



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

Full Based User Manual Outpatient Pharmacy

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PhIS & CPS Project
User Manual – Outpatient Pharmacy





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 Outpatient Pharmacy module and its key features and functionalities. The primary objective is to guide user through the process of completing PhIS application process.

User will understand the following activities in details:

- Acknowledgement
- Screening & Verification
- Preparation
- Dispensing
- Single Stage Dispensing
- SPUB
- Release/Discard Medication
- Medication Return
- Re-Dispense

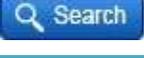
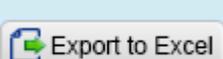
1.3 Organized Sections

These are the sections within this document:

- Section 1: Introduction
- Section 2: Application Standard Features
- Section 3: Outpatient 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
	Change Login Password		Reset Login Screen
	Expand Menu		Collapse Menu
	Display Home Tab		Expand Module
	Collapse Module		Close All Open Tabs
	Refresh Screen		Search Record
	Add/Create New Record		Show Help
	Print		Mandatory Field
	Calendar Icon		Search Icon
	Close Window		Radio Button
	Checkbox		Edit Record
	Cancel		Delete Record
	Save		Export and Open Report in Excel Format



Outpatient Pharmacy Module Legend			
	Update Patient's Height and Weight		Print Ingredient Label
	Acknowledge Prescription		Dispense
	Preparation		Print Original Prescription
	Edit Label		Verification
	Resume		Confirm
	Hold		Release/Discard
	Print		Re-Dispense
	Calendar		Delete
	Schedule		Save and Continue
	Add/Update Drug		

Note

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



2.2 Latest Enhancement and Updates

Latest Functions	Page
'Medication Counseling' button and call the screen at Dispensing screen and Single Stage screen.	58
Display fraction dosage in special character which is smaller than normal dose font.	45
1. Enhancement on drug label. <ul style="list-style-type: none"> • 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. 	45
1. To display a notification icon in the Remarks column if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark). 2. To display previous doctor's remark from previous drug order in all dispensing screens.	58
1. MTAC History link in all dispensing screen (patient banner): <ol style="list-style-type: none"> a. Acknowledgement b. Screening and Verification c. Preparation d. Dispensing e. VAS f. Single Stage g. Methadone Dispensing 	Respective Screen
<ul style="list-style-type: none"> • Adherence score field is available. User can enter the score between 1- 8. User is allowed to enter decimal value up to 2 decimal points. • Adherence score is available in the following screen <ol style="list-style-type: none"> i. Screening and verification ii. Preparation iii. Dispensing iv. Single Stage • Medication Possession Rate (MPR) value will be calculated for partial supply prescription only. • MPR Formula: <ol style="list-style-type: none"> i. To count MPR for all active drugs but display minimum MPR at prescription level. ii. Exemption of MPR calculation for <u>drug with PRN frequency</u> $\% \text{ MPR} = \frac{\text{Supply Duration}}{\text{Duration between previous supply start date until current date}}$ <p><u>Example:</u> Scenario 1: Previous dispensing done on <u>5/3/2017</u> for few drugs:</p> <ul style="list-style-type: none"> • Drug A, TDS <ul style="list-style-type: none"> Previous supply start on 5/3/2015 for 30 days Current date is 20/3/2017. <ul style="list-style-type: none"> ○ Supply duration = 30 days ○ Duration between previous start and current = 5/3/2017 to 20/3/2017 = 15 days ○ Drug MPR = (30/15) x 100 = <u>200</u> 	Respective Screen



<ul style="list-style-type: none"> • Drug B, BD Previous supply start on <u>7/3/2015</u> for 40 days Current date is 20/3/2017. <ul style="list-style-type: none"> ○ Supply duration = 40 days ○ Duration between previous start and current = <u>7/3/2017</u> to 20/3/2017 = 13 days ○ Drug MPR = $(40/13) \times 100 = \underline{308}$ <p>MPR at prescription level = minimum MPR for all active drug = <u>200</u></p> <p>Scenario 2: (Exemption for PRN frequency) Previous dispensing done on <u>5/3/2017</u> for few drugs:</p> <ul style="list-style-type: none"> • Drug A, PRN Previous supply start on 5/3/2015 for 30 days Current date is 20/3/2017. <ul style="list-style-type: none"> ○ Supply duration = 30 days ○ Duration between previous start and current = 5/3/2017 to 20/3/2017 = 15 days ○ Drug MPR = $(30/15) \times 100 = \underline{N/A}$ • Drug B, BD, Previous supply start on <u>7/3/2015</u> for 40 days Current date is 20/3/2017. <ul style="list-style-type: none"> ○ Supply duration = 40 days ○ Duration between previous start and current = <u>7/3/2017</u> to 20/3/2017 = 13 days ○ Drug MPR = $(40/13) \times 100 = \underline{308}$ <p>MPR at prescription level = minimum MPR for all active drug = <u>308</u></p>	
<ul style="list-style-type: none"> • Add in button to call MTAC Order screen at dispensing screen and Single Stage screen. 	

3.0 Outpatient Pharmacy

Overview

The Outpatient Pharmacy module includes implementing safe, organized, and efficient drug-dispensing systems 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 of medication errors by helping to minimize dispensing error opportunities in a pharmacy. At present there are various types of dispensing systems for medical prescriptions within a hospital.

User Group

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

Functional Diagram

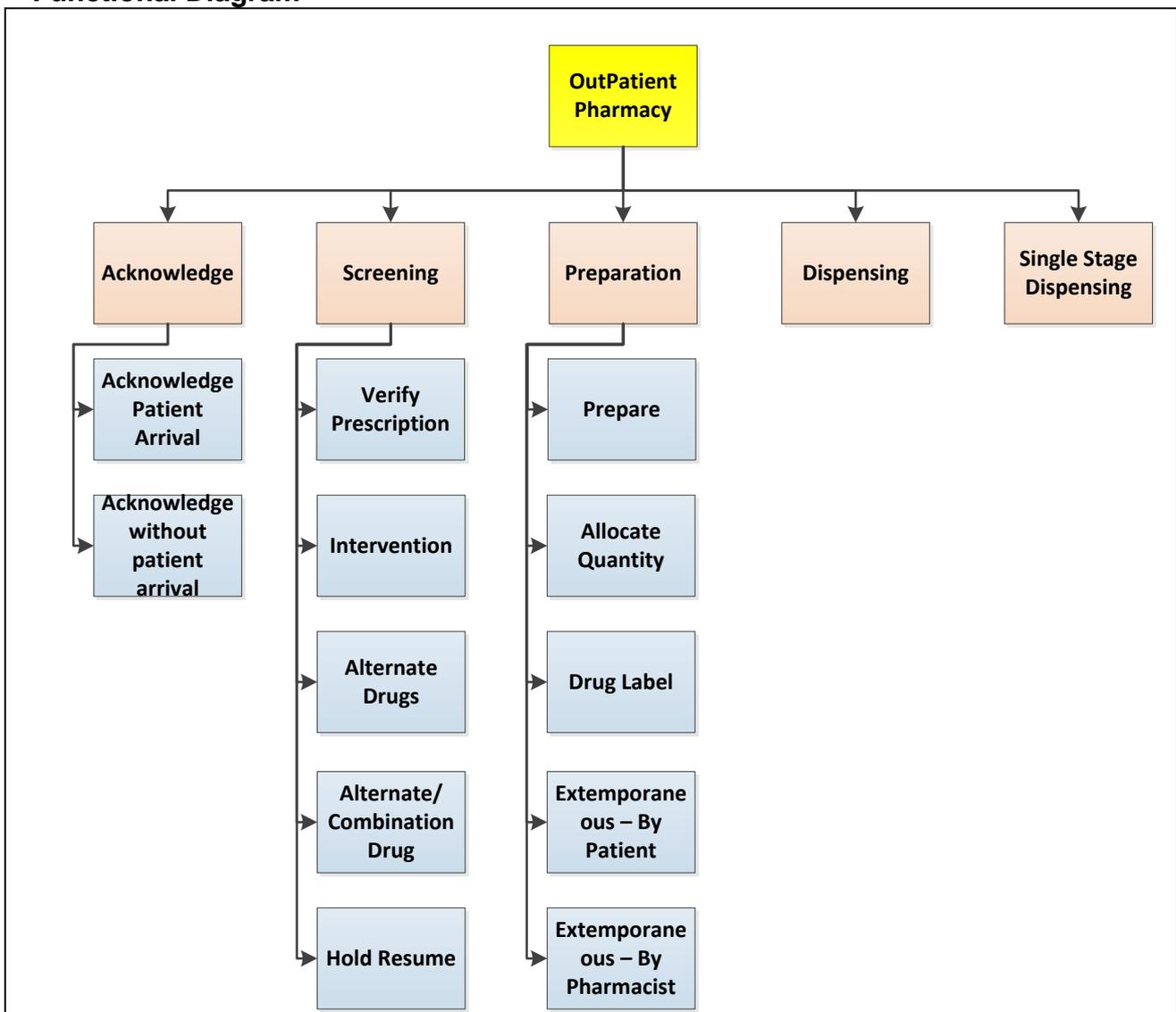


Figure 3.0-1 Functional Diagram

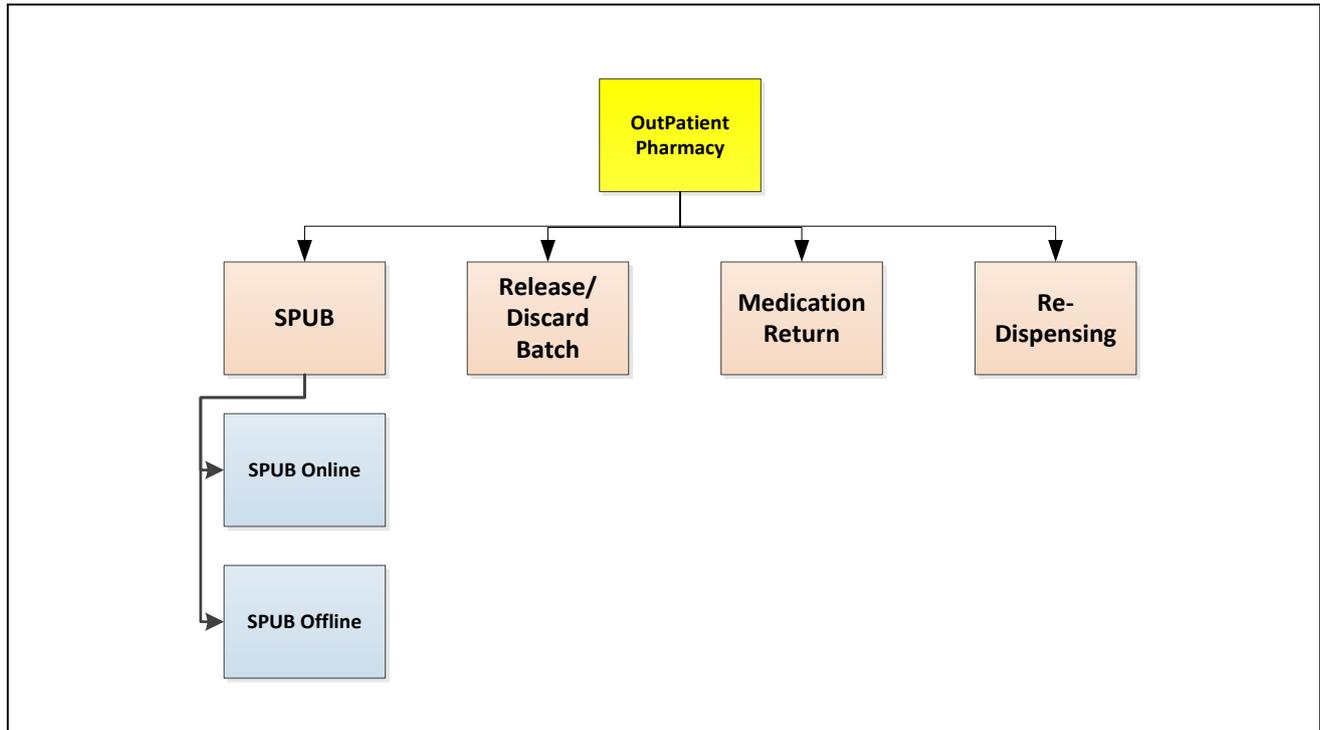


Figure 3.0-2 Functional Diagram (cont.)

Functional Description

Outpatient Pharmacy comprises of five (5) main functions:

- **Acknowledgement**

Acknowledgement function will be used as an acknowledgement process for prescription during patient arrival or without patient arrival at Outpatient pharmacy. All prescription must go through the acknowledgement process in order to dispense the medication. With this functionality, user able to manage the dispensing process with more effectively and efficiency.

- **Screening and Verification**

Screening and verification function is for user to do the checking and verification on the prescription order from prescriber. In this screen, system provides some sub-functions like intervention, hold/resume and allocate drug batch. Some information related to the patient as drug interaction (MIMS), patient allergy, lab result, drug info details also provided to minimize medication error during verification process.

- **Preparation**

The preparation function allow user to allocate drug quantity and batch to be dispense based on the ordered prescription. This function is integrated with inventory system where the stock will be auto deduct after dispensing process. Drug label can be generated and print based on the prepared drugs. Some of the sub-function is available in this screen like alternate, hold/resume and drug interaction (MIMS) is provided to help user with more effectively and efficiency during preparation process for patient safety purpose.

- **Dispensing**

Dispensing functions is to record and save all the dispensed medication detail information. This function is the mandatory steps to complete the dispense medication process. At this screen, information related with the patient, prescription and prepared drug also is provided.



- **Single Stage Dispensing**

The level of mandatory steps to complete the dispense medication process such as verification, preparation and dispensing will be done in one single screen handles by one user. With this function, user able to manage the time to dispense medication with faster and efficiency.

- **SPUB**

SPUB is to transfer partial medication order from current facilities to referring facilities. SPUB R1 form will contain the patient's information and prescription to be dispensed at referring hospital.

- **Release Batch**

Release batch function will be used when user decide to un-packed the reserved/prepared drugs. All the release drugs such as tablets, capsule and other than liquid will be stocked back into inventory.

- **Medication Return**

Medication return is the function where user able to record the returned medication from the patient or units into the system. With this functionality user able to track the transaction record and able to manage the stock with proper way.

- **Medication Re-Dispense**

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 Acknowledgement

Acknowledgement is used to view current medication records that need to be dispense. It enables user to generate and print queue number upon patients' arrival.

3.1.1 Acknowledge upon patient arrival

Pharmacy Acknowledgement allows pharmacist to acknowledge patient arrival and assign queue number to the patient.

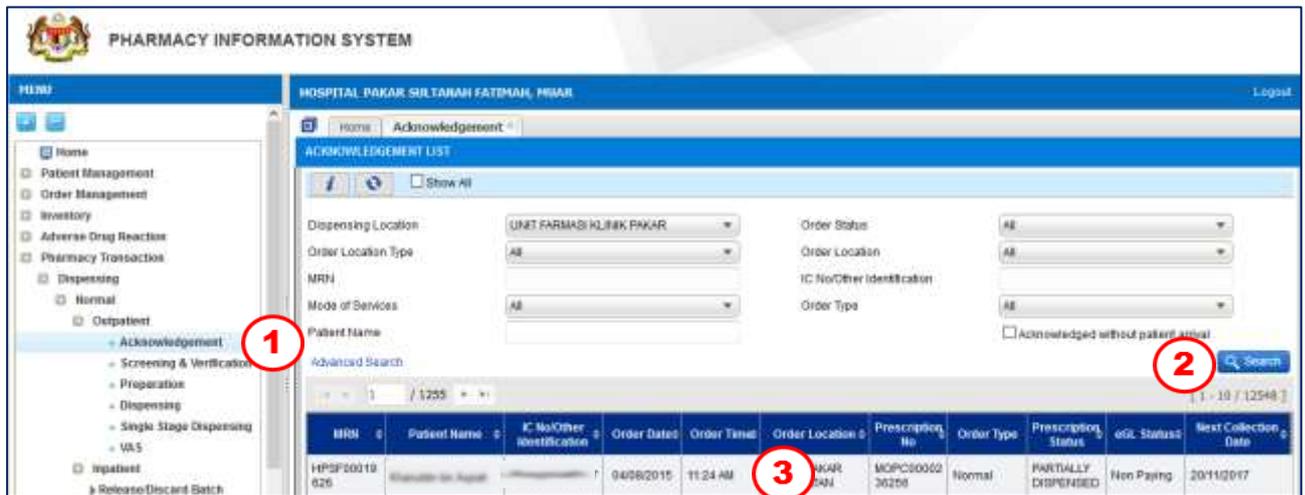


Figure 3.1.1-1 Pharmacy Acknowledgement Listing Page

STEP 1

Click on the 'Pharmacy Acknowledgement' sub menu

Note

- By default, list of patients will be display according to pharmacist's location access.
- Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All	Check box	Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
c	Order Status	- All - New Order - Partial Supply	Able to filter the order by order status
d	Order Location Type	Order location type (It will list down all active location type)	Able to filter and search patient's record name by order location type
e	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
f	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: Example: HPSF00001234 or "1234"



g	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
h	Mode of Services	<ul style="list-style-type: none"> - All - Appointment Card - Email and Take - Fax and Take - Normal Collection - SMS and Take - Telephone and Take - UMP - Others 	Allow user to search by patient registered with value added services for next collection
i	Order Type	<ul style="list-style-type: none"> - All - Normal - SPUB - Discharge - Referred Patient 	Able to filter and search patient's record by order type
j	Patient Name	Name of Patient	Allow to search by patient name
k	Acknowledged without patient arrival	Check box	Able to filter and search patients' record which was acknowledged without patient arrival
Advanced Search			
a	Order Date from	Order date from	Able to filter and search patient's record by order date from
b	Order Date To	Order date to	Able to filter and search patient's record by order date to
c	Next Collection Date From	Next Collection Date From	Able to filter and search patient's record by next collection date from
d	Next Collection Date To	Next Collection Date To	Able to filter and search patient's record by Next Collection Date to
e	eGL Status	<ul style="list-style-type: none"> - All - Paying - Non Paying 	Able to filter and search patient's record by eGL status
f	Patient Type	<ul style="list-style-type: none"> - All - Outpatient - Inpatient 	Able to filter and search patient's type

