's current medication and previous medication history
 - g) **Other Appointments**
 - This screen provides information if there are any other appointments recorded for the patient
- Current visit information will be displayed as below:
 - a) Visit number
 - b) Attending practitioner
 - c) Visit date
 - d) Visit location
 - e) Room No / Bed No
 - f) Rx No
- Counselling Material
- Lab Results - Lab results history records
- CP1 – CP1 history records
- CP4 – CP4 history records
- Counselling No
- Counselling Location
- Counselling Topics
- Assessment
- Reporting

3.2.2 Individual Reporting

This function allows user to record individual counselling reports.

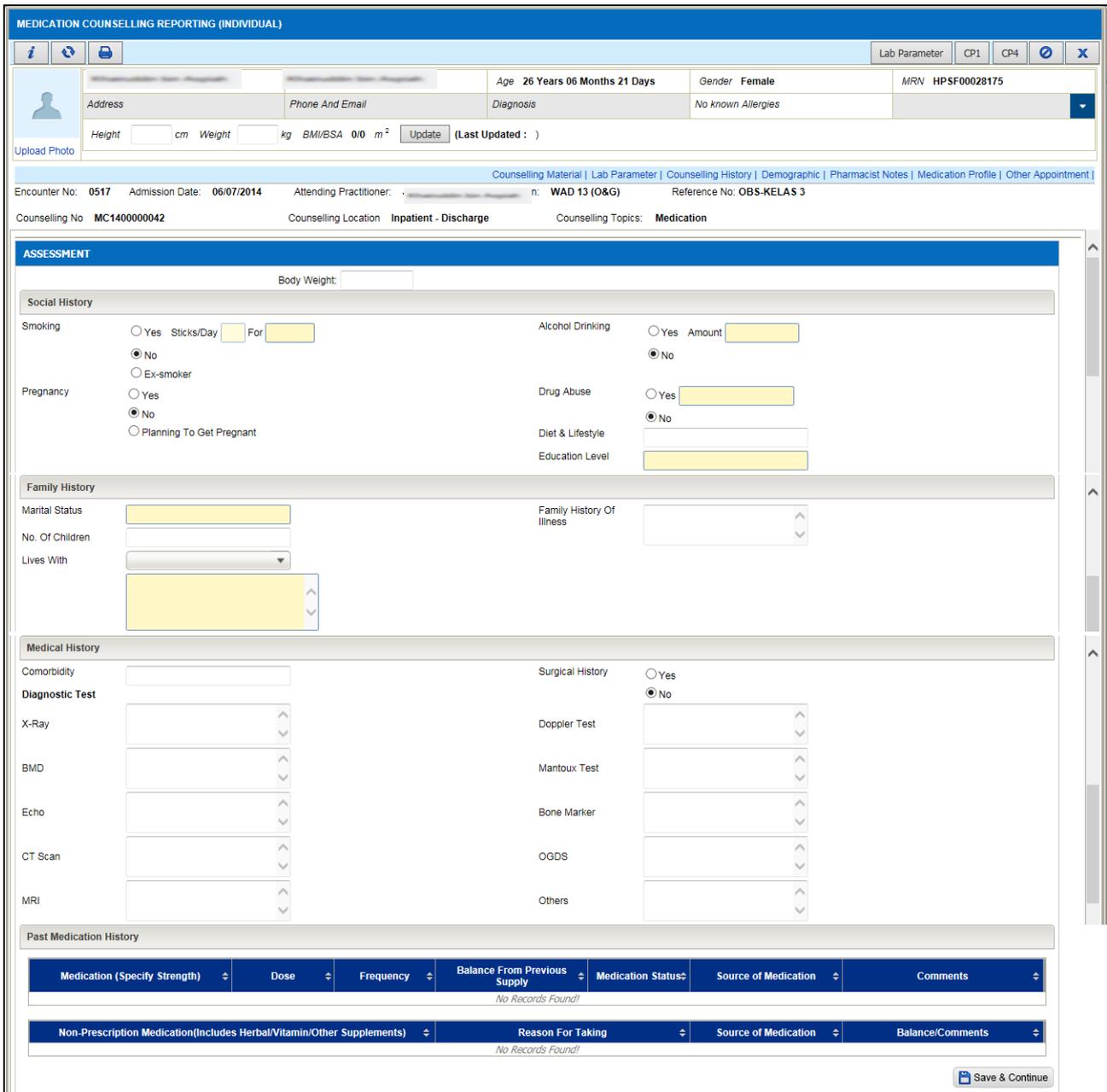


Figure 3.2.2-1 Medication Counselling Reporting (Individual)

Note

- **Repeat step 1 to 3** as in View Existing Individual Reporting before performing Individual Reporting steps.
- There are 2 sections to be filled in the Medication Counselling Reporting (Individual) as shown in Figure 3.2.2-1:
 - a) Assessment
 - b) Reporting



The screenshot shows the 'ASSESSMENT' section of a software interface. At the top, there is a 'Body Weight' input field with a red circle '1' next to it. Below this is a 'Social History' section. It contains several rows of radio buttons and input fields: 'Smoking' with radio buttons for 'Yes', 'No', and 'Ex-smoker', and a 'Sticks/Day' and 'For' input field (circled '2'); 'Pregnancy' with radio buttons for 'Yes', 'No', and 'Planning To Get Pregnant' (circled '3'); 'Alcohol Drinking' with radio buttons for 'Yes' and 'No', and an 'Amount' input field (circled '4'); 'Drug Abuse' with radio buttons for 'Yes' and 'No', and an input field (circled '5'); 'Diet & Lifestyle' with an input field (circled '6'); and 'Education Level' with an input field.

Figure 3.2.2-2 Assessment

Assessment Section

Social History

STEP 1

Enter **Body Weight**

STEP 2

Select **Smoking** from the radio button

- Yes
- No
- Ex-smoker

Note

Stick/Day and **For** field will be enabled for user to fill when 'Yes' radio button is selected.

STEP 3

Select **Pregnancy** from the radio button

- Yes
- No
- Planning To Be Pregnant

STEP 4

Select **Alcohol Drinking** from the radio button

- Yes
- No

Note

Amount field will be enabled for user to fill when 'Yes' radio button is selected.

