



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

Full Based User Manual Inpatient Pharmacy

Version	: 8th EDITION
Document ID	: FB_U. MANUAL_INPATIENT PHARMACY



PhIS & CPS Project
User Manual – Inpatient Pharmacy



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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 Inpatient Pharmacy 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:

- Screening & Verification
- Preparation
- Dispensing
- Fill List
- Inpatient Partial Supply
- Released / Discard Batch
- Medication Return
- Re-Dispensing

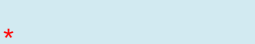
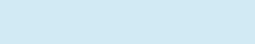
1.3 Organised Sections

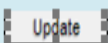
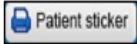
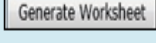
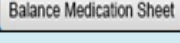
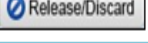
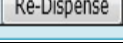
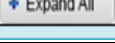
These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Inpatient Pharmacy
- Section 4 : Acronyms
- Section 5 : Links to Clinical Modules

2.0 Application Standard Features

2.1 PhIS Legend

Standard Legend			
	Login to PhIS		Logout from PhIS
	Close All Open Tabs		Refresh Screen
	Expand Menu		Collapse Menu
	Expand Module		Collapse Module
	Add/Create New Record		Save
	Close Window		Calendar Icon
	Save Transaction		Delete Record
	Export Report From PDF file to Excel file		OK Button
	Yes Button		No Button
	Radio Button		Checkbox
	System Automatic Generate Record No.		Automatically Display/Retrieve Box
	Reset Login Screen		Show Help
	Display Home Tab		Search Record
	Cancel		Dropdown Box
	Search Icon		Mandatory Field
	Edit Record		Empty Text Box
	Cancel Button		

Inpatient Module Legend					
	Update Patient's Height and Weight		Print Ingredient Label		Fill List
	Patient Sticker		Dispense		Label
	Preparation		Print Original Prescription		Worksheet
	Edit Label		Verify		Manage Fill List
	Generate Worksheet		Confirm		Balance Medication Sheet
	Invoice		Release/Discard		Collapse All Fill List
	Previous/Next record		Re-Dispense		Expand All Fill List

Note

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

2.2 Latest Enhancement and Updates

Latest Functions	Page
Update screen with patient labels	
Remarks screen	

3.0 Inpatient Pharmacy

Overview

The Inpatient Pharmacy module include Implementing safe, organized, and efficient drug-dispensing system is essential for controlling costs and assuring that the medical prescription is safely followed as requested within the appropriate deadline. An appropriate dispensing system is an important ally for the prevention or reduction by medication errors by helping to minimize dispensing error opportunities in a pharmacy. At present there are various types of dispensing systems for medical prescription within a hospital.

User Group

This module is intended for pharmacist (subject to the user assigned by the facility)

Functional Diagram

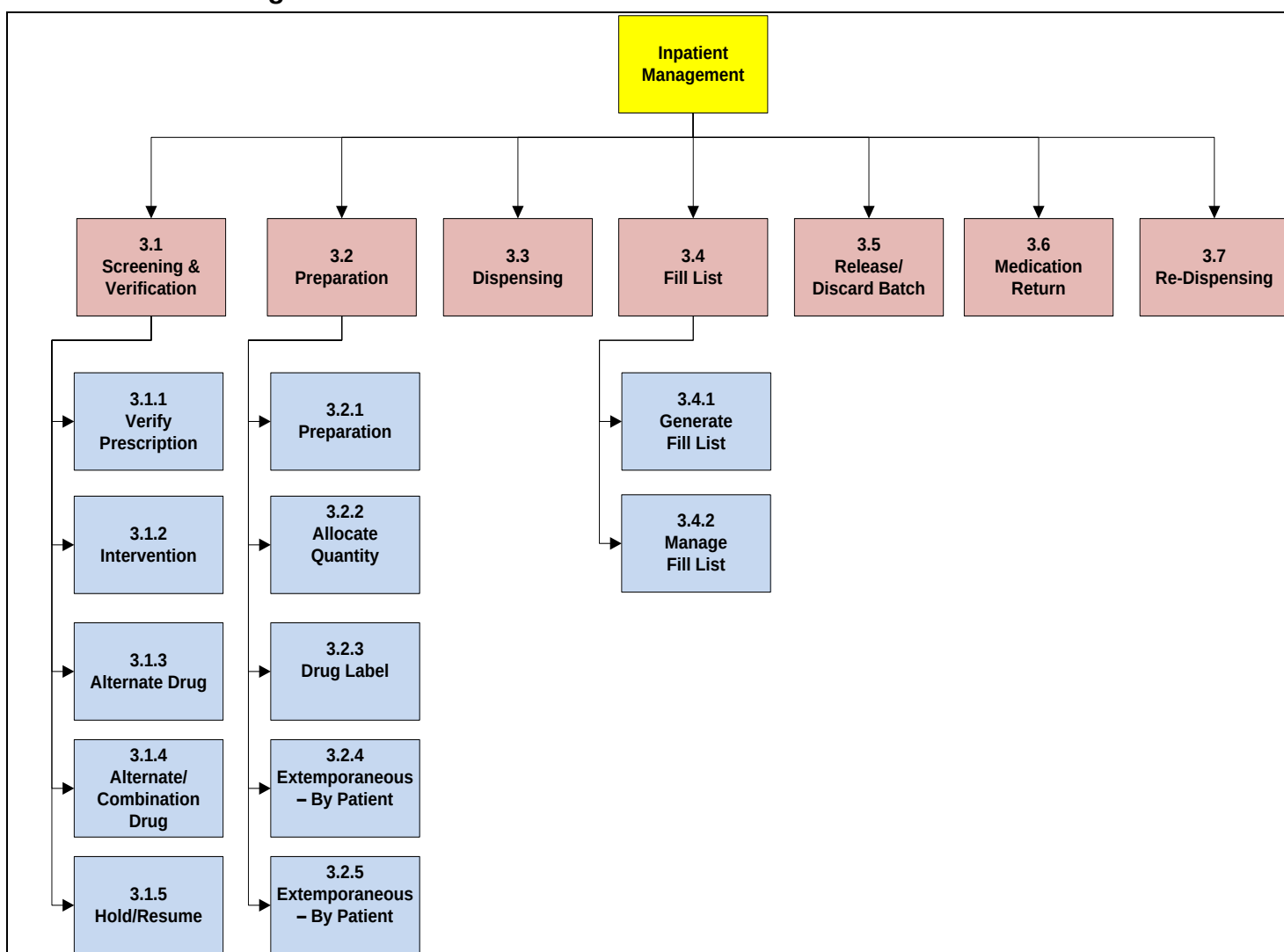


Figure 3.0-1

Functional Description

Inpatient Pharmacy comprises of seven (7) main functions:

- **Screening & Verification**

Screening and verification is for the pharmacist to verify the prescriptions received from order management. This process is mandatory for all prescriptions receive before the user can proceed with dispensing preparation. There are also safety systems that warn against toxic doses, allergic and cross-reactions, drug interactions, duplication of therapeutic classes, contraindications, and adverse effects.

- **Preparation**

The prescription and the drug preparation are made in the system that may integrated with inventory system. Professionals access system data directly with no need to send files or manual drug labeling.

- **Dispensing**

The prescription and the dispensing report are made in the system that integrated with inventory system

- **Fill List**

User is allowed to make unit dose dispensing for a selected nursing unit's entire list of patients of medication orders as a batch process. The dispensing process like preparation and dispensing will be done from the same screen for an entire list of patient from a selected nursing unit.

- **Release / Discard Batch**

Allow the user to release the drug reserved for the patient back into inventory. This list will a contain list of drugs with 'Uncollected', 'Prepared' or 'Hold' status. User need to release this drug in order for it to be available in the drug inventory list. The status of allocated (reserved quantity) will change to available quantity.

- **Medication Return**

Allow the user to return any unused drugs back to inventory. This screen will allow the user to Create New Record and Confirm Online Request. 'Confirm Online Request' is used to manage medication return requests made by nurses for medication returned for all unused medication from inpatient upon the patient's discharge.

- **Re-Dispensing**

Allow the user to re-issue medication to the patient due to spilled, broken or lost. Only Authorized users will be able to access this process.

3.1 Screening & Verification

This function is used to screen & verify prescription before preparation and dispensing stage

3.1.1 Verify Prescription

This function is used to verify patient's prescription

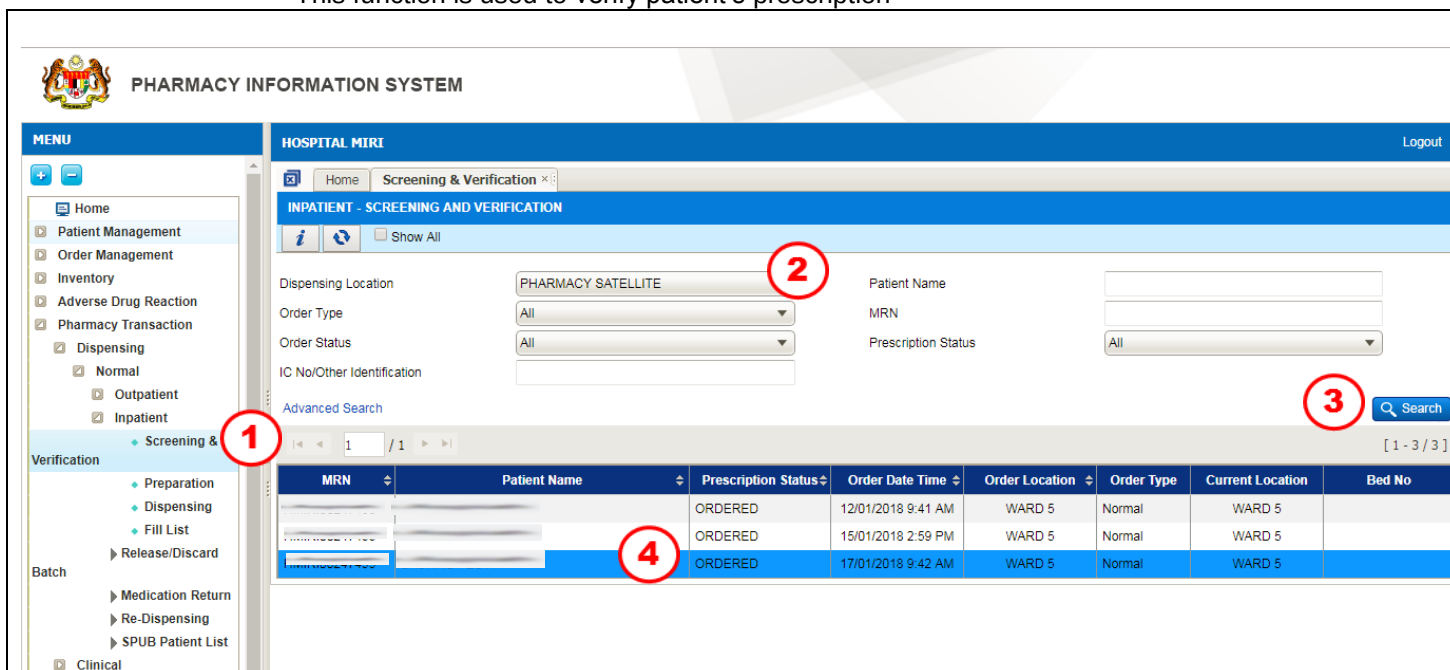


Figure 3.1.1-1 Screening & Verification Listing Page

Note

PhIS Screen menu/sub menu will be displayed according to user access right

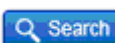
STEP 1

Click on 'Screening & Verification' menu

STEP 2

Select **Dispensing Location**

STEP 3

Click on the  button to search the patient:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by full or partial patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient

e	MRN	Patient MRN	Allow to search by patient full or partial MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorisation	All – Type of search from range New order, Partial Supply and Pending Authorisation New Order – Prescription of new order Partial Supply – Prescription from partially dispense Pending Authorisation – Prescription contain of drug to authorise
Advance Search			
g	Order Location	Order location. (It will list down all active location)	
h	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed		Search patient by bed number

Table 3.1.1

Note

Advanced Search can be used to narrow down the criteria. Consist of:

- a) Order Location
- b) Order Location Type
- c) Order Date From
- d) Order Date To
- e) Bed No

STEP 4

Click on existing patient record as follow.

- Pharmacy notes such as MTAC, Ward Pharmacy and etc.
- **Medication Profile**
 - This hyperlink will show the patient's current medication and previous medication history.
- **Other Appointments**
 - This screen provides information if there are any other appointments recorded for the patient.
- Current visit information will be displayed as below:
 - Admission Date
 - Attending practitioner
 - Visit location
 - Room No / Bed No
 - Rx No
- Prescription from order management will be displayed as below:
 - Drug Name
 - Order Detail
 - Order Qty - Quantity of drug ordered by the prescriber.
 - Reserve Qty
 - Dispense OUM Quantity
 - Balance
 - Remarks
 - Drug Counselling
 - Previous Dispense Quantity
 - Extemporaneous
 - Prescriber name
 - Status
 - To skip preparation screen, tick on the Proceed to Preparation ☒ checkbox.
 - Select ENGLISH ☒ check box to print in English language.

Note

- Once the button  is clicked, system will automatically calculated the quantity in **Reserve Qty** field base on quantity in Supply Duration field.
- A notification icon  in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the doctor's remark as per Figure 3.1.1-3.
- MTAC History link in all dispensing screen (patient banner).

PHARMACIST REMARK

Prescriber Remark

Order Stage

Doctor Remark at Order Stage

Pharmacist Remark

* Drug authorisation is required. Please enter remarks to proceed with verification

Verification Stage

DRUG REMARKS HISTORY (ACETYLSALICYLIC ACID 100 MG, GLYCINE 45 MG TABLET)

Prescriber Remark	Prescriber Name	Start Date	End Date	Pharmacist Remark	Stage	Rx
Doctor Remark at Order Stage	tan	26/07/2017	28/07/2017	Pharmacist Remark at Screening Stage	Verification	100000876420
				Pharmacist Remark at Preparation Stage	Preparation	100000876420
				Pharmacist Remark at Dispensing Stage	Dispensing	100000876420

Figure 3.1.1-3 Pharmacist Remark

STEP 3

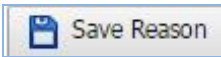
Choose the **Intervention Reason** by tick at the checkbox of the column **Selection**:

- Authenticity
- Contraindication
- Drug Interaction
- Inappropriate Dose
- Inappropriate Drug
- Inappropriate Duration

STEP 4

Enter remarks of intervention reason.

STEP 5

Click on the  to save the intervention reason. Once do that, the drugs information will be change from grey to yellow.

Note

- Intervention reason will be updated to all drugs listed in the screen.
- Background color for the drugs change from grey to Yellow, means the records is being updated on the intervention reason but no modification been done.
 - a) There were also some color indicator highlighted for a drug row, when user do the intervention:
 - i. **GREEN**- Modify with Intervention Reason:- user able to save changes.
 - ii. **YELLOW**- Add Reason only:- user able to save changes.
 - iii. **RED**-Modify without Reason:- user are not able to save changes. User need to add in at least one reason to save changes.

STEP 6

Modify the order detail and background color will change to green.

Note

- User is allowed to change only Frequency, Duration and Dose
- Modify Order will be displayed:
 - a) Drug name.
 - b) Dose – dosage will be allowed to change.
 - c) Frequency - dosage will be a drop down and allowed to change - once changed the changed value of the dose will be stored and the order quantity will be recalculated.
 - d) Order Qty - dosage will be allowed to change - value of the Order Qty will be recalculated after change the frequency and duration.
 - e) Start Date Time.
 - f) Dosage form.
 - g) Admin Route.
 - h) Admin Route.
 - i) Duration - duration is allowed to change. The user will also have to select the UOM for duration, possible UOM will be days, month and hours.
 - j) Dispense Location.
 - k) End Date Time.
 - l) Remarks.

