

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

Full Based

User Manual Medication Administration Record (MAR)

Version	: 6th Edition
Document ID	: FB_U. MANUAL_MAR



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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 administration record (MAR) 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:

- Charting and record patient administration in ward based on drug and time
- To view all medication administration details in a chart
- Time range to record the administration
- Different types of administration form non-infusion and infusion
- To view active inpatient record only

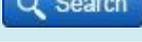
1.3 Organised Sections

These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : MAR
- 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	<input type="checkbox"/>	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		

Medication Administration Record (MAR) Module Legend			
<input type="checkbox"/>	Medication Served On time	Not Administered <input checked="" type="checkbox"/>	Medication Not Serve
Late Administered <input checked="" type="checkbox"/>			

Note

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

3.0 Medical Administration Record (MAR)

Overview

The Medication Administration Record (MAR) module handles all of the active in-patient charting medication administration record for nurses in safe, organized and efficient way.

User Group

This module is intended for registered staff nurses (RN). (subject to the user assigned by the facility).

Functional Diagram

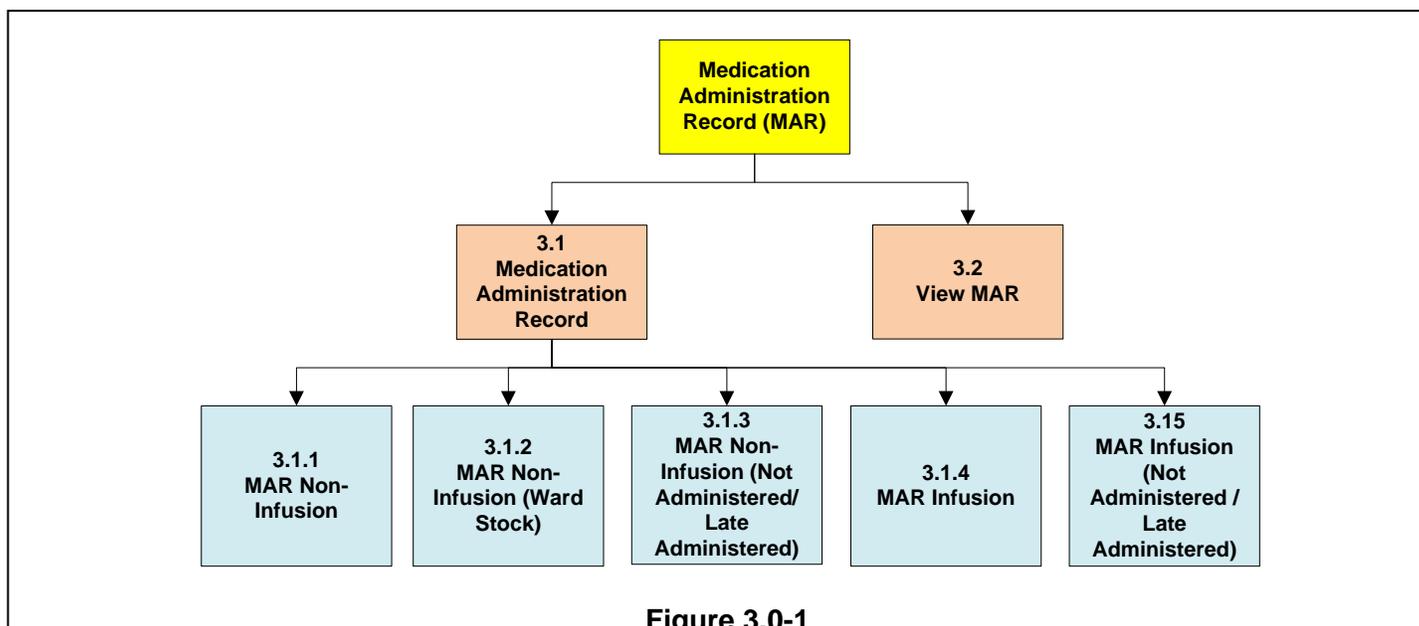


Figure 3.0-1

Functional Description

Medication Administration Record comprises of two (2) main functions:

- **Medication Administration Record**

Medication Administration Record function allows Nurses to chart and record the administration of patient in ward based on drug and time. The time range to record the administration is set to within of thirty (30) hour before and thirty (30) minutes after. If the time recorded is 1 hour more than scheduled time, recording will not be allowed without any remarks.

- **View MAR**

This function allows user to view all medication administration details in a chart. It will only show for active in-patient visit.

3.1 Medication Administration Record (MAR)

3.1.1 MAR Non- Infusion

This function is used to administer the medication to patient within the time range (on time)

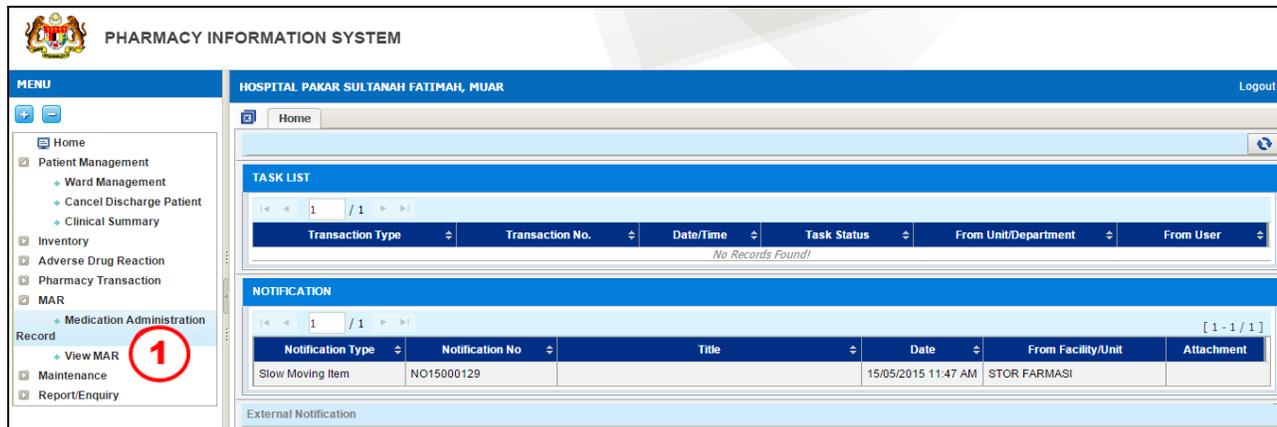


Figure 3.1.1-1 MAR Menu

Note

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

STEP 1

Click on the MAR menu then click on the Medication Administrative record sub menu

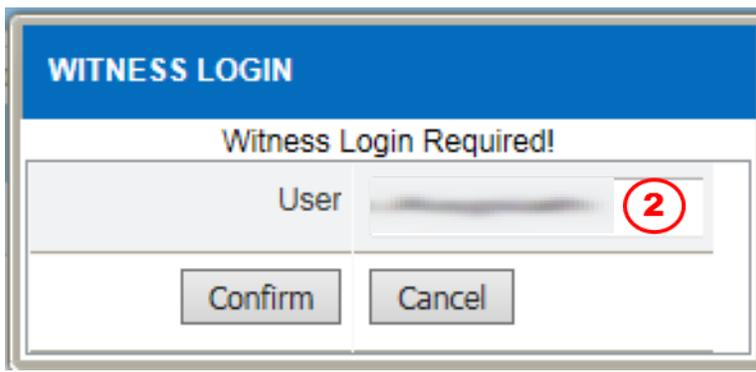


Figure 3.1.1-2 Witness Login

STEP 2

Enter **User ID** in the displayed Witness Login dialog box, then click on the confirm button

Note

- Witness must have system access login
- Witness must be different with user login
- Witness does not require to login for every patient.

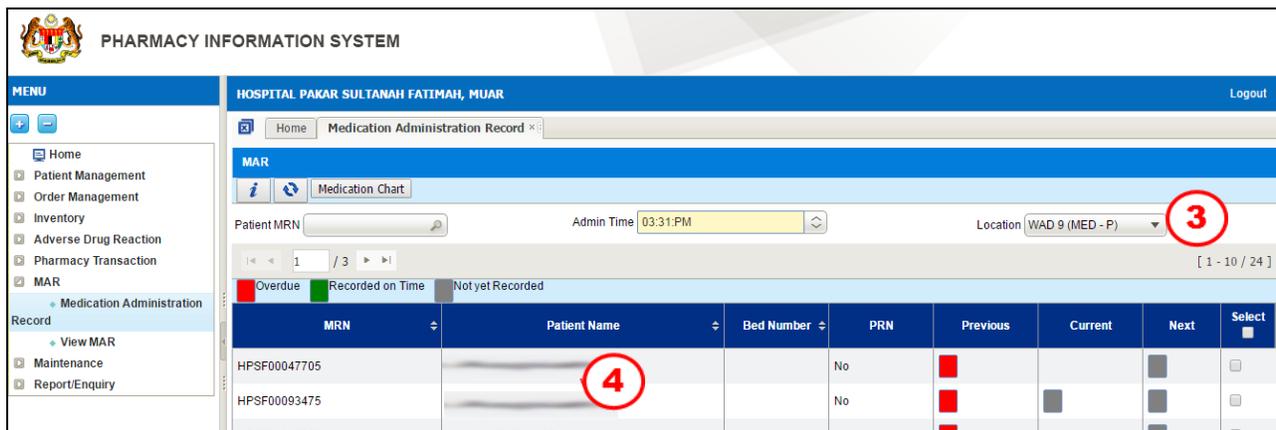


Figure 3.1.1-3 MAR Listing Page

Note

Search MAR record based :-

No	Field	Description	Remark
a	MRN	Patient MRN	Allow to search by patient full or partial MRN No
b	Location	Location assigned base on user Access	Allow to search patient by user assigned location