Table 3.1.1-1

STEP 2

Click on the  button to search the patient

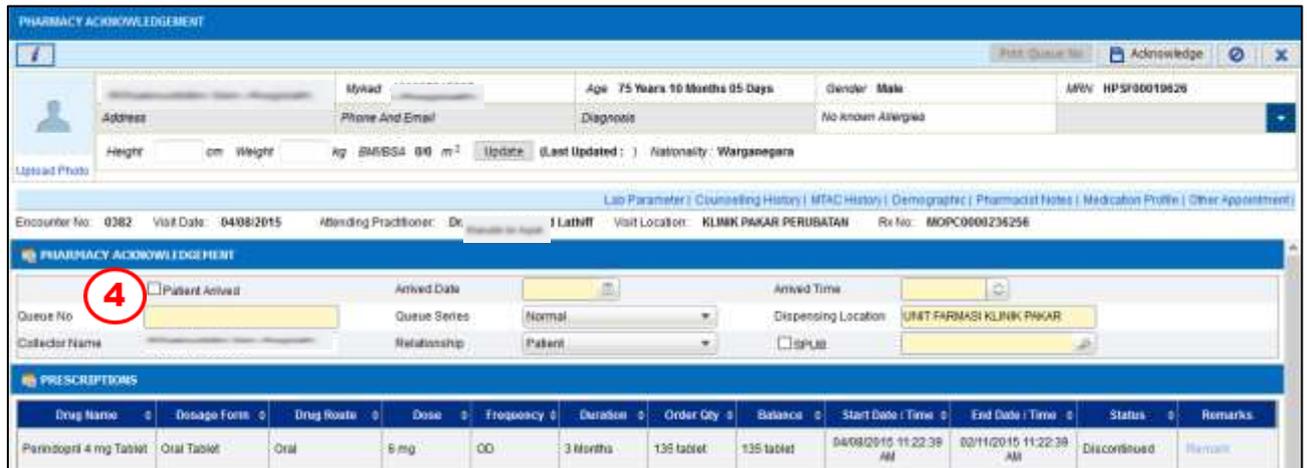
Note

Search result of patient list will display:

- MRN
- Patient Name
- IC No/Other Identification
- Order Date
- Order Time
- Order Location
- Prescription No
- Prescription Status
- eGL Status
- Next Collection Date

STEP 3

Double click on the selected patient record and patient detail information will be display as per **Figure 3.1.1-2**



PHARMACY ACKNOWLEDGEMENT

MyCard: [Redacted] Age: 75 Years 10 Months 05 Days Gender: Male MRN: HP5F00019829

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

Height: [Redacted] cm Weight: [Redacted] kg BMI: 24.54 0.0 m² Update (Last updated:) Nationality: Warganegara

Encounter No: 0382 Visit Date: 04/08/2015 Attending Practitioner: Dr. [Redacted] 1 LATHIT Visit Location: KLINIK PAKAR PERUBATAN Rx No: MOPC000234256

PHARMACY ACKNOWLEDGEMENT

Patient Arrived Arrived Date: [Redacted] Arrived Time: [Redacted]

Queue No: [Redacted] Queue Series: Normal Dispensing Location: UNIT FARMASI KLINIK PAKAR

Collector Name: [Redacted] Relationship: Patient eRx eRx

PRESCRIPTIONS

Drug Name	Dosage Form	Drug Route	Dose	Frequency	Duration	Order Qty	Balance	Start Date / Time	End Date / Time	Status	Remarks
Paracetamol 4 mg Tablet	Oral Tablet	Oral	5 mg	OD	3 Months	135 tablet	135 tablet	04/08/2015 11:22:39 AM	02/11/2015 11:22:39 AM	Discontinued	Remark

Figure 3.1.1-2 Pharmacy Acknowledgement

Note

- When the 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 only when patient information is required. Below is the list of patient information:

Description	Remarks
Patient banner	<ul style="list-style-type: none"> a. Patient Name b. Patient Address c. Patient IC Number d. Patient Phone and Email e. Patient Diagnosis f. Patient Age g. Patient Allergy h. Patient Gender i. Patient MRN
Patient clinical information	<ul style="list-style-type: none"> a. ADR <ul style="list-style-type: none"> - Adverse Drug Reaction record b. Lab Results <ul style="list-style-type: none"> - Patient's laboratory TDM test result c. Counselling History <ul style="list-style-type: none"> - Medication Counselling records d. Demographic <ul style="list-style-type: none"> - Patient demographic e. Pharmacist Notes <ul style="list-style-type: none"> - Notes for MTAC, Ward Pharmacy and TDM f. Medication Profile <ul style="list-style-type: none"> - Patient current and previous medication history g. Other Appointments <ul style="list-style-type: none"> - Appointments recorded for the patient



<i>Current visit Information</i>	<ul style="list-style-type: none"> a. <i>Visit number</i> b. <i>Attending practitioner</i> c. <i>Visit date</i> d. <i>Visit location</i> e. <i>Room No / Bed No</i> f. <i>Rx No</i>
----------------------------------	---

Table 3.1.1-2

- *The pharmacy acknowledgement screen consists of 2 sections:*
 - a. **Pharmacy acknowledgement**

<i>Description</i>	<i>Remarks</i>
<i>Patient arrived check box</i>	<i>Once user checks on this checkbox, system will capture the system date and time. This date and time will be displayed in 'Arrived date' and 'Arrival time' field.</i>
<i>Queue number</i>	<i>System will auto generate queue number. This number will be reset on a daily basis</i>
<i>Collector name</i>	<i>Name of person who collects the prescription.</i>
<i>Arrived date</i>	<i>Once user checks on 'Patient arrival' checkbox, arrival date will be captured and displayed</i>
<i>Arrived time</i>	<i>Once user checks on 'Patient arrival' checkbox, arrival time will be captured and displayed</i>
<i>Queue Series</i>	<i>This field will show the queue series in a drop down combo box based on the 'Queue Series' values configured in the system parameter table</i>
<i>Dispensing location</i>	<i>Pharmacy location</i>
<i>Relationship</i>	<i>relationship of the collector with the patient in a drop down combo box based on the 'Relationship with patient'</i>

Table 3.1.1-3

b. Prescription

<i>Description</i>	<i>Remarks</i>
<i>Drug Name</i>	<i>Name of drug ordered by prescriber.</i>
<i>Dosage form</i>	<i>Form of drug for the prescribed drug.</i>
<i>Drug route</i>	<i>Route selected by prescriber.</i>
<i>Dose</i>	<i>Dosage ordered from prescriber</i>
<i>Frequency</i>	<i>Frequency ordered from prescriber</i>
<i>Duration</i>	<i>Drug duration</i>
<i>Order quantity</i>	<i>Ordered quantity</i>
<i>Start Date</i>	<i>Medication start date</i>
<i>End date / time</i>	<i>Medication end date</i>
<i>Status</i>	<i>Prescription status</i>
<i>Remarks</i>	<i>Drugs remarks from prescriber</i>

Table 3.1.1-4

STEP 4

Click on the **Patient Arrived** check box to confirm patient arrival

Note

- **Arrived Date** and **Arrived Time** will be defaulted to current date and time.
- **Collector Name** and **Relationship** will be default to the patient name. If collecting on behalf of patient, user may enter the collector details.

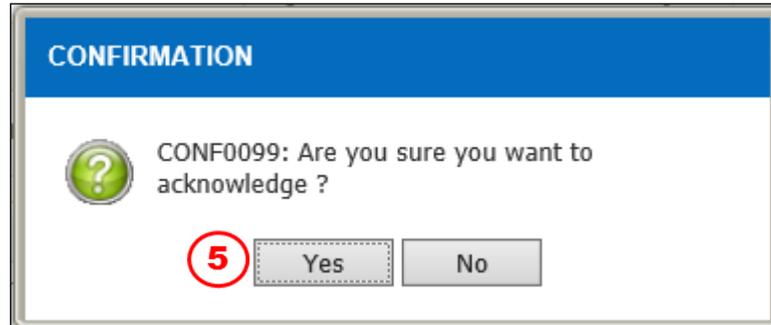


Figure 3.1.1-3 Confirmation Alert Message

STEP 5

Click on the button to acknowledge the patient

Note

- Upon acknowledged patient arrival, user may print **Queue No** by clicking on the button as per **Figure 3.1.1-4**. The queue no is display as per **Figure 3.1.1-5**.
- Queue Ticket Number will be auto generate, this number based on values set in the master table. User can set starting value based on queue series. This number will be reset on a daily basis.
- Queue Ticket Number will display:
 - a) Department.
 - b) Facility Name.
 - c) Queue Number.
 - d) Date and Time.
- Printing the system's queue number is only applicable for certain facility.

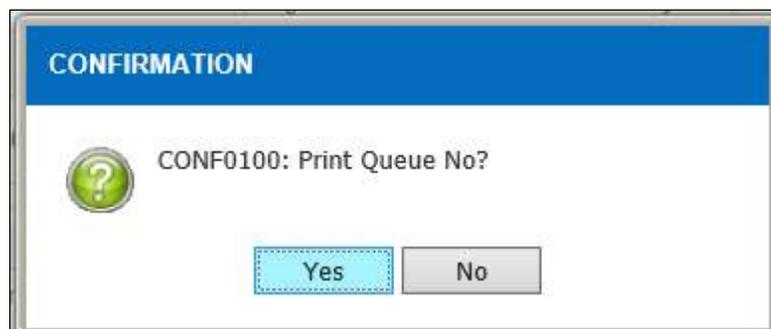


Figure 3.1.1-4 Confirmation Alert Message



Figure 3.1.1-5 Queue Ticket Number Sample

3.1.2 Acknowledge Prescription Without Patient Arrival

Allow user to acknowledge prescription without patient arrival.

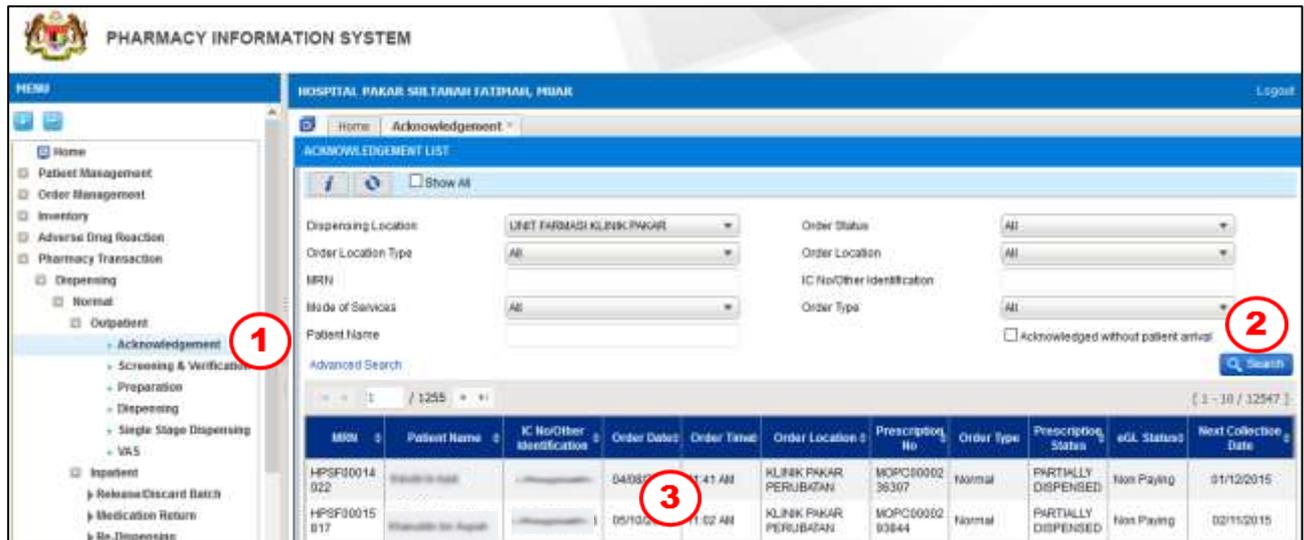


Figure 3.1.2-1 Pharmacy Acknowledgement Listing Page

STEP 1

Click on the 'Pharmacy Acknowledgement' sub menu

Note

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
l	Show All	Check box	Able to view all patient record
m	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
n	Order Status	- All - New Order - Partial Supply	Able to filter the order by order status
o	Order Location Type	Order location type (It will list down all active location type)	Able to filter and search patient's record name by order location type
p	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
q	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
r	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
s	Mode of Services	- All - Appointment Card - Email and Take - Fax and Take - Normal Collection - SMS and Take	Allow user to search by patient registered with value added services for next collection



		<ul style="list-style-type: none"> - Telephone and Take - UMP - Others 	
t	Order Type	<ul style="list-style-type: none"> - All - Normal - SPUB - Discharge - Referred Patient 	Able to filter and search patient's record by order type
u	Patient Name	Name of Patient	Allow to search by patient name
v	Acknowledged without patient arrival	Check box	Able to filter and search patients' record which was acknowledged without patient arrival
Advanced Search			
g	Order Date from	Order date from	Able to filter and search patient's record by order date from
h	Order Date To	Order date to	Able to filter and search patient's record by order date to
i	Next Collection Date From	Next Collection Date From	Able to filter and search patient's record by next collection date from
j	Next Collection Date To	Next Collection Date To	Able to filter and search patient's record by Next Collection Date to
k	eGL Status	<ul style="list-style-type: none"> - All - Paying - Non Paying 	Able to filter and search patient's record by eGL status
l	Patient Type	<ul style="list-style-type: none"> - All - Outpatient - Inpatient 	Able to filter and search patient's type

Table 3.1.2-1

STEP 2

Click on the  button to search the patient

STEP 3

Double click on the selected patient's details

PHARMACY ACKNOWLEDGEMENT

MyKad: [Redacted] Age: 85 Years 04 Months 10 Days Gender: Female MRN: HPSF00015017

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

Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 00 m² Update (Last Updated:) Nil Nationality: Warganegara

Encounter No: 0458 Visit Date: 05/18/2015 Attending Practitioner: Dr. [Redacted] Visit Location: KLINIK PAKAR PERUBATAN Rx No: MOPC000293844

PHARMACY ACKNOWLEDGEMENT

Patient Arrived Arrived Date: [Redacted] Arrived Time: [Redacted]

Queue No: [Redacted] Queue Series: Normal Dispensing Location: UNIT FARMASI KLINIK PAKAR

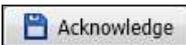
Collector Name: [Redacted] Relationship: Patient SPUS

PRESCRIPTORS

Drug Name	Dosage Form	Drug Route	Dose	Frequency	Duration	Order Qty	Balance	Start Date / Time	End Date / Time	Status	Remarks
Amlodipine 5 mg Tablet	Oral Tablet	Oral	5 mg	QD	6 Months	180 tablet	150 tablet	05/18/2015 11:01:52 AM	02/04/2016 11:01:52 AM	Stop	Normal

Figure 3.1.2-2 Pharmacy Acknowledgement

STEP 4

Click on the  button to acknowledge the prescription

Note

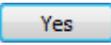
The process is same as acknowledge with patient arrival, except the **Patient Arrived** checkbox is not selected.

CONFIRMATION

CONF0099: Are you sure you want to acknowledge ?

Figure 3.1.2.3 Confirmation Alert Message

STEP 5

Click on the  button to confirm the acknowledgement

STEP 6

Click on the  button to close existing screen as per **Figure 3.1.2-2**

3.1.3 Queue Details

This function allows user to assign queue number for patient upon patient arrival.