Enter the **Qty per dose** and save record

STEP 3

Click on the  button to save record

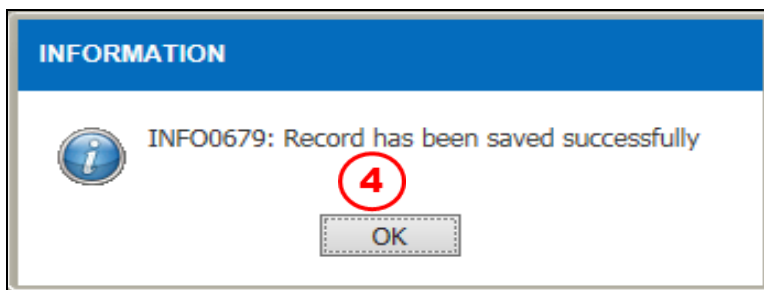
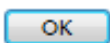


Figure 3.1.3-4 Information Alert Message

STEP 4

Click on the  button to save record and screen will automatically closed and back to prescription screen as Figure 3.1.3-5

PRESCRIPTION												
				↺		ENGLISH		PROCEED TO PREPARATION		Patient sticker		Label
										Label		Full Supply
										Allocate		Verify
	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	
	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0  Alternate(C)	0 tablet	14 tablet (7 day(s))	Remarks	 Detail	0 tablet			Ordered
	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	0  Alternate(C)	0 tablet	7 tablet (7 day(s))	Remarks	 Detail	0 tablet			Ordered
	Salbutamol 2 mg Tablet	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM - 23/01/2018 10:19 AM	45 tablet	0  Alternate	0 tablet	33 tablet (5 day(s))	Remarks	 Detail	0 tablet			Ordered
	Salbutamol 2 mg/5 ml Syrup			60 ml								

Figure 3.1.3-5 Updated Prescription

ALTERNATE DRUG DETAILS

Location

FARMASI BEKALAN WAD

Ordered Drug Code

C08AA04000T1002XX

Ordered Drug Desc

Perindopril 8 mg Tablet

Order Detail

8 mg, OD, 7 Days

Dosage Form

Oral Tablet

Route

Oral

Supply Duration

1 days Date From 06/10/2018 to 07/10/2018

BATCH DETAIL

1 / 1

[1 - 6 / 6]

No	Drug Name	Dosage Form	Route	Qty per dose	Batch	Expiry Date	Available Qty	SKU	Allocation Qty	Select
1	Perindopril 8 mg Tablet	Oral Tablet	Oral	0 tablet	5000956	30/11/2019	942	tablet	0	☐
				0 tablet	5001560	29/02/2020	900	tablet	0	☐
2	Perindopril 4 mg Tablet	Oral Tablet	Oral	2 tablet	1704302	30/04/2019	1	tablet	2	☒
				0 tablet	1704305	30/04/2019	2	tablet	0	☐
				0 tablet	1706237	30/06/2019	2	tablet	0	☐
				0 tablet	362271	30/09/2020	2203	tablet	0	☐

Reason

Remark

Figure 3.1.4-2 Alternate Drug Details

STEP 2

Enter the **Qty per dose** field for selected combination drug

STEP 3

Click on the  button to save record

INFORMATION



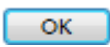
INFO0679: Record has been saved successfully

4

OK

Figure 3.1.4-4 Information Alert Message

STEP 4

Click on the  button to save record and screen will be automatically closed and back to prescription screen as Figure 3.4-5

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PRESCRIPTION												
		Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name
☐	☐	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 ☐ Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		Order
		Amlodipine 10 mg Tablet			8 tablet							
☐	☐	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	0 ☐ Alternate(C)	0 tablet	7 tablet (7 day(s))	Remarks	☐ Detail	0 tablet		Order

Figure 3.1.4-5 Updated Prescription

3.1.5 Hold / Resume

This function allows Pharmacist to hold medication from being prepare or dispense; may resume the medication order to continue dispensing .Hold/Resume process is available at Screening and Verification, Preparation and Dispensing

PRESCRIPTION												
		Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name
☐	☐	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 ☐ Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		Order
		Amlodipine 10 mg Tablet			8 tablet							
☒	☒	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	0 ☐ Alternate(C)	0 tablet	7 tablet (7 day(s))	Remarks	☐ Detail	0 tablet		Order
☐	☐	Salbutamol 2 mg Tablet	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM - 23/01/2018 10:19 AM	45 tablet	0 ☐ Alternate	0 tablet	33 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		Order

Figure 3.1.5-1 Screening & Verification – Hold

Hold

Note

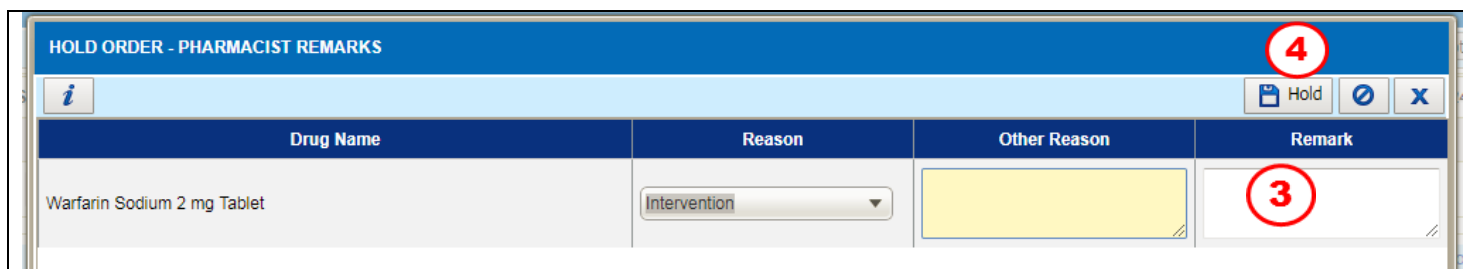
Repeat **Step 1 to Step 4** as verify prescription as per Figure 3.1.1-1 before perform Hold / Resume steps.

STEP 1

Select one drug by clicking on the ☐ checkbox

STEP 2

Click on Hold  button as per Figure 3.1.5-1



Drug Name	Reason	Other Reason	Remark
Warfarin Sodium 2 mg Tablet	Intervention		

Figure 3.1.5-2 Hold Order – Pharmacist Remarks

Note

Select and enter from the **Hold Reason** drop down box:

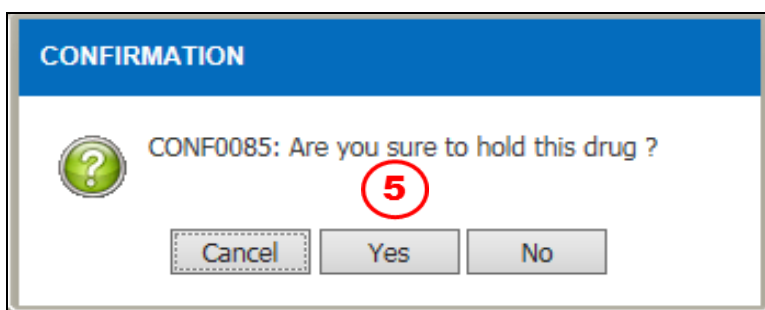
- Authenticity
- Contraindication
- Drug Interaction
- Inappropriate Dose
- Inappropriate Drug
- Inappropriate Duration
- Inappropriate Frequency
- Incompatibility
- Others
- Polypharmacy
- Suggest to Monitor Vital Signs/Lab Result
- Wrong Patient

STEP 3

Enter the Remarks field with applicable information

STEP 4

Click on the  button



CONFIRMATION

CONF0085: Are you sure to hold this drug ?

Cancel Yes No

Figure 3.1.5-3 Hold Drug Alert Message

STEP 5

Click on the  button to Hold Drug and confirmation pop up message will automatically close

STEP 5

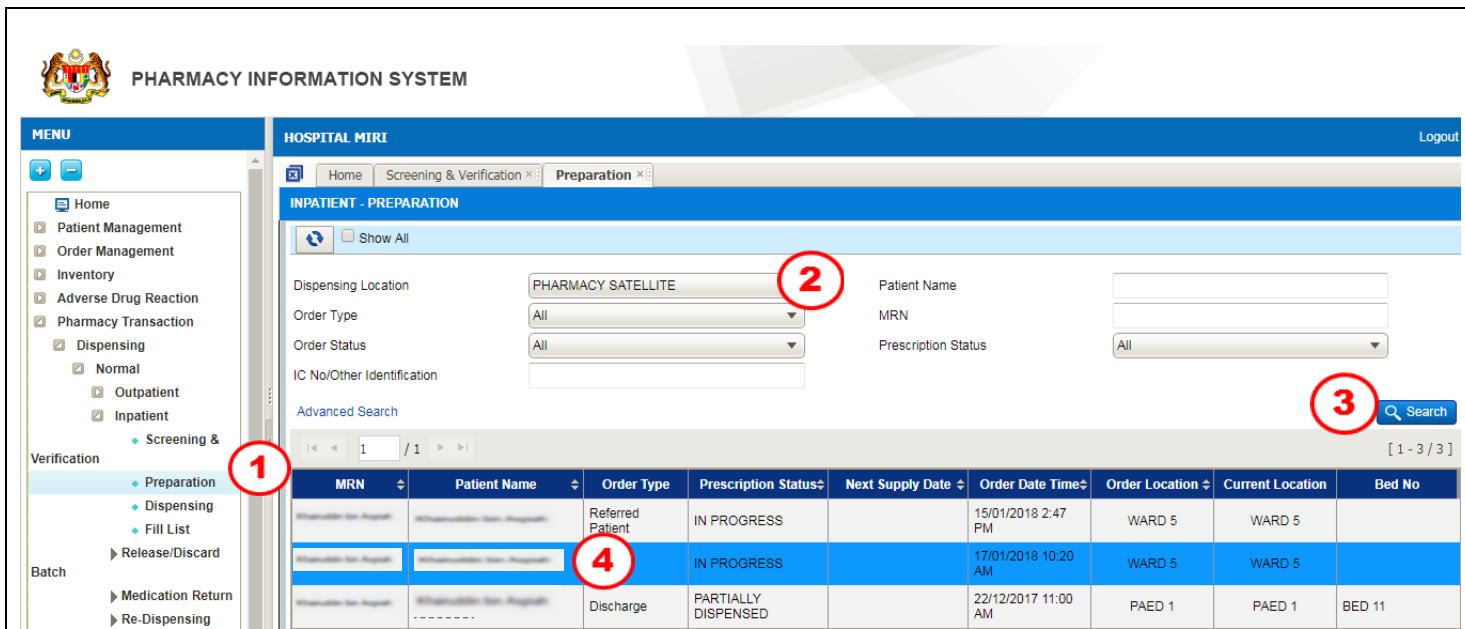
Click on the  button to release drug from hold and the Hold Order screen will automatically close

3.2 Preparation

This function is used to manage patient visits for both Outpatient and Inpatient such as patient admission, discharge and transfer.

3.2.1 Prepare

This function is used to prepare drug before dispensing stage



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home | Screening & Verification | Preparation

INPATIENT - PREPARATION

Show All

Dispensing Location: PHARMACY SATELLITE (2)

Order Type: All

Order Status: All

IC No/Other Identification:

Patient Name:

MRN:

Prescription Status: All

Advanced Search (3) Search

1 / 1

MRN	Patient Name	Order Type	Prescription Status	Next Supply Date	Order Date Time	Order Location	Current Location	Bed No
*****	*****	Referred Patient	IN PROGRESS		15/01/2018 2:47 PM	WARD 5	WARD 5	
*****	*****	(4)	IN PROGRESS		17/01/2018 10:20 AM	WARD 5	WARD 5	
*****	*****	Discharge	PARTIALLY DISPENSED		22/12/2017 11:00 AM	PAED 1	PAED 1	BED 11

Figure 3.2.1-1 Preparation Listing Page

STEP 1

Click on 'Preparation' sub menu

STEP 2

Search existing patient record as follow:

a) Dispensing Location

b) Order Type

- All
- Normal
- SPUB
- Discharge

c) Mode of Services

- All
- Appointment Card
- Email and Take
- Fax and Take
- Normal Collection
- Others
- SMS and Take
- Telephone and Take

- UMP

d) Patient Name

e) MRN

f) Order Status

- All

- New Order

- Partial Supply

g) Prescription status

- All

- Hold

- Expired

h) IC No/Other Identification

Note

Advanced Search

can be used to narrow down the criteria. It is consist of :

- a) Order Location
- b) Order Location Type
- c) Order Date From
- d) Order Date To
- e) Next Supply From
- f) Next Supply To
- g) Bed No

STEP 3

Click on the  button to search the patient

STEP 4

Double click on the selected patient's name

Note

On this listing page, various Search criteria as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No

f	Order Status	-All -New Order -Partial Supply -Pending Authorization	All – Type of search from range New order, Partial Supply and Pending Authorization New Order – Prescription of new order Partial Supply – Prescription from partially dispense Pending Authorization – Prescription contain of drug to authorize
Advance Search			
g	Order Location	Order location. (It will list down all active location)	
h	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed		Search patient by bed number

Table 3.2.1

PREPARATION												
	SASHA'S TEST PT	Mykad 870821145688	Age 30 Years 04 Months 27 Days	Gender Female	MRN HMIRI00247499							
	Address	Phone And Email	Diagnosis	No known Allergies								
	Height 159 cm Weight 75 kg BMI/BSA 29.7 / 1.82 m ²	Update	(Last Updated : 16/01/2018)	Nationality : Warganegara								
Lab Parameter Counselling History MTAC History Demographic Pharmacist Notes Medication Profile Other Appointment												
Encounter No: 0695 Admission Date: 12/01/2018 Attending Practitioner: DR LOGESWARAN A/L JAGANATHAN Visit Location: WARD 5 Rx No: Ward 50000686731 Order By: DR LOGESWARAN A/L JAGANATHAN												
Supply Duration		2 Day	Next Collection Location		PHARMACY SATELLITE							
PRESCRIPTION ↺ ↻ ENGLISH Invoice Worksheet Worksheet Balance Medication Sheet Balance Medication Sheet Patient sticker Label Label Full Supply												
Allocate Prepare												
	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	
-	Amlodipine 5 mg Tablet 	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 ☐ Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		DR LOGESWARAN A/L JAGANATHAN	Ve
	Amlodipine 10 mg Tablet			8 tablet						☐ Detail		
+	Warfarin Sodium 2 mg Tablet 	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	2 ☐ Alternate(C)	2 tablet	5 tablet (5 day(s))	▶ Remarks	☐ Detail	0 tablet	☐ Detail	DR LOGESWARAN A/L JAGANATHAN	Ve
-	Salbutamol 2 mg Tablet 	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM - 23/01/2018 10:19 AM	45 tablet	0 ☐ Alternate	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		DR LOGESWARAN A/L JAGANATHAN	Ve

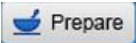
Figure 3.2.1-2 Preparation

Note

- When selected patient name is clicked, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen which 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 to view the additional patient information. Click on the hyperlink as below:
 - a) **Lab Parameter**
 - Patient's Laboratory Test Result
 - b) **Counselling History**
 - Medication Counselling history records.
 - c) **Demographic**
 - Patient's demographic details
 - d) **Pharmacist Notes**
 - Pharmacy notes such as MTAC, Ward Pharmacy and etc.
 - a) **Medication Profile**
 - This hyperlink will show the patient's current medication and previous medication history.
 - b) **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) Admission Date
 - b) Attending practitioner
 - c) Visit location
 - d) Room No / Bed No
 - e) Rx No
- Prescription from order management will be displayed as below:
 - a) Drug Name
 - b) Order Detail
 - c) Order Qty - Quantity of drug ordered by the prescriber.
 - d) Reserve Qty
 - e) Dispense OUM quantity
 - f) Balance
 - g) Remarks
 - h) Drug Counseling
 - i) Prev Disp Qty
 - j) Extemporaneous
 - k) Prescriber name
 - l) Status

STEP 5

Click on the  button to proceed prepare process

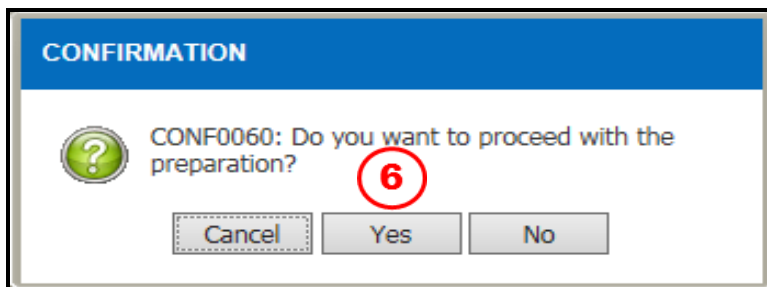
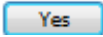


Figure 3.2.1-3 Confirmation Alert Message

STEP 6

Click on the  button to confirm preparation

Note

These are the options to select and print reports as per Figure 4.1-4:

- a) Balance Medication Sheet – English
- b) Balance Medication Sheet – Malay
- c) Worksheet
- d) Dispense Labels

3.2.2 Allocate Quantity

This function is used to allocate quantity manually or change the quantity calculated by application

PHARMACY ORDER

Supply Duration: 2 Day
Next Collection Location: PHARMACY SATELLITE

PRESCRIPTION

ENGLISH
Invoice
Worksheet
Worksheet
Balance Medication Sheet
Balance Medication Sheet
Patient sticker
Label
Label
Full Supply

Allocate
Prepare

	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name
-	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 ☐ Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		Handwritten in Hospital
	Amlodipine 10 mg Tablet			8 tablet						☐ Detail	
+	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	0 1 ☐ Alternate(C)	0 tablet	7 tablet (7 day(s))	Remarks	☐ Detail	0 tablet	☐ Detail	Handwritten in Hospital
-	Salbutamol 2 mg Tablet	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM - 23/01/2018 10:19 AM	45 tablet	0 ☐ Alternate	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		Handwritten in Hospital

Figure 3.2.2-1 Preparation

Note

Repeat **Step 1 – Step 4** as in prepare as per Figure 4.1.1-1 before performs Allocate Quantity steps.