Table 3.1.1

STEP 3

Select location from drop box

STEP 4

Click on the selected patient name and system will display as Figure 3.1.1-4

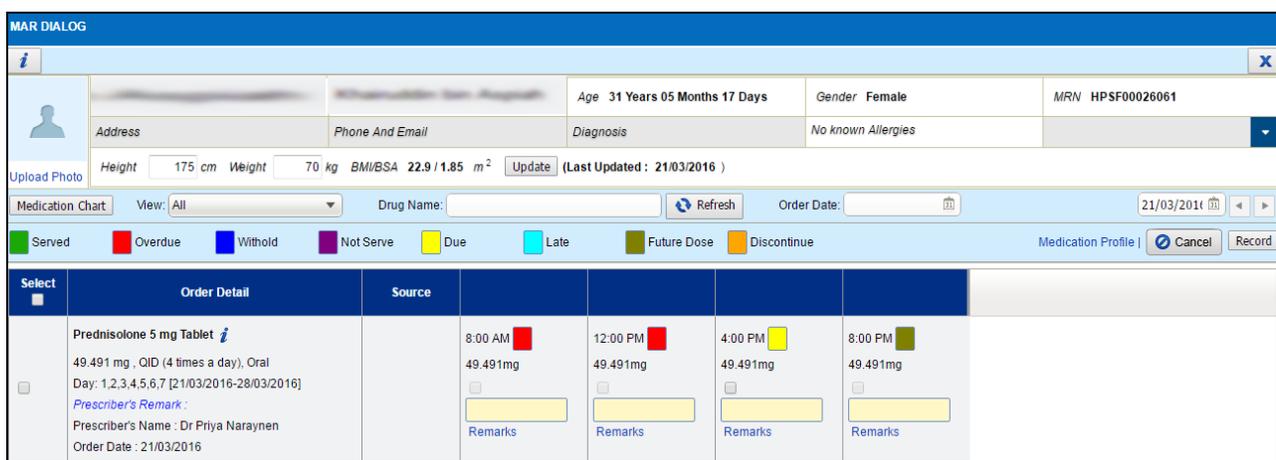
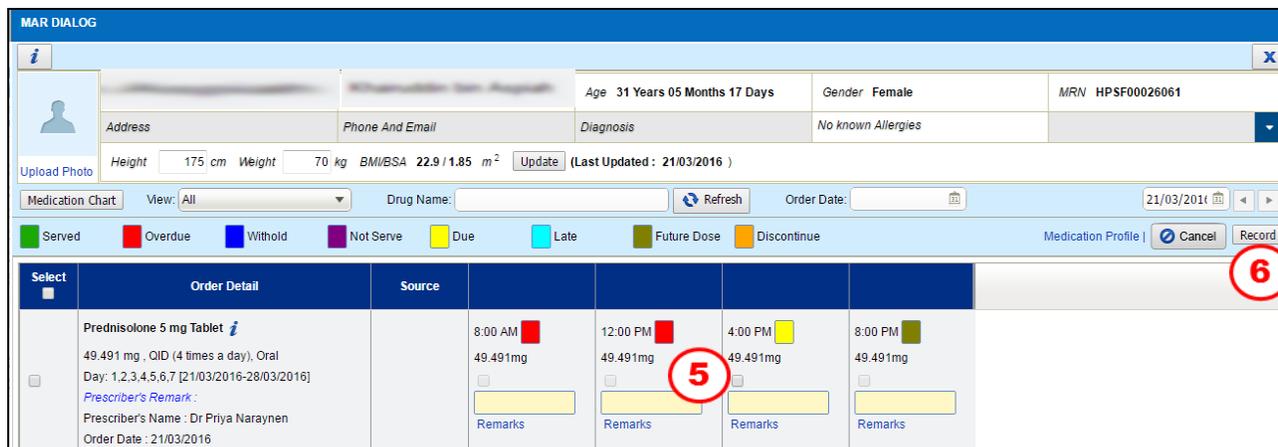


Figure 3.1.1-4 MAR Patient Screen

Note

- Screen will display these two (2) panel functions:
 - Non-Infusion
 - Infusion

- Administration status:
 - a) Due - Administration recorded
 - b) Overdue - Record 'Not Administered' checkbox
 - c) Served- Record the administration within time range
 - d) Late - Has not record the administration within time range
 - e) Withhold - Hold by doctors or pharmacist
 - f) Future Dose - Has not reach the schedule time
 - g) Not Serve - Did Not Serve
 - h) Discontinue - Discontinued by doctor



Select	Order Detail	Source	8:00 AM	12:00 PM	4:00 PM	8:00 PM
<input type="checkbox"/>	Prednisolone 5 mg Tablet 49.491 mg , QID (4 times a day), Oral Day: 1,2,3,4,5,6,7 [21/03/2016-28/03/2016] Prescriber's Remark : Prescriber's Name : Dr Priya Naraynen Order Date : 21/03/2016		<input type="checkbox"/> 49.491mg Remarks	<input type="checkbox"/> 49.491mg Remarks	<input type="checkbox"/> 49.491mg Remarks	<input type="checkbox"/> 49.491mg Remarks

Figure 3.1.1-5 Patient Medication List

STEP 5

Click on the checkbox to select the drugs

Note

- Allow to select multiple drugs.
- When the checkbox is selected, the current time will be recorded. However, user is allowed to change the current time.
- If the time is one (1) hour more than scheduled time, recording will not be allowed without any remarks.

STEP 6

After select the drugs, click on record button to confirm record

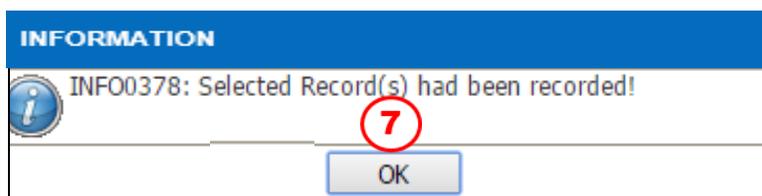


Figure 3.1.1-6 Information Alert Message

STEP 7

Click on the button to confirm record

Select	Order Detail	Source	8:00 AM	12:00 PM	4:00 PM	Details
<input type="checkbox"/>	Prednisolone 5 mg Tablet 49.491 mg , QID (4 times a day), Oral Day: 1,2,3,4,5,6,7 [21/03/2016-28/03/2016] <i>Prescriber's Remark :</i> Prescriber's Name : Dr Priya Naraynen Order Date : 21/03/2016		<input type="checkbox"/> 49.491mg <input type="text"/> Remarks	<input type="checkbox"/> 49.491mg <input type="text"/> Remarks	<input checked="" type="checkbox"/> 49.491mg <input type="text"/> 04:13 PM Remarks	Prednisolone 5 mg Tablet 49.491 mg QID (4 times a day) 7 Days Dose Administered: 49.491mg Scheduled Administration Start: 4:00 PM Actual Administration Start: 4:13 PM Scheduled Administration End: Actual Administration End: Administered By: System Administrator Remarks: given Witness: Siti Faridah Japri Discontinue Dr: Discontinue Time: Withhold By: Withhold Reason: Name of Authorizer: NA Date and Time Authorized: NA
<input type="checkbox"/>	DOXOrubicin HCl 50mg/25ml Inj 81 mg , OD (once daily), Intravenous Bolus Day: 1 [21/03/2016-22/03/2016] <i>Prescriber's Remark :</i> Prescriber's Name : Dr Priya Naraynen Order Date : 21/03/2016		<input type="checkbox"/> 81mg <input type="text"/> Remarks			
	vinCRISTine Sulphate 1mg Inj		<input type="checkbox"/> 8:00 AM			

Figure 3.1.1-7 MAR – View MAR notes

Note

- *Checkbox will be available for drug with yellow colour box (due status)*
- *After drug has been recorded, the box will turn to green colour (served status)*
- *User can view the MAR notes by mouse over on the status box as shown in figure 3.1.1-7*

3.1.2 MAR Non-Infusion [Ward Stock (WS)]

This function is used to administer the medication to patient within the time range (on time) using ward stock.

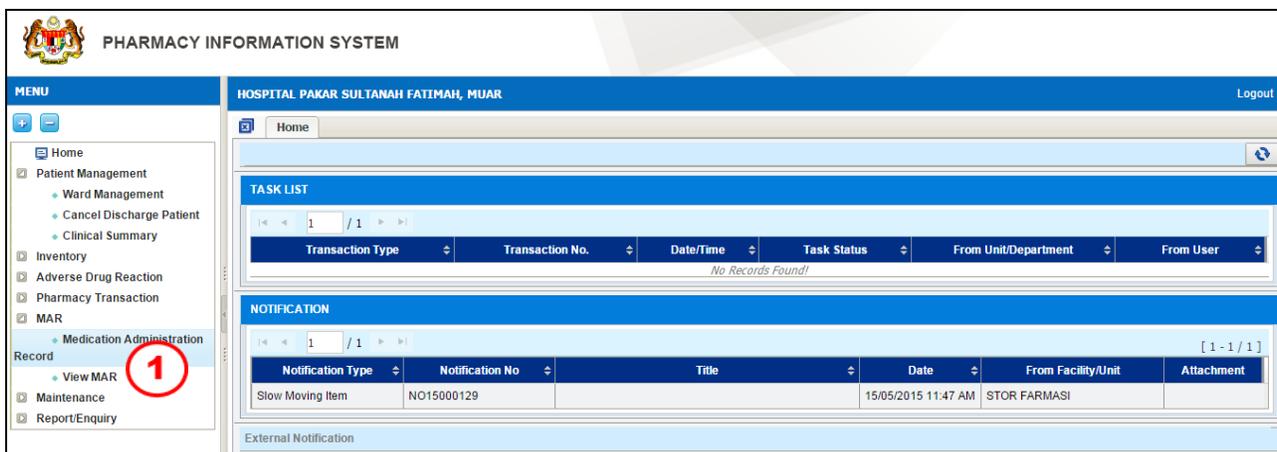


Figure 3.1.2-1 MAR Menu

STEP 1

Click on the MAR menu then click on the Medication Administrative Record sub menu

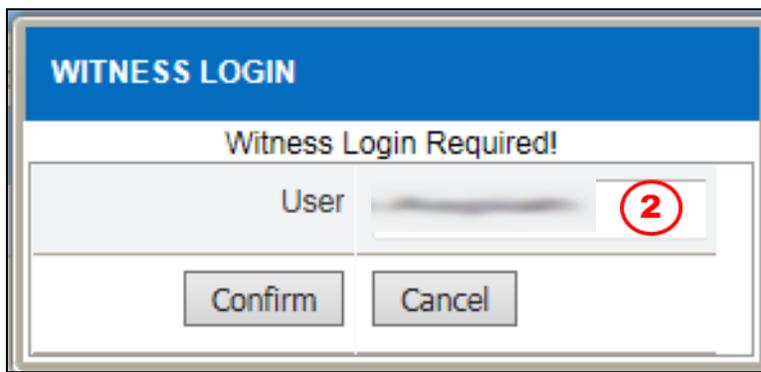


Figure 3.1.2-2 Witness Login

STEP 2

Enter **User ID** in the displayed Witness Login dialog box then click on the confirm button

Note

- Witness must have system access login.
- Witness must be different with user login.
- Witness shall be from the same discipline and the grade of Jururawat must be U29 and above.
- Witness does not require to login for every patient.