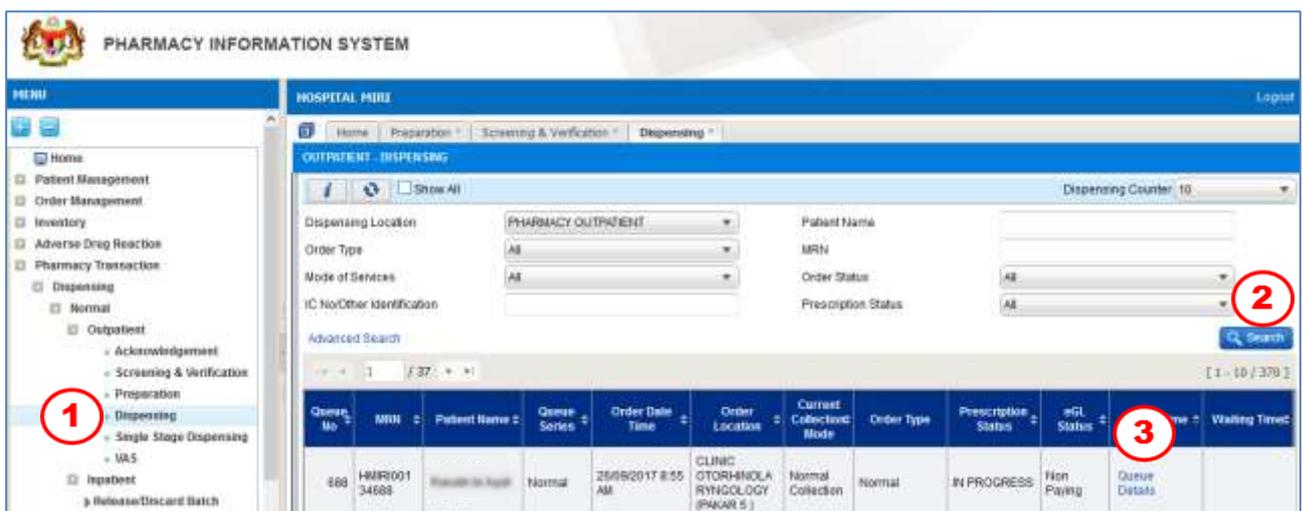


Figure 3.1.3-1 Pharmacy Dispensing Listing Screen

STEP 1

Click on the 'Dispensing' sub menu

STEP 2

Search the patient's record using the searching criteria

Note

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All	Check box	Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
c	Patient Name	Name of Patient	Allow to search by patient name
d	Order Type	- All - Normal - SPUB - Discharge - Referred Patient	Able to filter and search patient's record name by order type
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	- All - Appointment Card - Email and Take - Fax and Take - Normal Collection - Others - SMS and Take - Telephone and Take - UMP	Allow user to search by patient registered with value added services for next collection

g	Order Status	- All - New Order - Partial Supply	Able to filter the order by order status
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	- All - Hold - Expired	Able to filter by prescription status
Advanced Search			
j	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
k	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	Able to filter and search patient's record by order location type
l	Order Date from	Order date from	Able to filter and search patient's record by order date from
m	Order Date To	Order date to	Able to filter and search patient's record by order date to
n	Queue Date	Queue Date	Able to patient's record by queue date
o	Queue Series	- All - Normal - Express - Special - Others	Able to filter and search patient's record by Queue series
p	Queue No	Queue No	Able to filter and search by Queue No

Table 3.1.3-1

STEP 3

Click on the **Queue Details** hyperlink

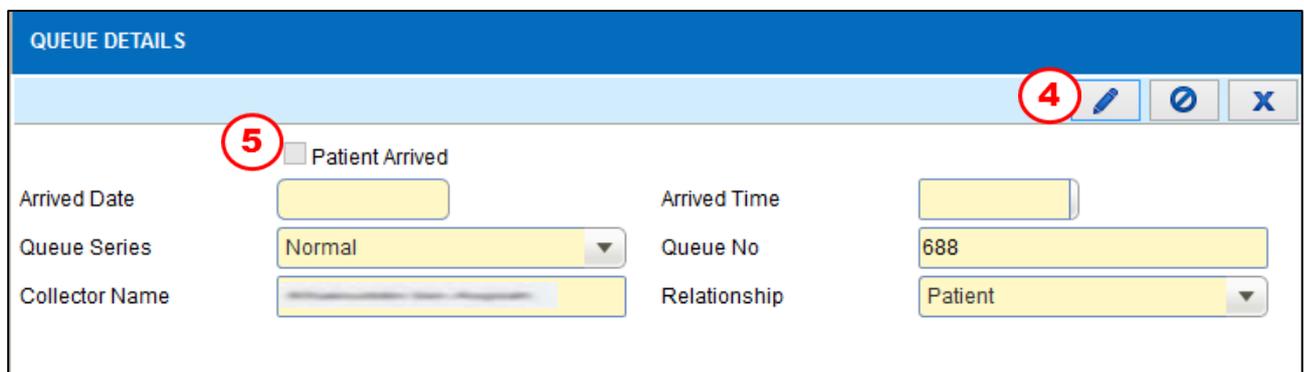


Figure 3.1.3-2 Queue Details

STEP 4

Click on the  button

STEP 5

Click on the  check box at **Patient Arrived**

Note

Arrived Date and Arrived Time will be auto generated.

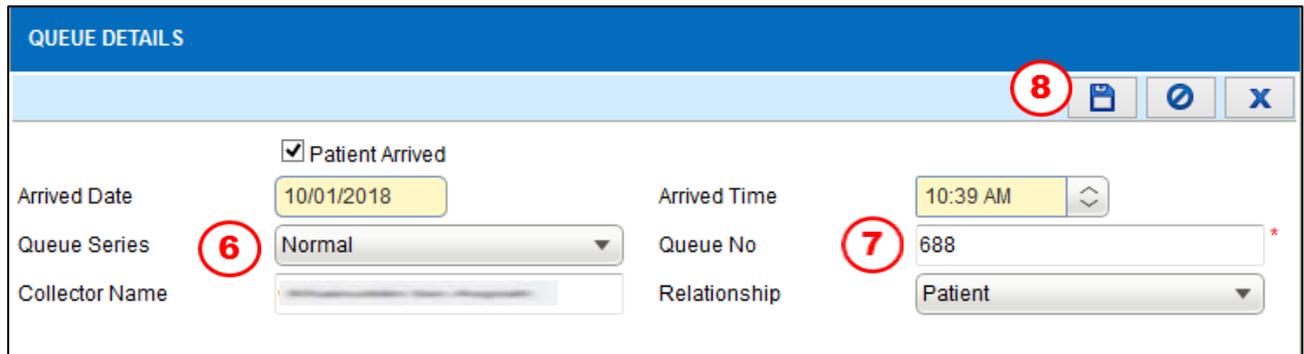


Figure 3.1.3-3 Queue Details

STEP 6

Select **Queue Series** as listed:

- Normal
- Express
- Special
- Others

STEP 7

Enter queue number

Note

- At Collector Name, patient name will be generated automatically but user able to edit and type in collector name manually.
- User also able to select collector relationship to the patient.

STEP 8

Click on  the button to save record

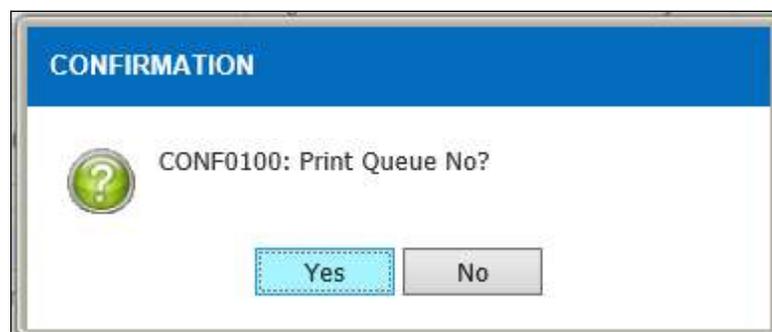


Figure 3.1.3-4 Confirmation Alert Message

Note

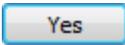
- Upon acknowledged patient arrival, user may print **Queue No** by clicking on  button. The queue no is displayed as per **Figure 3.1.3-5**.
- Printing the system's queue number is only applicable for certain facility.



Figure 3.1.3-5 Queue Ticket Number Sample

3.2 Screening and Verification

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

3.2.1 Verify Prescription

This screen will allow user to do the checking and verification on the prescription.

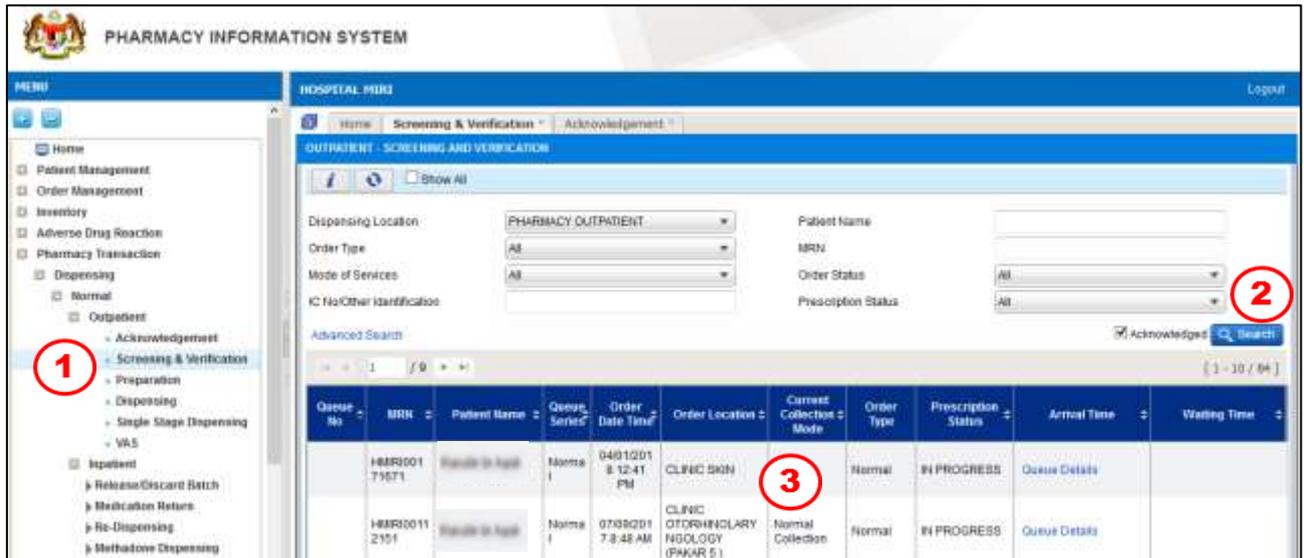


Figure 3.2.1-1 Screening & Verification Listing Screen

STEP 1

Click on 'Screening & Verification' sub menu

Note

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All	Check box	Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
c	Patient Name	Name of Patient	Allow to search by patient name
d	Order Type	- All - Normal - SPUB - Discharge - Referred Patient	Able to filter and search patient's record name by order type
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	- All - Appointment Card - Email and Take - Fax and Take - Normal Collection - Others - SMS and Take	Allow user to search by patient registered with value added services for next collection

		- Telephone and Take - UMP	
g	Order Status	- All - New Order - Partial Supply	Able to filter the order by order status
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	- All - Hold - Expired	Able to filter by prescription status
Advanced Search			
j	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
k	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	Able to filter and search patient's record by order location type
l	Order Date from	Order date from	Able to filter and search patient's record by order date from
m	Order Date To	Order date to	Able to filter and search patient's record by order date to
n	Queue Date	Queue Date	Able to patient's record by queue date
o	Queue Series	- All - Normal - Express - Special - Others	Able to filter and search patient's record by Queue series
p	Queue No	Queue No	Able to filter and search by Queue No

Table 3.2.1-1

STEP 2

Click on the  button to search the patient

Note

- Search result of the current order patient list will be displayed:
 - Queue No
 - MRN
 - Patient Name
 - Queue Series
 - Order Date Time
 - Order Location
 - Current Collection Mode
 - Prescription Status
 - eGL Status
 - Arrival Time
 - Waiting Time
- Patient waiting time is showed at screening & verification, preparation and dispensing screen.
- Waiting time will be auto display when generate queue number.

- Waiting time will be in hh:mm:ss format. Example 1:20:10
- For prescription without patient arrival, this field will be blank.
- Waiting time will be shown with different colours and indicates as below.
 - a) Red - Patient has waited for more than 30 minutes.
 - b) Navy Blue - Patient has waited for more than 20 minutes but less than 30 minutes.
 - c) Green - Patient has waited for less than 20 minutes.

STEP 3

Double click on the selected patient record and patient detail information will be display as per **Figure 3.2.1-2**

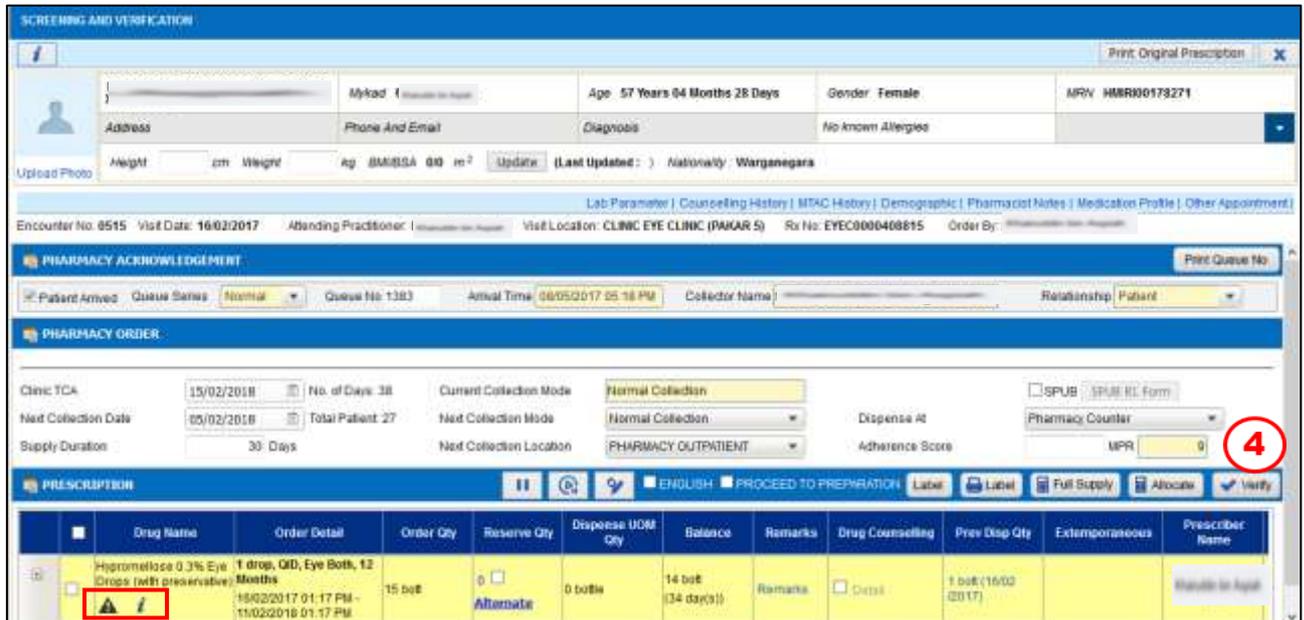


Figure 3.2.1-2 Screening & Verification screen

Note

Screening and verification screen consist of 3 (three) sections:

a. Pharmacy Acknowledgement

Description	Remarks
Patient Arrived	Patient acknowledged arrived
Queue Series	Queue series as of in system configured
Queue Number	System will auto generate queue number. This number will be reset on a daily basis
Arrival Time	Patient arrived time and date based on "Patient Arrived"
Collector Name	Name of the person who collects the prescription
Relationship	Relationship between patient and collector

Table 3.2.1-2

b. Pharmacy order

Description	Remarks
Clinic TCA	To come Again
Next Collection Date	Next collection date
Supply Duration	Drug to be supply based on ordered duration
Current Collection Mode	Current collection mode
Next collection mode (Value Added Services)	To select the mode of collection
Next Collection Location	Next collection location to be collect

SPUB	Patient taking medicine from other hospital
Dispense at	Pharmacy location
Adherence Score	Score to be entered between 1 to 8 with max 2 decimal points
MAR	Calculated for partial supply prescription only

Table 3.2.1-3

c. Prescription

Description	Remarks
Drug Name	Ordered drug from prescriber
Order Detail	Ordered detail such as dose, frequency and duration
Order Qty	Order quantity from prescriber
Reserve Qty	Drugs quantity to be reserved
Dispense UOM Qty	Quantity available in UOM
Balance	Balance quantity and balance days
Remarks	Prescription remarks from prescriber
Drug Counseling	To view or create new medication counseling
Prev Disp Qty	Previous dispensed quantity
Extemporaneous	To prepare worksheet for extemporaneous
Prescriber Name	Doctor that ordered the prescription
Status	Prescription status

Table 3.2.1-4

Note

- Drug Interaction and Drug Info at Dispensing screen (Screening, Preparation, Dispensing, Single Stage) is displayed under the drug name.
 - Drug Interaction = 
 - Drug Info = 
- If there are any drug interaction, this icon  will change to red color  and once clicks, it will display the drug interaction screen info.
- This icon , will display the drug information screen

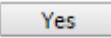
STEP 4

Click on the  button to confirm verification process

Note

- To skip the preparation process, tick the Proceed to Dispense check box.
- Click at the Reserve quantity checkbox if there is no stock for a particular drug to dispense '0' quantity.
- Supply duration will default to 30 if the order duration is >30 days.
- User may click on the  button to allocate quantity at the Screening and Verification stage.
- User able to do Intervention, Alternate/Combination and Hold drug at screening and verification screen by click on the  context menu. Refer steps starting in [section 3.2.2](#)
- After allocate, user also able to print the drug label. Refer steps in [section 3.3.3 Drug Label](#)

STEP 5

Click on the  button to save record

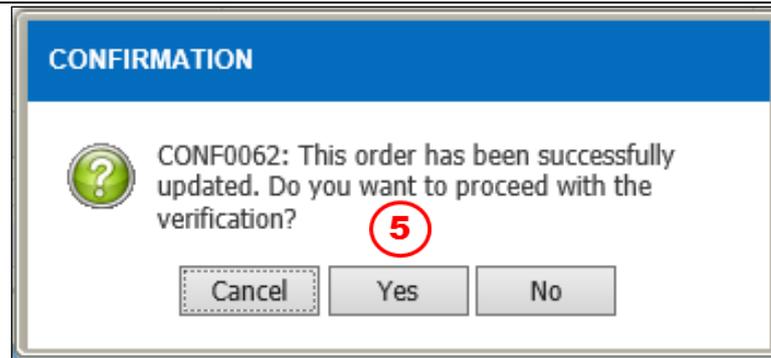


Figure 3.2.1-3 Confirmation Alert Message

3.2.2 Intervention

This function allow user to modify the dosage, frequency and duration. This function is available in screening and verification screen and also preparation screen.