STEP 1

Click on **Reserve Qty** hyperlink to allocate quantity

Note

User is allowed to allocate 0 quantity in Reserve Qty field by clicking the ☐ checkbox.

ITEM BATCH DETAILS

Drug Code

B01AA03520T1002XX

Drug Name

Warfarin Sodium 2 mg Tablet

Order Detail

2 mg, PM (every evening), 7 Days, 17/01/2018 - 24/01/2018

Default SKU

tablet

Dispense UOM

tablet

Supply Duration

2 days

Date From

17/01/2018

to

19/01/2018

BATCH DETAIL

1 / 1

[1 - 1 / 1]

Batch No	Expiry Date	Available Qty	UOM Qty	Allocated Qty
NH0400	30/06/2020	235	2 tablet	2

Total Available Qty

235

Total Allocated Qty

2

Figure 3.2.2-2 Item Batch Details

STEP 2

Enter the **UOM Qty** field

Note

- User is allowed to choose and Allocate Qty from Batch Detail.
- Dispense UOM** Dispense UOM tab will be automatically generated from the drug master.
- Item Batch Details will be displayed:
 - Drug Code** - The value will be defaulted to the drug code selected from the prescription list, auto display.
 - Drug Name** - The value will be defaulted to the drug name selected from the prescription list, auto display.
 - Order Detail** - The value will be defaulted to the duration selected from the prescription list. Will include duration, date and time for medication, auto display.
 - Default SKU** - The value will be defaulted to the SKU selected from the prescription list, auto display.
 - Supply Duration** - The value will be defaulted to the duration selected from the prescription list, auto display.
 - Date** - The value will be defaulted to the supply duration selected from the prescription list, auto display.
- Batch Detail** - will list down all item batches which are related to the selected drug where expiry date is less than 30 days from the current date.
 - Batch No** – Available batch no
 - Expiry Date** – Batch expiry date
 - Available Qty** – Quantity available for the selected batch
 - UOM Qty** – Quantity available by UOM
 - Allocate Qty** – Reserved quantity from the selected batch. Allocated quantity cannot be more than the available quantity and order quantity.
 - Total Available Qty** - will show the quantity of the drug available for the selected dispensing location only, auto display.
 - Total Allocated Qty** - will show total of allocated quantity for the selected drug, It will auto calculate the total quantity when user allocates the quantity for the selected batch no, auto display.

STEP 3

Click on the button to save record



STEP 4

Click on the  button to save record and screen will automatically closed

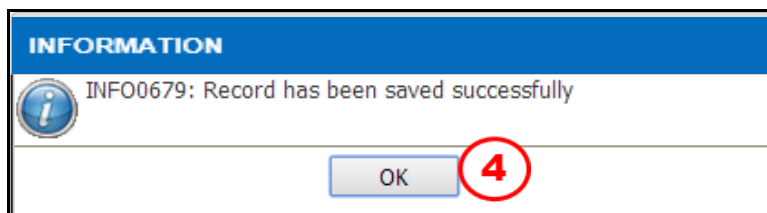
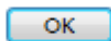


Figure 3.2.2-4 Information Alert Message

3.2.3 Drug Label

This function is used to edit and print drug label.

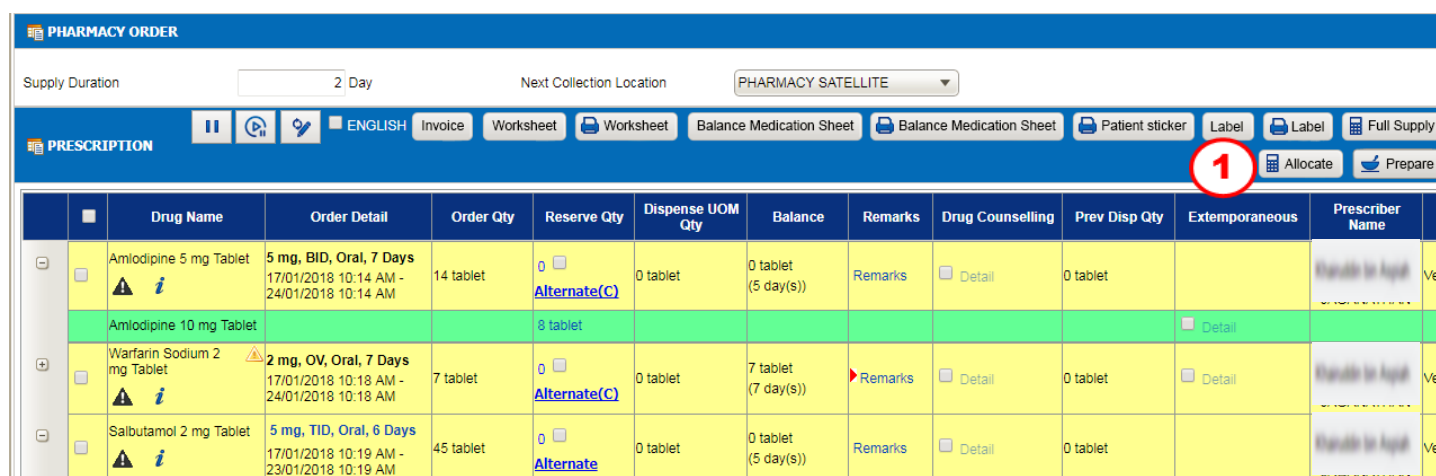


Figure 3.2.3-1 Preparation – Drug Label

Note

- Repeat **Step 1 to Step 4** as in prepare as per Figure 4.1-1 before performs Drug Label steps. There are to option to print label
 -  Preview then print
 -  Print without preview (Direct printing)
- Pre-Requisite to print label is **Reserve Quantity** field must have value >0 (Drug Allocated)



STEP 1

Click on the button to print drug label

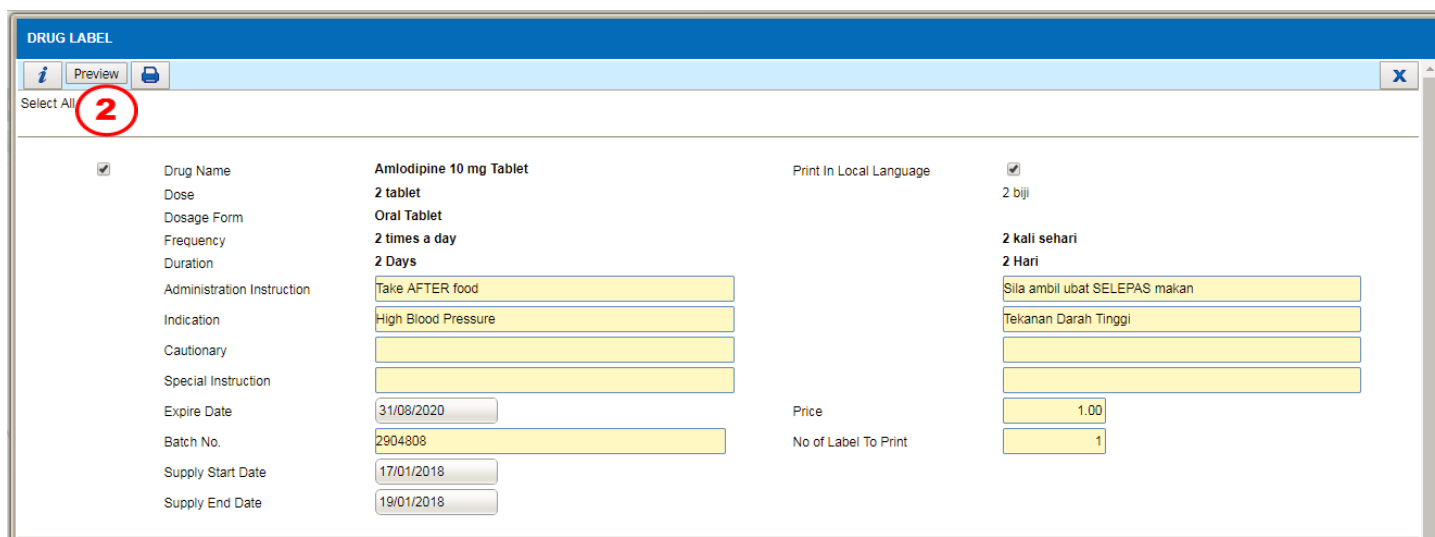


Note

- User able to Select All drug label, or click on the check box to select drug label to print.
- Click on Print in Local Language check box to print label in Malay.
- Enter No of Label to Print.
- Able to edit Administration Instruction, Indication, Cautionary, Special Instruction, Expiry Date and Price

STEP 2

Click on the **Preview** button to preview **Drug Label**



DRUG LABEL			
i Preview Print X			
Select All 2			
☒	Drug Name	Amlodipine 10 mg Tablet	Print In Local Language ☒
	Dose	2 tablet	2 biji
	Dosage Form	Oral Tablet	
	Frequency	2 times a day	2 kali sehari
	Duration	2 Days	2 Hari
	Administration Instruction	Take AFTER food	Sila ambil ubat SELEPAS makan
	Indication	High Blood Pressure	Tekanan Darah Tinggi
	Cautionary		
	Special Instruction		
	Expiry Date	31/08/2020	Price 1.00
	Batch No.	2904808	No of Label To Print 1
	Supply Start Date	17/01/2018	
	Supply End Date	19/01/2018	

Figure 3.2.3-2 Preparation – Drug Label

Note

- User able to Select All drug label, or click on the check box to select drug label to print.
- Click on Print in Local Language check box to print label in Malay.
- Enter No of Label to Print.
- Able to edit Administration Instruction, Indication, Cautionary, Special Instruction, Expiry Date and Price

HOSPITAL MIRI						
HMIRI00247499 WARD 5						
2 biji 2 kali sehari Diambil						
Amlodipine 10mg Tablet						
17/01	18/01	19/01	20/01	21/01	22/01	23/01
8 biji RM1.00						
17/01/18 [2 hari]						
UBAT TERKAWAL DR 17/01/2018 12:08 PM						

Figure 3.2.3-3 Preview Drug Label

- Drug dosage has been modified to 1 decimal point

STEP 3

Click on the  button to print **Drug Label**



HOSPITAL MIRI						
HMIRI00247499 WARD 5						
2 biji 2 kali sehari Diambil						
Amlodipine 10mg Tablet						
17/01	18/01	19/01	20/01	21/01	22/01	23/01
8 biji RM1.00						
17/01/18 [2 hari]						
UBAT TERKAWAL DR 17/01/2018 12:08 PM						

Figure 3.2.3-4 Preview Drug Label

Note

- Enhancement on drug label
 - To put 'dose' and 'frequency' in one line.
 - 'Route' to move in 2nd line.
 - Line to reduce (make it more thin/grey color)
 - Apply both to IP and OP. IP Label - remove the split boxes in dose and frequency and increase font for dose and frequency.
 - Remain background color as white for all information for all labels.
 - Combine Special Instruction and Cautionary into 1 column

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR						
PT IP						
HPSF00116515		WAD 10 (MED - P)			500111	
1/4 tablet In the morning						
Oral						
Acetylsalicylic Acid 100mg Gly 45mg Tab						
26/07	27/07	28/07	29/07	30/07	31/07	
1 tablet RM1.00						
26/07/17 [1 day(s)]						
UBAT TERKAWAL Dr. Sa 26/07/2017 04:57 PM						

Figure 3.2.3-5 Preview Drug Label

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR						
PT IP						
HPSF00116515		WAD 10 (MED - P)			500	
1/2 tablet At night						
Oral						
Take medicine regularly. Avoid abrupt discontinuation.						
Simvastatin 40mg Tab						
26/07	27/07	28/07	29/07	30/07	31/07	
1 tablet RM1.00						
26/07/17 [1 day(s)]						
UBAT TERKAWAL Dr. Sa 26/07/2017 04:57 PM						

Figure 3.2.3-6 Preview Drug Label

EXTEMPORANEOUS

5

Print Ingredient Label

Generate Worksheet

4

2

Preparation Done By

☐ Pharmacist
 ☒ Patient

3

Preparation Name

Warfarin 0.2mg/ml Oral Liquid(OraP:OraS)

Concentration

0.2 mg /ml

Dosage

10 ml

Item	Item Name	Quantity	UOM
Active Ingredient	Warfarin Sodium 2 mg Tablet		2 tablet
Vehicle	OraPlus:OraSweet, 1:1	20	ml

☐ Storage Condition and Procedures in Local Language

Storage Condition

Refrigerate
Amber bottle

Expiry

7 Days

References

Handbook of Extemporaneous Preparation 2010

Formulation Remarks

Procedures(Preparation by Pharmacist)

Procedures(Preparation by Patient)

1. Ambil 1 biji Warfarin Sodium 2 mg Tablet.
 2. Hancurkan Warfarin Sodium 2 mg Tablet.
 3. Tambah 10 ml OraPlus:OraSweet, 1:1.

Preparation Remarks

Figure 3.2.4-2 Preparation – Extemporaneous

STEP 2

Click on 'Patient' radio button

STEP 3

Select **Preparation Name** from the drop down box

Note

- Concentration, dosage, Quantity, Storage Condition, Vehicle Expiry Date, Formulation Remarks and Procedures/Preparation by Patient and Reference will be retrieve from Master Setup.
- Allow to select Storage Condition and Procedures in Local Language.
- Allow to change **Vehicle** UOM if applicable.
- Allow to change **Expiry** duration.
- Procedures/Preparation** by Pharmacist is editable.

STEP 4

Click on the  button to save record

STEP 5

Click on the  button to print ingredient label

STEP 6



Click on the button to print the label

Warfarin Sodium 2 mg Tablet ⑥	
2 tablet	
Batch No: NH0400	Exp Date: 30/06/2020
APOTEX (APO)	
Ubat Terkawal	

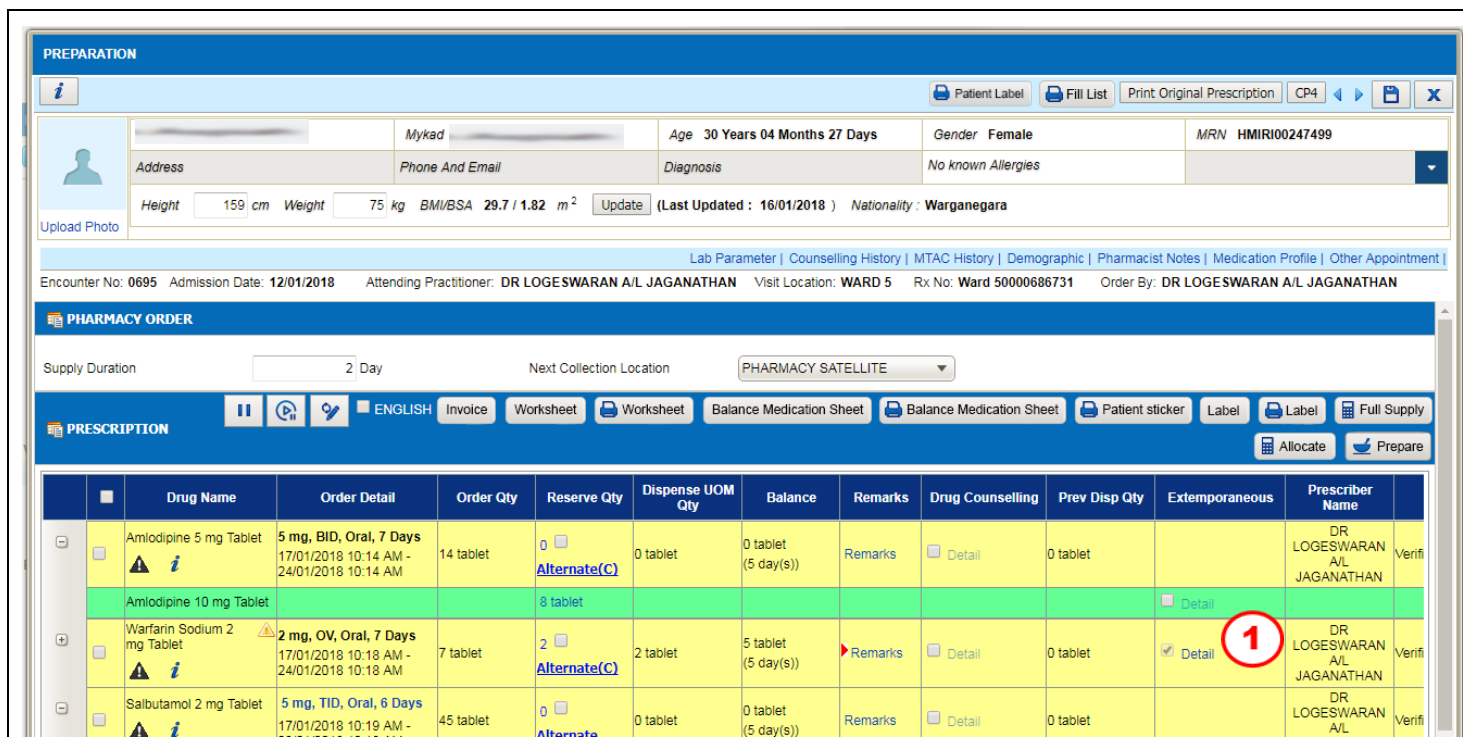
Figure 3.2.4-3 Sample Of Extemporaneous Ingredient Label

Note

Refer Figure 3.2.4-3 for the Ingredient Label Prepared by Patient sample.