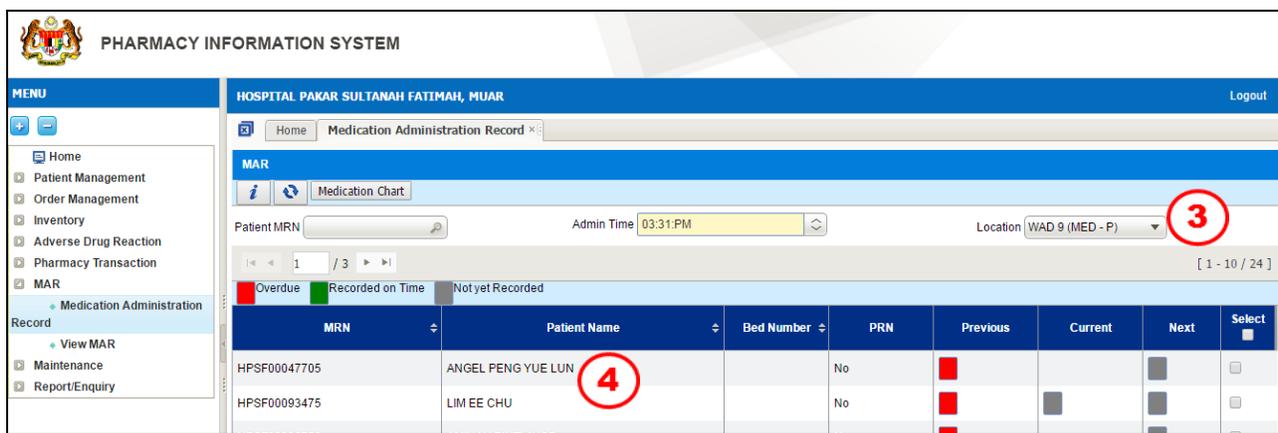


Figure 3.1.2-3 MAR Listing Page

STEP 3

Select location from drop box

STEP 4

Click on the selected patient name and system will display as Figure 3.1.2-4

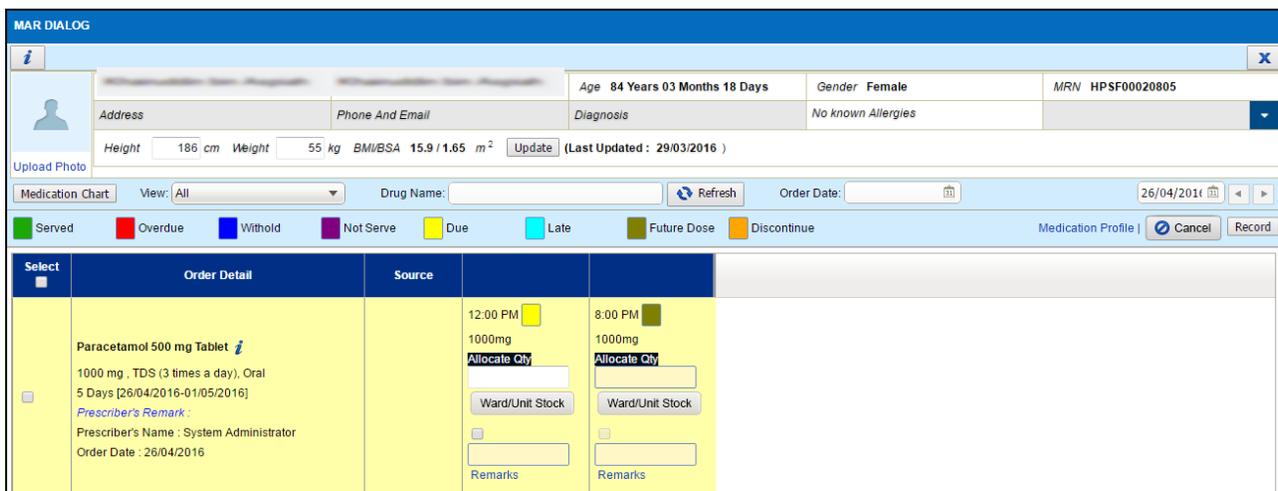
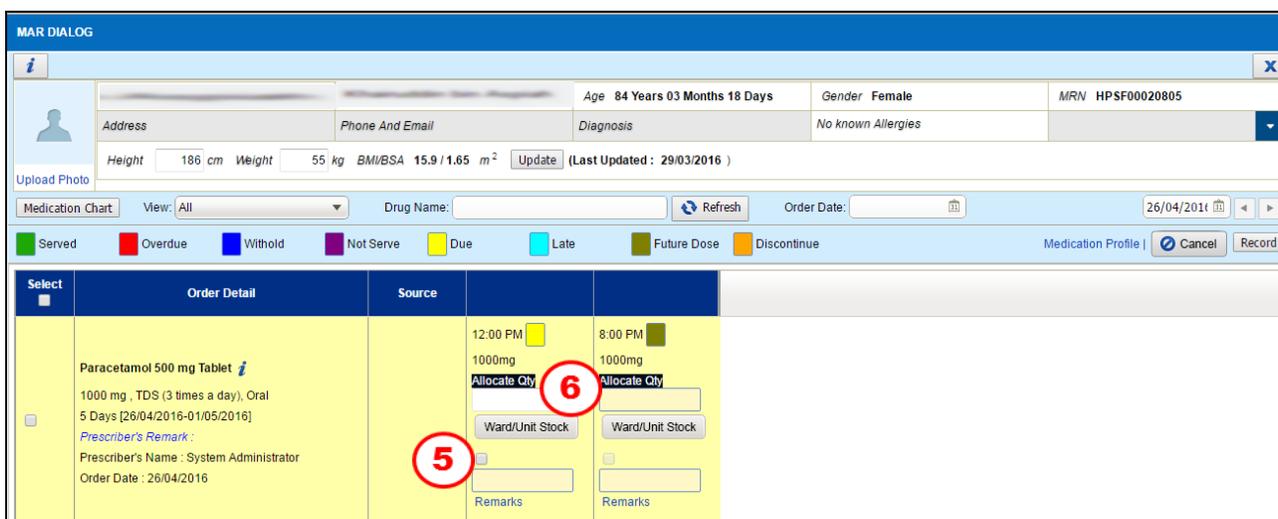


Figure 3.1.2-4 MAR Patient Screen

Note

- Screen will display two (2) panel functions:
 - a) Non-Infusion
 - b) Infusion
- Administration status:
 - a) Due - Administration recorded
 - b) Overdue - Record 'Not Administered' checkbox
 - c) Served- Record the administration within time range
 - d) Late - Has not record the administration within time range
 - e) Withhold - Hold by doctors or pharmacist
 - f) Future Dose - Has not reach the schedule time
 - g) Not Serve - Did not Serve
 - h) Discontinue - Discontinued by doctor



MAR DIALOG

Age 84 Years 03 Months 18 Days | Gender Female | MRN HPSF00020805

Address | Phone And Email | Diagnosis | No known Allergies

Height 186 cm | Weight 55 kg | BMI/BSA 15.9 / 1.65 m² | Update (Last Updated : 29/03/2016)

Medication Chart | View: All | Drug Name: | Refresh | Order Date: 26/04/2016

Served | Overdue | Withhold | Not Serve | Due | Late | Future Dose | Discontinue | Medication Profile | Cancel | Record

Select	Order Detail	Source
<input checked="" type="checkbox"/>	Paracetamol 500 mg Tablet 1000 mg, TDS (3 times a day), Oral 5 Days [26/04/2016-01/05/2016] Prescriber's Remark : Prescriber's Name : System Administrator Order Date : 26/04/2016	12:00 PM <input type="checkbox"/> 1000mg <input type="text"/> Allocate Qty <input type="text"/> 8:00 PM <input type="checkbox"/> 1000mg <input type="text"/> Allocate Qty <input type="text"/> Ward/Unit Stock <input type="text"/> Ward/Unit Stock <input type="text"/> Remarks <input type="text"/> Remarks <input type="text"/>

Figure 3.1.2-5 Patient Medication List

STEP 5

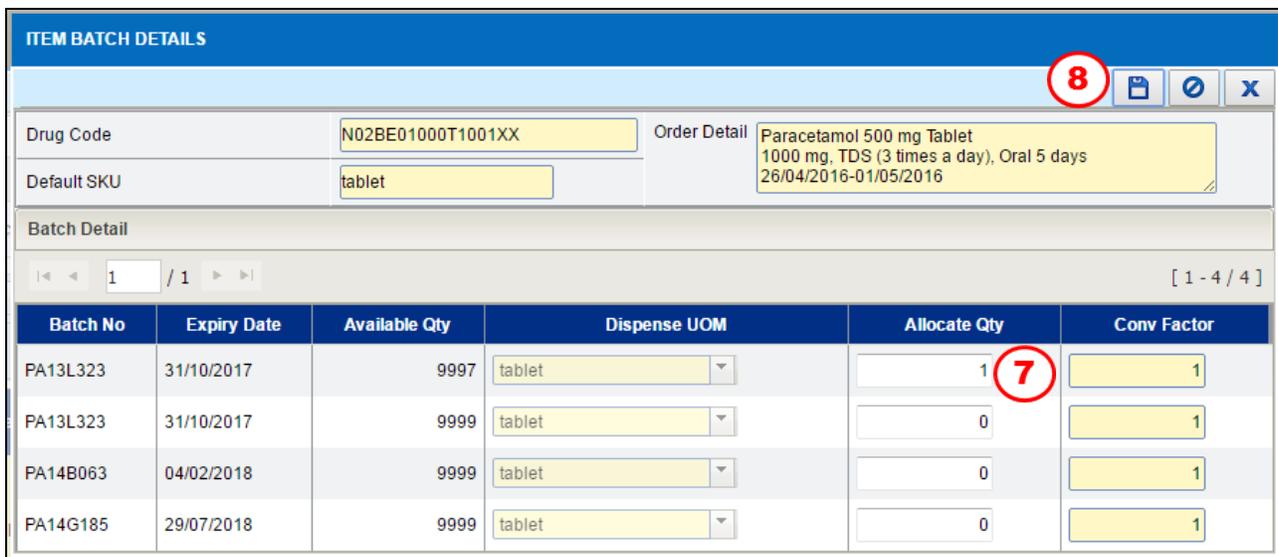
Click on the check box to select the drugs.