STEP 5

Select **Drug Abuse** from the radio button

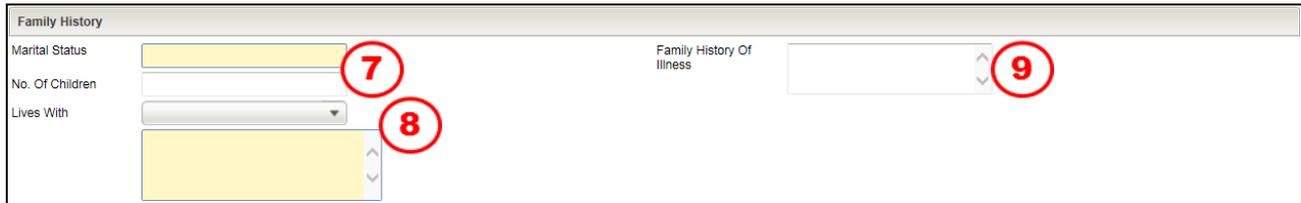
- Yes
- No

STEP 6

Enter **Diet & Lifestyle**

Note

Education Level and **Marital Status** field will automatically display hyperlink from the registration screen.



The screenshot shows the 'Family History' section of a form. It includes fields for 'Marital Status', 'No. Of Children', and 'Lives With'. There is also a dropdown menu for 'Family History Of Illness'. Red circles with numbers 7, 8, and 9 highlight the 'No. Of Children' field, the 'Lives With' dropdown, and the 'Family History Of Illness' dropdown respectively.

Figure 3.2.2-3 Assessment

Family History

STEP 7

Enter **No. Of Children**

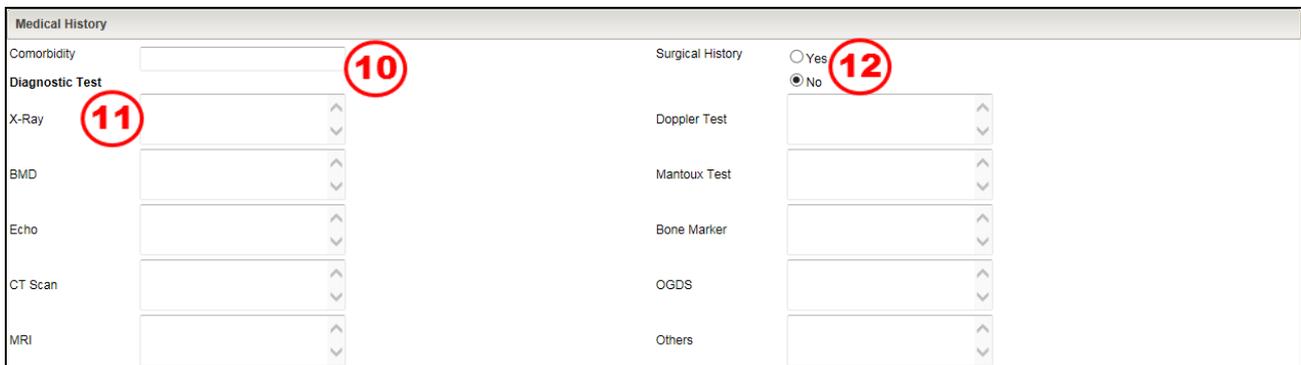
STEP 8

Select **Lives With** from the radio button

- Alone
- Family Members
- Nursing Home
- Others

STEP 9

Enter **Family History Of Illness**



The screenshot shows the 'Medical History' section of a form. It includes fields for 'Comorbidity', 'Diagnostic Test', 'Surgical History', 'Doppler Test', 'Mantoux Test', 'Bone Marker', 'OGDS', and 'Others'. There are radio buttons for 'Yes' and 'No' under 'Surgical History'. Red circles with numbers 10, 11, and 12 highlight the 'Comorbidity' field, the 'Diagnostic Test' dropdown, and the 'Surgical History' radio buttons respectively.

Figure 3.2.2-4 Assessment

Medical History

STEP 10

Enter **Co-morbidity**

STEP 11

Select and enter **Diagnosis Test**

- X-Ray
- BMD
- Echo
- CT Scan
- MRI
- Doppler Test
- Mantoux Test
- Bone Marker
- OGDS
- Others

STEP 12

Select **Surgical History** from the radio button

- Yes
- No



Past Medication History

Medication (Specify Strength)	Dose	Frequency	Balance From Previous Supply	Medication Status	Source of Medication	Comments
No Records Found!						

Non-Prescription Medication(Includes Herbal/Vitamin/Other Supplements)	Reason For Taking	Source of Medication	Balance/Comments
No Records Found!			

13 Save & Continue

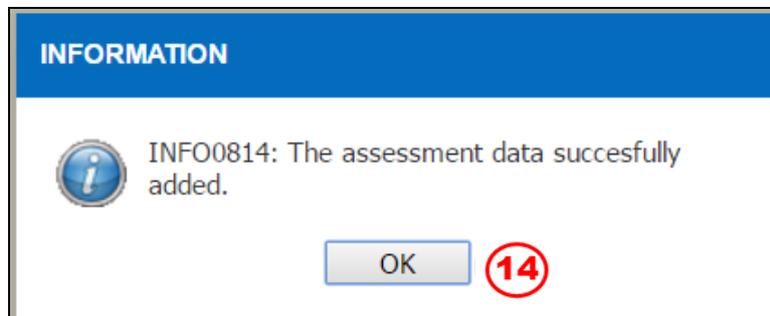
Figure 3.2.2-5 Assessment

Note

Past Medication History will be displayed as shown in Figure 3.2.2.5.

STEP 13

Click on the  button to save assessment and continue with reporting section



INFORMATION

 INFO0814: The assessment data successfully added.