3.2.5 Extemporaneous – By Pharmacist

This function is used to generate and print the Ingredient label prepared for patient, based on drugs setup. Extemporaneous preparation prepared by patient at home.



PREPARATION

Mykad: [Redacted] Age: 30 Years 04 Months 27 Days Gender: Female MRN: HMIRI00247499
 Address: [Redacted] Phone And Email: [Redacted] Diagnosis: [Redacted] No known Allergies
 Height: 159 cm Weight: 75 kg BMI/BSA: 29.7 / 1.82 m² Update (Last Updated : 16/01/2018) Nationality: Warganegara

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

Encounter No: 0695 Admission Date: 12/01/2018 Attending Practitioner: DR LOGESWARAN A/L JAGANATHAN Visit Location: WARD 5 Rx No: Ward 50000686731 Order By: DR LOGESWARAN A/L JAGANATHAN

PHARMACY ORDER

Supply Duration: 2 Day Next Collection Location: PHARMACY SATELLITE

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	
☐	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 ☐ Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		DR LOGESWARAN A/L JAGANATHAN	Verifi
	Amlodipine 10 mg Tablet			8 tablet						☐ Detail		
☐	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	2 ☐ Alternate(C)	2 tablet	5 tablet (5 day(s))	Remarks	☐ Detail	0 tablet	☒ Detail 1	DR LOGESWARAN A/L JAGANATHAN	Verifi
☐	Salbutamol 2 mg Tablet	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM -	45 tablet	0 ☐ Alternate	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		DR LOGESWARAN A/L	Verifi

Figure 3.2.5-1 Preparation – Extemporaneous

Note

Repeat Step 1 to Step 2 as in prepare as per Figure 3.2.1-1 before performs Extemporaneous by Patient steps.

STEP 1

Click on the *Extemporaneous* ☒ checkbox and system will be displayed extemporaneous screen as Figure 4.5-2

STEP 2

Click on 'Pharmacist' radio button

EXTEMPORANEOUS
5
4
7

2
Print Ingredient Label
Generate Worksheet

Preparation Done By ☒ Pharmacist ☐ Patient
Preparation Name 3 Warfarin 0.2mg/ml Oral Liquid(OraP:OraS) *

Worksheet ID
Concentration mg /ml
Dosage ml

Item	Item Name	Quantity	UOM
Active Ingredient	Warfarin Sodium 2 mg Tablet		2 tablet
Vehicle	OraPlus:OraSweet, 1:1	20	ml

☐ Storage Condition and Procedures in Local Language

Storage Condition

Expiry Days

References

Formulation Remarks

Procedures(Preparation by Pharmacist)

Procedures(Preparation by Patient)

Preparation Remarks

Figure 3.2.5-2 Preparation – Extemporaneous

STEP 3

Select *Preparation Name* from drop down box

Note

- Concentration, dosage, Quantity, Storage Condition, Vehicle, Expiry Date, Formulation Remarks and Procedures/Preparation by Patient and Reference will be retrieve from Master Setup.
- Allow to select Storage Condition and Procedures in Local Language.
- Allow to change Vehicle UOM if applicable.
- Allow to change Expiry duration.

STEP 4

Click on the button to save record

STEP 5

Click on the button to print Ingredient Worksheet

Note

- Refer Figure 4.5-3 for the Extemporaneous Worksheet by Pharmacist sample.
- Able to print Worksheet for prepare drug for patient.

STEP 6



Click on the button to print the worksheet

STEP 7



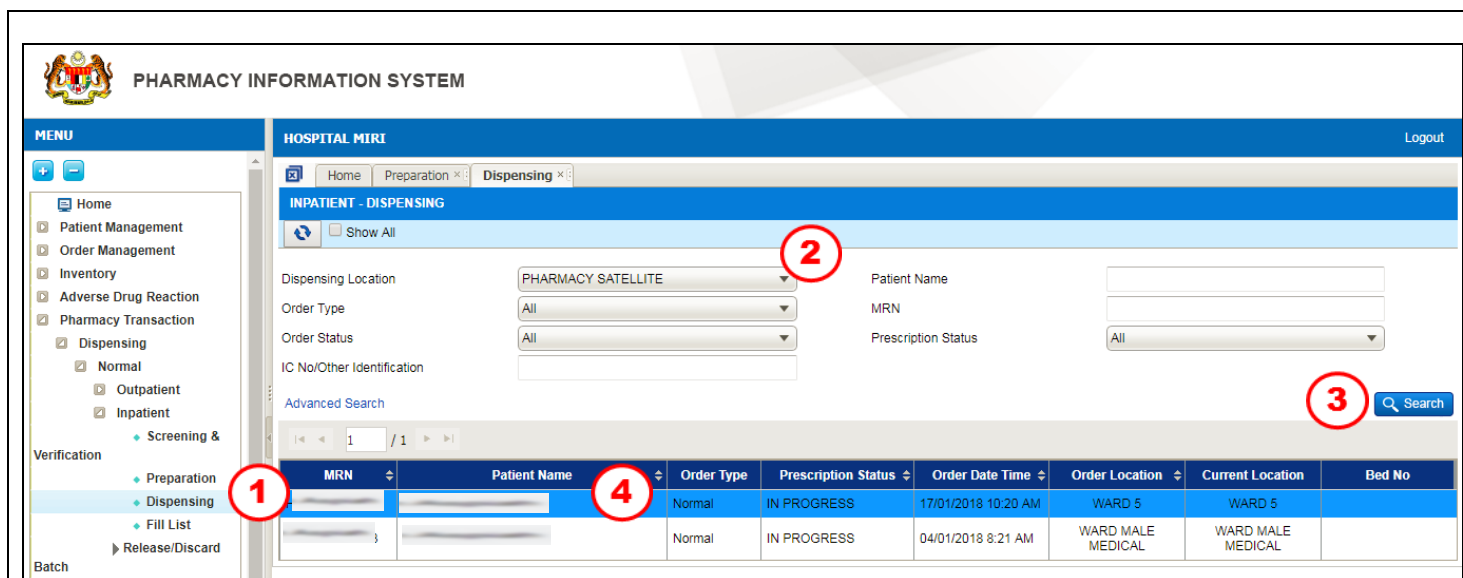
Click on the button and close record

EXTEMPOREANEOUS WORKSHEET (PARTIAL)									
MINISTRY OF HEALTH									
Hospital Mini									
Date of preparation : 17/01/2018					Worksheet Id: 18-01-0013				
MRN					Name				
ID No					Rx. No. Ward 50000686731				
Order Location WARD 5					Ordered By DR				
Order Date 17/01/2018									
No	ROA	Preparation Name	Dose	Total Dose	Material Used				Storage
					Item Name	Volume/Qty Required	Batch No	Expiry Date	
1.	Oral	Warfarin 0.2mg/ml Oral Liquid(OraP:OraS) Expiry Date : 24/01/2018	2mg (10ML)	4mg (20 ml)	Warfarin Sodium 2 mg Tablet	2 tablet	NH0400	30/06/2020	Refrigerate Amber bottle
					OraPlus:OraSweet, 1:1	20 ml			
Remarks:					Instruction: 1. Crush tablets in a mortar to a fine powder. 2. Levigate the powder with distilled water until a smooth paste is formed. 3. Add more distilled water to the paste until a liquid is formed and transfer the liquid into the container. 4. Use additional vehicle to rinse the remaining drug from the mortar and pour into the container. 5. Make up to final volume with vehicle. 6. Shake well and label				
Reference: Handbook of Extemporaneous Preparation 2010									
Worksheet generated by		Worksheet & label checked by		Prepared by		Final Product Checked by			
KOK HENG FENG									
Date: 17/01/2018		Date:		Date:		Date: 17/01/2018			

Figure 3.2.5-3 Preparation – Extemporaneous

3.3 Dispensing

This function allow user to record dispensing, to hold, resume and edit label.



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home Preparation x Dispensing x

INPATIENT - DISPENSING

Show All

Dispensing Location: PHARMACY SATELLITE

Order Type: All

Order Status: All

IC No/Other Identification:

Patient Name:

MRN:

Prescription Status: All

Advanced Search

1 2 3 4

MRN	Patient Name	Order Type	Prescription Status	Order Date Time	Order Location	Current Location	Bed No
		Normal	IN PROGRESS	17/01/2018 10:20 AM	WARD 5	WARD 5	
		Normal	IN PROGRESS	04/01/2018 8:21 AM	WARD MALE MEDICAL	WARD MALE MEDICAL	

Batch

Figure 3.3-1 Dispensing Landing Screen Note

Note

Various search criteria for Patient is provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorisation	All – Type of search from range New order, Partial Supply and Pending Authorisation New Order – Prescription of new order Partial Supply – Prescription from partially dispense - Pending Authorisation – Prescription contain of drug to authorize

Advance Search			
g	Order Location	Order location. (It will list down all active location)	
h	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed		Search patient by bed number

Table 3.3

STEP 1

Click on 'Dispensing' sub menu

STEP 2

Search existing patient record as follow:

a) Dispensing Location

b) Order Location Type

c) Mode of Services

- All
- Appointment Card
- Email and Take
- Fax and Take
- Normal Collection
- Others
- SMS and Take
- Telephone and Take
- UMP

d) Patient Name

e) MRN

f) Order Status

- All
- New Order
- Partial Supply

g) Order Location

h) IC No/Other Identification

i) Order Type

- All
- Normal
- SPUB
- Discharge

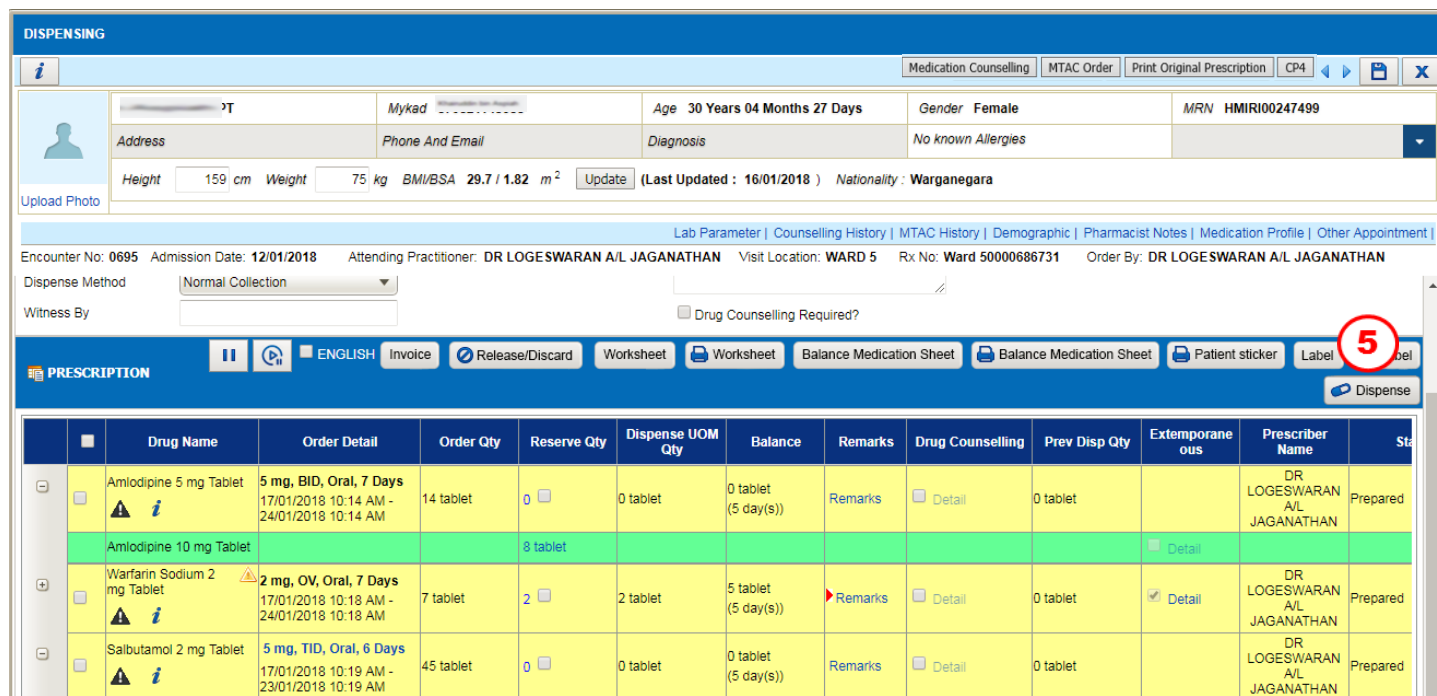
j) Acknowledged without patient arrival

STEP 3

Click on the  button to search the patient

STEP 4

Double click on the selected patient's name



DISPENSING

Medication Counselling | MTAC Order | Print Original Prescription | CP4

Mykad: [Redacted] Age: 30 Years 04 Months 27 Days Gender: Female MRN: HMIRI00247499

Address: [Redacted] Phone And Email: [Redacted] Diagnosis: [Redacted] No known Allergies

Height: 159 cm Weight: 75 kg BMI/BSA: 29.7 / 1.82 m² Update (Last Updated : 16/01/2018) Nationality : Warganegara

Encounter No: 0695 Admission Date: 12/01/2018 Attending Practitioner: DR LOGESWARAN A/L JAGANATHAN Visit Location: WARD 5 Rx No: Ward 50000686731 Order By: DR LOGESWARAN A/L JAGANATHAN

Dispense Method: Normal Collection

Witness By: [Redacted] ☐ Drug Counselling Required?

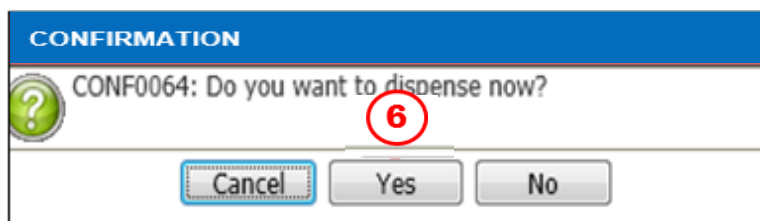
PRESCRIPTION [Pause] [Refresh] [English] [Invoice] [Release/Discard] [Worksheet] [Worksheet] [Balance Medication Sheet] [Balance Medication Sheet] [Patient sticker] [Label] **5** [Dispense]

	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	Status
☐	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 ☐	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		DR LOGESWARAN A/L JAGANATHAN	Prepared
☐	Amlodipine 10 mg Tablet			8 tablet				☐ Detail				
☐	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	2 ☐	2 tablet	5 tablet (5 day(s))	Remarks	☐ Detail	0 tablet	☒ Detail	DR LOGESWARAN A/L JAGANATHAN	Prepared
☐	Salbutamol 2 mg Tablet	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM - 23/01/2018 10:19 AM	45 tablet	0 ☐	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	0 tablet		DR LOGESWARAN A/L JAGANATHAN	Prepared

Figure 3.3-2 Dispensing

STEP 5

Click on the  button



CONFIRMATION

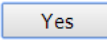
CONF0064: Do you want to dispense now?