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counseling	Prev Disp Qty	Extemporaneous	Prescriber Name	War
Glycerin 25%, Sodium Chloride 15% Ethema 20ml (Rovin)	20 ml, OD, Rectal, 6 Months 08/08/2017 09:05 AM - 04/02/2018 09:05 AM	180 tube	0	0 tube	180 tube (27 day(s))	Remarks	Delist	0 tube		DR ONG HENG KHOON	War
Folic Acid 5 mg Tablet	10 mg, OD, Oral, 6 Months 08/08/2017 09:05 AM - 04/02/2018 09:05 AM	360 tablet	0	0 tablet	360 tablet (27 day(s))	Remarks	Delist	0 tablet		DR ONG HENG KHOON	Can
Hypromellose 0.3% Eye Drops (with preservative)	1 drop, BD, Eye Both, 6 Months 08/08/2017 09:05 AM - 04/02/2018 09:05 AM	4 bott	0	0 bottle	4 bott (27 day(s))	Remarks	Delist	0 bott		DR ONG HENG KHOON	Adv

Figure 3.2.2-1 Screening & Verification

Note

Repeat step 1 to 3 as per [Figure 3.2.1](#) section [Verify Prescription](#) before performs Intervention steps.

STEP 1

Select the drug and click at the button as per [Figure 3.2.2-1](#)

Note

Tick to select at least one drug before clicking the button

Selection	Intervention Reason	Remarks	Intervention Accepted	Intervention Not Accepted
<input type="checkbox"/>	Authenticity		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Contamination		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Drug Interaction		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Dose		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Drug		<input type="radio"/>	<input type="radio"/>
<input checked="" type="checkbox"/>	Inappropriate Duration	Change to 3 months	<input checked="" type="radio"/>	<input type="radio"/>

Drug Name	Dosage	Route	Frequency	Duration	Prescribed Qty	Start Date	End Date	Reas
Hypromellose 0.3% Eye Drops (with preservative)	1 drop	Eye Both	BD (twice daily)	6 Months	4 bott	08/08/2017 9:05 AM	04/02/2018 9:05 AM	

Figure 3.2.2-2 Intervention

STEP 2

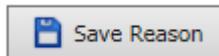
Select the **Intervention Reason** by clicking the **Selection** checkbox. Reasons shall be selected as per below:

- 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** and select either **Intervention Accepted or Intervention Not Accepted** after consulting the prescriber

STEP 4



Click on the button to save the changes made

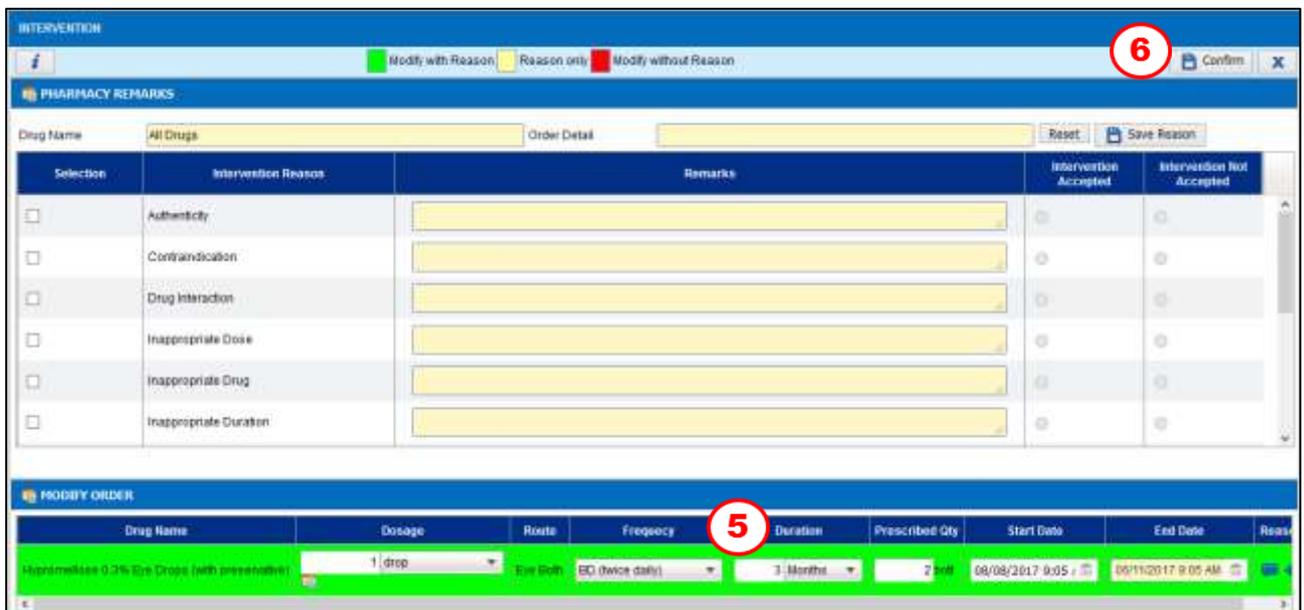


Figure 3.2.2-3 Modify Order

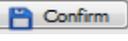
STEP 5

Change the Order details as required as per **Figure 3.2.2-3**

Note

- 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.
- 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
- User is allowed to change the Dosage, Frequency and Duration.

STEP 6

Click on the  button to confirm Modify Order

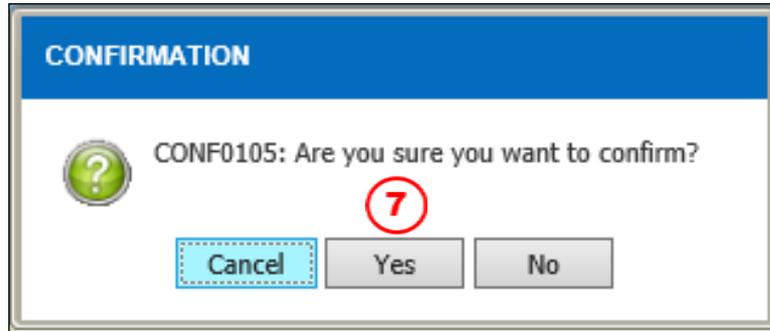


Figure 3.2.2-4 Confirmation alert message

STEP 7

Click on the  button to confirm drug Intervention

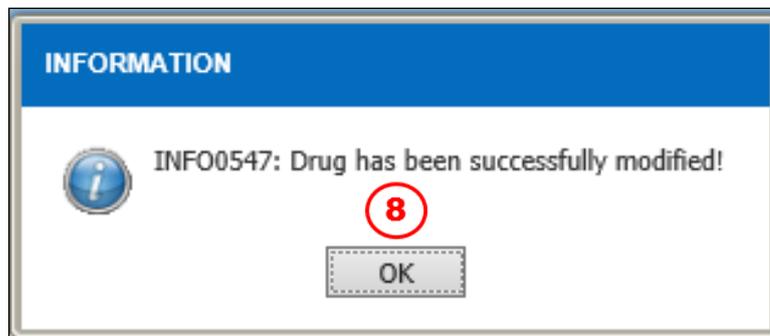
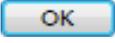


Figure 3.2.2-5 Information alert message

STEP 8

Click on the  button to save record

Note

Once the order has been successfully modified, a blue hyperlink with the intervention information will be display as per **Figure 3.2.2-6**.

	Hypromellose 0.3% Eye Drops (with preservative)	1 drop, BID, Eye Both, 3 Months	2 bott		0 bottle	2 bott (0 day(s))	Remarks	<input type="checkbox"/> Detail	0 bott
	Ranitidine 150 mg Tablet	150 mg, OD, Oral, 6 Months	180 tablet		0 tablet	180 tablet (27 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet

Figure 3.2.2-6 Updated Prescription

3.2.3 Alternate Drug

This function allows user to dispense different drugs from existing ordered drug with condition, alternate drug should contain same active ingredient and same administration route.

The screenshot shows the 'SCREENING AND VERIFICATION' screen. At the top, there are tabs for 'PHARMACY ACKNOWLEDGEMENT' and 'PHARMACY ORDER'. Below these, there are fields for 'Patient Arrived', 'Queue Series', 'Queue No', 'Arrival Time', 'Collector Name', and 'Relationship'. The 'PHARMACY ORDER' section includes 'Clinic TCA', 'No. of Days', 'Current Collection Mode', 'Next Collection Mode', 'Supply Duration', and 'Next Collection Location'. The 'PRESCRIPTION' table at the bottom has columns for 'Drug Name', 'Order Detail', 'Order Qty', 'Reserve Qty', 'Dispense UOM Qty', 'Balance', 'Remarks', 'Drug Counselling', 'Prev Disp Qty', 'Extemporaneous', and 'Prescriber Name'. The first row shows 'Hydroxyethylcellulose 0.3% Eye Drops (with preservative)' with '1 drop, QID, Eye Both, 12 Months' as the order detail. The 'Dispense UOM Qty' column has a value of '15 bottle' and a red circle with the number '1' highlights the 'Alternate' button next to it.

Figure 3.2.3-1 Screening & Verification

Note

Repeat Step 1 to Step 3 as per [Figure 3.2.1 section in Verify Prescription](#) before perform Alternate Drug steps.

STEP 1

Click on the [Alternate](#) hyperlink as per [Figure 3.2.3-1](#)

The screenshot shows the 'ALTERNATE DRUG DETAILS' screen. It has fields for 'Location', 'Ordered Drug Code', and 'Ordered Drug Desc'. The 'Order Detail' section shows '1 drop, QID, 12 Months', 'Dosage Form: Ophthalmic Drop(s)', and 'Route: Eye Right'. The 'Supply Duration' is '30 days Date From: 06/01/2018 To: 07/02/2018'. Below is the 'BATCH DETAIL' table with columns: 'No', 'Drug Name', 'Dosage Form', 'Route', 'Qty per Dose', 'Batch', 'Expiry Date', 'Available Qty', 'SKU', 'Allocation Qty', and 'Select'. The first row shows 'Hydroxyethylcellulose 0.3%, Carbomer 980 Ophthalmic Gel' with '2 drop' as the 'Qty per Dose'. A red circle with the number '2' highlights the 'Qty per Dose' column. A red circle with the number '3' highlights the 'Save' button in the top right corner.

Figure 3.2.3-2 Alternate Drug Details

STEP 2

Enter the **Qty per dose**

STEP 3

Click on the button to save the record

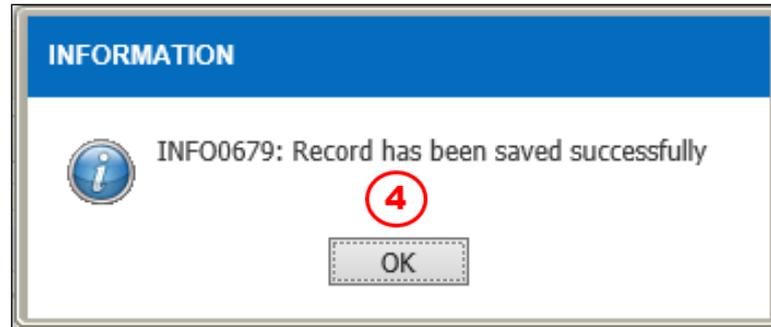
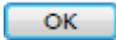


Figure 3.2.3-4 Information Alert Message

STEP 4

Click on the  button to save record and screen will close automatically and back to prescription screen as **Figure 3.2.3-5**



The screenshot shows a software interface for a prescription. At the top, there is a blue header bar with the word "PRESCRIPTION" on the left and several icons and buttons on the right, including "ENGLISH", "PROCEED TO PREPARATION", "Label", "Full Supply", "Allocate", and "Verify". Below the header is a table with the following columns: Drug Name, Order Detail, Order Qty, Reserve Qty, Dispense UOM Qty, Balance, Remarks, Drug Counselling, Prev Disp Qty, Extemporaneous, and Prescriber Name. The table contains two rows. The first row is highlighted in yellow and contains the following data: "Hyromellose 0.3% Eye Drops (with preservative)", "1 drop, QID, Eye Both, 12 Months", "15 bottle", "0", "0 bottle", "11 bottle (121 day(s))", "Remains", "Detail", "0 bottle", and "Ade". The second row is highlighted in green and contains: "Hyromellose 0.3% Carbomer 960 Ophthalmic Gel", "4 tube", and "Ade".

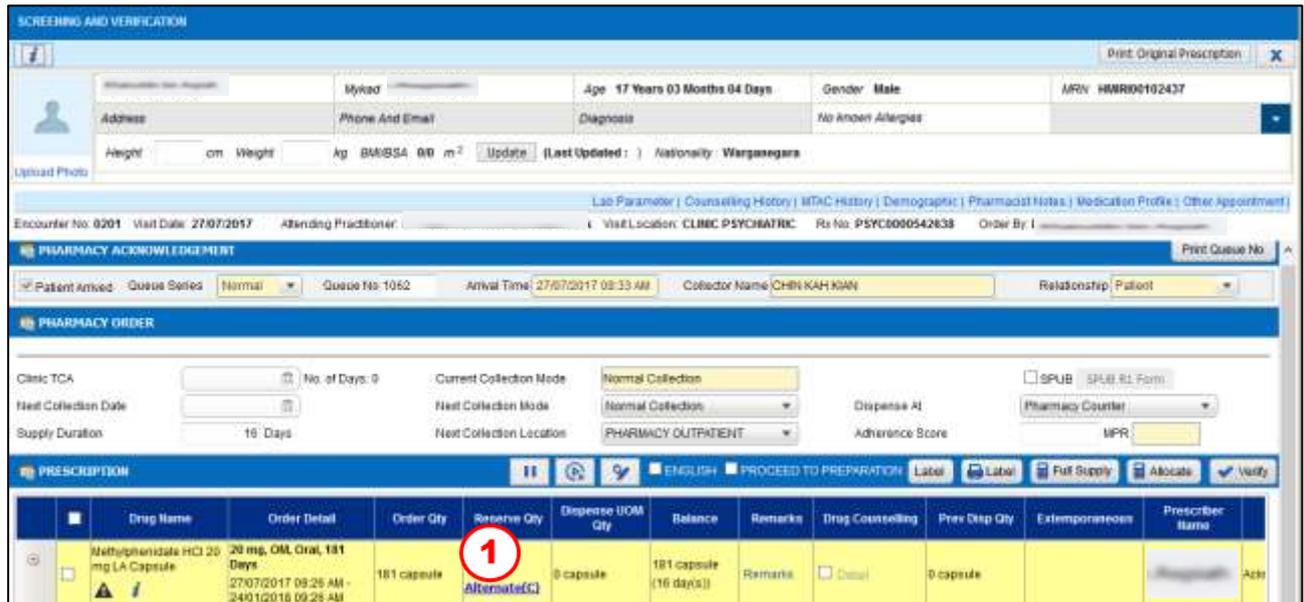
Figure 3.2.3-5 Updated Prescription

Note

Alternate drug field will change to green color as per **Figure 3.2.3-5**.

3.2.4 Alternate & Combination Drug

A combination of ordered drugs and alternative drugs with the same active ingredient, administration route and dosage form.



The screenshot displays the 'SCREENING AND VERIFICATION' interface. At the top, there are fields for patient identification: Mykad, Age (17 Years 03 Months 04 Days), Gender (Male), and MRN (HNR00102437). Below this, there are fields for Address, Phone And Email, Diagnosis, and No Known Allergies. A 'PHARMACY ACKNOWLEDGEMENT' section shows 'Patient Arrived', 'Queue Series' (Normal), 'Queue No: 1062', 'Arrival Time' (27/07/2017 08:33 AM), 'Collector Name' (CHEN KAH KUAN), and 'Relationship' (Patient). The 'PHARMACY ORDER' section includes 'Clinic TCA', 'No. of Days', 'Current Collection Mode' (Normal Collection), 'Next Collection Mode' (Normal Collection), 'Dispense At' (Pharmacy Counter), 'Supply Duration' (16 Days), 'Next Collection Location' (PHARMACY OUTPATIENT), and 'Adherence Score' (MPR). The 'PRESCRIPTION' table has columns: Drug Name, Order Detail, Order Qty, Reserve Qty, Dispense UOM Qty, Balance, Remarks, Drug Counselling, Prev Disp Qty, Extemporaneous, and Prescriber Name. The first row shows 'Methylphenidate HCl 20 mg LA Capsule' with '181 capsule' ordered and '0 capsule' reserved. A red circle with the number '1' highlights the 'Alternate(C)' button in the 'Reserve Qty' column.