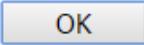
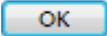
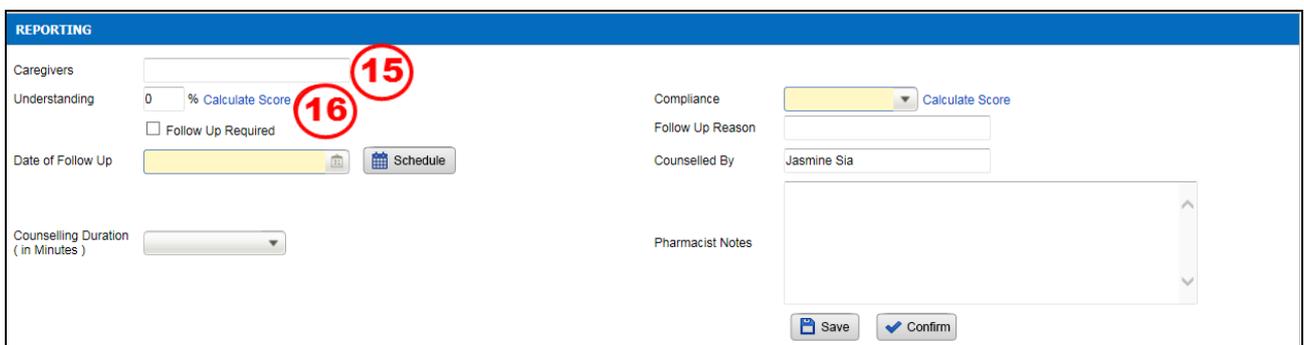
 **14**

Figure 3.2.2-6 Information alert message

STEP 14

Click on the  button to confirm assessment



REPORTING

Caregivers:

Understanding: 0 %  **15**

Follow Up Required **16**

Date of Follow Up: 

Counselled By: Jasmine Sia

Counselling Duration (in Minutes):

Pharmacist Notes:

Figure 3.2.2-7 Reporting

Reporting Section

STEP 15

Enter value in **Caregivers** field

STEP 16

Click on the [Calculate Score](#) hyperlink and the window of 'Review of Patient's Understanding (medication) DFIT' will be displayed as shown in Figure 3.2.2-8

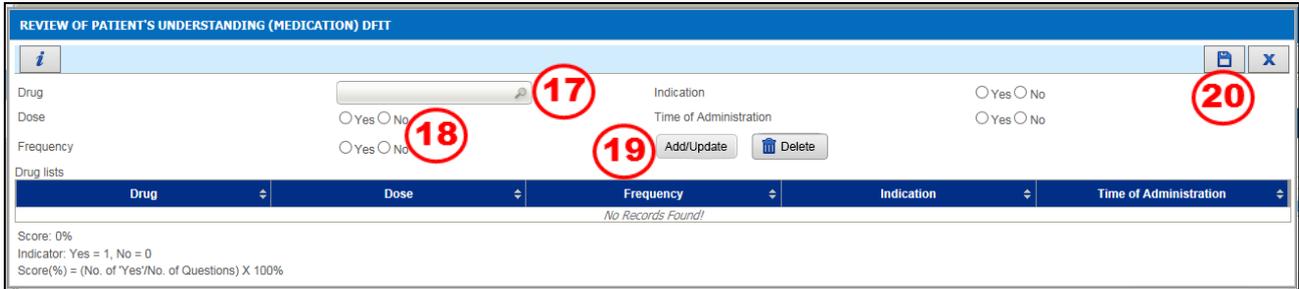


Figure 3.2.2-8 Review of Patient's Understanding (medication) DFIT

STEP 17

Click on the  button to search **Drug** at the field

STEP 18

Select **Patient's Understanding** by checking the radio button as below

- Dose
- Frequency
- Indication
- Time of administration

STEP 19

Click on the  button to add/update information at drug list

STEP 20

Click on the  button to save record

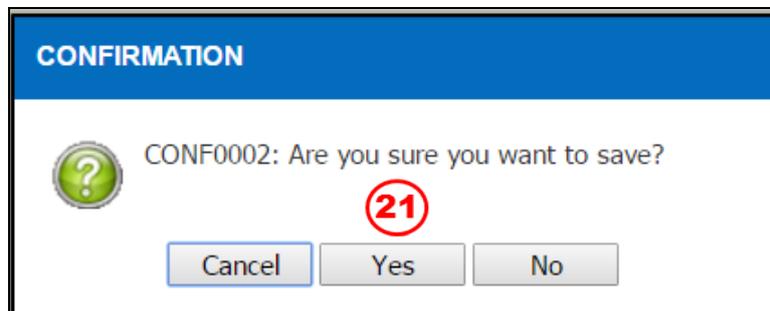
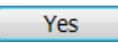


Figure 3.2.2-9 Information alert message

STEP 21

Click on the  button to confirm save record

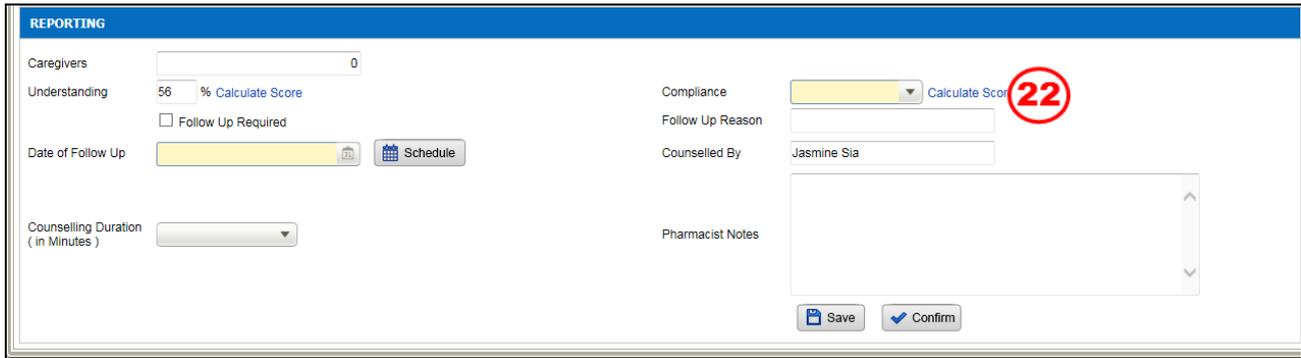


Figure 3.2.2-10 Reporting

STEP 22

Click on the [Calculate Score](#) hyperlink and the window of Compliance Calculator will be displayed as shown in figure 3.2.2-11