6

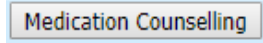
Cancel Yes No

Figure 3.3-3 Confirmation Alert Message

STEP 6

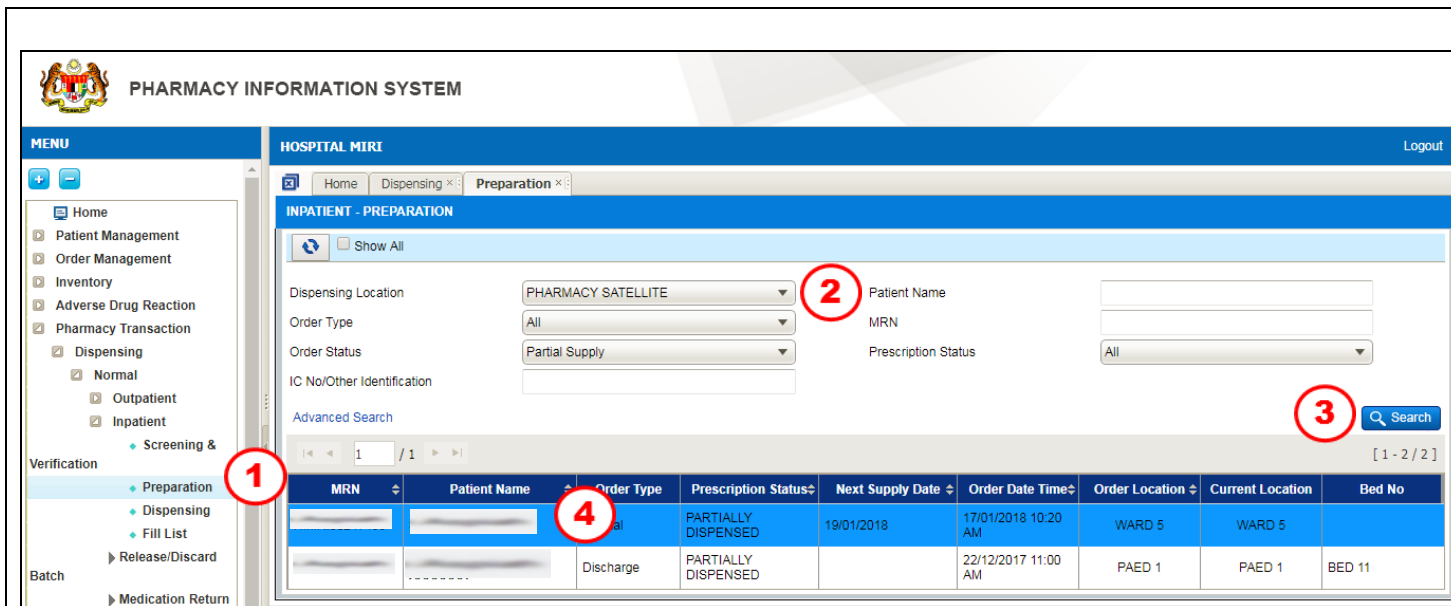
Click on the  button to confirm dispensing proceed and dispensing screen will automatically closed

Note

- To close/complete medication, select the  checkbox then click on the  button. The selected drug will be treat as fully supply.
-  button added at Dispensing screen and Single Stage screen as per Figure 3.3-2. Once click on the button, Medication Counselling Order screen will appear.
-  button added at Dispensing screen and Single Stage screen as per Figure 3.3-2. Once click on the button, MTAC Order screen will appear.

3.4 Partial Supply Normal Dispensing

This function is used for inpatient pharmacy to prepare and dispense the balance medication. Unlike Outpatient, Inpatient Partial Supply Dispensing starts directly from Preparation Screen.



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home Dispensing Preparation

INPATIENT - PREPARATION

Show All

Dispensing Location: PHARMACY SATELLITE Patient Name: MRN: Prescription Status: All

Order Type: All

Order Status: Partial Supply

IC No/Other Identification:

Advanced Search Search [1 - 2 / 2]

MRN	Patient Name	Order Type	Prescription Status	Next Supply Date	Order Date Time	Order Location	Current Location	Bed No
		Partial	PARTIALLY DISPENSED	19/01/2018	17/01/2018 10:20 AM	WARD 5	WARD 5	
		Discharge	PARTIALLY DISPENSED		22/12/2017 11:00 AM	PAED 1	PAED 1	BED 11

Figure 3.4.1-1 Preparation Listing Page

STEP 1

Click on 'Preparation' sub menu

STEP 2

Search existing patient record as follow:

i) **Dispensing Location**

j) **Order Type**

- All
- Normal
- SPUB
- Discharge

k) **Mode of Services**

- All
- Appointment Card
- Email and Take
- Fax and Take
- Normal Collection
- Others
- SMS and Take
- Telephone and Take
- UMP

l) **Patient Name**

m) **MRN**

n) **Order Status**

- All

- New Order
- Partial Supply

Note

Advanced Search

can be used to narrow down the criteria. It is consist of :

- h) Order Location
- i) Order Location Type
- j) Order Date From
- k) Order Date To
- l) Next Supply From
- m) Next Supply To
- n) Bed No

STEP 3

Click on the  button to search the patient

STEP 4

Double click on the selected patient's name

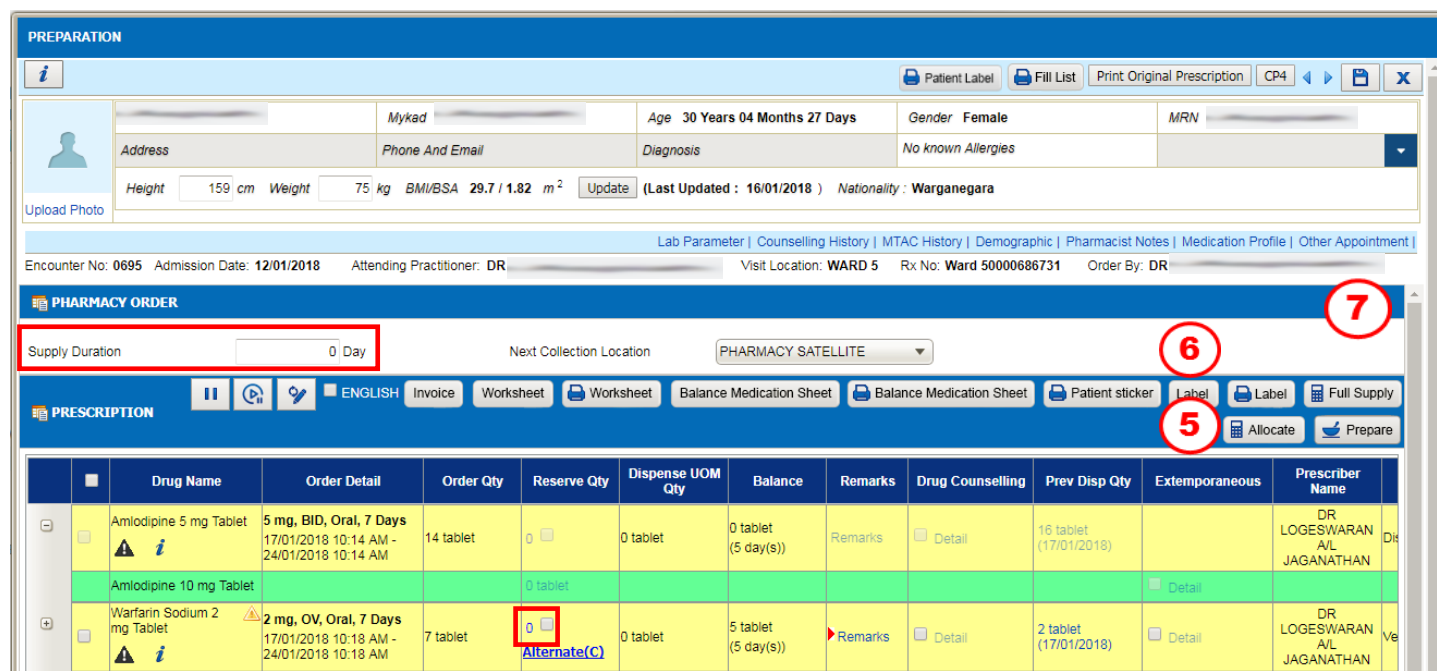
Note

On this listing page, various Search criteria as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorization	All – Type of search from range New order, Partial Supply and Pending Authorization New Order – Prescription of new order Partial Supply – Prescription from partially dispense Pending Authorization – Prescription contain of drug to authorize

Advance Search			
g	Order Location	Order location. (It will list down all active location)	
h	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed		Search patient by bed number

Table 3.4.1



PREPARATION

Mykad: [Redacted] Age: 30 Years 04 Months 27 Days Gender: Female MRN: [Redacted]
 Address: [Redacted] Phone And Email: [Redacted] Diagnosis: [Redacted] No known Allergies
 Height: 159 cm Weight: 75 kg BMI/BSA: 29.7 / 1.82 m² Update (Last Updated: 16/01/2018) Nationality: Warganegara

Lab Parameter | Counseling History | MTAC History | Demographic | Pharmacist Notes | Medication Profile | Other Appointment

Encounter No: 0695 Admission Date: 12/01/2018 Attending Practitioner: DR Visit Location: WARD 5 Rx No: Ward 50000686731 Order By: DR

PHARMACY ORDER

Supply Duration: 0 Day Next Collection Location: PHARMACY SATELLITE

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name
	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 tablet	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	16 tablet (17/01/2018)		DR LOGESWARAN A/L JAGANATHAN
	Amlodipine 10 mg Tablet			0 tablet				☐ Detail			
	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks	☐ Detail	2 tablet (17/01/2018)		DR LOGESWARAN A/L JAGANATHAN

Figure 3.4.1-2 Preparation Screen

STEP 5

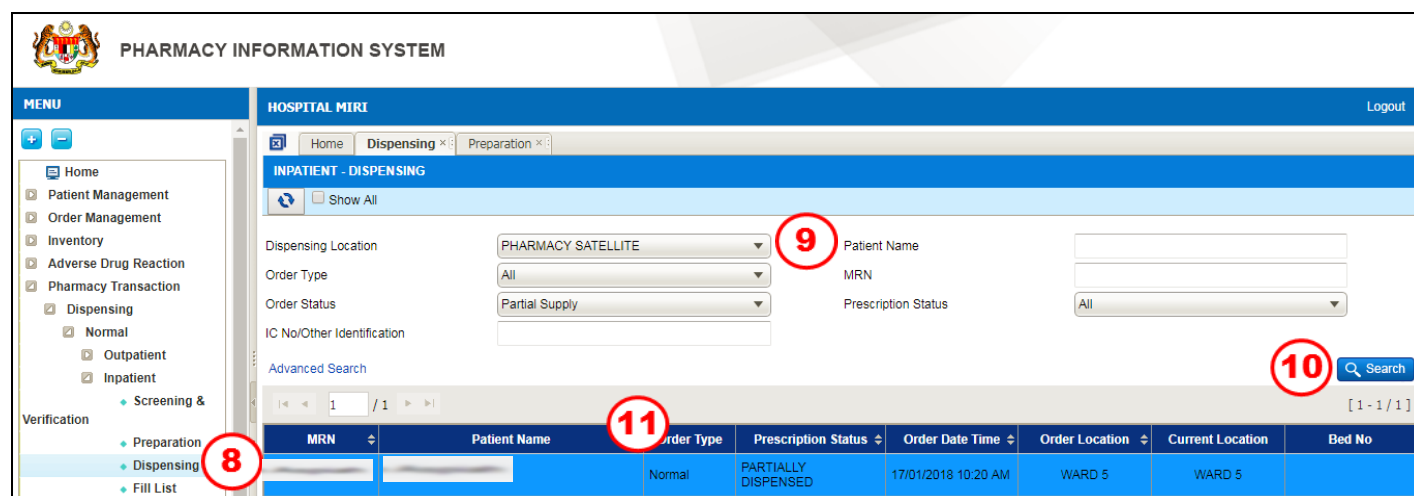
Allocate by clicking the  button or allocate manually at the Reserve Quantity hyperlink. Refer step in Allocate Quantity.

STEP 6

Click on the  button to reprint drug label. Refer steps in Label

STEP 7

Click on the  button



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home Dispensing Preparation

INPATIENT - DISPENSING

Show All

Dispensing Location: PHARMACY SATELLITE (9)

Order Type: All

Order Status: Partial Supply

IC No/Other Identification:

Patient Name: (9)

MRN: (9)

Prescription Status: All

Advanced Search (10) Search

1 / 1

MRN	Patient Name	Order Type	Prescription Status	Order Date Time	Order Location	Current Location	Bed No
		Normal	PARTIALLY DISPENSED	17/01/2018 10:20 AM	WARD 5	WARD 5	

8

Figure 3.4.1-3 Dispensing Screen

Note

Various search criteria for Patient is provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorisation	All – Type of search from range New order, Partial Supply and Pending Authorisation New Order – Prescription of new order Partial Supply – Prescription from partially dispense - Pending Authorisation – Prescription contain of drug to authorize
Advance Search			
g	Order Location	Order location. (It will list down all active location)	

h	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed		Search patient by bed number

Table 3.4-2

STEP 8

Click on 'Dispensing' sub menu

STEP 9

Search existing patient record as follow:

k) Dispensing Location

l) Order Location Type

m) Mode of Services

- All
- Appointment Card
- Email and Take
- Fax and Take
- Normal Collection
- Others
- SMS and Take
- Telephone and Take
- UMP

n) Patient Name

o) MRN

p) Order Status

- All
- New Order
- Partial Supply

q) Order Location

r) IC No/Other Identification

s) Order Type

- All
- Normal
- SPUB
- Discharge

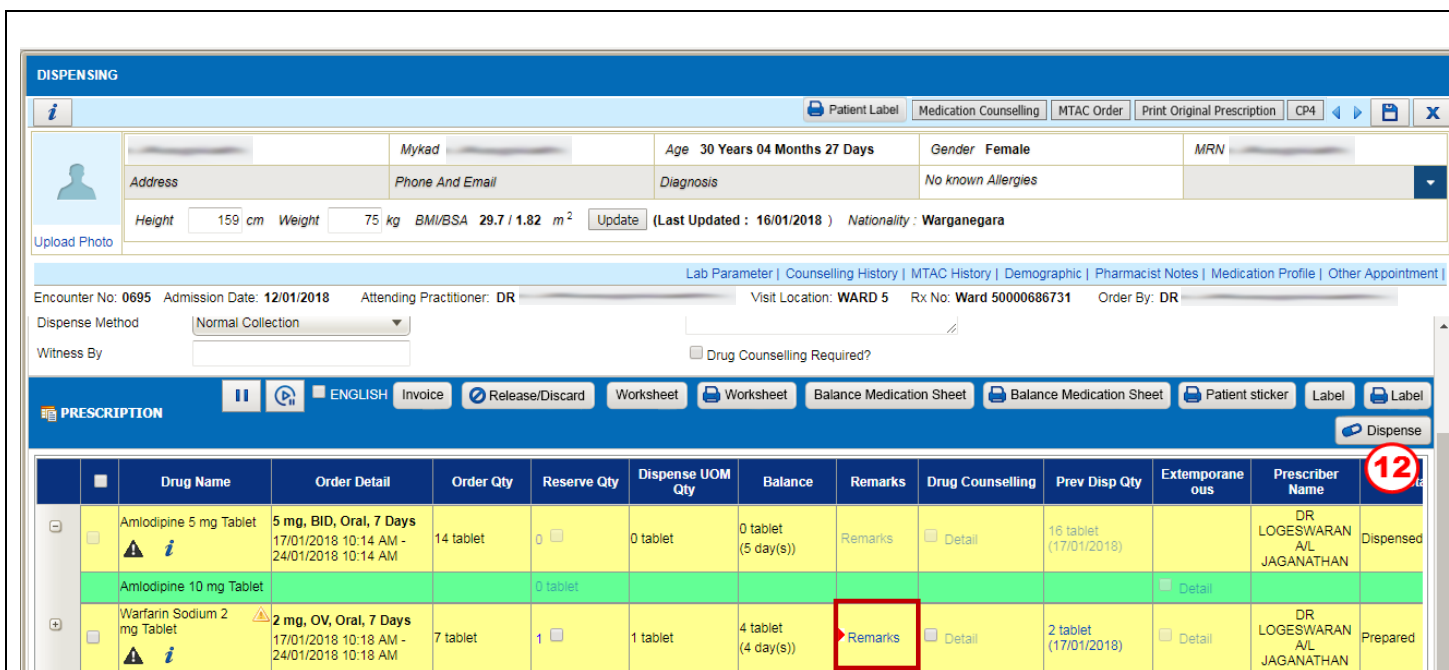
t) Acknowledged without patient arrival

STEP 10

Click on the  button to search the patient

STEP 11

Click on the selected patient's name and Figure 3.4.1-4

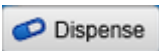


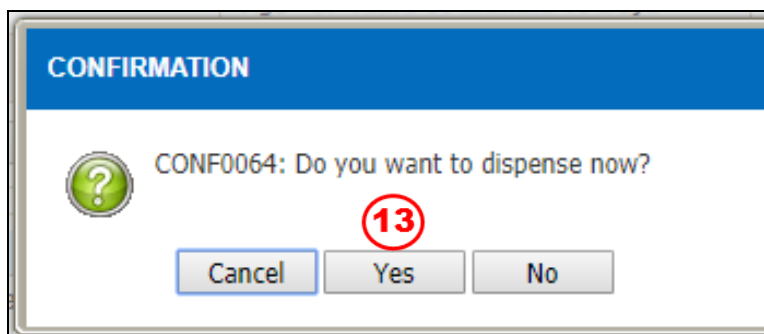
The screenshot shows the 'DISPENSING' screen with patient information, encounter details, and a list of medications. A red circle with the number 12 highlights the 'Dispense' button in the top right corner of the medication list.