STEP 6

Click on and *WHAT* will display as shown in figure 3.1.2-5

Note

- User is allowed to select for multiple drugs.
- When the checkbox is selected, the current time will be recorded. However, user is allowed to change the current time.



ITEM BATCH DETAILS

Drug Code: N02BE01000T1001XX | Order Detail: Paracetamol 500 mg Tablet 1000 mg, TDS (3 times a day), Oral 5 days 26/04/2016-01/05/2016

Default SKU: tablet

Batch Detail

Batch No	Expiry Date	Available Qty	Dispense UOM	Allocate Qty	Conv Factor
PA13L323	31/10/2017	9997	tablet	<input type="text" value="1"/>	<input type="text" value="1"/>
PA13L323	31/10/2017	9999	tablet	<input type="text" value="0"/>	<input type="text" value="1"/>
PA14B063	04/02/2018	9999	tablet	<input type="text" value="0"/>	<input type="text" value="1"/>
PA14G185	29/07/2018	9999	tablet	<input type="text" value="0"/>	<input type="text" value="1"/>

Figure 3.1.2-6 Ward Stock

STEP 7

Choose the batch no and insert the **Allocate Qty** field

Note

Batch nearest to expiration will be selected automatically and calculated for the drugs to be administered.

STEP 8

Click on save  button to save record

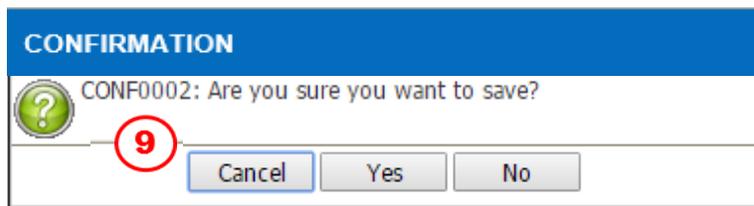
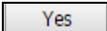


Figure 3.1.2.7 Confirm Message

STEP 9

Click on the  button to confirm record

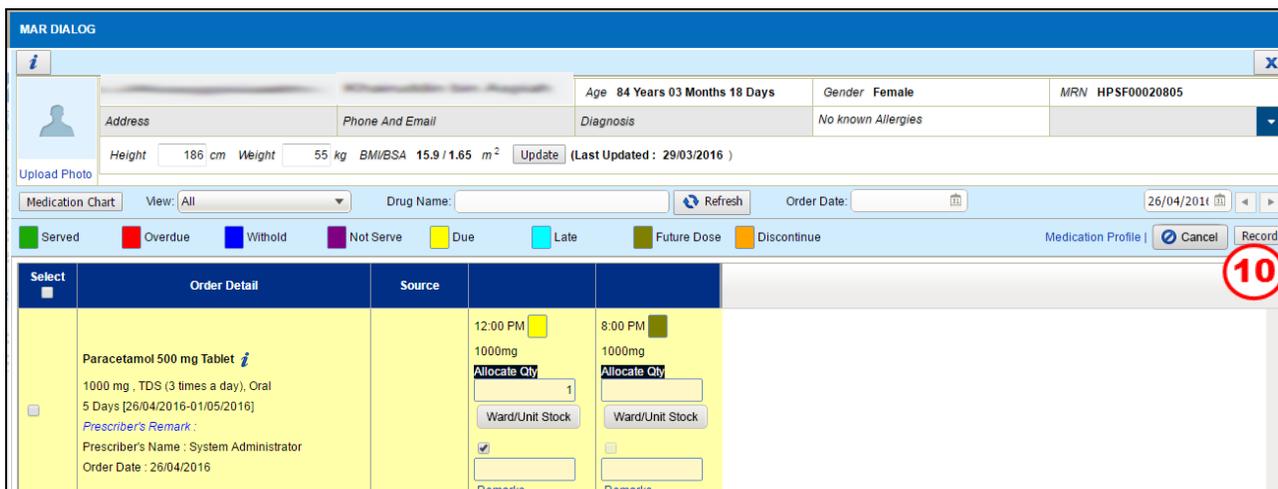


Figure 3.1.2-8 Drug Served

STEP 10

Click on record button 

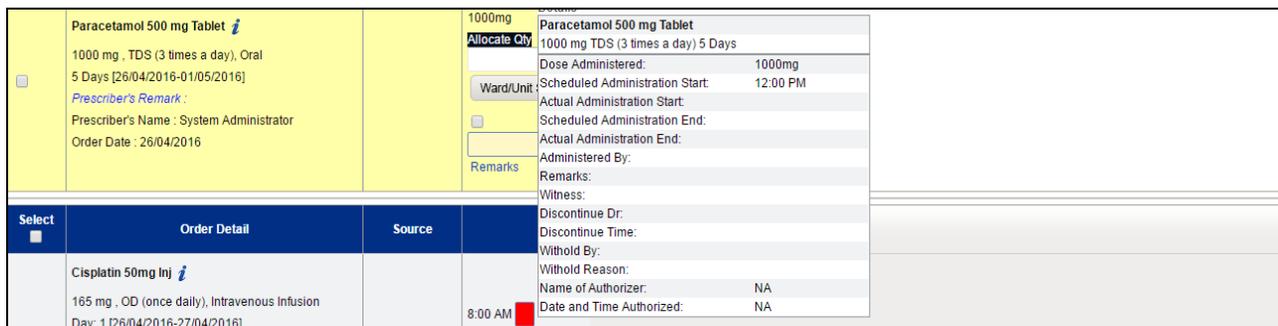


Figure 3.1.2-9 MAR – View MAR notes

Note

- Checkbox will be available for drug with yellow colour box (due status)
- After drug has been recorded, the box will turn to green colour (served status)
- User can view the MAR notes by mouse over on the status box as shown figure 3.1.2-9

3.1.3 MAR Non-Infusion (Late Administered/Not Administered)

This function is used to administer the medication to patient outside the time range (overdue) and for cancel administration (not served).

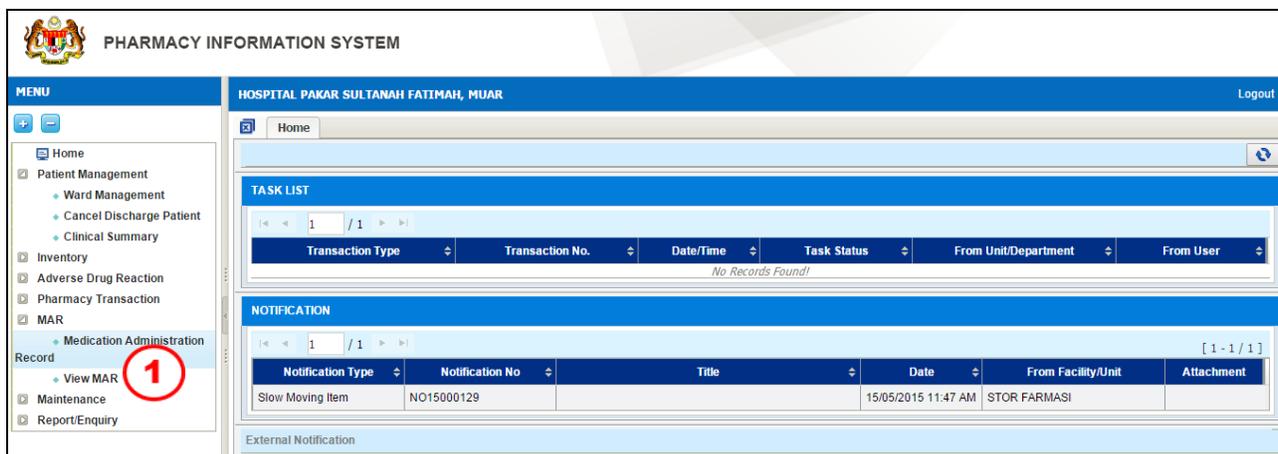


Figure 3.1.3-1 MAR Menu

STEP 1

Click on the MAR menu then click on the Medication Administrative Record sub menu

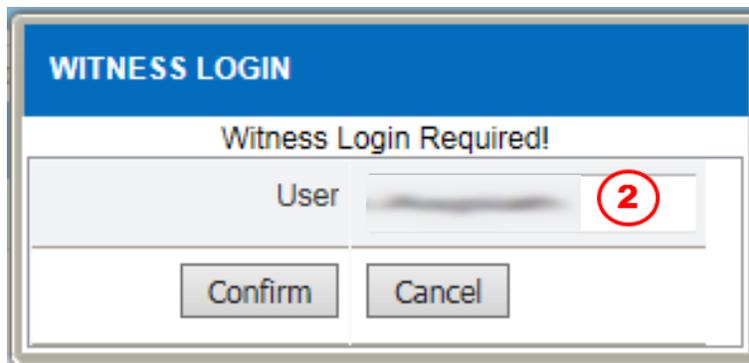


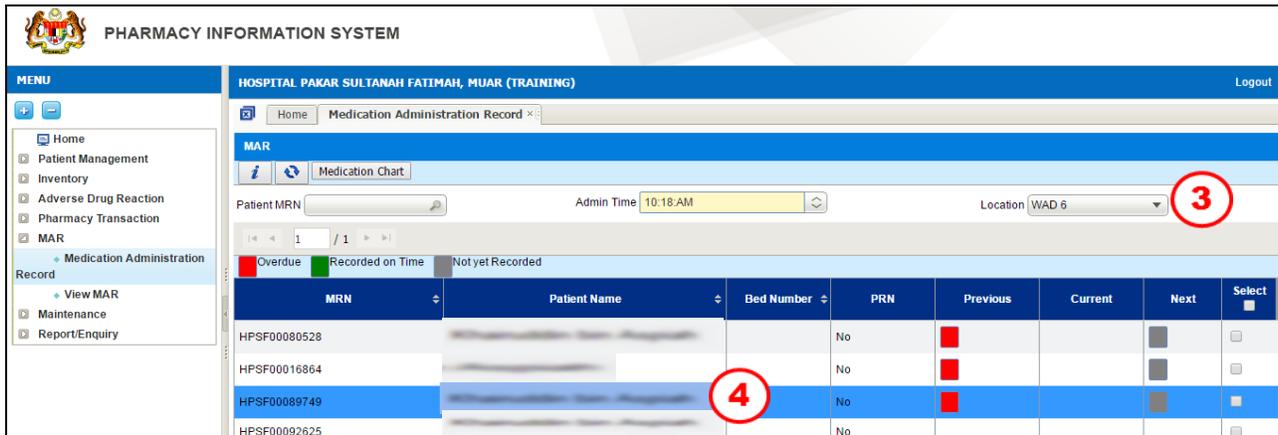
Figure 3.1.3-2 Witness Login

STEP 2

Enter **User ID** in the displayed Witness Login dialog box then click on the confirm button