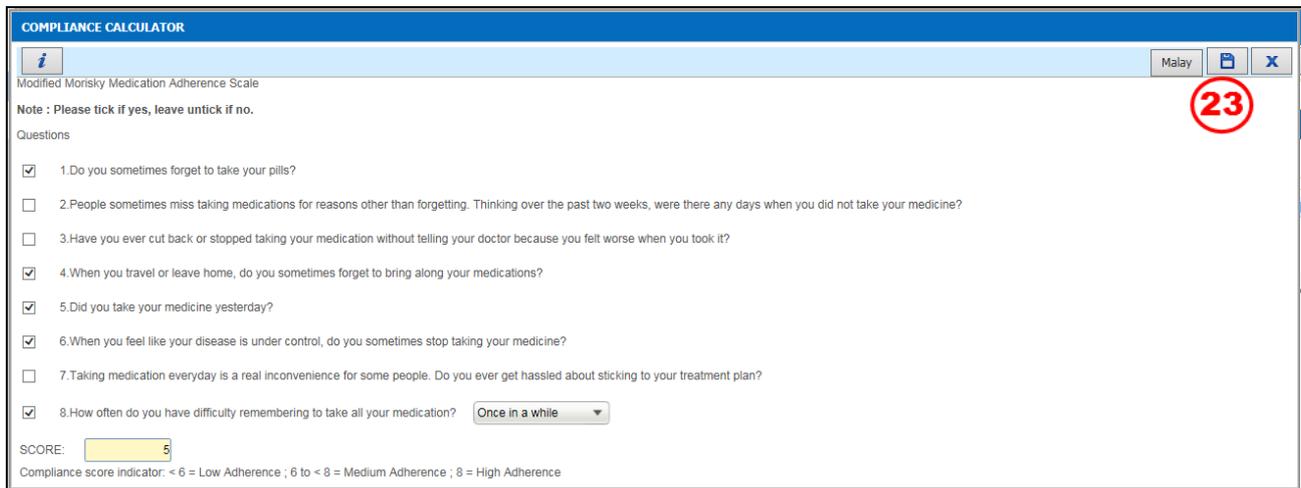


Figure 3.2.2-11 Compliance Calculator

Note

- Check on the questions as appropriate by clicking on the checkbox
- Click on the [Malay](#) button to view in Malay language

STEP 23

Click on the  button to save record

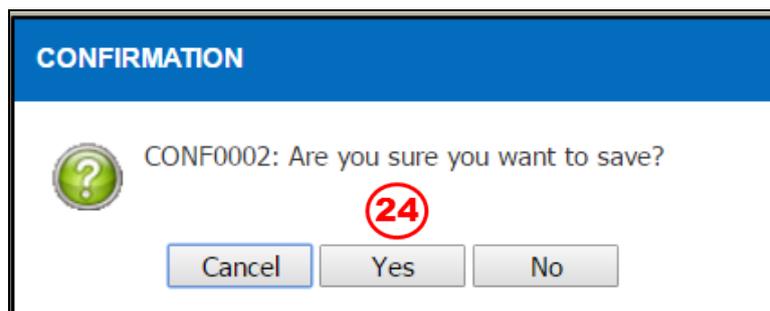
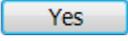


Figure 3.2.2-12 Information alert message

STEP 24

Click on the  button to confirm save record

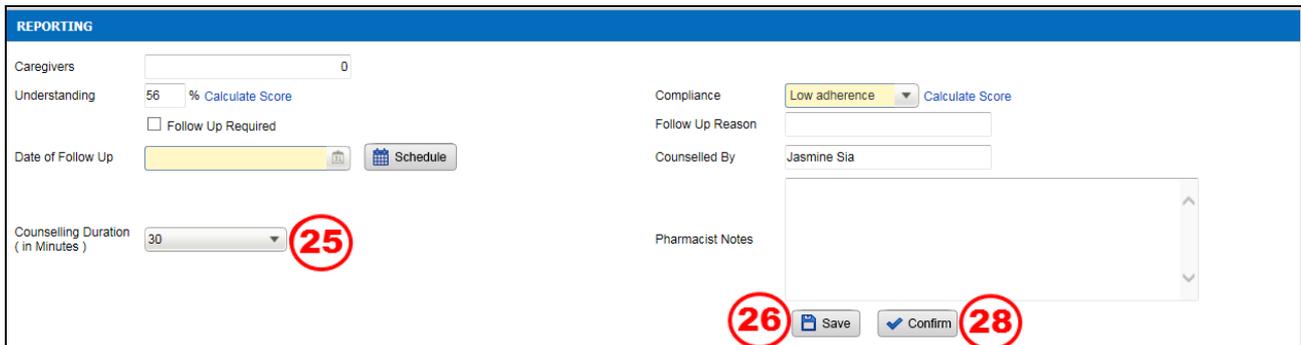


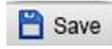
Figure 3.2.2-13 Reporting

STEP 25

Select **Counselling Duration (in Minutes)** from the dropdown box

- 15
- 30
- 45
- 60

STEP 26

Click on the  button to save record

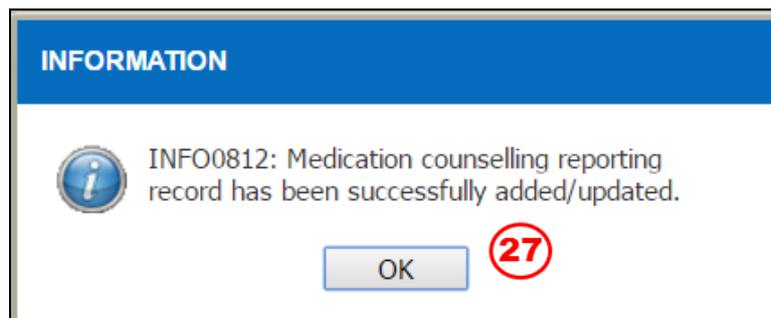
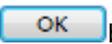


Figure 3.2.2-14 Information alert message

STEP 27

Click on the  button to confirm save record

STEP 28

Click on the  button to confirm record

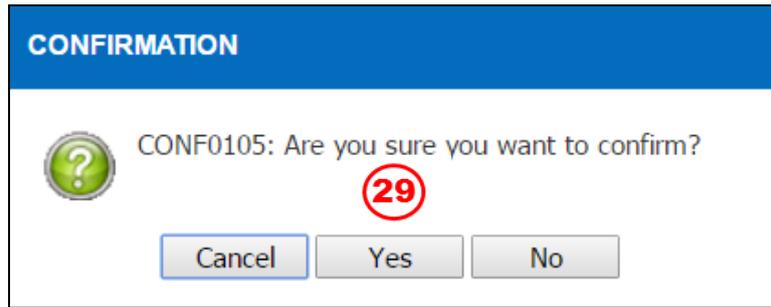
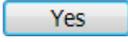