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	Status
Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0	0 tablet	0 tablet (5 day(s))	Remarks	☐ Detail	16 tablet (17/01/2018)		DR LOGESWARAN A/L JAGANATHAN	Dispensed
Amlodipine 10 mg Tablet			0	0 tablet			☐ Detail				
Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	1	1 tablet	4 tablet (4 day(s))	Remarks	☐ Detail	2 tablet (17/01/2018)		DR LOGESWARAN A/L JAGANATHAN	Prepared

Figure 3.4.1-4 Dispensing Screen

STEP 12

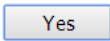
Click on the  button



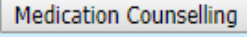
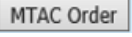
The screenshot shows a 'CONFIRMATION' dialog box with the message 'CONF0064: Do you want to dispense now?'. A red circle with the number 13 highlights the 'Yes' button.

Figure 3.4.1-5 Confirmation Alert Message

STEP 13

Click on the  button to confirm dispensing proceed and dispensing screen will automatically closed

Note

- To close/complete medication, select the  checkbox then click on the  button. The selected drug will be treat as fully supply.
-  button added at Dispensing screen and Single Stage screen. Once click on the button, Medication Counselling Order screen will appear.
-  button added at Dispensing screen and Single Stage screen as per Figure 3.3-2. Once click on the button, MTAC Order screen will appear.
- A notification icon  in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the

doctor's remark as per Figure 3.4.1-6

PHARMACIST REMARK

Prescriber Remark

Order Stage

Doctor Remark at Order Stage

Pharmacist Remark

* Drug authorisation is required. Please enter remarks to proceed with verification

Verification Stage

DRUG REMARKS HISTORY (ACETYLSALICYLIC ACID 100 MG, GLYCINE 45 MG TABLET)

Prescriber Remark	Prescriber Name	Start Date	End Date	Pharmacist Remark	Stage	Rx
Doctor Remark at Order Stage	Dr. Sal binti Atan	26/07/2017	28/07/2017	Pharmacist Remark at Screening Stage	Verification	100000876420
				Pharmacist Remark at Preparation Stage	Preparation	100000876420
				Pharmacist Remark at Dispensing Stage	Dispensing	100000876420

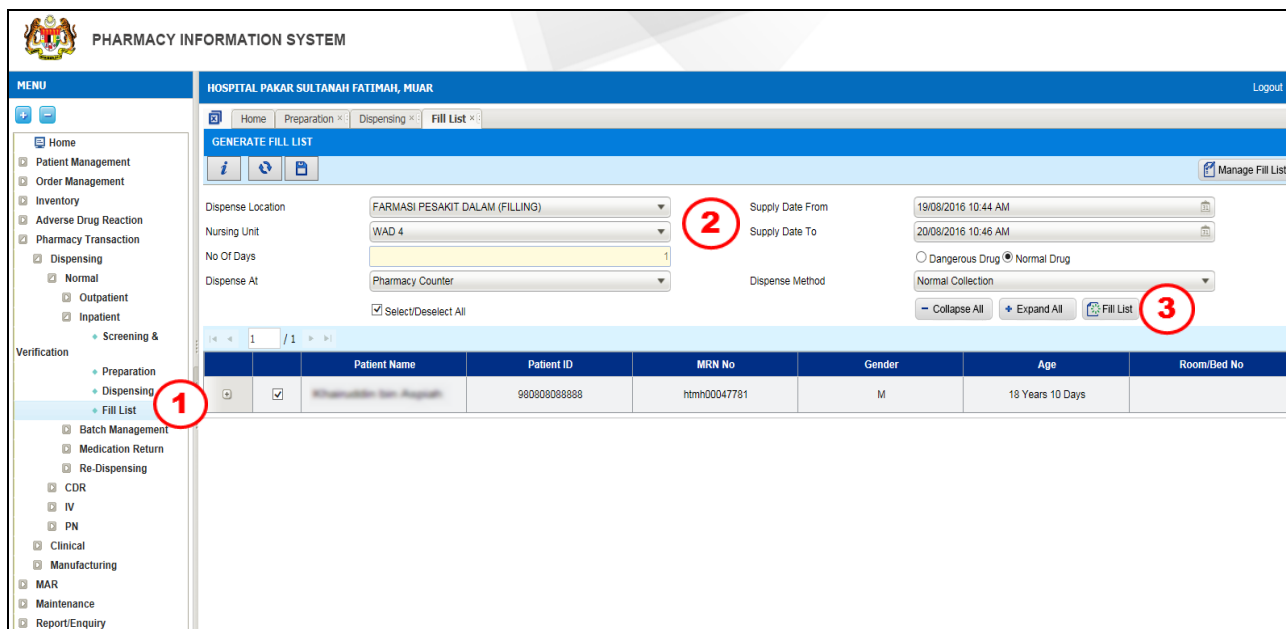
Figure 3.4.1-6 Pharmacist Remark Screen

3.5 Partial Supply Fill List

This function is used for inpatient pharmacy to prepare and dispense medication by ward. The user has to generate and manage the fill list in order to complete the dispensing process.

3.5.1 Generate Fill List

Generate Fill List screen allow user to retrieve patient by ward, view prescription, allocate Qty, edit label, print original prescription and generate fill list.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Preparation Dispensing **Fill List**

GENERATE FILL LIST Manage Fill List

Dispense Location: FARMASI PESAKIT DALAM (FILLING) **2** Supply Date From: 19/08/2016 10:44 AM
 Nursing Unit: WAD 4 Supply Date To: 20/08/2016 10:46 AM
 No Of Days: 1
 Dispense At: Pharmacy Counter Dispense Method: Normal Collection
☒ Select/Deselect All ☐ Dangerous Drug ☒ Normal Drug
 Fill List **3**

		Patient Name	Patient ID	MRN No	Gender	Age	Room/Bed No
1	☒	Wahidudin bin Anwar	980808088888	hmm00047781	M	18 Years 10 Days	

Figure 3.5.1-1 Fill List Listing Page

STEP 1

Click 'Fill List' in sub menu 'Inpatient'

STEP 2

Search existing patient record as follow:

- Dispensing Location
- Nursing Unit
- Supply Date From
- Supply Date To

Note

User Able to select **Dangerous Drug** or **Normal Drug** and generate Fill List.

STEP 3

Tick on the  button to view patient by ward.

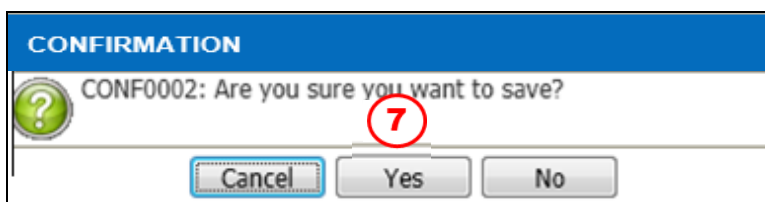
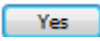


Figure 3.5.1-5 Confirmation Alert Message

STEP 7

Click  button to confirm save record and fill list screen will automatically closed

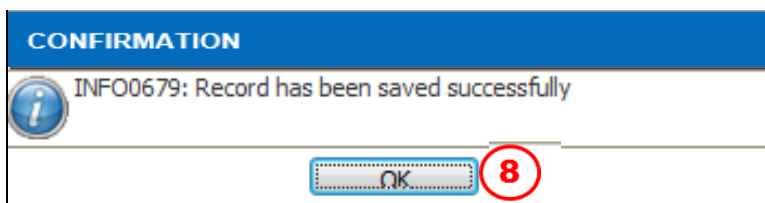
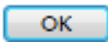


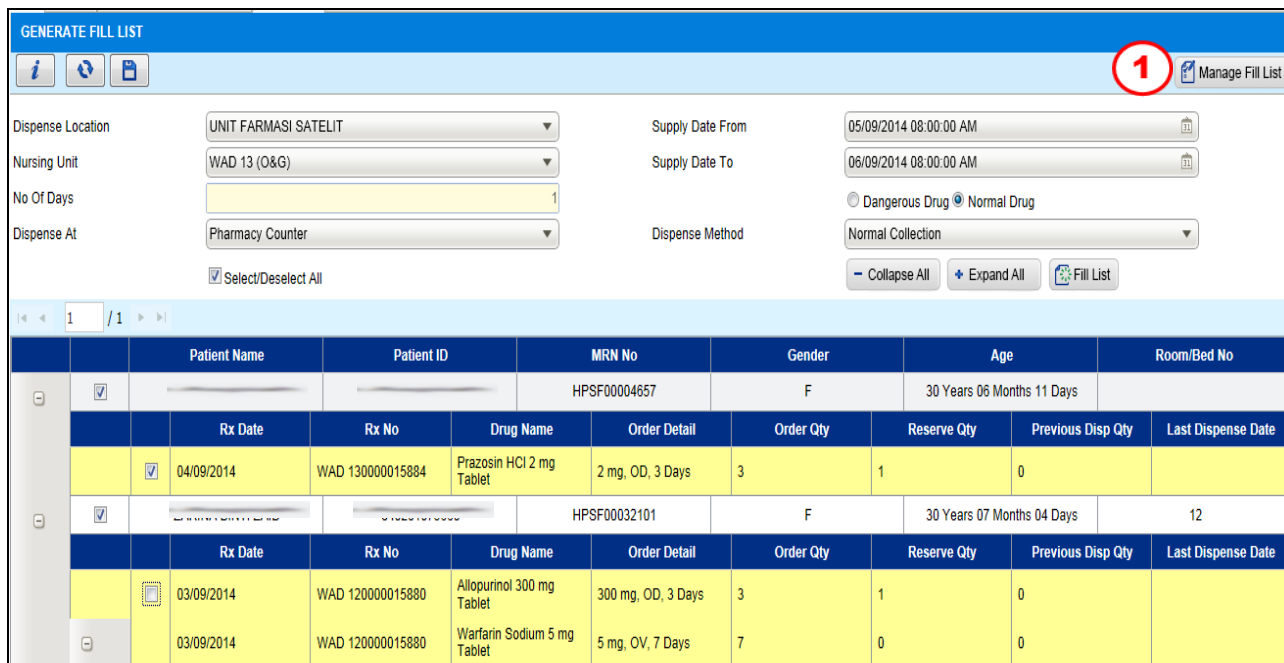
Figure 3.5.1-6 Information Alert Message

STEP 8

Click on the  button to save record

3.5.2 Manage Fill List

This function is used to dispense drugs base on the generated fill list by nursing unit, also able to print label and prescription fill list.



GENERATE FILL LIST

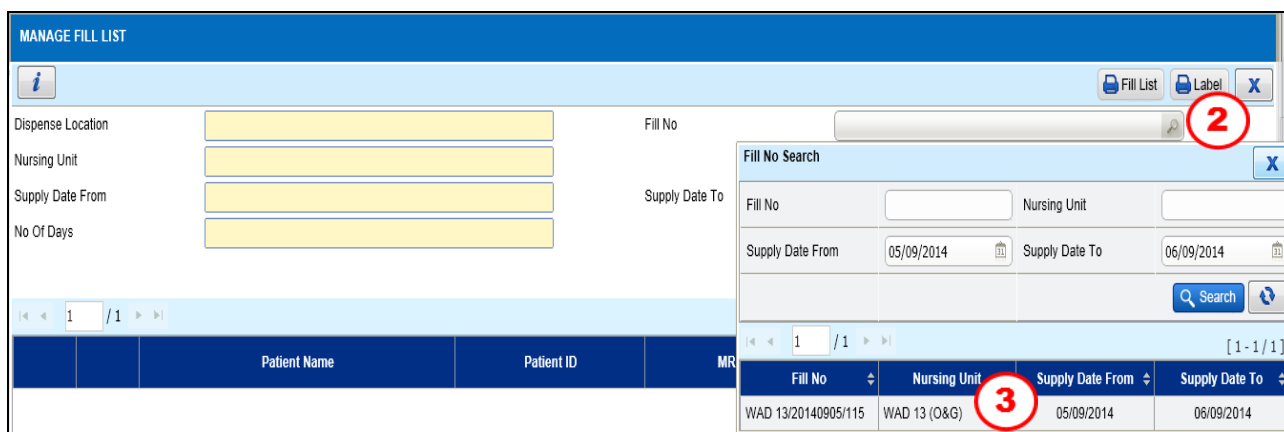
Dispense Location: UNIT FARMASI SATELIT
Nursing Unit: WAD 13 (O&G)
No Of Days: 1
Dispense At: Pharmacy Counter
Supply Date From: 05/09/2014 08:00:00 AM
Supply Date To: 06/09/2014 08:00:00 AM
Dispense Method: Normal Collection
Dangerous Drug: ☐ Dangerous Drug ☒ Normal Drug
Select/Deselect All
Collapse All Expand All Fill List

Patient Name	Patient ID	MRN No	Gender	Age	Room/Bed No		
[Redacted]	[Redacted]	HPSF00004657	F	30 Years 06 Months 11 Days			
Rx Date	Rx No	Drug Name	Order Detail	Order Qty	Reserve Qty	Previous Disp Qty	Last Dispense Date
04/09/2014	WAD 130000015884	Prazosin HCl 2 mg Tablet	2 mg, OD, 3 Days	3	1	0	
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	HPSF00032101	F	30 Years 07 Months 04 Days	12		
Rx Date	Rx No	Drug Name	Order Detail	Order Qty	Reserve Qty	Previous Disp Qty	Last Dispense Date
03/09/2014	WAD 120000015880	Allopurinol 300 mg Tablet	300 mg, OD, 3 Days	3	1	0	
03/09/2014	WAD 120000015880	Warfarin Sodium 5 mg Tablet	5 mg, OV, 7 Days	7	0	0	

Figure 3.5.2-1 Manage Fill List

STEP 1

Click on the  button to proceed Manage Fill List process



MANAGE FILL LIST

Dispense Location: [Empty]
Nursing Unit: [Empty]
Supply Date From: [Empty]
No Of Days: [Empty]
Fill No: [Empty]
Supply Date To: [Empty]

Fill No Search

Fill No: [Empty] Nursing Unit: [Empty]
Supply Date From: 05/09/2014 Supply Date To: 06/09/2014
Search

Patient Name	Patient ID	MRN No	Fill No	Nursing Unit	Supply Date From	Supply Date To
[Redacted]	[Redacted]	[Redacted]	WAD 13/20140905/115	WAD 13 (O&G)	05/09/2014	06/09/2014

Figure 3.5.2-2 Manage Fill List

STEP 2

Click on the  button to search the fill list

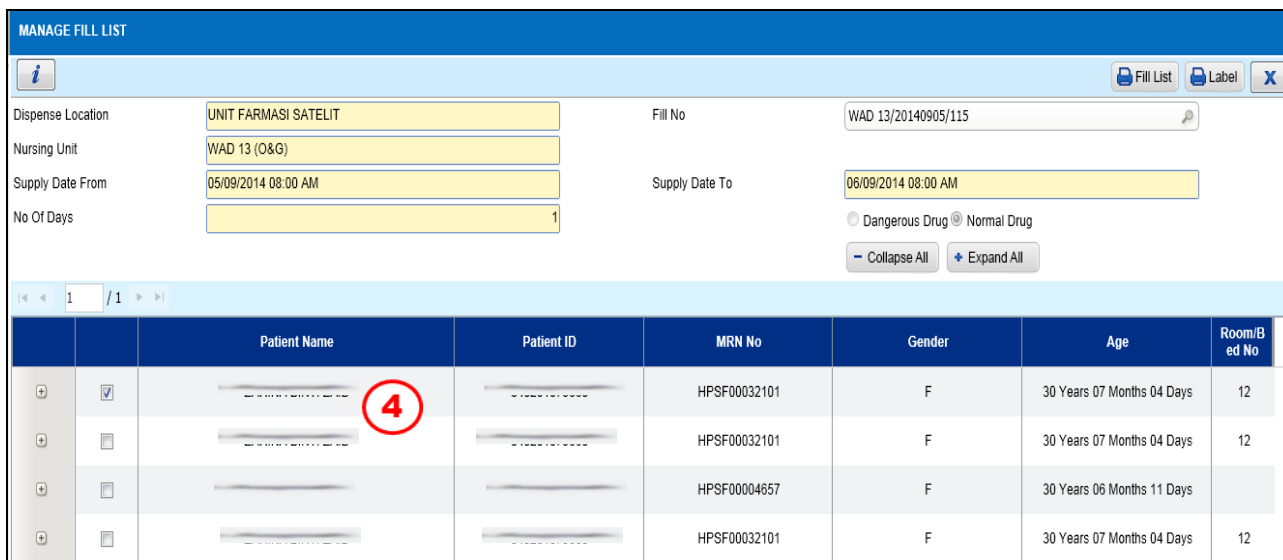
Note

Allow and able to search fill list based:-

- a) Fill No
- b) Nursing Unit
- c) Supply Date From
- d) Supply Date To

STEP 3

Double click on the selected fill list



	Patient Name	Patient ID	MRN No	Gender	Age	Room/B ed No
☒			HPSF00032101	F	30 Years 07 Months 04 Days	12
☐			HPSF00032101	F	30 Years 07 Months 04 Days	12
☐			HPSF0004657	F	30 Years 06 Months 11 Days	
☐			HPSF00032101	F	30 Years 07 Months 04 Days	12