Figure 3.2.4-1 Screening & Verification

Note

- Repeat **step 1 and 3** as [Figure 3.2.1 section Verify Prescription](#) before perform Alternate / Combination Drug steps.
- User can do alternate/combination based on setting in the drug master.
- Not all drugs are allowed to do alternate/combination.

STEP 1

Click on the **Alternate(C)** button and select **Alternate/Combination Drug** as per [Figure 3.2.4-1](#)

No	Drug Name	Dosage Form	Route	Qty per dose	Batch	Expiry Date	Available Qty	SHU	Allocation Qty	Select
1	Methylphenidate HCl 20 mg LA Capsule	Oral Capsule	Oral	0 capsule	F0501	30/05/2016	108 capsule		0	<input type="checkbox"/>
2	Methylphenidate HCl 10 mg Tablet	Oral Tablet	Oral	2 tablet	BT771	31/08/2018	80 tablet		32	<input checked="" type="checkbox"/>
3	Methylphenidate HCl 18 mg Extended-release Tablet	Oral MR Tablet	Oral	1 tablet	SJE565	31/05/2018	167 tablet		16	<input checked="" type="checkbox"/>

Figure 3.2.4-2 Alternate Drug Details

STEP 2

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

STEP 3

Click on the button to save record

STEP 4

Click on the button to save record as **Figure 3.2.4-3** and screen will close automatically and back to prescription screen as **Figure 3.2.4-4**

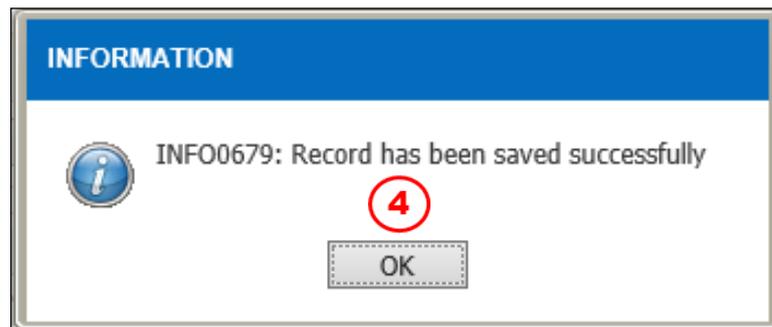


Figure 3.2.4-3 Information Alert Message

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counseling	Prev Disp Qty	Extemporaneous	Prescriber Name	Act
Methylphenidate HCl 20 mg LA Capsule	20 mg, OM, Oral, 181 Days 27/07/2017 09:26 AM - 24/01/2018 09:25 AM	181 capsule	0 capsule Alternate(C)	0 capsule	150 capsule (0 Day(s))	Remarks	<input type="checkbox"/> Detail	0 capsule			Act
Methylphenidate HCl 10 mg Tablet			32 tablet								
Methylphenidate HCl 18 mg Extended-release Tablet			16 tablet								

Figure 3.2.4-4 Updated Prescription

3.2.5 Hold and resume

These functions allow Pharmacist to hold medication from being prepare or dispense. User also can resume the medication order to continue dispensing.

The screenshot shows the 'SCREENING AND VERIFICATION' section of the software. It includes fields for patient information (Mykad, Age, Gender, MRN), address, and phone/email. Below this is the 'PHARMACY ACKNOWLEDGEMENT' section with fields for patient arrival status, queue number, arrival time, collector name, and relationship. The 'PHARMACY ORDER' section contains details about the clinic, collection mode, and supply duration. At the bottom, the 'PRESCRIPTION' table lists drugs with columns for drug name, order details, order quantity, reserve quantity, dispense quantity, balance, remarks, drug cost setting, previous dispense quantity, extemporaneous status, and prescriber name. A red circle '1' highlights the 'Pause' button (represented by two vertical bars) in the action column of the first prescription row.

Figure 3.2.5-1 Screening & Verification

Note

Repeat step 1 and 3 as [Figure 3.2.1 section Verify Prescription](#) before perform Hold Drug steps.

Hold

STEP 1

Select the drug and click on the  button to Hold order as per [Figure 3.2.5-1](#)

Note

Tick to select at least one drug before clicking the  button

The screenshot shows the 'HOLD ORDER - PHARMACIST REMARKS' window. It features a table with columns: Drug Name, Reason, Other Reason, and Remark. The first row contains 'Mometasone Furoate 50 mcg Aqueous Nasal Spray'. A dropdown menu is open under the 'Reason' column, listing options such as Intervention, Authenticity, Contraindication, Drug Interaction, Inappropriate Dose, Inappropriate Drug, Inappropriate Duration, Inappropriate Frequency, Incompatibility, Intervention, Others, Patient Refused, and Polypharmacy. A red circle '2' highlights the dropdown menu. In the top right corner, there is a 'Hold' button with a red circle '3' around it.

Figure 3.2.5-2 Hold Order – Pharmacist Remarks

STEP 2

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

Note

- *Drug status will change back to Acknowledged/Hold for Partial Supply prescription (Screening and Verification screen).*
- *Drug status will change back to Ordered/Hold for New Order prescription (Screening and Verification screen).*
- *Enter the **Remarks** field with applicable information.*

STEP 3

Click on the  button to proceed Hold

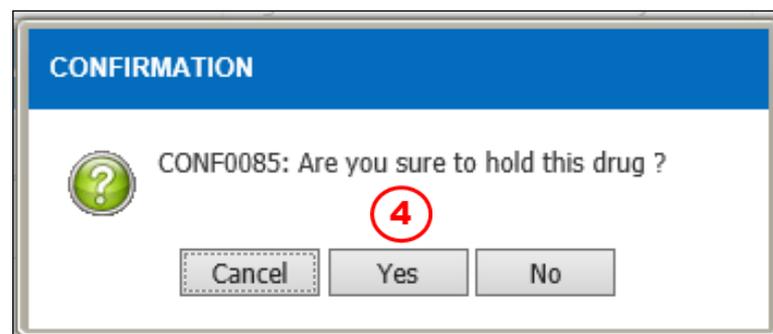


Figure 3.2.5-3 Confirmation Alert Message

STEP 4

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

Resume

SCREENING AND VERIFICATION

Print Original Prescription

Mykad: Age 44 Years 04 Months 03 Days Gender: Male MRV: HMR00154648

Address: Phone And Email: Diagnosis: No Known Allergies

Height: cm Weight: kg BMBSA: 00 m² Update (Last Updated:) Nationality: Warganegara

Encounter No: 0459 Visit Date: 03/10/2017 Attending Practitioner: Location: CLINIC OTORHINOLARYNGOLOGY (PAKAR 5) Rx No: ORLC000003000 Order By:

PHARMACY ACKNOWLEDGEMENT

Print Queue No

Patient Arrived: Clinic Series: Normal Queue No: 3209 Arrival Time: 03/10/2017 11:49 AM Collector Name: Relationship: Patient

PHARMACY ORDER

Clinic TCA: No. of Days: 0 Current Collection Mode: Normal Collection Dispense At: SPUB - SPUB RL Form

Next Collection Date: 06/02/2018 Total Patient: 42 Next Collection Mode: Normal Collection Pharmacy Counter:

Supply Duration: 30 Days Next Collection Location: PHARMACY OUTPATIENT Adherence Score: MPR

PRESCRIPTION

English PROCEED TO PREPARATION 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
Mometasone Furoate 50 mcg Aqueous Nasal Spray	2 spray, OD, intranasal, 6 Months 03/10/2017 11:35 AM - 01/04/2018 11:35 AM	5 canister	0	0 canister	5 canister (82 bar(s))	Remarks	Detail	0 canister		Act

Figure 3.2.5-4 Screening & Verification

STEP 1

Select the drug and click on the button to select Resume as per Figure 3.2.5-4

Note

Tick to select at least one drug before clicking the button

HOLD ORDER - PHARMACIST REMARKS

Resume

Drug Name	Reason	Other Reason	Remark	Action Taken
Mometasone Furoate 50 mcg Aqueous Nasal Spray	Intervention		Change	

Figure 3.2.5-5 Resume Order Screen

STEP 2

Enter information in the **Action Taken** field

STEP 3

Click on the button

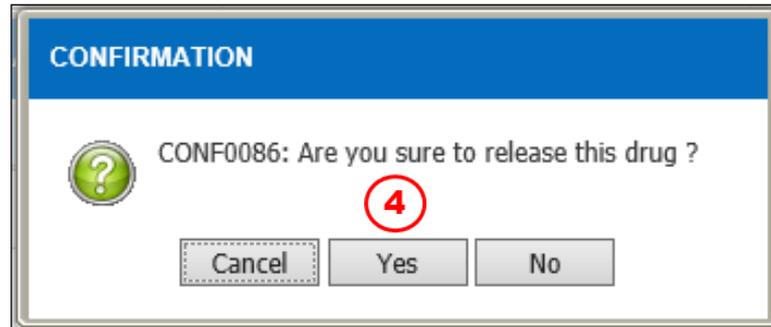


Figure 3.2.5-6 Confirmation Alert Message

STEP 4

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

Note

- *Drug status will change back to Acknowledged for Partial Supply prescription (Screening and Verification screen).*
- *Drug status will change back to Ordered for New Order prescription (Screening and Verification screen).*
- *Drug status will change back to Verified (Preparation screen).*
- *Drug status will change back to Prepared (Dispensing screen)*

3.3 Preparation

This function is used to prepare medication after it has been screened and verified. It also allow user to print the drug label, balance medication sheet and extemporaneous worksheet.

3.3.1 Prepare

This function is used to prepare the drug before it can be dispensed to the patient.

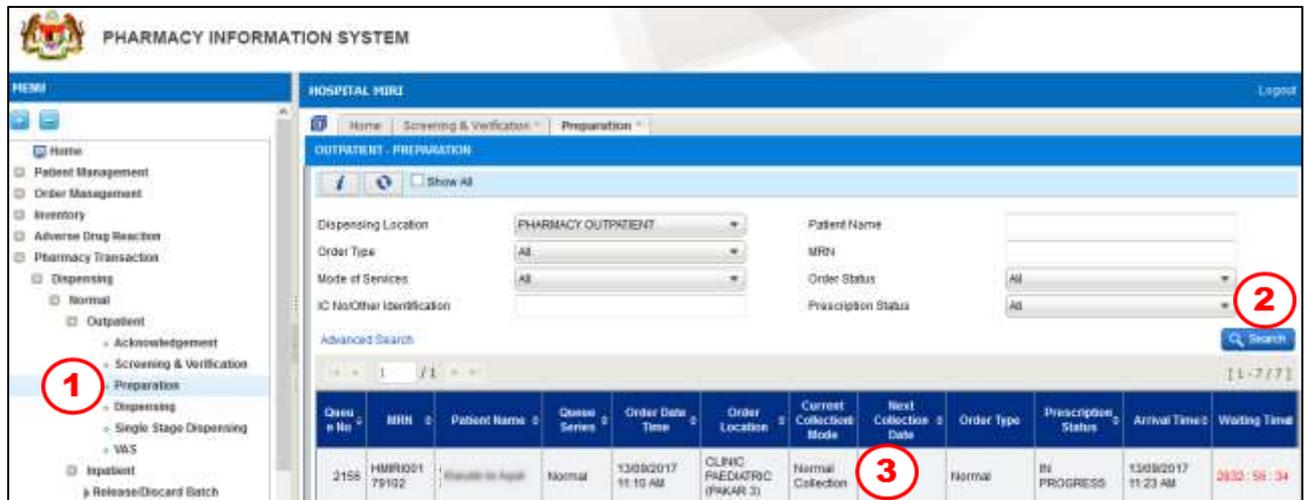


Figure 3.3.1-1 Preparation Landing Screen

STEP 1

Click on 'Preparation' sub menu

Note

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All	Check box	Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
c	Patient Name	Name of Patient	Allow to search by patient name
d	Order Type	- All - Normal - SPUB - Discharge - Referred Patient	Able to filter and search patient's record name by order type
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	- All - Appointment Card - Email and Take - Fax and Take - Normal Collection - Others - SMS and Take - Telephone and Take	Allow user to search by patient registered with value added services for next collection



		- UMP	
g	Order Status	- All - New Order - Partial Supply	Able to filter the order by order status
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	- All - Hold - Expired	Able to filter by prescription status
Advanced Search			
j	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
k	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	Able to filter and search patient's record by order location type
l	Order Date from	Order date from	Able to filter and search patient's record by order date from
m	Order Date To	Order date to	Able to filter and search patient's record by order date to
n	Next Supply From	Next supply from date	Able to filter and search patient's record by next supply from date
o	Next Supply To	Next supply to date	Able to filter and search patient's record by next supply to date
p	Queue Date	Queue Date	Able to patient's record by queue date
q	Queue Series	- All - Normal - Express - Special - Others	Able to filter and search patient's record by Queue series
r	Queue No	Queue No	Able to filter and search by Queue No

Table 3.3.1-1

STEP 2

Click on the  button to search the patient

Note

Search result of current order patient list will be displayed:

- Queue No
- MRN
- Patient Name
- Queue Series
- Order Date Time
- Order Location
- Current Collection Mode
- Next Collection Date
- Order Type

- Prescription Status
- Arrival Time
- Waiting Time

STEP 3

Double click on the selected patient's name

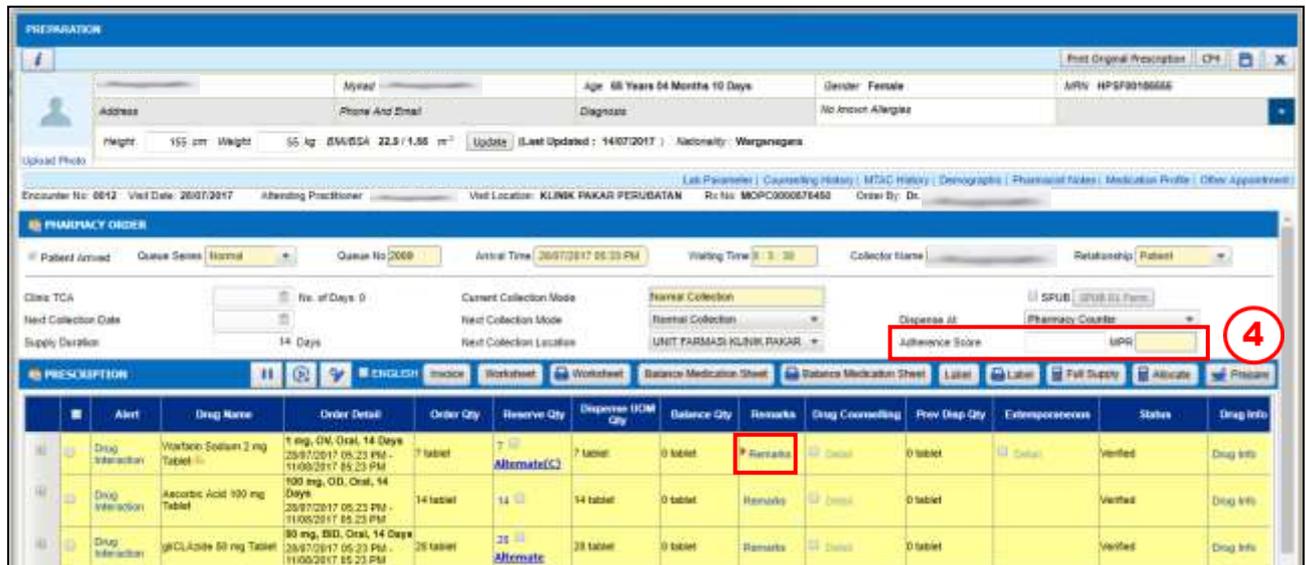


Figure 3.3.1-2 Preparation

STEP 4

Click on the Prepare button to proceed preparation

Note

Preparation screen consist of 2(two) sections:

a. Pharmacy Order

Description	Remarks
Queue Series	Queue series based on facility
Queue Number	System will auto generate queue number. This number will be reset on a daily basis
Arrival Time	Patient arrived time
Waiting Time	Patient waiting time
Collector Name	Person or patient collecting the medicine
Relationship	Relationship between person collecting the medicine and the patient
Clinic TCA	To come again
Current Collection Mode	Current collection mode
SPUB	SPUB
Next Collection Date	Next collection date
Next collection mode (Value Added Services)	To select the mode of collection
Dispense at	Dispense location
Supply Duration	Drug to be supply based on ordered duration
Next Collection Location	Next collection location to be collect
Adherence Score	Score to be entered between 1 to 8 with max 2 decimal points
MPR	Calculated for partial supply prescription only