Figure 3.2.2-15 Save Confirm alert message

STEP 29

Click on the  button to confirm save record

STEP 30

Click on the  button to print the report as figure 3.2.2-16



MEDICATION COUNSELLING REPORT
Hospital Pakar Sultanah Fatimah, Muar (Training)
Jalan Salleh 1, Simpang 2, Persiaran Hospital, 84000, Muar, Johor.
069521901

Patient Name : MOJ XXXXXXXXXX Diagnosis : Test, wew, test, test, sadsad, A01.00 - Typhoid fever, unspecified, A77.9 - Spotted fever, unspecified, A01.00 - Typhoid fever, unspecified, neck ca, test

MRN : 2001011

ID No : XXXXXXXXXX Date : 15/07/16

Counseling No. : MC1600003763

Assessment:

Social History	Smoking : Yes Alcohol Drinking : No Drug Abuse : No Diet & Lifestyle : vegetarian	Family History	Marital Status : Married
-----------------------	--	-----------------------	--------------------------

Medical History	Co-morbidity :
	X-Ray
	BMD
	Echo
	CT Scan
	MRI
	Doppler Test
	Mantoux Test
	Bone Marker
	OGDS
Others	

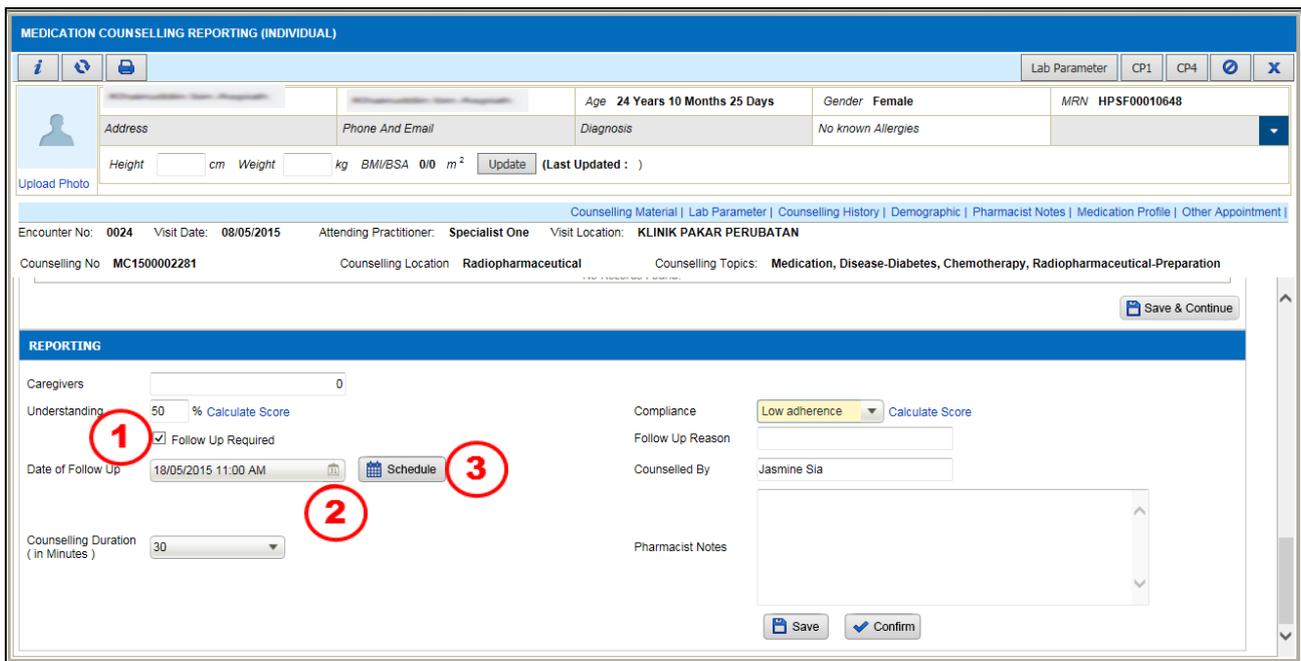
Past Medical History	Medication (Specify Strength)	Dose	Frequency	Balance From Previous Supply	Medication Status	Comment
	Methadone 5mg/ml Syrup	50 mg	OD (once daily)	30 millilitre		Outpatient / 01-07-2016 / EncounterNo:0041
	Non-Prescription Medication (Includes Herbal/Vitamin/Other Supplement)				Reason For Taking	Balance/Comments

Current Medication List	Drug	Drug Detail	Date Start	Date Stop
	Methadone 5mg/ml Syrup	5 mg / OD	14/07/2016	16/07/2016

Figure 3.2.2-16 Reporting Individual

3.2.3 Individual Follow Up Required

This function allows user to record individual follow up required.



The screenshot shows the 'MEDICATION COUNSELLING REPORTING (INDIVIDUAL)' form. At the top, there are navigation icons and a toolbar with 'Lab Parameter', 'CP1', 'CP4', and a close button. The patient information section includes fields for 'Age' (24 Years 10 Months 25 Days), 'Gender' (Female), 'MRN' (HPSF00010648), 'Address', 'Phone And Email', 'Diagnosis', and 'No known Allergies'. There are also fields for 'Height' (cm), 'Weight' (kg), and 'BMI/BSA' (0/0 m²) with an 'Update' button. Below this is a navigation bar with links for 'Counselling Material', 'Lab Parameter', 'Counselling History', 'Demographic', 'Pharmacist Notes', 'Medication Profile', and 'Other Appointment'. The encounter details section shows 'Encounter No: 0024', 'Visit Date: 08/05/2015', 'Attending Practitioner: Specialist One', and 'Visit Location: KLINIK PAKAR PERUBATAN'. The counselling details include 'Counselling No: MC1500002281', 'Counselling Location: Radiopharmaceutical', and 'Counselling Topics: Medication, Disease-Diabetes, Chemotherapy, Radiopharmaceutical-Preparation'. A 'Save & Continue' button is present. The 'REPORTING' section has a 'Caregivers' field (0), 'Understanding' (50% Calculate Score), and a 'Follow Up Required' checkbox (checked, circled 1). The 'Date of Follow Up' field (18/05/2015 11:00 AM) has a 'Schedule' button (circled 3). The 'Compliance' field (Low adherence) has a 'Calculate Score' button. The 'Counselled By' field (Jasmine Sia) is present. The 'Counselling Duration (in Minutes)' field (30) has a 'Schedule' button (circled 2). At the bottom, there are 'Save' and 'Confirm' buttons.