Note

- Witness must have system access login.
- Witness must be different with user login.
- Witness shall be from the same discipline and the grade of Jururawat must be U29 and above.
- Witness does not require to login for every patient.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR (TRAINING) Logout

Home Medication Administration Record

MAR

Medication Chart

Patient MRN: [] Admin Time: 10:18 AM Location: WAD 6 3

Overdue Recorded on Time Not yet Recorded

MRN	Patient Name	Bed Number	PRN	Previous	Current	Next	Select
HPSF00080528	[]	[]	No	■		<input type="checkbox"/>	<input type="checkbox"/>
HPSF00016864	[]	[]	No	■		<input type="checkbox"/>	<input type="checkbox"/>
HPSF00089749	[]	[]	No	■		<input type="checkbox"/>	<input type="checkbox"/>
HPSF00092625	[]	[]	No			<input type="checkbox"/>	<input type="checkbox"/>

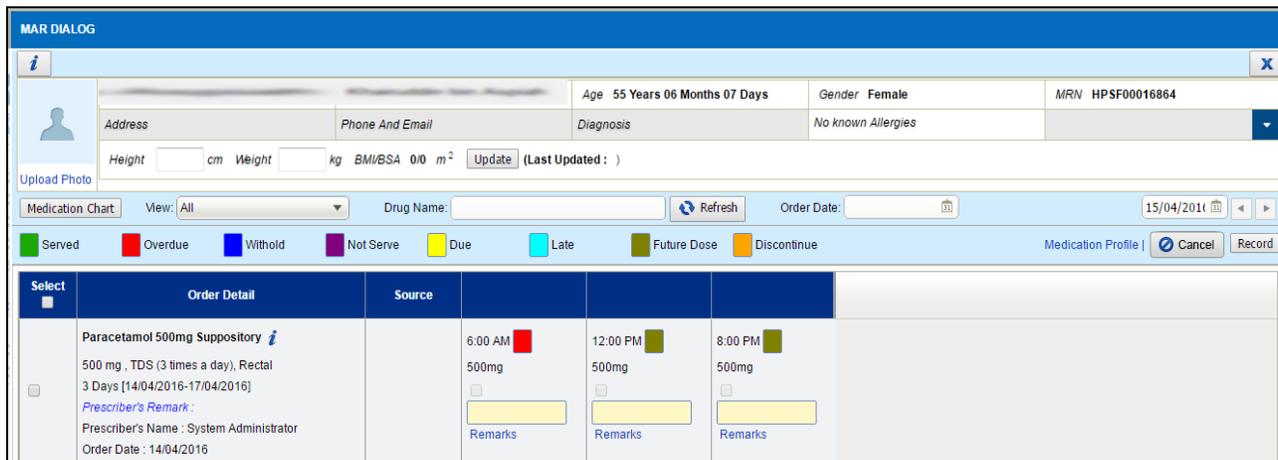
Figure 3.1.3-3 MAR Listing Page

STEP 3

Select location from drop box

STEP 4

Click on the selected patient name and system will display as Figure 3.1.3-4



MAR DIALOG

Age 55 Years 06 Months 07 Days Gender Female MRN HPSF00016864

Address Phone And Email Diagnosis No known Allergies

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

Medication Chart View: All Drug Name: Refresh Order Date: 15/04/2016

Served Overdue Withhold Not Serve Due Late Future Dose Discontinue Medication Profile Cancel Record

Select	Order Detail	Source	6:00 AM	12:00 PM	8:00 PM
<input type="checkbox"/>	Paracetamol 500mg Suppository 500 mg , TDS (3 times a day), Rectal 3 Days [14/04/2016-17/04/2016] Prescriber's Remark : Prescriber's Name : System Administrator Order Date : 14/04/2016		■ 500mg <input type="checkbox"/> Remarks	■ 500mg <input type="checkbox"/> Remarks	■ 500mg <input type="checkbox"/> Remarks

Figure 3.1.3-4 MAR Patient Screen

Note

- Screen will display two (2) panel functions:
 - a) Non-Infusion
 - b) Infusion
- Administration status:
 - a) Due - Administration has been recorded
 - b) Overdue - Record 'Not Administered' checkbox
 - c) Served- Record the administration within time range
 - d) Late - Has not record the administration within time range
 - e) Withhold - Hold by doctors or pharmacist
 - f) Future Dose - Has not reach the schedule time
 - g) Not Serve - Did not Serve
 - h) Discontinue - Discontinued by doctor

MAR DIALOG

Age 43 Years 03 Months 12 Days Gender Male MRN HPSF00006498

Address Phone And Email Diagnosis Known Allergies

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

Medication Chart 20/05/2015

Served Overdue Withhold Not Serve Due Late Future Dose Discontinue Medication Profile Cancel Record

Select	Order Detail	Source			
<input type="checkbox"/>	Chlorpheniramine Maleate 2 mg/5 ml Syrup 2 mg BD (twice daily) 30 Days [05/05/2015-04/06/2015] Prescriber's Remark : Prescriber's Name : Dr. Ho Kim Wah		8:00 AM 2mg	8:00 PM 2mg	
<input type="checkbox"/>	Mefenamic Acid 250 mg Capsule 250 mg TDS (3 times a day) 61 Days [05/05/2015-05/07/2015] Prescriber's Remark : Prescriber's Name : Dr. Ho Kim Wah		8:00 AM 250mg	12:00 PM 250mg	8:00 PM 250mg

Figure 3.1.3-5 Remarks

STEP 5

To record the late administration or not administered, click on [Remarks](#) and system will display as figure 3.1.3-6(a)

Note

Remarks can be entered if:

- Drug status still active.
- Reach and exceeding the time range of Administration time

Late Administered

MAR REMARKS

Not Administered * Late Administered *

Reason

Remarks

Figure 3.1.3-6(a) MAR Remarks

STEP 1

Click on button to edit or add the new remarks

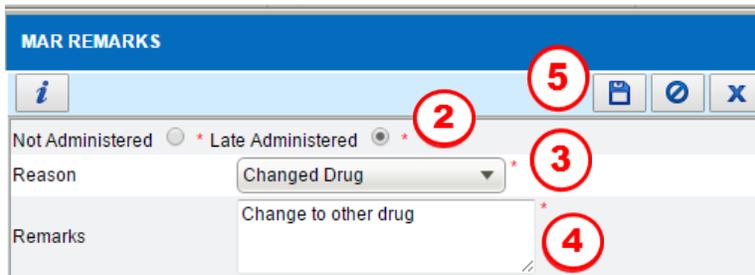


Figure 3.1.3-6(b) MAR Remarks

STEP 2

Click on the Late Administered checkbox

STEP 3

Chose one (1) reason from the drop down box:

- Allergy
- Change Drug
- Hemodialysis
- Medication/Drug With Hold
- Nil By Mouth
- Nil In Stock
- No IV Access
- Not In Bed
- Others
- Patient Discharge
- Refused

STEP 4

Enter the remarks

STEP 5

Click on save  button to save record

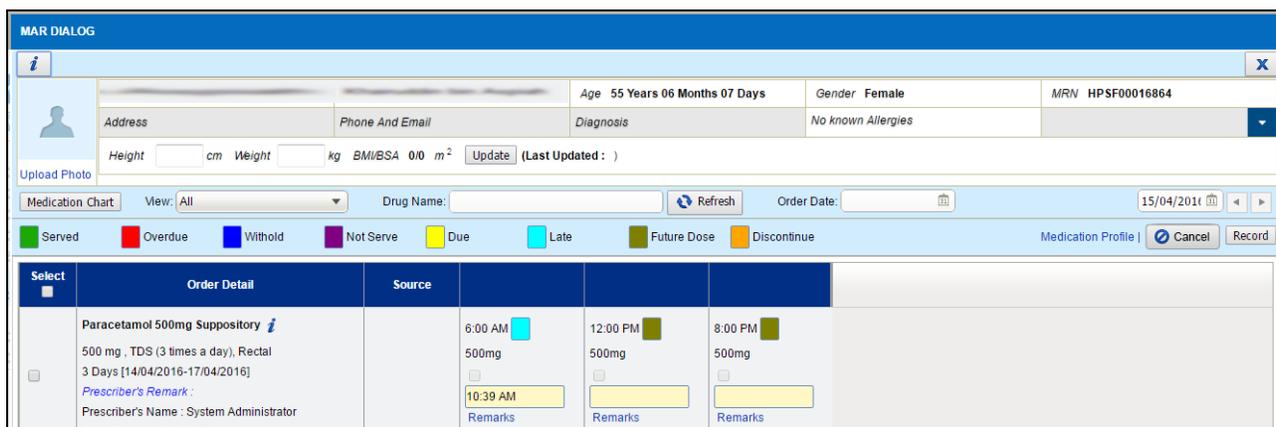
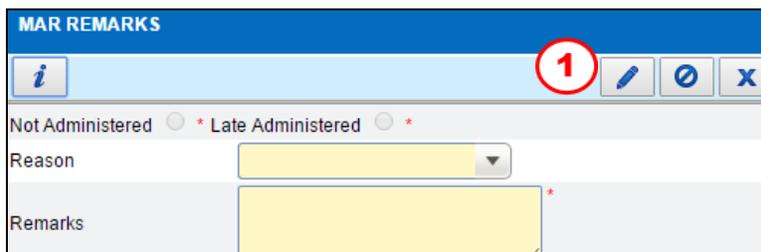


Figure 3.1.3-6(c) MAR Remarks

Note

- Checkbox will be available for drug with yellow colour box (due status)
- When step 5 is performed, the box will turn to cyan colour (late status)

Not Administered

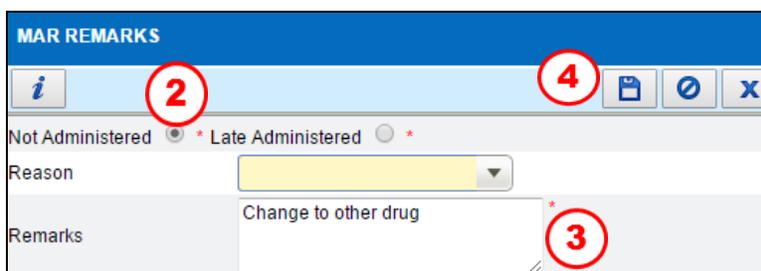


The screenshot shows a window titled 'MAR REMARKS'. At the top right, there is a red circle with the number '1' around an edit button (pencil icon). Below the title bar, there are two radio buttons: 'Not Administered' (selected) and '* Late Administered'. Underneath, there is a 'Reason' dropdown menu with a yellow background and a 'Remarks' text area.