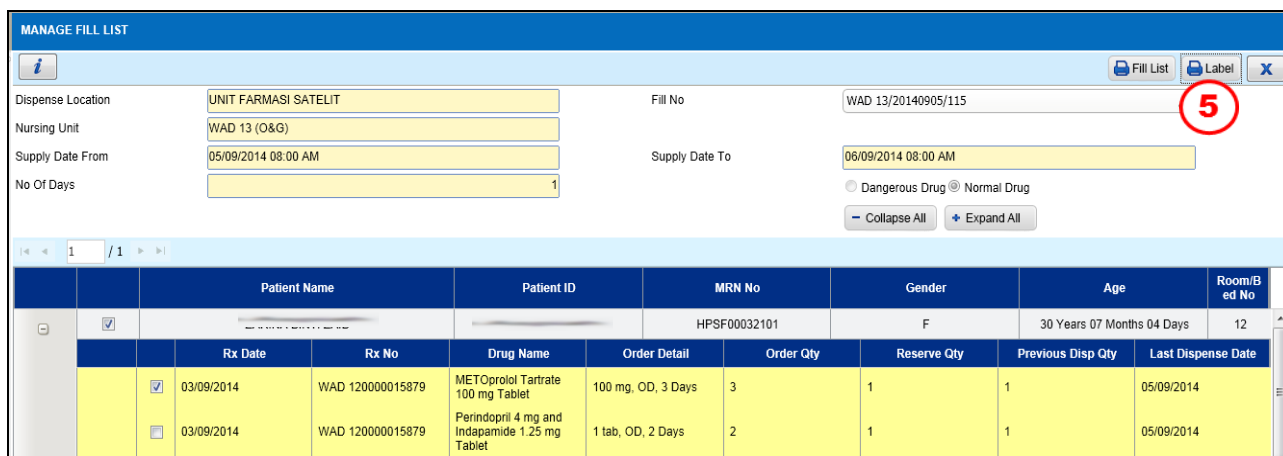
Figure 3.5.2-3 Manage Fill List

STEP 4

Select on the checkbox to print the drug label

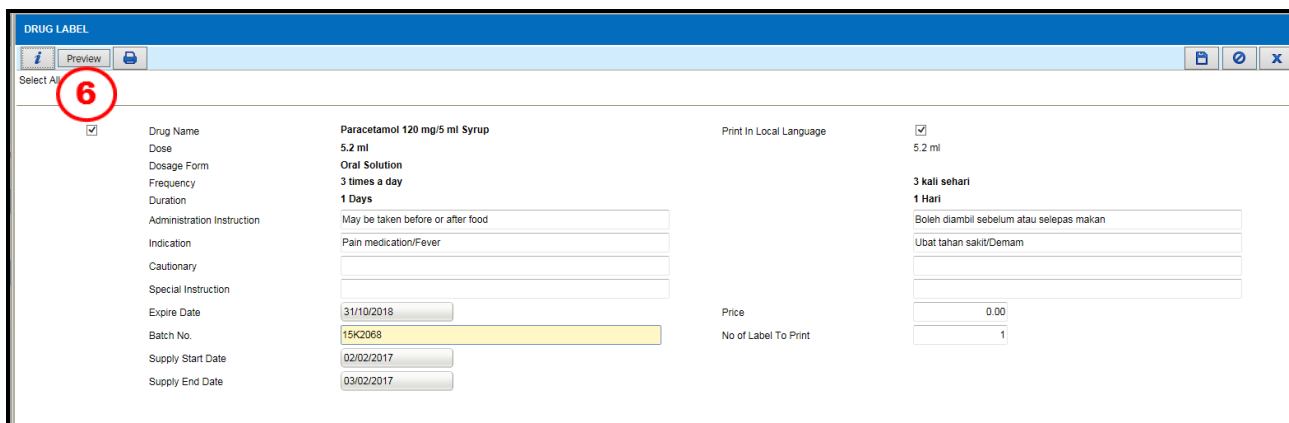
STEP 5

Click on the  to view or edit drug label



Rx Date	Rx No	Drug Name	Order Detail	Order Qty	Reserve Qty	Previous Disp Qty	Last Dispense Date
03/09/2014	WAD 120000015879	METOpriolol Tartrate 100 mg Tablet	100 mg, OD, 3 Days	3	1	1	05/09/2014
03/09/2014	WAD 120000015879	Perindopril 4 mg and Indapamide 1.25 mg Tablet	1 tab, OD, 2 Days	2	1	1	05/09/2014

Figure 3.5.2-4 Print Drug Label



DRUG LABEL			
Preview Print Close			
Select All			
☒	Drug Name	Paracetamol 120 mg/5 ml Syrup	Print In Local Language ☒
	Dose	5.2 ml	5.2 ml
	Dosage Form	Oral Solution	
	Frequency	3 times a day	3 kali sehari
	Duration	1 Days	1 Hari
	Administration Instruction	May be taken before or after food	Boleh diambil sebelum atau selepas makan
	Indication	Pain medication/Fever	Ubat tahan sakit/Demam
	Cautionary		
	Special Instruction		
	Expiry Date	31/10/2018	Price 0.00
	Batch No.	15K2068	No of Label To Print 1
	Supply Start Date	02/02/2017	
	Supply End Date	03/02/2017	

Figure 3.5.2-5 Drug Label

STEP 6

Click on the **Preview** button to preview the drug label

Note

- Details as below will be auto generated in Drug Label:
 - Drug Name
 - Dose
 - Dosage Form
 - Frequency
 - Duration
 - Administration Instruction
 - Indication
 - Cautionary
 - Special Instruction,
 - Expiry Date
 - Batch No
- It is allowed to edit Administration, Indication, Special Instruction, Expiry Date, Batch No, Price, No of Label to Print and select Print in Local Language.







HOSPITAL PAKA 7 TANAH FATIMAH, MUAR						
PT IP						
HPSF00116515		WAD 10 (MED - P)			50011	
5.2 ml when required						
Oral						
Paracetamol 120 mg/5 ml Syrup						
28/07	29/07	30/07	31/07			
15 ml		RM1.00				
28/07/17 [1 day(s)]						
UBAT TERKAWAL Dr. Sal binti Atan				28/07/2017 11:50 AM		

Figure 3.5.2-6 Print Drug Label

STEP 7

Click on the  button to print the drug label

MANAGE FILL LIST



8
 Fill List
  Label
 

Dispense Location	UNIT FARMASI SATELIT	Fill No	WAD 13/20140905/115
Nursing Unit	WAD 13 (O&G)		
Supply Date From	05/09/2014 08:00 AM	Supply Date To	06/09/2014 08:00 AM
No Of Days	1		

☐ Dangerous Drug
 ☒ Normal Drug

 Collapse All
  Expand All



1



Figure 3.5.2-7 Print Fill List

STEP 8

Click on the  **Fill List** button to print the fill list

KEMENTERIAN KESIHATAN MALAYSIA
 Hospital Sultanah Aminah, Muar

Nursing Unit From : WAD 13 (O&G)

Fill Process ID : WAD 13/20140905/115

Fill Process Executed : 05/09/2014 12:31 PM

9

Date From : 05/09/2014 08:00 AM

Date To : 06/09/2014 08:00 AM

Supply Duration : 1 days

Fill Date	Rx Date	Rx No	Drug	Dose	Route	Freq Code	Qty Reqd	Fill Uom	Batch ID	Expiry Date
Patient Name / ID / / HPSF00032101 Room/Bed No : / 12										
05/09/2014	03/09/2014	WAD 120000015879	METOpromol Tartrate 100 mg Tablet	100 mg	ORAL	OD	1	tab	13H139	30/06/2018
05/09/2014	03/09/2014	WAD 120000015879	Perindopril 4 mg and Indapamide 1.25 mg Tablet	1 tab	ORAL	OD	1	tab	DMHPSF14	31/03/2015
Patient Name / ID / / HPSF00032101 Room/Bed No : / 12										
Loratadine 1 mg/ml Syrup							1	tab	130913	30/09/2016
Patient Name / ID / TAN GEK KWEE / 840223015472 / HPSF00004657 Room/Bed No : /										
05/09/2014	04/09/2014	WAD 130000015884	Prazosin HCl 2 mg Tablet	2 mg	ORAL	OD	1	tab	13L084	31/07/2016
Patient Name / ID / / HPSF00032101 Room/Bed No : / 12										
Warfarin Sodium 2 mg Tablet							1	tab	KJ0988	31/03/2015
Warfarin Sodium 3 mg Tablet							1	tab	1546000	30/11/2015

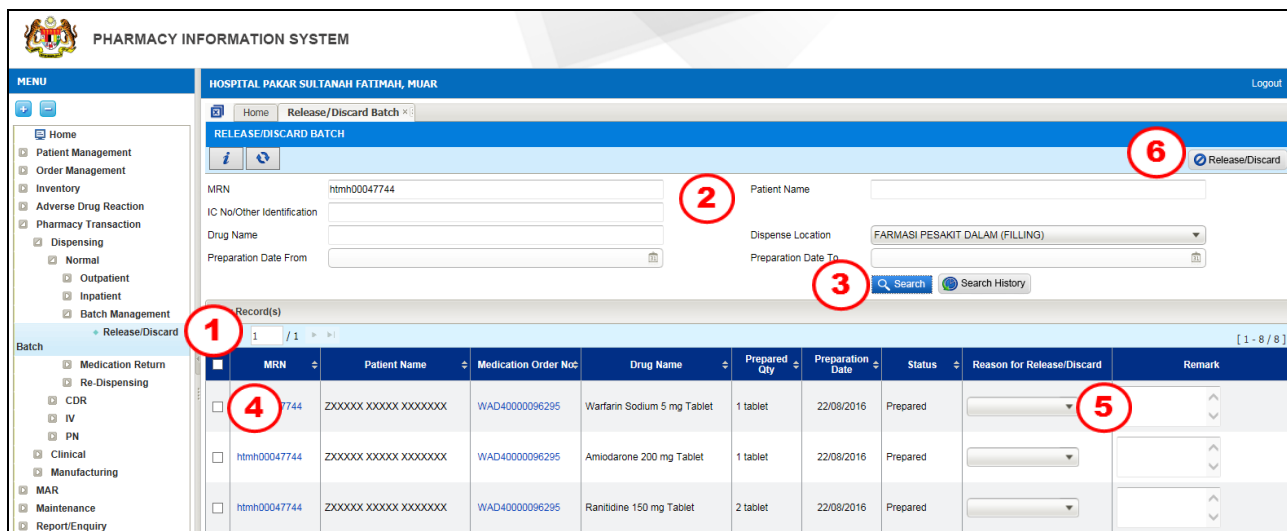
Figure 3.5.2-8 Fill List

STEP 9

Click on the  button to print the fill list

3.6 Released / Discard Batch

Released / Discard Batch screen is allow user to release any reserved / prepared drugs back into inventory. Released batch is only applicable for drug which is not in liquid form



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home | Release/Discard Batch

RELEASE/DISCARD BATCH

MRN: htmh00047744 (2)

Patient Name: (2)

IC No/Other Identification: (2)

Drug Name: (2)

Dispense Location: FARMASI PESAKIT DALAM (FILLING)

Preparation Date From: (2)

Preparation Date To: (2)

Search (3) | Search History

Record(s): 1 / 1

Batch	MRN	Patient Name	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remark
☒ (4)	7744	ZXXXXX XXXXX XXXXXXX	WAD40000096295	Warfarin Sodium 5 mg Tablet	1 tablet	22/08/2016	Prepared	(5)	
☐	htmh00047744	ZXXXXX XXXXX XXXXXXX	WAD40000096295	Amiodarone 200 mg Tablet	1 tablet	22/08/2016	Prepared		
☐	htmh00047744	ZXXXXX XXXXX XXXXXXX	WAD40000096295	Ranitidine 150 mg Tablet	2 tablet	22/08/2016	Prepared		

Figure 3.6-1 Release / Discard

STEP 1

Click on 'Release Discharge Batch' sub menu

STEP 2

Search patient record based on:

- a) **MRN**
- **Patient Name**
- c) **Drug Name**
- d) **Dispense Location**

STEP 3

Click on the  button to search the drug

STEP 4

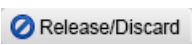
Select check box to select patient drug for release batch

STEP 5

Select **Reason for Release / Discard**

- Change of Regimen
- Faulty Product
- Intervention
- Patient Refused
- Uncollected
- Wrong Allocation

STEP 6

Click on the  button to proceed release or discard process

3.7 Medication Return

Medication Return screen will allow user to return any drugs back into inventory

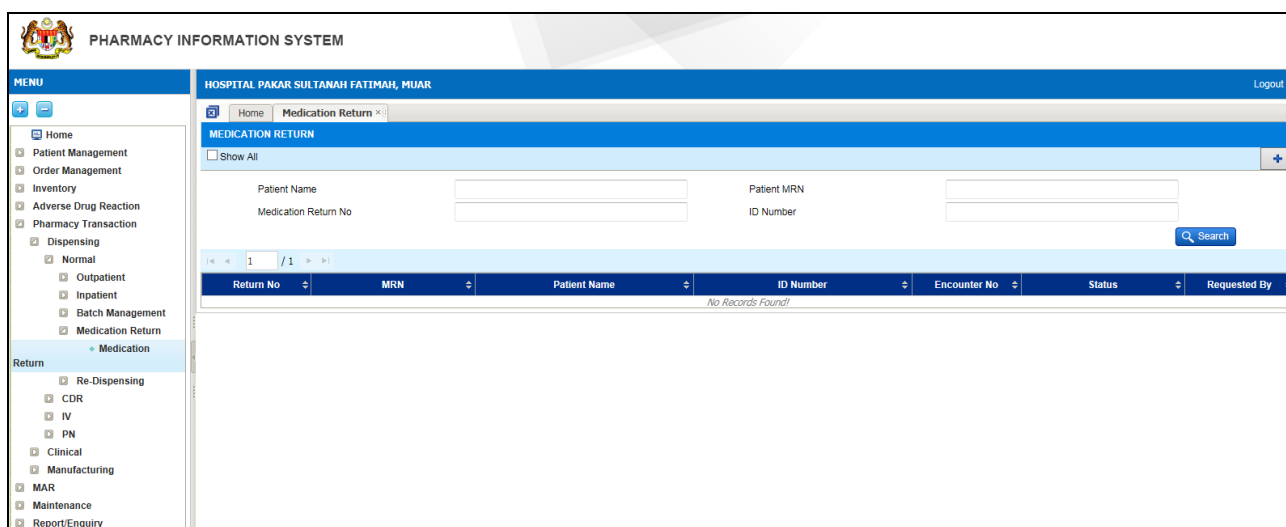


Figure 3.7-1 Medication Return Listing Page

STEP 1

Click on 'Medication Return' sub menu

STEP 2

Click on the  button to add new patient record

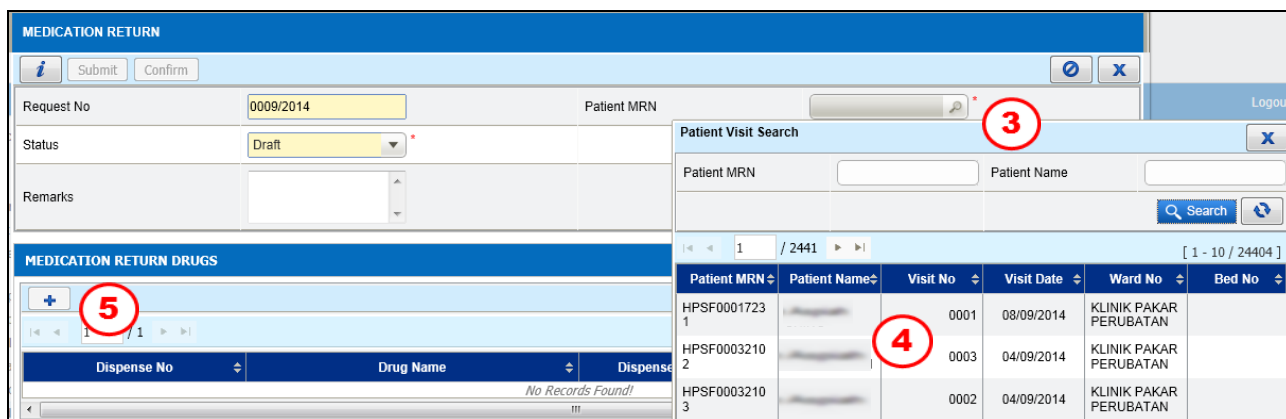


Figure 3.7-2 Medication Return

STEP 3

Click on the  button to search the patient

STEP 4

Double Click on the selected patient's name

STEP 5

Click on the  button to add drug to medication return list

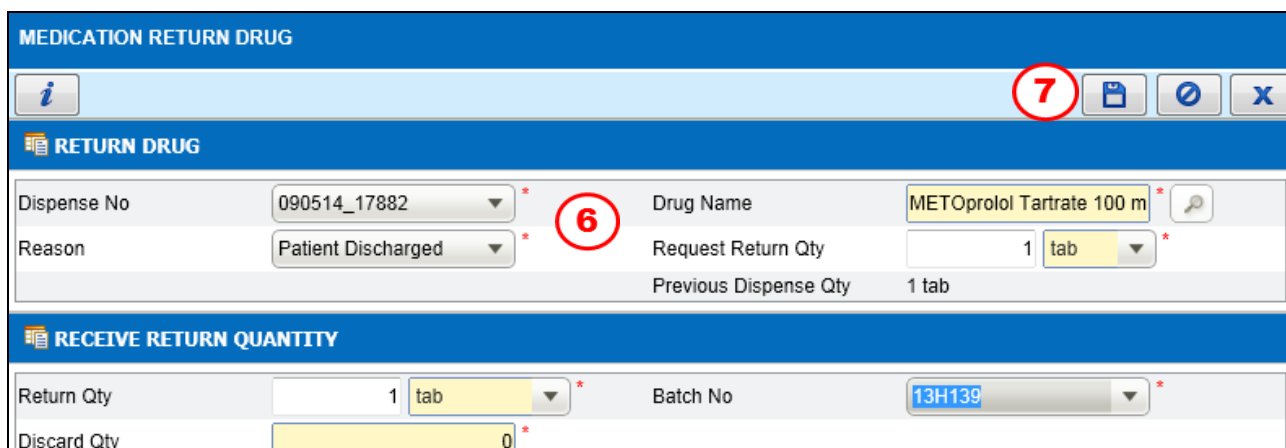


Figure 3.7-3 Medication Return

STEP 6

Select drug to be returned by criteria as below:

- a) Dispense No
- b) Reason
- c) Drug Name
- d) Request Return Qty

Note

Receive Return Quantity will be used to record:

- a) Return Qty
- b) Discard Qty
- c) Batch No

STEP 7

Click on the  button to save record

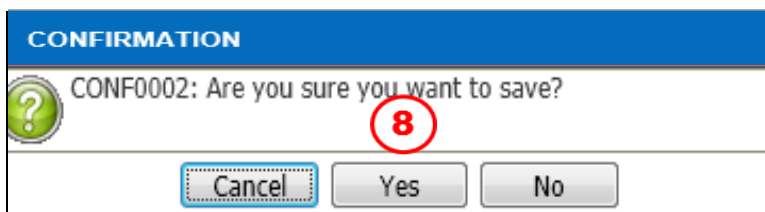
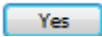
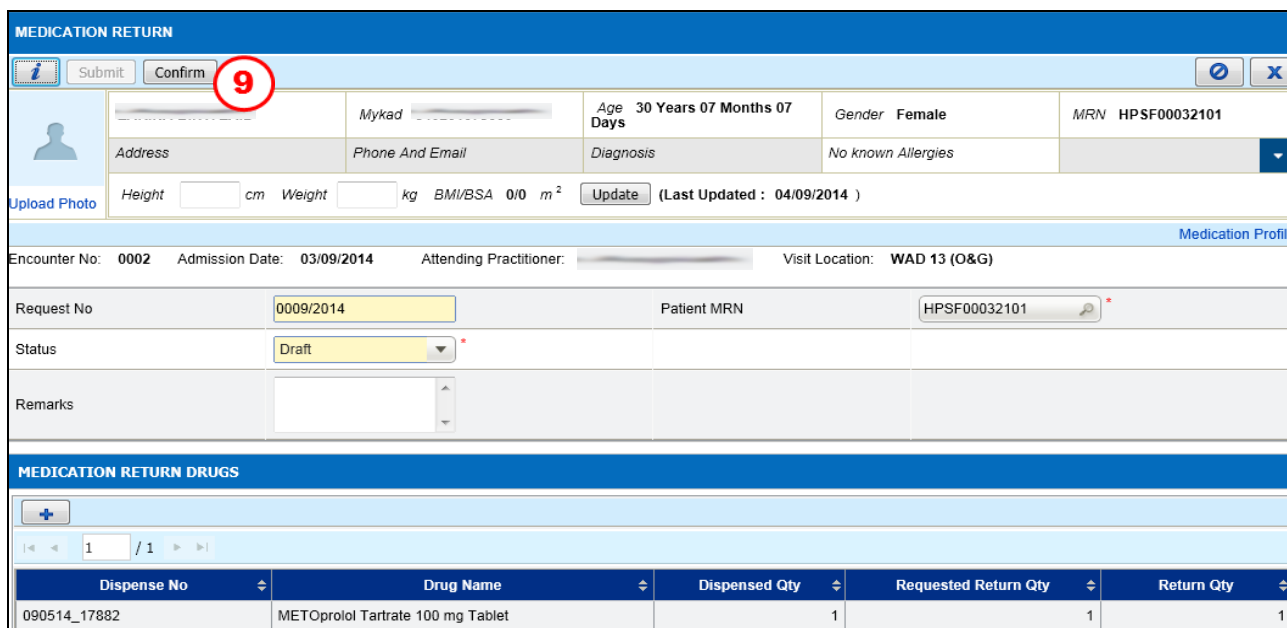


Figure 3.7-4 Confirmation Alert Message

STEP 8

Click on the  button to confirm save record



MEDICATION RETURN

Submit Confirm **9**

Mykad Age 30 Years 07 Months 07 Days Gender Female MRN HPSF00032101

Address Phone And Email Diagnosis No known Allergies

Upload Photo Height cm Weight kg BMI/BSA 0/0 m² Update (Last Updated : 04/09/2014)

Encounter No: 0002 Admission Date: 03/09/2014 Attending Practitioner: Visit Location: WAD 13 (O&G)

Request No: 0009/2014 Patient MRN: HPSF00032101

Status: Draft

Remarks:

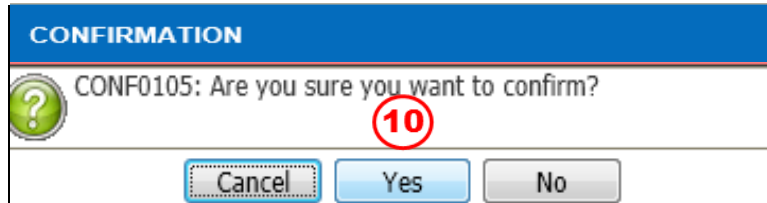
MEDICATION RETURN DRUGS

Dispense No	Drug Name	Dispensed Qty	Requested Return Qty	Return Qty
090514_17882	METOProlol Tartrate 100 mg Tablet	1	1	1

Figure 3.7-5 Medication Return

STEP 9

Click on the **Confirm** button to confirm medication return process

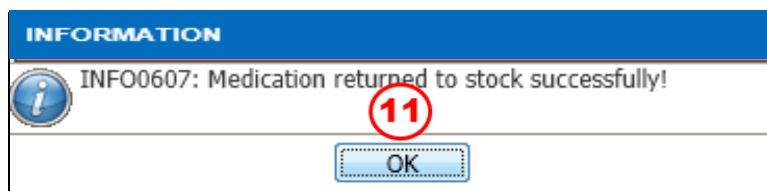


CONFIRMATION

CONF0105: Are you sure you want to confirm?

Cancel Yes No

Figure 3.7-6 Confirmation Alert Message



INFORMATION

INFO0607: Medication returned to stock successfully!

OK

Figure 3.7-7 Information Alert Message

STEP 10

Click on the **Yes** button

STEP 11

Click on the **OK** button and screen will be automatically closed

3.8 Re-Dispensing

Re-Dispensing screen allows user to view medication detail by Dispense No and re-dispense medication to the patient.

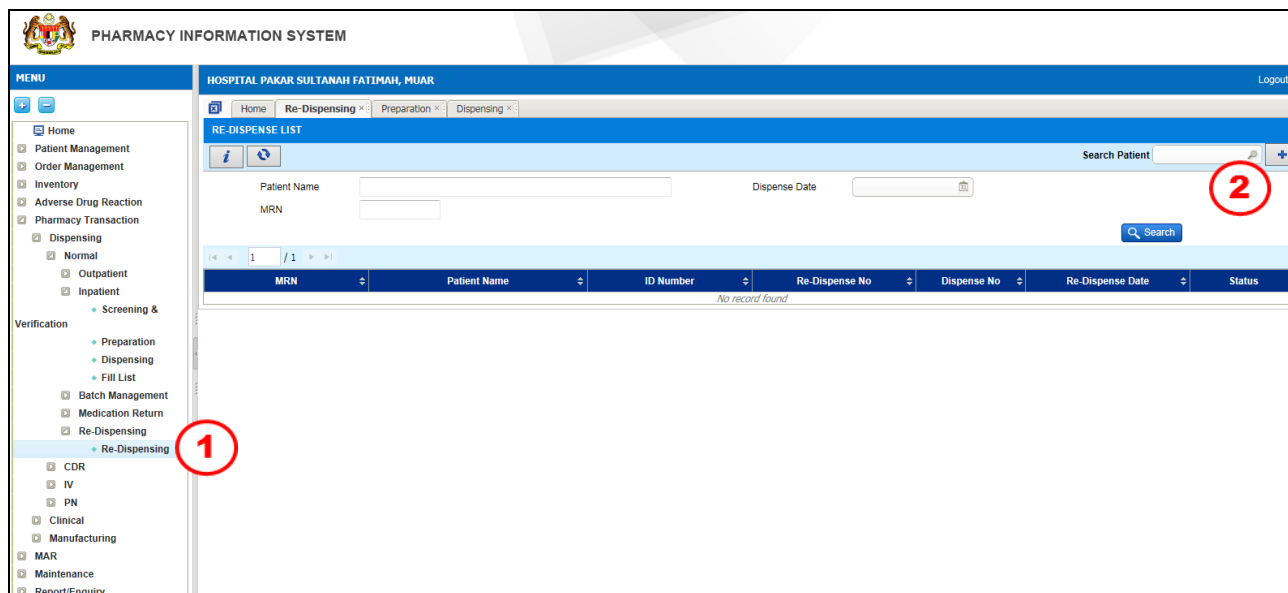


Figure 3.8-1 Re-Dispensing

STEP 1

Click on 'Re-Dispensing' sub menu

STEP 2

Click on the  button to search patient

Note

- Search MRN screen will be displayed as per Figure 3.8-2.
- On this screen, user will be able to search existing patient record by:
 - a) **Patient MRN**
 - b) **ID No**
 - c) **Patient Name**
- Allow to view the list of re-dispense at the listing page as per Figure 9.0-1.
- If need to re-dispense the drug again, click on the selected patient name and continue to proceed dispensing process.

Patient Search X

Patient MRN		Patient Name	pawi X
ID No		Search Refresh	

1 / 1 [1 - 1 / 1]

Patient MRN	Patient Name	ID No
htmh00047781	3	980808088888

Figure 3.8-2 Search Patient

STEP 3

Click on the selected patient's name

PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Re-Dispensing Preparation Dispensing

RE-DISPENSE LIST

Search Patient htmh00047781 4

Patient Name Dispense Date

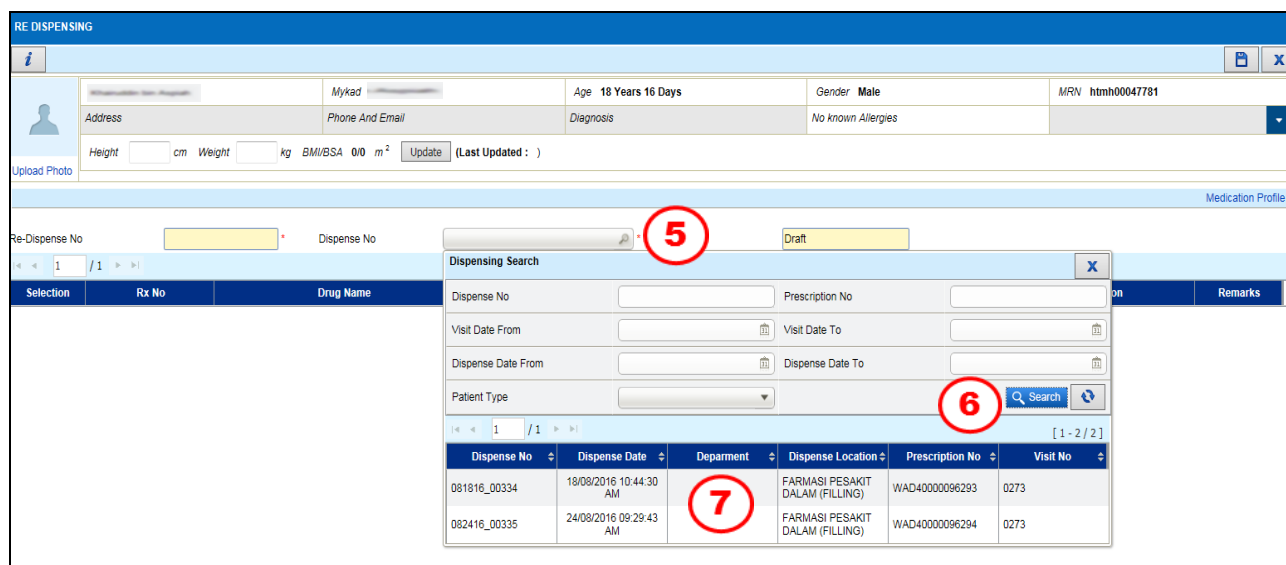
MRN

MRN	Patient Name	ID Number	Re-Dispense No	Dispense No	Re-Dispense Date	Status
No record found						

Figure 3.8-3 Re- Dispensing

STEP 4

Click on the  button to add new re-dispensing record as Figure 3.7-3



RE DISPENSING

Mykad: Age: 18 Years 16 Days Gender: Male MRN: htmh00047781

Address: Phone And Email: Diagnosis: No known Allergies

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

Re-Dispense No: Dispense No: Draft

Dispensing Search

Dispense No: Prescription No:

Visit Date From: Visit Date To:

Dispense Date From: Dispense Date To:

Patient Type:

Dispense No	Dispense Date	Department	Dispense Location	Prescription No	Visit No
081816_00334	18/08/2016 10:44:30 AM	FARMASI PESAKIT DALAM (FILLING)	WAD40000096293	0273	
082416_00335	24/08/2016 09:29:43 AM	FARMASI PESAKIT DALAM (FILLING)	WAD40000096294	0273	

Figure 3.8-4 Re-Dispensing

STEP 5

Click on the **Dispense No**  button to search dispense record

STEP 6

Select drug to be re-dispense by criteria as below:

- Dispense No**
- Visit Date From**
- Dispense Date From**
- Patient Type**
- Prescription No**
- Visit Date To**
- Visit Date To**
- Dispense Date To**

STEP 7

Double click on the selected **Dispense No**

RE DISPENSING

11
Edit Label
Re-Dispense

Mykad
Age 18 Years 16 Days
Gender Male
MRN htmh0
12

Address
Phone And Email
Diagnosis
No known Allergies

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

Upload Photo
Medication Profile

Re-Dispense No RD240816_00030
Dispense No 081816_00334
Status Draft

Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks
☒ 8	WAD40000096293	Allopurinol 300 mg Tablet	300 mg, OD, 7 Days	7 tablet	1 tablet	081816_00334	1 9	Lost	Remarks 10
☒	WAD40000096293	Ranitidine 150 mg Tablet	150 mg, BID, 7 Days	14 tablet	2 tablet	081816_00334	2	Lost	Remarks
☒	WAD40000096293	Warfarin Sodium 5 mg Tablet	5 mg, QV, 7 Days	7 tablet	1 tablet	081816_00334	1	Lost	Remarks
☒	WAD40000096293	metFORMIN HCl 500 mg Tablet	500 mg, TID, 7 Days	21 tablet	3 tablet	081816_00334	3	Lost	Remarks

Figure 3.8-5 Re- Dispensing

STEP 8

Click at the Selection ☒ checkbox for selected drug

STEP 9

Enter the *Re-Disp Qty*

STEP 10

Enter the *Reason*

Note

Reason consist of :

- Spilled
- Broken
- Lost
- Others

STEP 11

Click on the **Edit Label** if necessary (to reprint the drug label)

STEP 12

Click on the **Re-Dispense** button

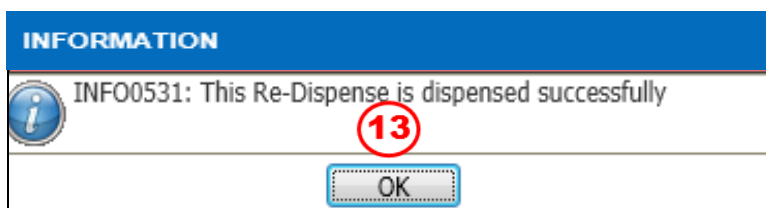
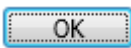


Figure 3.8-6 Confirmation Alert Message

STEP 13

Click on the  button

4.0 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

5.0 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	Radiopharmaceuticals	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		