Figure 3.2.3-1 Medication Counselling Reporting (Individual)

Note

Repeat step 1 to 3 as in View Existing Individual Reporting before performing Individual Follow Up Required steps.

STEP 1

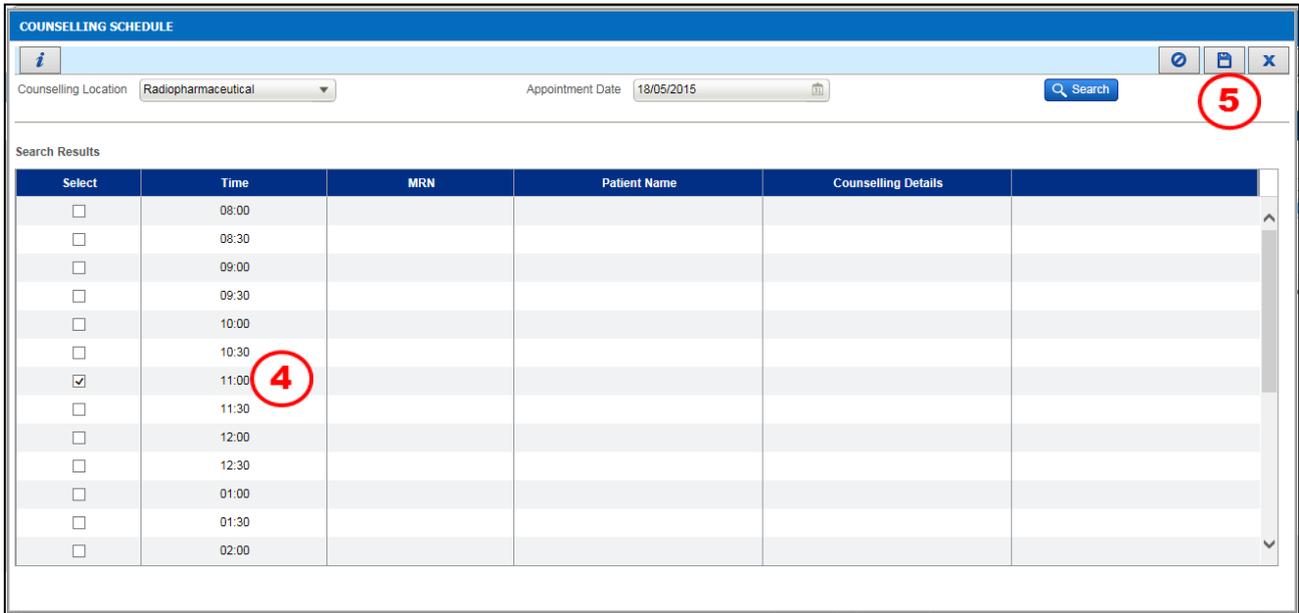
Check on the **Follow Up Required** by clicking on the  checkbox

STEP 2

Click on the  button to select **Date of Follow Up**

STEP 3

Click on the  button to schedule for counseling



Select	Time	MRN	Patient Name	Counselling Details
<input type="checkbox"/>	08:00			
<input type="checkbox"/>	08:30			
<input type="checkbox"/>	09:00			
<input type="checkbox"/>	09:30			
<input type="checkbox"/>	10:00			
<input type="checkbox"/>	10:30			
<input checked="" type="checkbox"/>	11:00			
<input type="checkbox"/>	11:30			
<input type="checkbox"/>	12:00			
<input type="checkbox"/>	12:30			
<input type="checkbox"/>	01:00			
<input type="checkbox"/>	01:30			
<input type="checkbox"/>	02:00			

Figure 3.2.3-2 Counselling Schedule

STEP 4

Click on time slot checkbox to select time for counselling

STEP 5

Click on the  button to save record

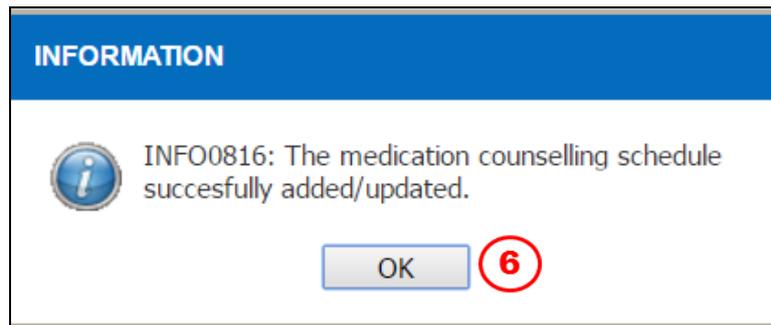


Figure 3.2.3-3 Information alert message

STEP 6

Click on the  button to confirm save record

3.2.4 View Existing Group Reporting

This function allows user to view group counselling report.

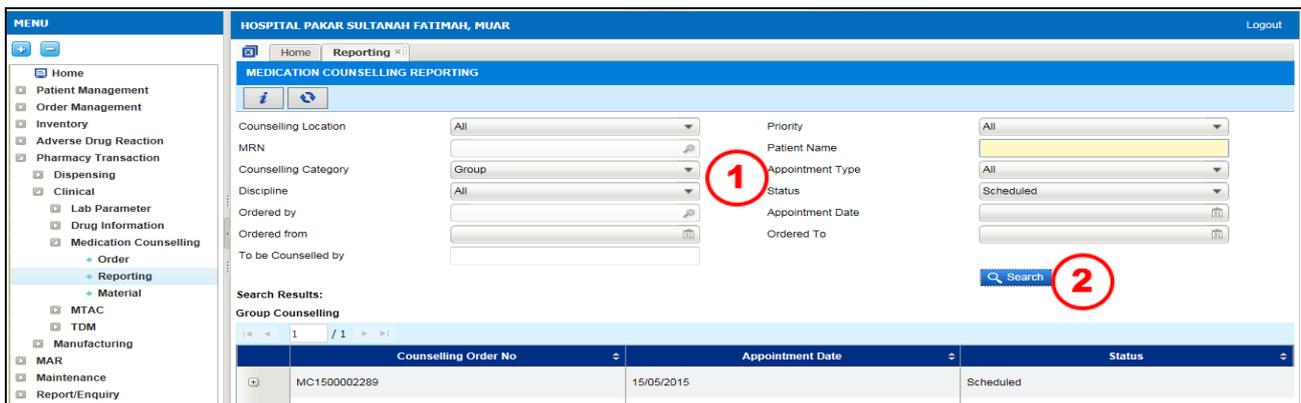


Figure 3.2.5-1 Reporting

Note

To view existing group order records select Counselling Category as Group and Status as Confirmed.