Table 3.3.1-2

b. Prescription

Description	Remarks
Drug Name	Ordered drug from prescriber



Order Detail	Ordered detail such as dose, frequency and duration
Order Qty	Order quantity from prescriber
Reserve Qty	Drugs quantity to be reserve
Dispense UOM Qty	Drugs dispensed in Unit of Measurement
Balance	Drug balance and balance days
Remarks	Prescription remarks from prescriber
Drug Counseling	To view or create new medication counseling
Prev Disp Qty	Previous dispensed quantity
Extemporaneous	To prepare worksheet for extemporaneous
Prescriber name	Doctor who prescribe the prescription
Status	Prescription status

Table 3.3.1-3

Note

- Drug Interaction and Drug Info at Dispensing screen (Screening, Preparation, Dispensing, Single Stage) is displayed under the drug name.
 - Drug Interaction =
 - Drug Info =
- If there are any drug interaction, this icon will change to red color and once clicks, it will display the drug interaction screen info.
- This icon , will display the drug information screen

Note

- Reserve quantity will be auto allocate depends on the order quantity or supply duration. Click on the reserve quantity to allocate manually. Refer steps in [section 3.3.2 Allocate Quantity](#).
- Adherence score field is available. User can enter the score between 1- 8. User is allowed to enter decimal value up to 2 decimal points.
- Adherence score is available in the following screen
 - Screening and verification
 - Preparation
 - Dispensing
 - Single Stage
- Medication Possession Rate (MPR) value will be calculated for partial supply prescription only.
- MPR Formula:
 - To count MPR for all active drugs but display minimum MPR at prescription level.
 - Exemption of MPR calculation for drug with PRN frequency

$$\% \text{ MPR} = \frac{\text{Supply Duration}}{\text{Duration between previous supply start date until current date}}$$

Example

Scenario 1:

Previous dispensing done on 5/3/2017 for few drugs:

- Drug A, TDS
Previous supply start on 5/3/2015 for 30 days
Current date is 20/3/2017.
 - Supply duration = 30 days
 - Duration between previous start and current = 5/3/2017 to 20/3/2017 = 15 days
 - Drug MPR = $(30/15) \times 100 = \underline{200}$
- Drug B, BD
Previous supply start on 7/3/2015 for 40 days
Current date is 20/3/2017.
 - Supply duration = 40 days
 - Duration between previous start and current = 7/3/2017 to 20/3/2017 = 13 days

- Drug MPR = $(40/13) \times 100 = 308$

MPR at prescription level = minimum MPR for all active drug = 200

Scenario 2: (Exemption for PRN frequency)

Previous dispensing done on 5/3/2017 for few drugs:

- Drug A, PRN
Previous supply start on 5/3/2015 for 30 days
Current date is 20/3/2017.
 - Supply duration = 30 days
 - Duration between previous start and current = 5/3/2017 to 20/3/2017 = 15 days
 - Drug MPR = $(30/15) \times 100 = \underline{N/A}$
- Drug B, BD,
Previous supply start on 7/3/2015 for 40 days
Current date is 20/3/2017.
 - Supply duration = 40 days
 - Duration between previous start and current = 7/3/2017 to 20/3/2017 = 13 days
 - Drug MPR = $(40/13) \times 100 = 308$

MPR at prescription level = minimum MPR for all active drug = 308

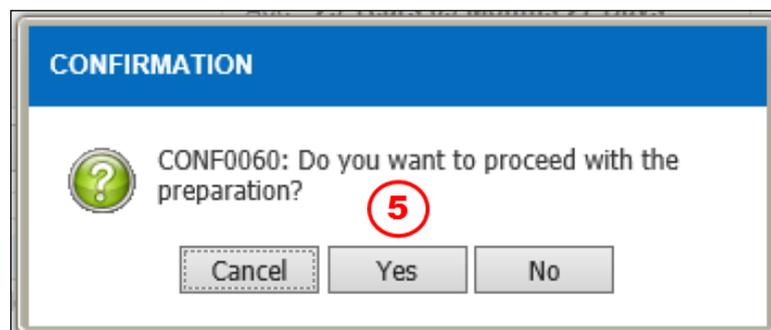
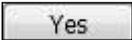


Figure 3.3.1-3 Confirmation Alert Message

STEP 5

Click on the  button to confirm preparation and window will close automatically

3.3.2 Allocate Quantity

This function allow user to manually allocate reserve quantity by batch.

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	Step
Ranitidine 150 mg Tablet	150 mg, BD, Oral, 6 Months 24/07/2017 08:42 AM - 20/10/2018 08:42 AM	300 tablet	0 tablet	0 tablet	300 tablet (11 day(s))	Romana	<input type="checkbox"/> Detail	60 tablet (24/07/2017)	<input type="checkbox"/> Detail	Romana	Step
Magnesium Trisilicate Tablet	1 tablet, PRN3, Oral, 6 Months 24/07/2017 08:43 AM - 20/10/2018 08:43 AM	540 tablet	0 tablet	0 tablet	510 tablet (11 day(s))	Romana	<input type="checkbox"/> Detail	30 tablet (24/07/2017)	<input type="checkbox"/> Detail	Romana	Verif

Figure 3.3.2-1 Preparation

Note

Repeat step 1 and 3 as per section 3.3.1 Prepare before performs Allocate Quantity steps.

STEP 1

Click on **Reserve Qty** to allocate quantity (the number)

Drug Code: N02BE01000T1001XX
 Drug Name: Paracetamol 500 mg Tablet
 Order Detail: 500 mg, TDS, 7 Days, 23/09/2014 9:55 AM - 30/09/2014 9:55 AM
 Default SKU: tab
 Dispense UOM: tab
 Supply Duration: 7 days Date From 23/09/2014 to 30/09/2014

Batch No	Expiry Date	Available Qty	UOM Qty	Allocated Qty
PA13L323	31/10/2017	186644	21 tablet	21

Total Available Qty: 186644
 Total Allocated Qty: 21

Figure 3.3.2-2 Item Batch Details

STEP 2

Change the value of **Supply Duration** or the **UOM Qty**

ITEM BATCH DETAILS

3

Drug Code	N02BE01000T1001XX	Default SKU	tab
Drug Name	Paracetamol 500 mg Tablet	Dispense UOM	tab
Order Detail	500 mg, TDS, 7 Days, 23/09/2014 9:55 AM - 30/09/2014 9:55 AM		
Supply Duration	7 days Date From 23/09/2014 to 30/09/2014		

BATCH DETAIL

[1 - 1 / 1]

Batch No	Expiry Date	Available Qty	UOM Qty	Allocated Qty
PA13L323	31/10/2017	186644	10 tablet	21
Total Available Qty		186644	Total Allocated Qty	
			21	

Figure 3.3.2-3 Item Batch Details

Note

Item Batch Details window consist of 2(two) sections:

a. Item Batch Details

Description	Remarks
Drug Code	The value will be defaulted to the drug code selected from the prescription list, auto display.
Default SKU	The value will be defaulted to the SKU 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.
Dispense UOM	auto from generate from the drug master.
Order Detail	The value will be defaulted to the duration selected from the prescription list. Will include duration, order start and end date, auto display.
Supply Duration	The value will be defaulted to the duration selected from the prescription list, auto display. User is allowing to change this value.

b. Batch Details - 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.

Description	Remarks
Batch Number	Available batch no
Expiry Date	Batch expiry date
Available Quantity	Quantity available for the selected batch
UOM Qty	Quantity available by UOM
Allocated Qty	Reserved quantity from the selected batch. Allocated quantity cannot be more than the available quantity and order quantity.

Table 3.3.2-1

STEP 3

Click on the button to save record

Note

User may click on the button to automatically allocate the reserve quantity

3.3.3 Drug Label and Balance Medication Sheet (BMS)

This function allow user to edit and print drug label and balance medication sheet after allocate the reserve quantity.

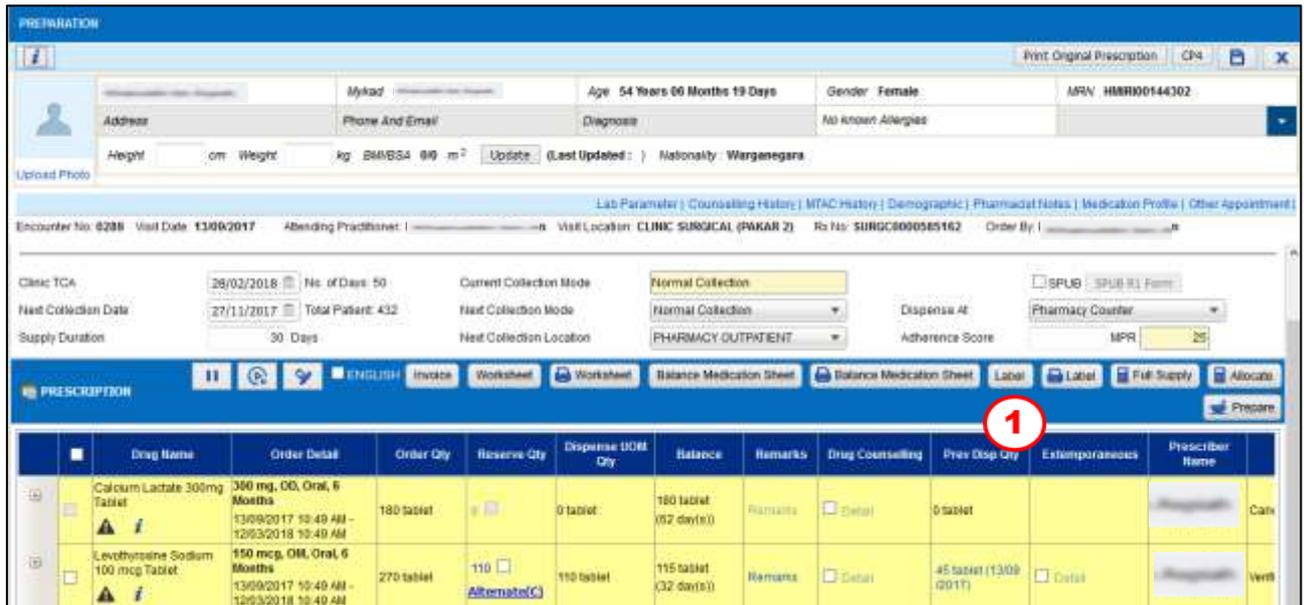


Figure 3.3.3-1 Preparation

STEP 1

Click on the button to print drug label

Note

- Repeat step 1 and 3 as per [section 3.3.1 Prepare](#) before performs Drug Label steps.
- All the button with the icon is for **direct printing** such as , and .
- All the button without the icon is for **preview, edit then print** process such as , , and .

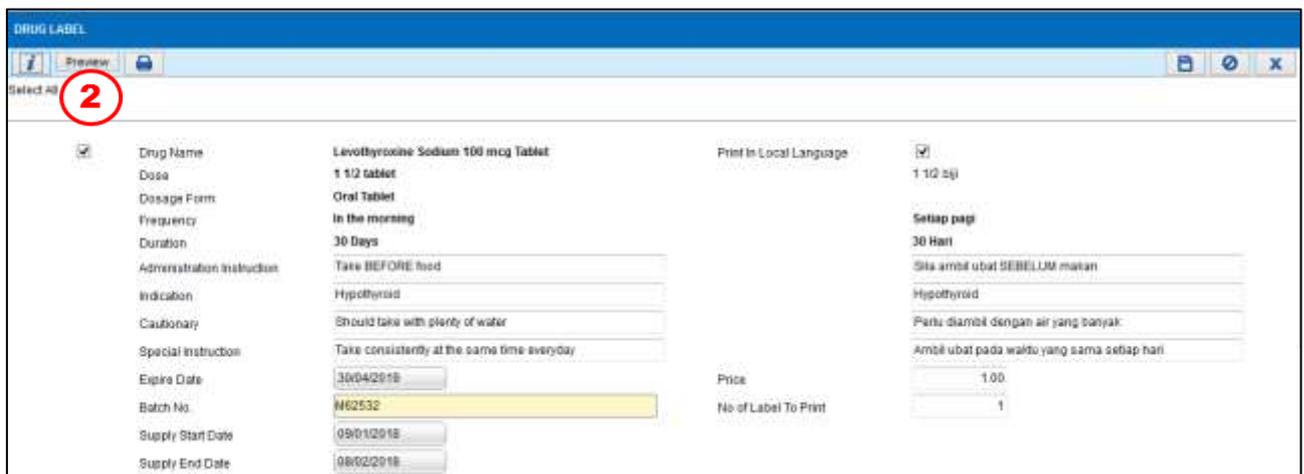


Figure 3.3.3-2 Drug Label

STEP 2

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

Note

- User able to select All drug label or selected drug only.
- Untick on Print in Local Language check box to print label in English (default is in Malay).
- Enter No of Label to Print.
- Able to edit Administration Instruction, Indication, Cautionary, Special Instruction, and Price.
- 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



Figure 3.3.3-3 Print Drug Label

STEP 3

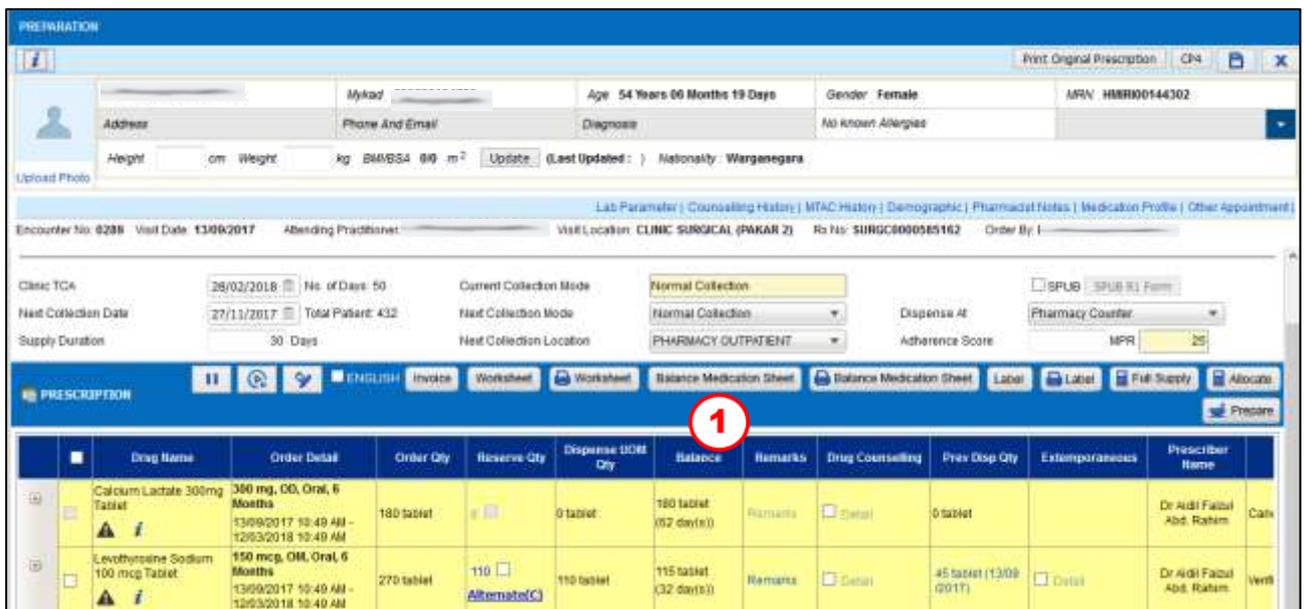
Click on the  button to print the label

Drug label will display:

- a) Facility name
- b) Patient name
- c) MRN no
- d) Identification Number
- e) Visit Location
- f) Date and Time
- g) Indication

- h) Administration Instruction
- i) Cautionary advice
- j) Special instruction
- k) Name of drug
- l) Dose
- m) Dosage Form
- n) Frequency
- o) Duration
- p) Batch No - from the selected batch information
- q) Price - from the selected drug price, however user is allowed to change the value
- r) Expiry date

Balance Medication Sheet



Drug Name	Order Detail	Order Qty	Reverse Qty	Dispense Dose Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name
Calcium Lactate 300mg Tablet	300 mg, QD, Oral, 6 Months 13/09/2017 10:40 AM - 12/03/2018 10:40 AM	180 tablet		0 tablet	180 tablet (52 days)	Remarks	<input type="checkbox"/> Detail	0 tablet	<input type="checkbox"/> Detail	Dr Aidi Fazul Abd. Rahim Cath
Levothyroxine Sodium 100 mcg Tablet	150 mcg, OM, Oral, 6 Months 13/09/2017 10:40 AM - 12/03/2018 10:40 AM	270 tablet	110 <input type="checkbox"/>	110 tablet	115 tablet (32 days)	Remarks	<input type="checkbox"/> Detail	45 tablet (13/09/2017)	<input type="checkbox"/> Detail	Dr Aidi Fazul Abd. Rahim Vvrb

Figure 3.3.3-4 Print Balance Medication Sheet

STEP 1

Click on the Balance Medication Sheet button to preview the Balance Medication Sheet as per **Figure 3.3.3-5**

BALANCE MEDICATION SHEET (BMS)

2

KEMENTERIAN KESEHATAN MALAYSIA
HOSPITAL MIRI
BALANCE MEDICATION SHEET

No Preskripsi:	SURGC0000585162	Tarikh Preskripsi:	13/09/2017
Nama:		No KIP:	
Umr:	54 Years 06 Months 19 Days - 28/09/1963	MRN:	HMRI00144302
Lokasi:	CUNIC SURGICAL (PAKAR 2)		
Aliran:		Berol:	
Diagnosis:	THYROID CA	BMVISA:	
		Dipreskrib oleh:	
		Tamajang Klinik:	28/02/2018

Sl	Maklumat Preskripsi				Maklumat Penuliharaan									
	Nama Ubat	Maklumat Dos	Kuantiti Ubat	Tarikh: Kuantiti	TCA	27/11/2017	Tarikh: Kuantiti	TCA	Tarikh: Kuantiti	TCA				
1	Levothyroxine Sodium 100 mcg Tablet	150 mcg OM (every morning) , 4 Months, Oral	270 tablet	110 - 115	F	D	Kuantiti	Baki	F	D	Kuantiti	Baki	F	D

Figure 3.3.3-5 Print Balance Medication Sheet

STEP 2

Click on the  button to print the sheet

3.3.4 Extemporaneous – By Patient

This function allow user to generate worksheet and print Ingredient label prepared by patient based on drugs setup.