Figure 3.1.3-7 MAR Remarks

STEP 1

Click on  button to edit or add the new remarks



The screenshot shows the 'MAR REMARKS' window. A red circle with the number '2' is around the edit button. A red circle with the number '4' is around the save button (floppy disk icon). The 'Not Administered' radio button is selected. The 'Reason' dropdown menu is open, showing 'Change to other drug'. A red circle with the number '3' is around the 'Remarks' text area.

Figure 3.1.3-8 MAR Not Administered

STEP 2

Click on the Not Administered checkbox

STEP 3

Enter the remarks

STEP 4

Click on save  button to save record

MAR DIALOG

Age 55 Years 06 Months 07 Days Gender Female MRN HPSF00016864

Address Phone And Email Diagnosis No known Allergies

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

Medication Chart View: All Drug Name: Refresh Order Date: 15/04/2016

Served
 Overdue
 Withhold
 Not Serve
 Due
 Late
 Future Dose
 Discontinue
 Medication Profile |

Select	Order Detail	Source			
<input type="checkbox"/>	Paracetamol 500mg Suppository 500 mg , TDS (3 times a day), Rectal 3 Days [14/04/2016-17/04/2016] Prescriber's Remark : Prescriber's Name : System Administrator Order Date : 14/04/2016		6:00 AM <input type="checkbox"/> 500mg <input type="checkbox"/> 10:39 AM Remarks	12:00 PM <input type="checkbox"/> 500mg <input type="checkbox"/> Remarks	8:00 PM <input type="checkbox"/> 500mg <input type="checkbox"/> Remarks

Figure 3.1.3-9 MAR Not Administered

Note

- Checkbox will be available for drug with yellow colour box (due status)
- When step 5 is performed, the box will turn to purple colour box (Not Serve status)

3.1.4 MAR Infusion

This function is used to administer the medication to patient within the time range (on time) for infusion type of medication.

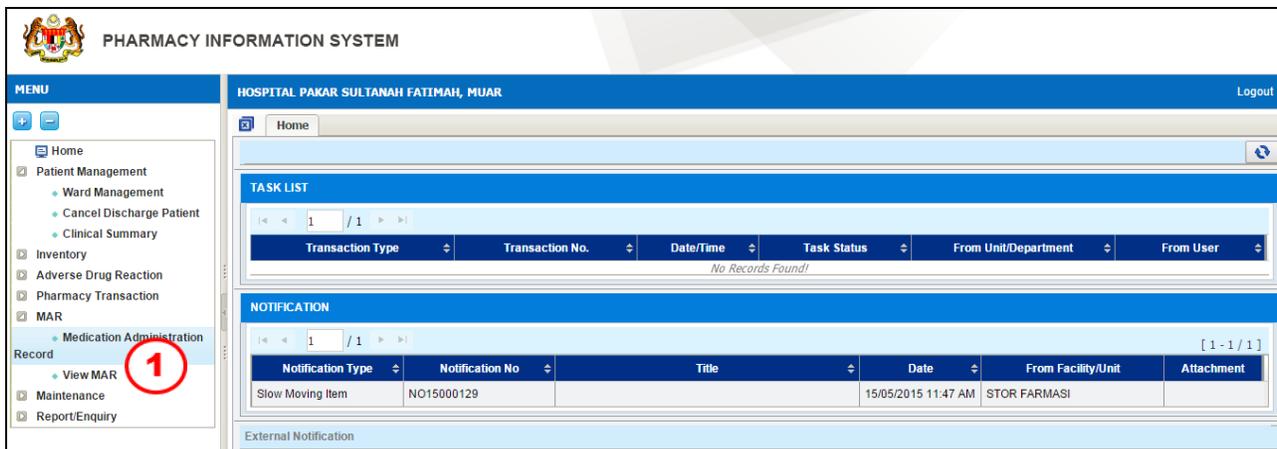


Figure 3.1.4-1 MAR Menu

STEP 1

Click on the MAR menu then click on the Medication Administrative Record sub menu

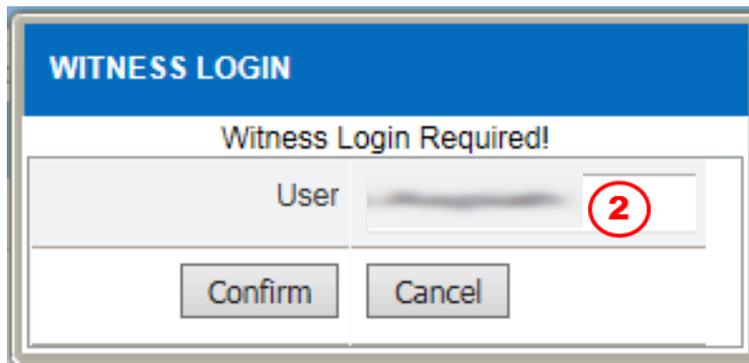


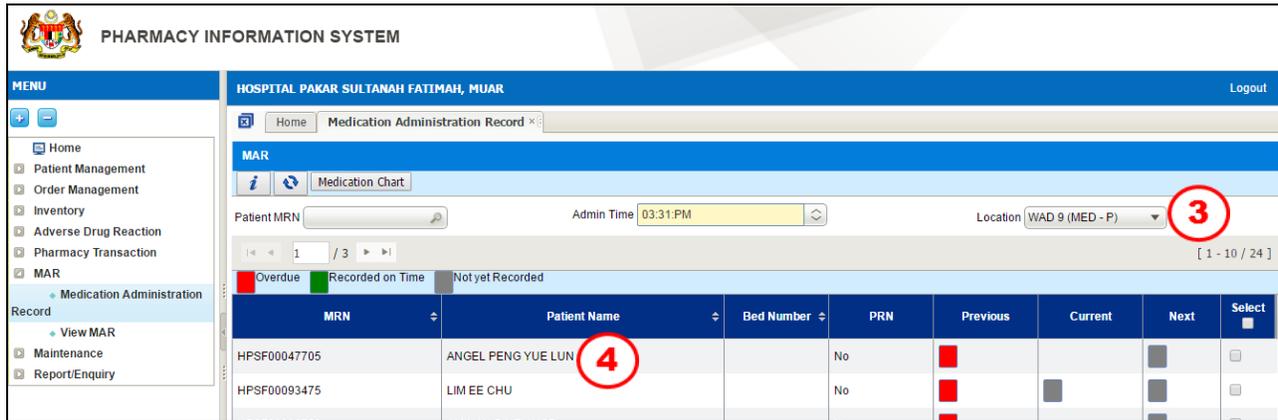
Figure 3.1.4-2 Witness Login

STEP 2

Enter **User ID** in the displayed Witness Login dialog box screen and click confirm

Note

- Witness must have system access login.
- Witness must be different with user login.
- Witness shall be from the same discipline and the grade of Jururawat must be U29 and above.
- Infusion drug only available after pharmacist do the dispensing.
- The drug that displayed at infusion Panel will be with 'INF' Intravenous Infusion or 'INSB Intravenous Slow Bolus admin route.
- There is no STAT or PRN dose for Infusion drug.
- Witness does not require to login for every patient.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home Medication Administration Record

MAR Medication Chart

Patient MRN Admin Time 03:31:PM Location WAD 9 (MED - P)

1 / 3 [1 - 10 / 24]

MRN	Patient Name	Bed Number	PRN	Previous	Current	Next	Select
HPSF00047705	ANGEL PENG YUE LUN		No				
HPSF00093475	LIM EE CHU		No				

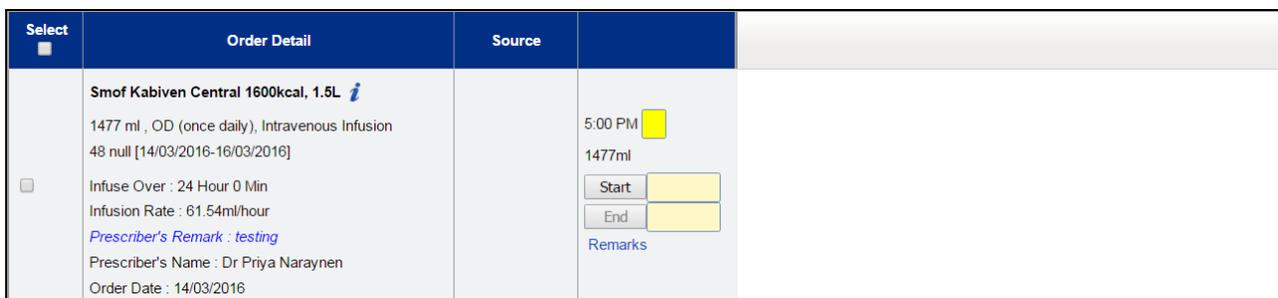
Figure 3.1.4-3 MAR Listing Page

STEP 3

Select location from drop box

STEP 4

Click on the selected patient name and system will display as Figure 3.1.4-4



Select	Order Detail	Source
<input type="checkbox"/>	<p>Smof Kabiven Central 1600kcal, 1.5L</p> <p>1477 ml , OD (once daily), Intravenous Infusion 48 null [14/03/2016-16/03/2016]</p> <p>Infuse Over : 24 Hour 0 Min Infusion Rate : 61.54ml/hour <i>Prescriber's Remark : testing</i> Prescriber's Name : Dr Priya Naraynen Order Date : 14/03/2016</p>	<p>5:00 PM</p> <p>1477ml</p> <p>Start</p> <p>End</p> <p>Remarks</p>

Figure 3.1.4-4 MAR Patient Screen

Note

- Screen will display two (2) panel functions and which is
 - Non-Infusion
 - Infusion
- Administration status:
 - Due - Already record the administration
 - Overdue - Record 'Not Administered' checkbox
 - Served- Record the administration within time range
 - Late - Has not record the administration within time range
 - Withhold - Hold by doctors or pharmacist
 - Future Dose - Has not reach the schedule time
 - Not Serve - Did Not Serve
 - Discontinue - Discontinued by doctor

Select	Order Detail	Source	
<input type="checkbox"/>	Smof Kabiven Central 1600kcal, 1.5L <i>i</i> 1477 ml , OD (once daily), Intravenous Infusion 48 null [14/03/2016-16/03/2016]		5:00 PM 1477ml 5 Start <input type="text"/> End <input type="text"/> Remarks
<input type="checkbox"/>	Infuse Over : 24 Hour 0 Min Infusion Rate : 61.54ml/hour <i>Prescriber's Remark : testing</i> Prescriber's Name : Dr Priya Naraynen Order Date : 14/03/2016		

Figure 3.1.4-5 Start Infusion

STEP 5

Click on the button to enter the start time

Note

- When button is clicked, the current time will be recorded.
- If the time is one (1) hour more than duration time, recording will be not allowed without any remarks.