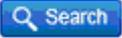
STEP 1

Search patient record based :-

No	Field	Description	Remark
a	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
b	MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i>
c	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category
d	Discipline	Discipline (It will list down all active disciplines)	Able to filter and search patient name by discipline
e	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
f	Ordered from	Date	Able to filter and search patient name by ordered from date
g	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
h	Patient Name	Patient's name	Allow to search by full or partial patient name
i	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type
j	Status	-Ordered -Scheduled -Cancelled	Able to filter and search patient name by status
k	Appointment Date	Date	Able to filter and search patient name by appointment date
l	Ordered To	Patient Name	Allow to search by patient full name or partial

Table 3.2.5

STEP 2

Click on  button to search for patient

Note

Search results of current order patient list will display:

- MRN
- Patient Name
- Appointment Date
- Priority
- Appointment Type
- Appointment Date
- Status
- Requester
- Request Date

Counselling Order No	Appointment Date	Status								
MC1500002289 3	15/05/2015	Scheduled								
<table border="1" style="width: 100%;"> <thead> <tr> <th>MRN</th> <th>Patient Name</th> </tr> </thead> <tbody> <tr> <td>HPSF00000001</td> <td>[Redacted]</td> </tr> <tr> <td>HPSF00000003</td> <td>[Redacted]</td> </tr> <tr> <td>HPSF00084239</td> <td>[Redacted]</td> </tr> </tbody> </table>			MRN	Patient Name	HPSF00000001	[Redacted]	HPSF00000003	[Redacted]	HPSF00084239	[Redacted]
MRN	Patient Name									
HPSF00000001	[Redacted]									
HPSF00000003	[Redacted]									
HPSF00084239	[Redacted]									
MC1500002284	15/05/2015	Scheduled								
MC1500002260	30/04/2015	Scheduled								
MC1500002234	10/04/2015	Scheduled								

Figure 3.2.5-2 Group Counselling

STEP 3

Double click on the selected counselling order no. as shown in Figure 3.2.5-2 and patient detailed information will be displayed as shown in Figure 3.2.5-3

Note

Click on the  button to expand and view group counselling patient MRN and patient name.

MEDICATION COUNSELLING REPORTING (GROUP)

Drug Database
Counselling Material

Date Of Counselling: Discipline:

Patient Registration List

MRN	Patient Name	Attend
HPSF00000001	<input type="text" value=""/>	<input type="checkbox"/> No
HPSF00000003	<input type="text" value=""/>	<input type="checkbox"/> No
HPSF00084239	<input type="text" value=""/>	<input type="checkbox"/> No

Total numbers of patients:

Total patient attended:

Total attendance:

Pharmacist Notes

Material and Technique Used

Counselled By

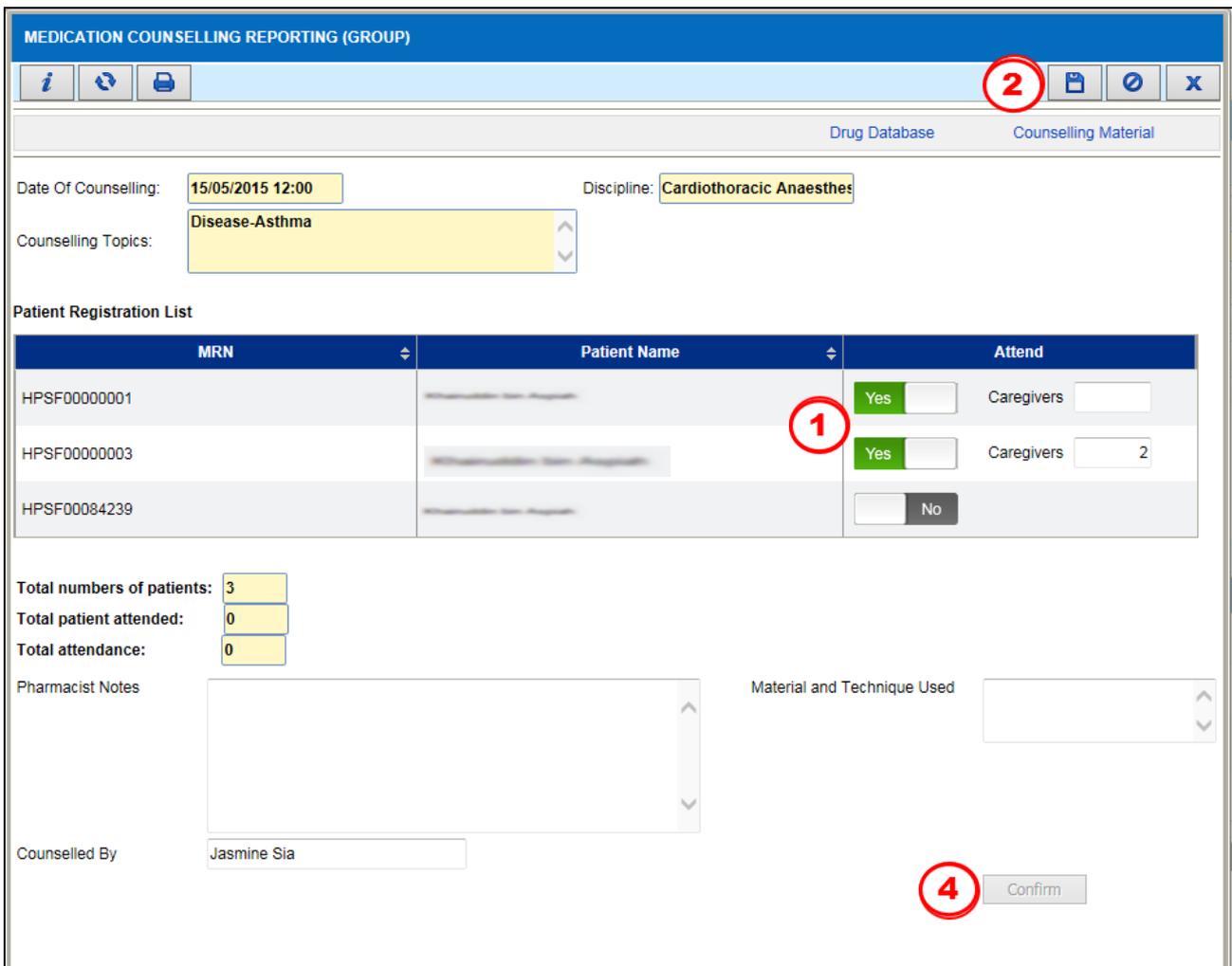
Figure 3.2.5-3 Medication Counselling Reporting (Group)