The screenshot shows the 'PREPARATION' screen. At the top, there are fields for patient details like Age (29 Years 04 Months 10 Days), Gender (Female), and MRN (HMR00247502). Below this is the 'PHARMACY ORDER' section with various dropdowns and input fields. At the bottom, there is a table with columns: Drug Name, Order Detail, Order Qty, Reserve Qty, Dispense UOM Qty, Balance, Remarks, Drug Counseling, Prev Disp Qty, Extemporaneous, and Prescriber Name. The 'Extemporaneous' checkbox in the first row is circled in red with the number '1'.

Figure 3.3.4-1 Preparation

Note

Repeat step 1 and 3 as section 3.3.1 Prepare and performs Extemporaneous as below.

STEP 1

Click on the **Extemporaneous** checkbox and system will display extemporaneous screen as Figure 3.3.4-2

The screenshot shows the 'EXTEMPORANEOUS' screen. At the top, there are buttons for 'Print Ingredient Label' and 'Generate Worksheet'. Below this, there are radio buttons for 'Pharmacist' and 'Patient' (selected). The 'Preparation Name' is 'Folic Acid 1mg/1ml Oral Liquid(Syrup)'. There are input fields for 'Concentration' (1 mg/ml) and 'Dosage' (5 ml). Below this is a table with columns: Item, Item Name, Quantity, and UOM. The table contains three rows: Active Ingredient (Folic Acid 5 mg Tablet, 5 tablet), Vehicle (Syrup BP, 25 ml), and Additional Item (Raspberry essence, ml). Below the table, there are sections for 'Storage Condition and Procedures in Local Language', 'References', 'Procedures(Preparation by Pharmacist)', 'Procedures(Preparation by Patient)', and 'Preparation Remarks'. A red circle with '2' highlights the 'Patient' radio button, a red circle with '3' highlights the 'Preparation Name' field, and a red circle with '4' highlights the 'Generate Worksheet' button.

Figure 3.3.4-2 Freshly Prepared

STEP 2

Click on 'Patient' radio button

Note

Freshly prepare screen will be displayed:

- a) Active Ingredient
- b) Vehicle
- c) Quantity
- d) UOM
- e) Storage Condition
- f) Expiry day
- g) Reference
- h) Procedures (Preparation by Pharmacist)
- i) Procedures (Preparation by Patient)
- j) Formulation Remarks
- k) Preparation Remarks
- l) All information will be auto capture from the selected drug information

STEP 3

Select **Preparation Name** from drop down box

Note

- Concentration, dosage, Quantity, Storage Condition, Vehicle, Formulation Remarks and Procedures/Preparation by Patient and Reference will be retrieve from Master Setup.
- Able to select Storage Condition and Procedures in Local Language.
- Able to change Vehicle UOM if applicable.
- Able to change Expiry duration.
- Procedures/Preparation by Pharmacist is editable.
- If there is Additional item, enter the value appropriately (may refer to Procedures)

STEP 4



Click on the button to save record. Screen will return back to the Preparation screen

The screenshot displays the 'PREPARATION' screen. At the top, there are fields for patient details: Mykad, Age (43 Years 01 Months 07 Days), Gender (Female), and MRV (HMR00247500). Below this is a 'PHARMACY ORDER' section with fields for Patient Arrived, Queue Series (Normal), Queue No. (12), Arrival Time (25/01/2018 12:26 PM), Waiting Time (02:58:58), Collector Name, and Relationship (Patient). The 'Dispense At' field is set to 'Pharmacy Counter' and is circled in red with the number '5'. Below the pharmacy order is a 'PRESCRIPTION' table with columns for Drug Name, Order Detail, Order Qty, Reserve Qty, Dispense UOM Qty, Balance, Remarks, Drug Counselling, Prev Disp Qty, Ectemporaneous, and Prescriber Name. The first row shows 'Folic Acid 5 mg Tablet' with an order quantity of 4 tablets and a balance of 0 tablets.

Figure 3.3.4-3 Preparation

STEP 5



Click on the button to print label

6

Figure 3.3.4-4 Label to be printed

STEP 6

Click on the button to preview the label



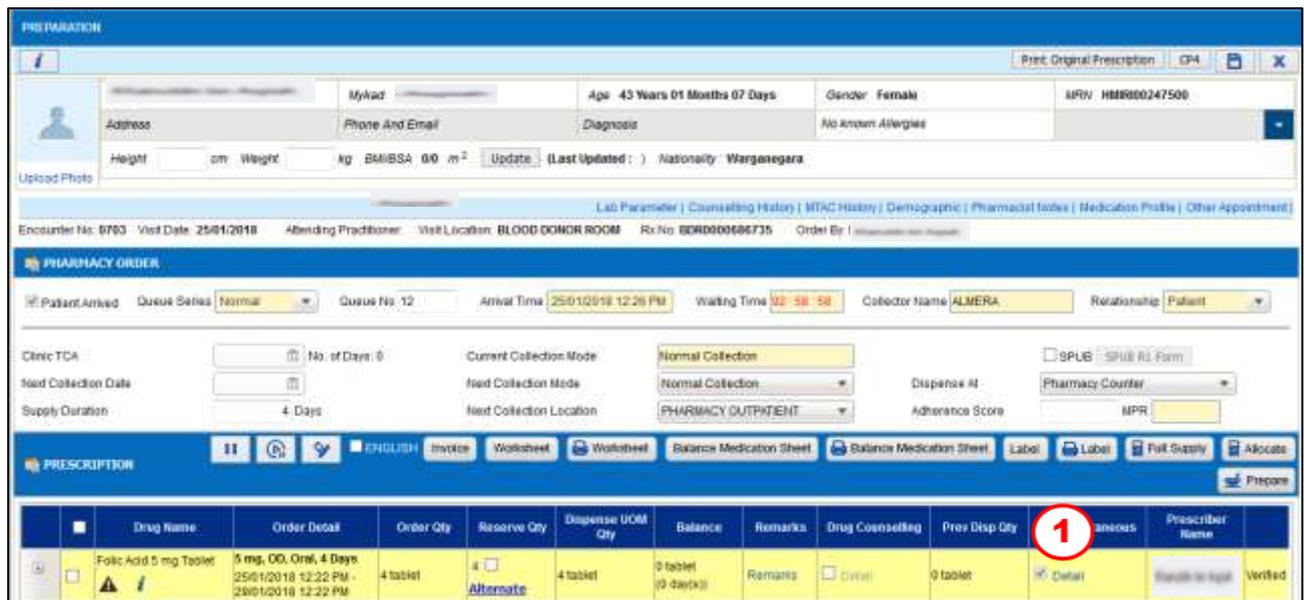
Figure 3.3.4-5 Label

STEP 7

Click the button to print the label

3.3.5 Extemporaneous – By Pharmacist

Preparation screen allow user to generate Extemporaneous Worksheet done by pharmacist.



The screenshot displays the 'PREPARATION' screen. At the top, there are fields for patient identification: Mykad, Age (43 Years 01 Months 07 Days), Gender (Female), and MRN (HMR00247500). Below this is a section for 'PHARMACY ORDER' with fields for Patient Arrived, Queue Series (Normal), Queue No. (12), Arrival Time (25/01/2018 12:26 PM), Waiting Time (12:58:58), Collector Name (ALMERA), and Relationship (Patient). The 'PRESCRIPTION' section includes a table with columns: Drug Name, Order Detail, Order Qty, Reserve Qty, Dispense UOM Qty, Balance, Remarks, Drug Counselling, Pres Disp Qty, Extemporaneous, and Prescriber Name. The first row shows 'Folic Acid 5 mg Tablet' with an order quantity of 4 tablets and a balance of 0 tablets. The 'Extemporaneous' checkbox is checked and highlighted with a red circle containing the number '1'.

Figure 3.3.5-1 Preparation screen

Note

Repeat step 1 and 3 as per [section 3.3.1 Prepare](#) and performs Extemporaneous by Pharmacist steps.

STEP 1

Click on the **Extemporaneous** checkbox or the [Detail](#) link and system will display extemporaneous screen as Figure 3.3.5-2

Note

If extemporaneous is based on previous patient's extemporaneous, then there is an edit button. If this is a new extemporaneous, then there is no edit button

EXTEMPORANEOUS			
<input type="checkbox"/> Information Print Ingredient Label Generate Worksheet   			
Preparation Done By	<input checked="" type="radio"/> Pharmacist <input type="radio"/> Patient	Worksheet ID	<input type="text"/>
Preparation Name	<input type="text" value="Folic Acid 1mg/1ml Oral Liquid(Syrup)"/>	Concentration	<input type="text" value="1"/> mg /ml
		Dosage	<input type="text" value="5"/> ml
Item	Item Name	Quantity	UOM
Active Ingredient	Folic Acid 5 mg Tablet		4 tablet
Vehicle	Syrup BP	<input type="text" value="20"/>	<input type="text" value="ml"/>
Additional Item	Raspberry essence	<input type="text" value="1"/>	<input type="text" value="ml"/>
<input type="checkbox"/> Storage Condition and Procedures in Local Language			
Storage Condition	<input type="text" value="Refrigerated"/>	Expiry	<input type="text" value="60"/> Days
References	<input type="text" value="International Journal of Scientific and Research Publications, Volume 5, Issue 8, August 2015"/>	Formulation Remarks	<input type="text"/>
Procedures(Preparation by Pharmacist)	<input type="text" value="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."/>		
Procedures(Preparation by Patient)	<input type="text"/>		
Preparation Remarks	<input type="text"/>		

Figure 3.3.5-2 Extemporaneous screen

Note

Freshly prepare screen will be displayed:

- a) Active Ingredient
- b) Vehicle
- c) Quantity
- d) UOM
- e) Storage Condition
- f) Expiry day
- g) Reference
- h) Procedures (Preparation by Pharmacist)
- i) Procedures (Preparation by Patient)
- j) Formulation Remarks
- k) Preparation Remarks
- l) All information will be auto capture from the selected drug information

STEP 2

Click on 'Pharmacist' radio button

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.
- Able to select Storage Condition and Procedures in Local Language.
- Allow to change Vehicle UOM if applicable.

STEP 4

Click on the  button to save record

STEP 6

Click on the  button to print the worksheet

Note

- Refer Figure 3.3.5-4 for the Extemporaneous Worksheet by Pharmacist sample.
- Able to print Worksheet to prepare drug for patient.
- Extemporaneous Worksheet will be displayed:
 - a) Worksheet name
 - b) Ministry of Health
 - c) Hospital name
 - d) Date of preparation – auto display current date
 - e) Worksheet ID – auto generated by the system
 - f) MRN – auto display patient medical record number
 - g) Name – auto display from patient details
 - h) ID No – auto display from patient details
 - i) Rx No – auto display from order details
 - j) Order Location – auto capture from order details
 - k) Ordered by – auto capture from order details
 - l) Order Date – auto capture from order details
 - m) Duration – auto capture from order details
 - n) ROA – route of administration code of the drug
 - o) Drug Name – auto capture from order details
 - p) Dose required - auto-capture from order details
 - q) Volume required – allocated quantity of materials
 - r) Batch no, expiry date & manufacturer – auto capture from allocated batch of materials
 - s) Instruction – based on defined instruction in Drug Master for compounding
 - t) Storage – as defined in Drug Master
 - u) No. of preparation – as determined in preparation screen
 - v) Reference – from drug master
 - w) Worksheet generated by – auto capture form login name of person who generates the worksheet
 - x) Worksheet & label checked by
 - y) Prepared by
 - z) Final Product Checked by
- User has option to print Labels and Worksheet by clicking on the Printer button.
- Once the status is updated to Prepared, the worksheet may no longer be edited.

3.4 Dispensing

This function will allow the user to dispense medication to the patient after it was prepared.

3.4.1 Dispense

This function is used to dispense the drug(s) to the patient.

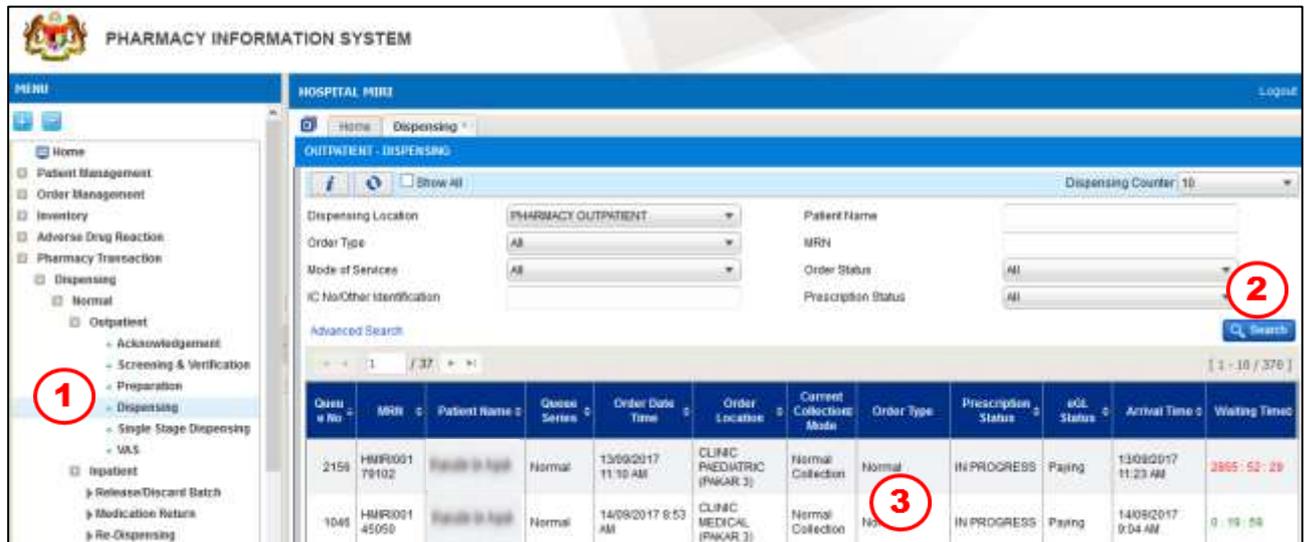


Figure 3.4.1-1 Dispensing Landing Screen

STEP 1

Click on 'Dispensing' sub menu

Note

Various search criteria are 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's record by dispensing location
c	Patient Name	Name of patient	Able to filter and search by patient's name
d	Order Type	-All -Normal -SPUB -Discharge	Able to filter and search patient's record by order type
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	All -Appointment Card -Email and Take -Fax and Take -Normal Collection -SMS and Take -Telephone and Take -UMP -Others	Able to filter and search patient's record by mode of services
g	Order Status	-All -New Order	Able to filter and search patient's record by order status

		-Partial Supply	
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	-All -Hold -Expired	Able to filter by prescription status
Advanced Search			
a	Order Location	Order location. (It will list down all active location)	Able to filter and search patient's record by order location
b	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	Able to filter and search patient's record by order location type
c	Order Date from	Order Date from	Able to filter and search patient's record by order date from
d	Order Date To	Order Date To	Able to filter and search patient's record by order date to
e	Queue Date	Queue Date	Able to filter and search patient's record by queue date
f	Queue Series	- All - Normal - Express - Special - Others	Able to filter and search p patient's record by queue series
g	Queue No	Queue No	Able to filter and search patient's record by queue no

Table 3.4.1-1

STEP 2

Click on the  button to search the patient

Note

Search result of current order patient list will be displayed:

- Queue No
- MRN
- Patient Name
- Queue Series
- Order Date Time
- Order Location
- Current Collection Mode
- Order Type
- Prescription Status
- eGL Status
- Arrival Time
- Waiting Time

STEP 3

Double click on the selected patient and patient detail information will be shown as per Figure 3.4.1-1