Select	Order Detail	Source	
<input type="checkbox"/>	Smof Kabiven Central 1600kcal, 1.5L <i>i</i> 1477 ml , OD (once daily), Intravenous Infusion 48 null [14/03/2016-16/03/2016]		5:00 PM 1477ml Start <input type="text" value="04:50 PM"/> End <input type="text"/> Remarks
<input type="checkbox"/>	Infuse Over : 24 Hour 0 Min Infusion Rate : 61.54ml/hour <i>Prescriber's Remark : testing</i> Prescriber's Name : Dr Priya Naraynen Order Date : 14/03/2016		

Figure 3.1.4-6 End Infusion

STEP 6

Click on the button to enter the end time.

Note

- button will be available for drug with yellow colour box (due status)
- After recording is performed, the box will turn to green colour box (served status)

3.1.5 MAR Infusion (Late Administered/Not Administered)

This function is used to administer the medication to patient within the Time range (on time) for infusion type of medication.

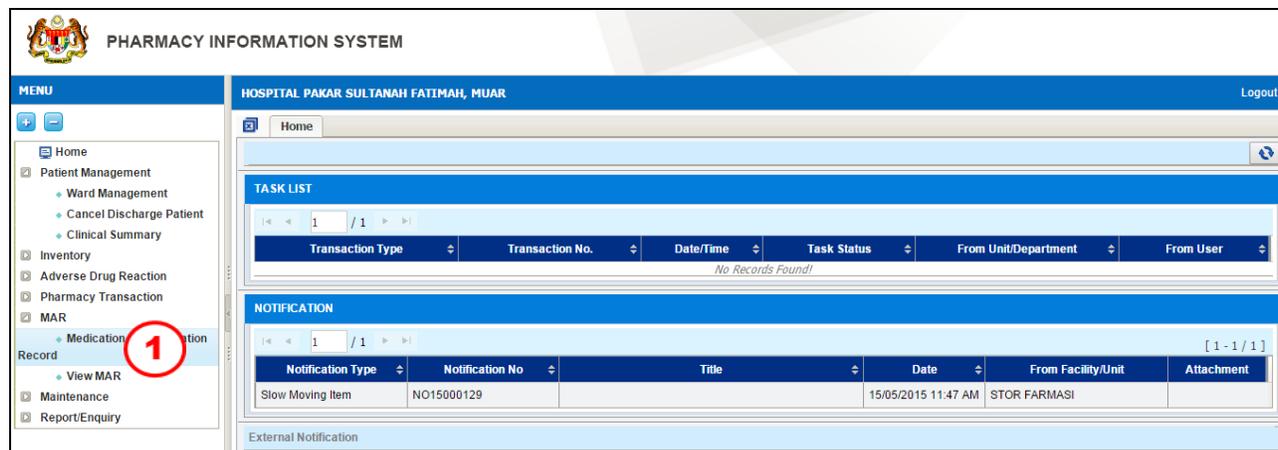


Figure 3.1.5-1 MAR Menu

STEP 1

Click on the MAR menu then click on the Medication Administrative Record sub menu

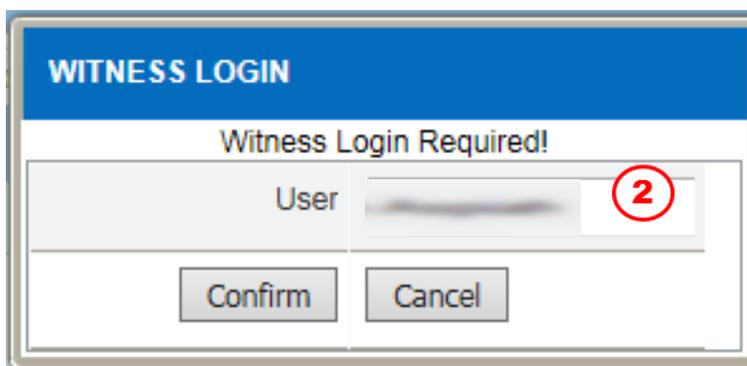


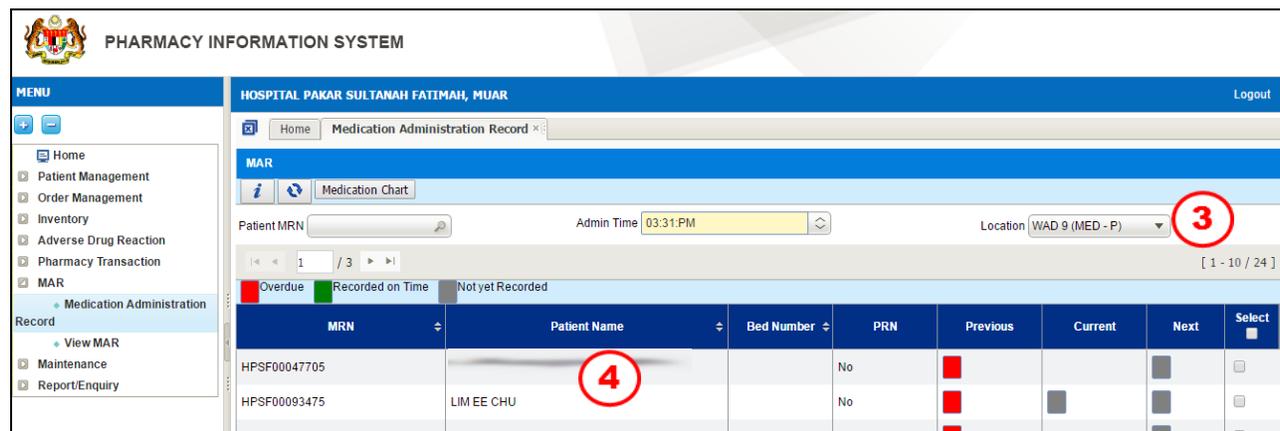
Figure 3.1.5-2 Witness Login

STEP 2

Enter User ID in Witness Login Dialog Box screen and click confirm

Note

- Witness must have system access login.
- Witness must be different with user login.
- Witness shall be from the same discipline and the grade of Jururawat must be U29 and above.
- Infusion drug will be available after pharmacist do the dispensing.
- Drug which are displayed at infusion Panel will be with 'INF' Intravenous Infusion or 'INSB' Intravenous Slow Bolus admin route.
- There is no STAT or PRN dose for Infusion drug
- Witness does not require to login for every patient.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home Medication Administration Record

MAR

Medication Chart

Patient MRN: [] Admin Time: 03:31 PM Location: WAD 9 (MED - P)

1 / 3 [1 - 10 / 24]

MRN	Patient Name	Bed Number	PRN	Previous	Current	Next	Select
HPSF00047705	[]	[]	No	[]	[]	[]	[]
HPSF00093475	LIM EE CHU	[]	No	[]	[]	[]	[]

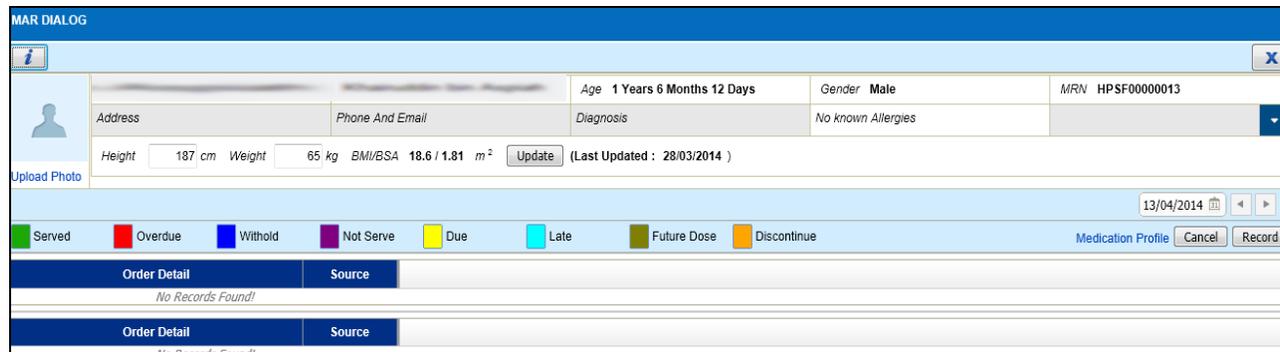
Figure 3.1.5-3 MAR Listing Page

STEP 3

Select location from drop box

STEP 4

Click on the selected patient name and system will display as Figure 3.1.5-4



MAR DIALOG

Age 1 Years 6 Months 12 Days Gender Male MRN HPSF00000013

Address Phone And Email Diagnosis No known Allergies

Height 187 cm Weight 65 kg BMI/BSA 18.6 / 1.81 m² Update (Last Updated : 28/03/2014)

13/04/2014

Served Overdue Withhold Not Serve Due Late Future Dose Discontinue

Medication Profile Cancel Record

Order Detail Source

No Records Found!