Note

- Once user clicks on the selected counselling order no, the Medication Counselling Reporting (Group) window will be displayed as shown in Figure 3.2.5-3.
- It will display the below information:
 - Counselling Topics
 - Date of Counselling
 - Discipline
 - Counselling material
 - Drug database
 - Patient List
 - Attendance record

3.2.5 Group Reporting

This function allows user to record group counselling reports.



MEDICATION COUNSELLING REPORTING (GROUP)

Drug Database Counselling Material

Date Of Counselling: 15/05/2015 12:00 Discipline: Cardiothoracic Anaesthes

Counselling Topics: Disease-Asthma

Patient Registration List

MRN	Patient Name	Attend
HPSF00000001	[Redacted]	<input checked="" type="checkbox"/> Yes Caregivers <input type="text"/>
HPSF00000003	[Redacted]	<input checked="" type="checkbox"/> Yes Caregivers <input type="text" value="2"/>
HPSF00084239	[Redacted]	<input type="checkbox"/> No

Total numbers of patients:
Total patient attended:
Total attendance:

Pharmacist Notes:
Material and Technique Used:

Counselled By: Jasmine Sia

Figure 3.2.6-1 Medication Counselling Reporting (Group)

Note

Repeat step 1 to 3 as in View Existing Group Reporting before performing Group Reporting steps.

STEP 1

Click on the Yes button to record patient attendance

STEP 2

Click on the  button to save record

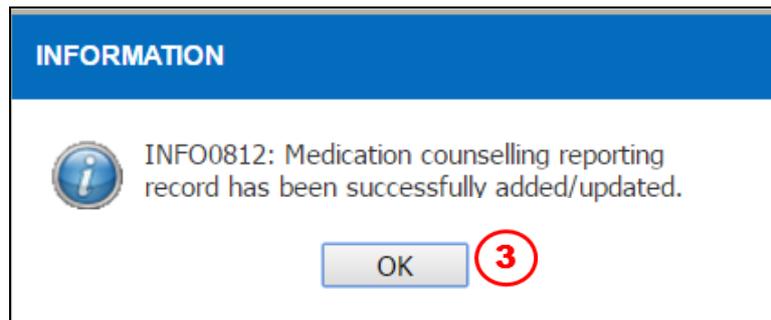
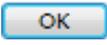


Figure 3.2.6-2 Information alert message

STEP 3

Click on the  button to confirm save record

STEP 4

Click on the  button to confirm record

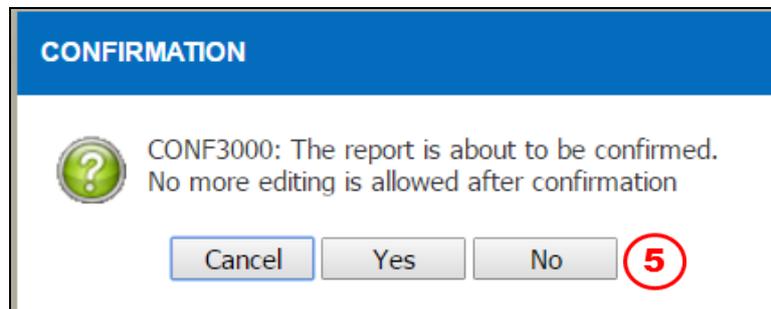
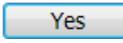


Figure 3.2.6-3 Information alert message

STEP 5

Click on the  button to confirm save record

STEP 6

Click on the  button to print the report as figure 3.2.6-4



GROUP MEDICATION COUNSELLING REPORT
Hospital Pakar Sultanah Fatimah, Muar (Training)
Jalan Salleh 1, Simpang 2, Persiaran Hospital, 84000, Muar, Johor.
069521901

Counselling Topic : Device-Inhaler

Date: : 15/07/2016

Counselling No : MC1600003764 **Total Patient Scheduled:** : 2

Pharmacist : [REDACTED] **% of Attendance:** : 100.0

Pharmacist Notes :

Material & Technique :
Used

Patient Name	MRN	Attendance (Y/N)
MOHD ZAINI BIN MUSTAPA	2001011	Yes
KHOO ER HERN	HPSF00000001	Yes

Figure 3.2.6-4 Reporting on Group

4. Acronyms

Abbreviation	Definition
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
PM	Patient Management
eGL	Electronic Guarantee Letter
HRMIS	Human Resource Management System
MRN	Medical Record Number
MOH	Ministry Of Health

5. Links to Clinical Modules

No	Module	PDF Links	No	Module	PDF Links
1	Inpatient	Click Here	12	CDR Dispensing	Click Here
2	CDR Order	Click Here	13	Methadone Dispensing	Click Here
3	TDM Order	Click Here	14	PN Dispensing	Click Here
4	PN Order	Click Here	15	Order Management	Click Here
5	IV Order	Click Here	16	Patient Management	Click Here
6	Prepacking	Click Here	17	Radiopharma	Click Here
7	Galenical	Click Here	18	Outpatient	Click Here
8	MTAC	Click Here	19	Special Drug Request	Click Here
9	ADR & DAC	Click Here	20	MAR	Click Here
10	Medication Counselling	Click Here	21	DICE	Click Here
11	Ward Pharmacy	Click Here	22		