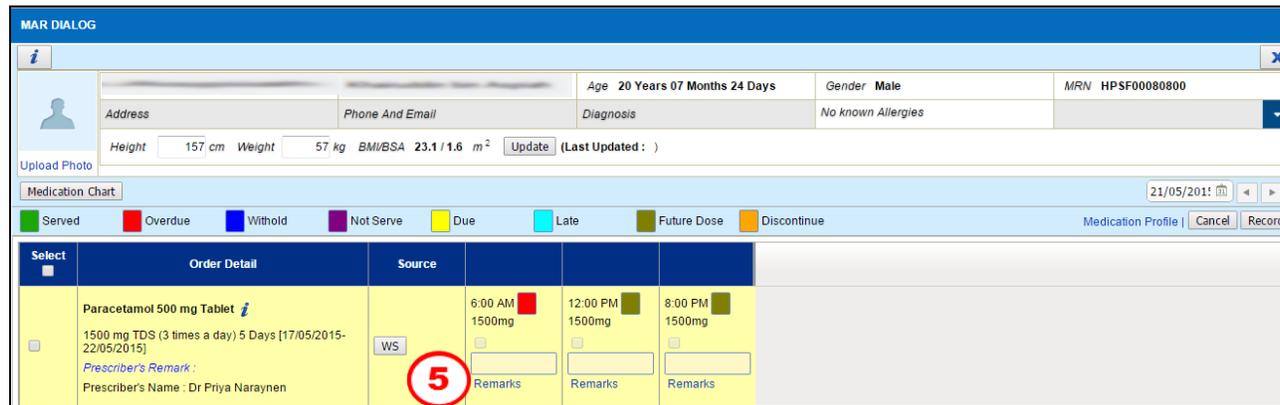
Order Detail Source

No Records Found!

Figure 3.1.5-4 MAR Patient Screen

Note

- Screen will display two (2) panel functions:
 - a) Non-Infusion
 - b) Infusion
- Administration status:
 - a) Due - Administration recorded
 - b) Overdue - Record 'Not Administered' checkbox
 - c) Served- Record the administration within time range
 - d) Late - Has not record the administration within time range
 - e) Withhold - Hold by doctors or pharmacist
 - f) Future Dose - Has not reach the schedule time
 - g) Not Serve - Did not Serve
 - h) Discontinue - Discontinued by doctor



MAR DIALOG

Age 20 Years 07 Months 24 Days | Gender Male | MRN HPSF00080800

Address | Phone And Email | Diagnosis | No known Allergies

Height 157 cm | Weight 57 kg | BMI/BSA 23.1 / 1.6 m² | Update (Last Updated :)

Medication Chart | 21/05/2015 | Medication Profile | Cancel | Record

Select	Order Detail	Source	6:00 AM	12:00 PM	8:00 PM
<input type="checkbox"/>	Paracetamol 500 mg Tablet 1500 mg TDS (3 times a day) 5 Days [17/05/2015-22/05/2015] Prescriber's Remark: Prescriber's Name : Dr Priya Naraynen	WS	6:00 AM 1500mg	12:00 PM 1500mg	8:00 PM 1500mg
			Remarks	Remarks	Remarks

Figure 3.1.5-5 Remarks

STEP 5

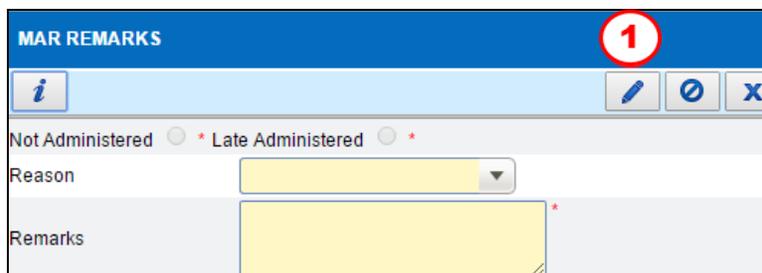
To record the late administration or not administered, click on **Remarks** and system will display as Figure 3.1.5-6(a)

Note

Remarks can be entered if:

- Drug status is Active.
- Time range is reaching and exceeding of Administration time

LATE ADMINISTERED



MAR REMARKS

Not Administered * Late Administered *

Reason

Remarks

Figure 3.1.5-6(a) MAR Remarks

STEP 1

Click on  button to edit or add the new remarks

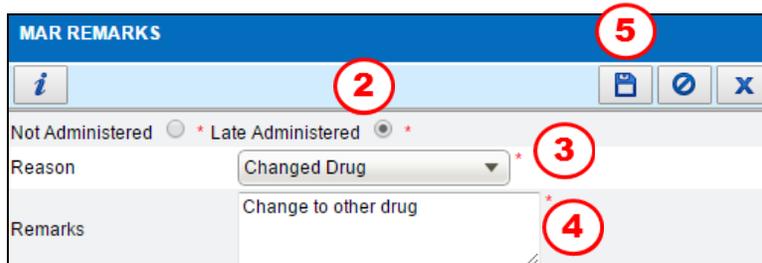


Figure 3.1.5-6(b) MAR Remarks

STEP 2

Click on the **Late Administered** radio button

STEP 3

Chose one reason from the drop down box:

- Allergy
- Change Drug
- Hemodialysis
- Medication/Drug With Hold
- Nil By Mouth
- Nil In Stock
- No IV Access
- Not In Bed
- Others
- Patient Discharge
- Refused

STEP 4

Enter the remarks

STEP 5

Click on save  button to save record

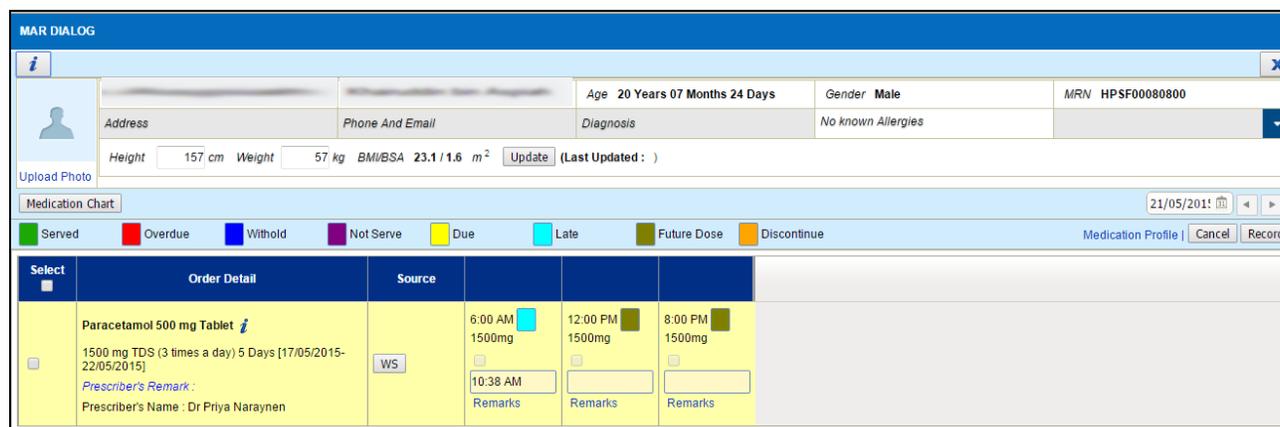
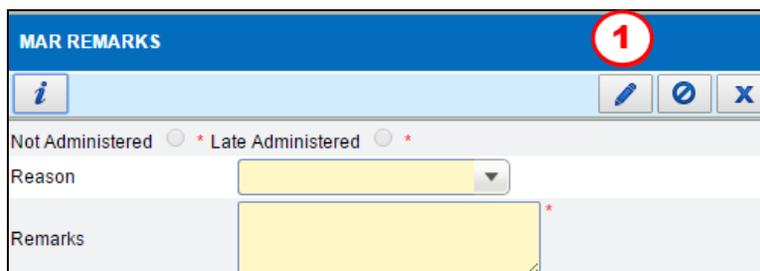


Figure 3.1.5-7 MAR Late

Note

- Checkbox will be available for drug with yellow colour box (due status)
- When step 5 is performed, the box will turn to cyan colour (late status)

NOT ADMINISTERED

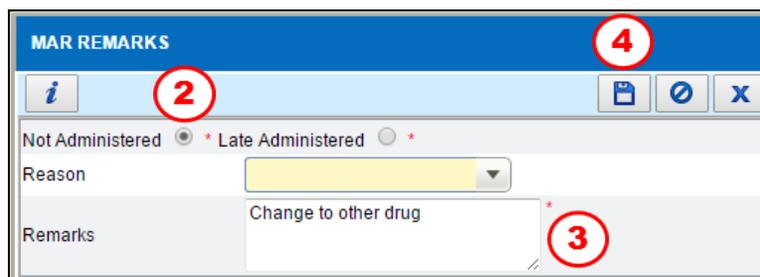


The screenshot shows a window titled "MAR REMARKS" with a red circle '1' around the title bar. Below the title bar is an information icon 'i' and buttons for edit, refresh, and close. The form contains two radio buttons: "Not Administered" (selected) and "* Late Administered". Below these are a "Reason" dropdown menu and a "Remarks" text area, both highlighted in yellow.

Figure 3.1.5-8 MAR Remarks

STEP 1

Click on  button to edit or add the new remarks



The screenshot shows the "MAR REMARKS" window with a red circle '4' around the title bar. The "Not Administered" radio button is now unselected, and the "* Late Administered" radio button is selected (indicated by a red circle '2'). The "Remarks" text area now contains the text "Change to other drug" (indicated by a red circle '3'). The "Reason" dropdown menu is still highlighted in yellow.

Figure 3.1.5-9 MAR Not Administered

STEP 2

Click on the **Not Administered** radio button

STEP 3

Enter the remarks

STEP 4

Click on save  button to save record

MAR DIALOG

Address **Phone And Email** **Diagnosis** **No known Allergies**

Age: 20 Years 07 Months 24 Days Gender: Male MRN: HPSF00080800

Height: 157 cm Weight: 57 kg BMI/BSA: 23.1 / 1.6 m² (Last Updated :)

Medication Chart 21/05/2015:

Served Overdue Withhold Not Serve Due Late Future Dose Discontinue

Select	Order Detail	Source	6:00 AM	12:00 PM	8:00 PM
<input type="checkbox"/>	Paracetamol 500 mg Tablet 1500 mg TDS (3 times a day) 5 Days [17/05/2015-22/05/2015] <i>Prescriber's Remark :</i> Prescriber's Name : Dr Priva Naraynen	WS	<input type="checkbox"/> 1500mg <input type="text" value="10:38 AM"/> <input type="text" value="Remarks"/>	<input type="checkbox"/> 1500mg <input type="text" value="Remarks"/>	<input type="checkbox"/> 1500mg <input type="text" value="Remarks"/>

Figure 3.1.5-10 MAR Not Administered

4.0 Acronyms

Abbreviation	Definition
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
MRN	Medical Registration Number
MAR	Medication Administration Report
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	Radiopharmaceutical	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		