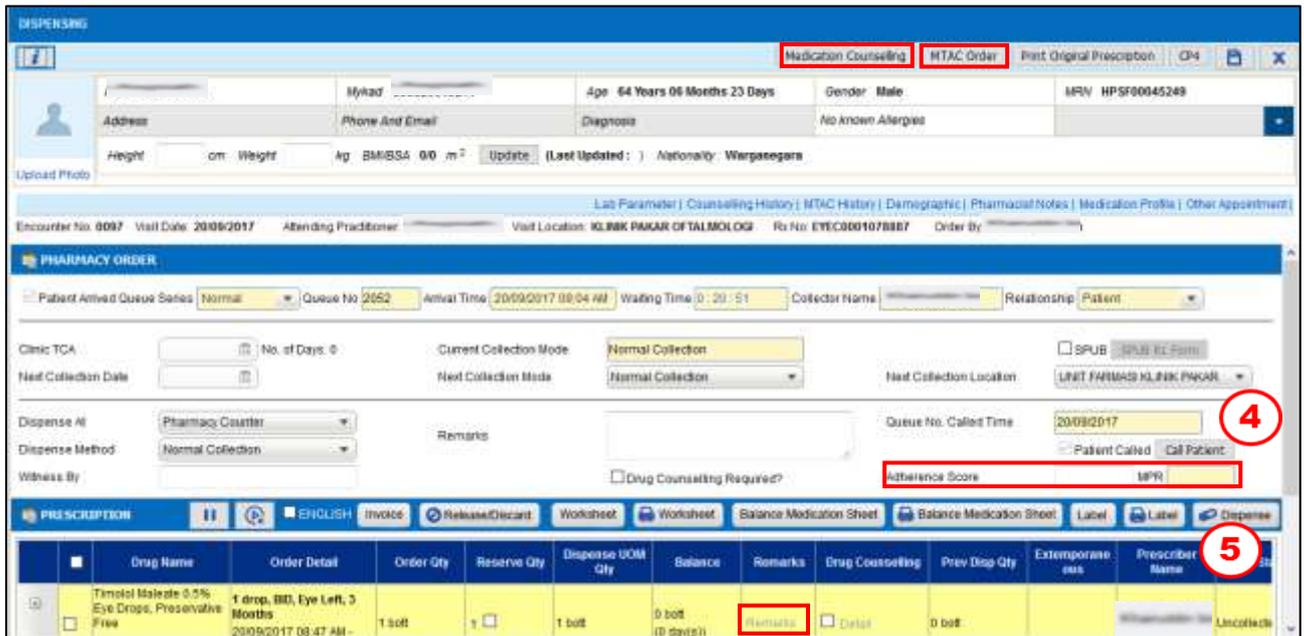


Figure 3.4.1-2 Dispensing

STEP 4

Click on the button

STEP 5

Click on the button to dispense

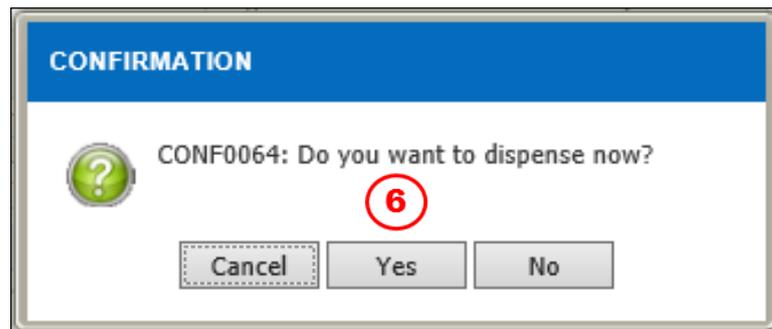


Figure 3.4.1-3 Confirmation Alert Message

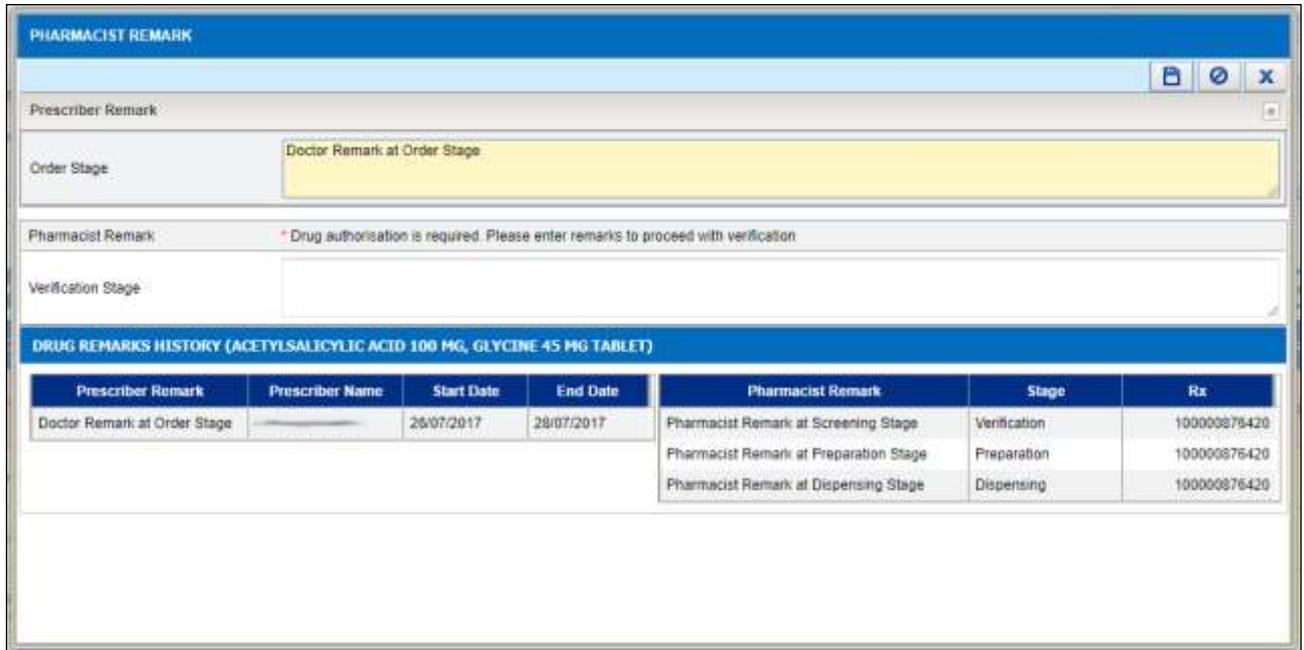
STEP 6

Click on the button to confirm

Note

- Once the button is clicked, waiting time will automatically stop and the Patient Called checkbox is ticked. Patient Called
- To close/complete medication, select the checkbox then click on the button. The selected drug is considered as full supply.
- button added at Dispensing screen and Single Stage screen as per Figure 3.4.1-2. Once click on the button, Medication Counselling Order screen will appear.

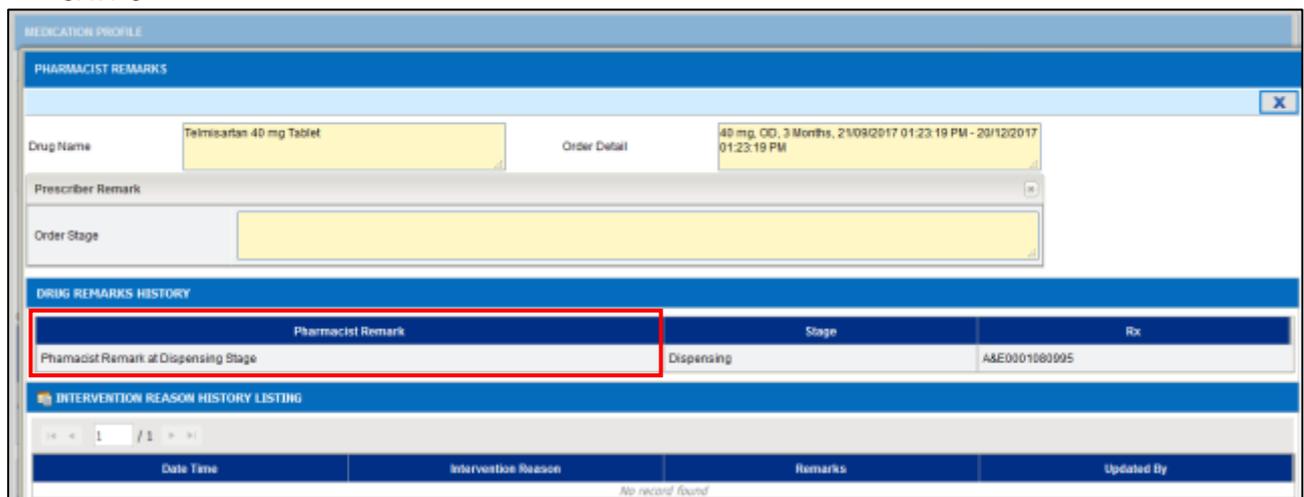
- **MTAC Order** button added at Dispensing screen and Single Stage screen as per Figure 3.4.1-2. Once click on the button, MTAC Order screen will appear.
- A notification icon **Remarks** in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the doctor’s remark as per Figure 3.4.1-4



Prescriber Remark	Prescriber Name	Start Date	End Date	Pharmacist Remark	Stage	Rx
Doctor Remark at Order Stage		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 3.4.1-4 Pharmacist Remark Screen

- Previous Pharmacist Remarks inside Additional Info links at Medication Profile is displayed as per Figure 3.4.1-5

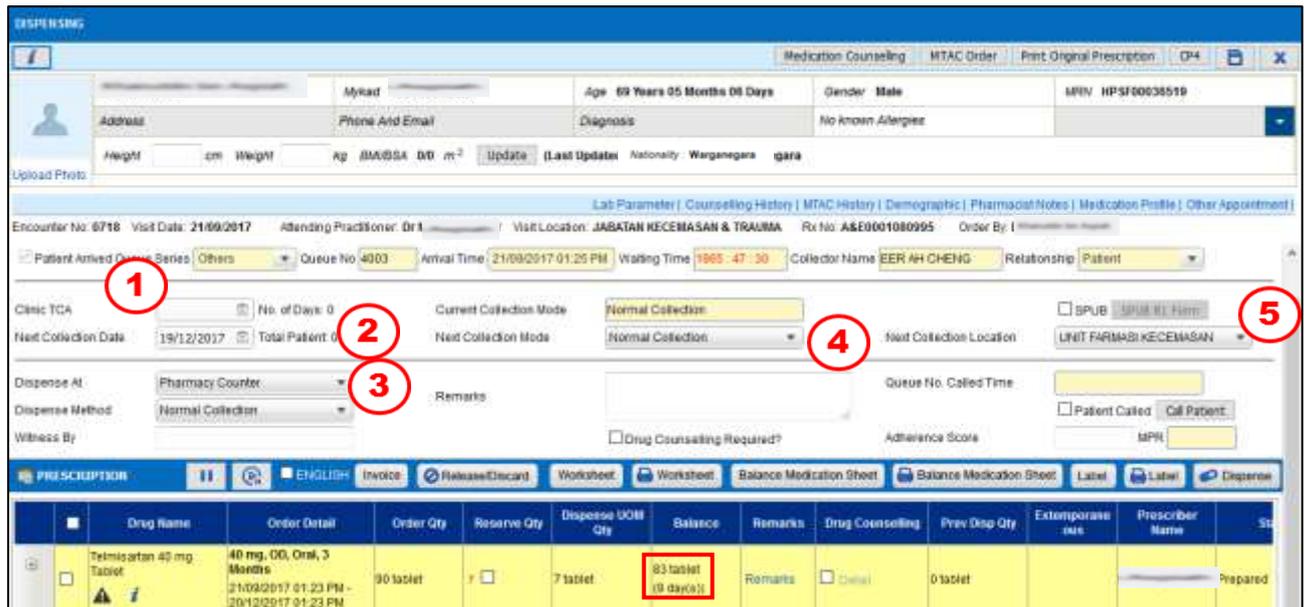


Pharmacist Remark	Stage	Rx
Pharmacist Remark at Dispensing Stage	Dispensing	A&E0001080905

Figure 3.4.1-5 Previous Pharmacist Remark Screen

3.4.2 Next Collection Record for Partial Supply

This function will allow user to set the next collection record before dispensing.



Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporane (ms)	Prescriber Name	St
Telmisartan 40 mg Tablet	40 mg, OD, Oral, 3 Months 21/09/2017 01:23 PM - 20/12/2017 01:23 PM	30 tablet	7	7 tablet	83 tablet (8 days)	Remarks	<input type="checkbox"/> Detail	0 tablet			Prepared

Figure 3.4.2-1 Dispensing

Note

Repeat step 1 and 3 as [Section 3.4.1 Patient Called](#) before performs dispense and next collection record steps.

STEP 1

Select date from the **Clinic TCA** calendar

STEP 2

Select date from the **Next Collection Date** calendar

Note

This date will be retrieved from the third party appointment to visit clinic. However, user is allowed to select other date. This date will be reflected into 'Next Collection Date'. No. of Days will be automatically display.

STEP 3

Select the **Dispense at** from the drop down:

- Pharmacy Counter
- Drive Through Counter

Note

- The **Next Collection Date** will be retrieved from balance medication record for patient to collect medication at dispensing counter. However, user is allowed to select other dates by selecting it manually.
- Changes on the **Next Collection Date** will not affect the **Clinic TCA** date. **Total patient** is the number of patients scheduled to come on the selected date.

STEP 4

Select the **Next Collection Mode (Value Added Services)** from the drop down:

- SMS and Take
- Fax and Take
- Email and Take
- Appointment Card
- UMP
- Telephone and Take
- Others



- Normal Collection

STEP 5

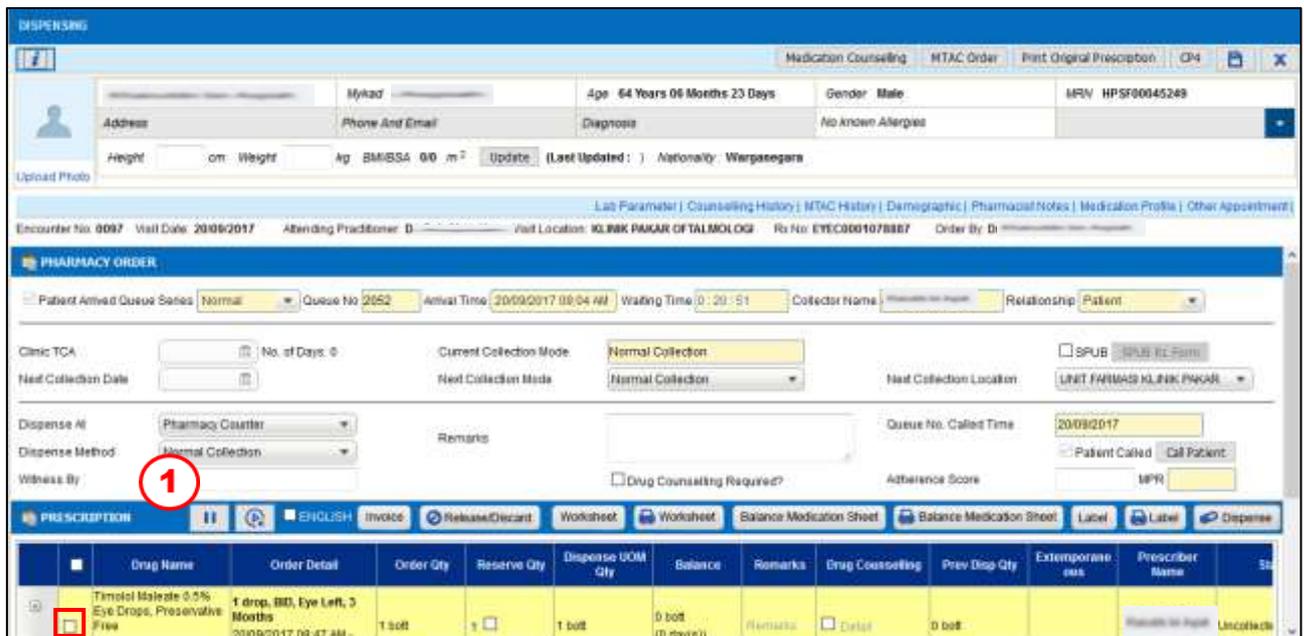
Select the **Next Collection Location** from the drop down

Note

- *SPUB check box is for user to refer the prescription to other facility. If SPUB is checked, next collection mode is not required to be filled in.*
- *Balance Days is shown at the Balance column. Eg. 83 tablets (9 days)*

3.4.3 Hold / Resume

This function allows user to record any error during counter check at dispensing stage.



The screenshot displays the 'DISPENSING' interface. At the top, there are navigation options like 'Medication Counseling', 'HTAC Order', and 'Print Original Prescription'. Below this, patient details are shown, including Mykad, Age (64 Years 06 Months 23 Days), Gender (Male), and MRN (HPSF00045249). The 'PHARMACY ORDER' section includes fields for Patient Arrived Queue Series (Normal), Queue No (2052), Arrival Time (20/09/2017 09:04 AM), and Waiting Time (0:20:51). The 'Dispense At' dropdown is set to 'Pharmacy Counter', and the 'Dispense Method' dropdown is set to 'Normal Collection', with a red circle and the number '1' around it. The 'PRESCRIPTION' table at the bottom lists drugs, with a red square highlighting the checkbox for 'Timolol Maleate 0.5% Eye Drops, Preservative Free'.

Figure 3.4.3-1 Dispensing screen

Note

Repeat step 1 and 3 as in [Section 3.4.1 Patient Called as per Figure 3.4.1-1](#) before performs Hold / Resume steps.

Hold

STEP 1

Select the drug and click on the  button as per Figure 3.4.3-1

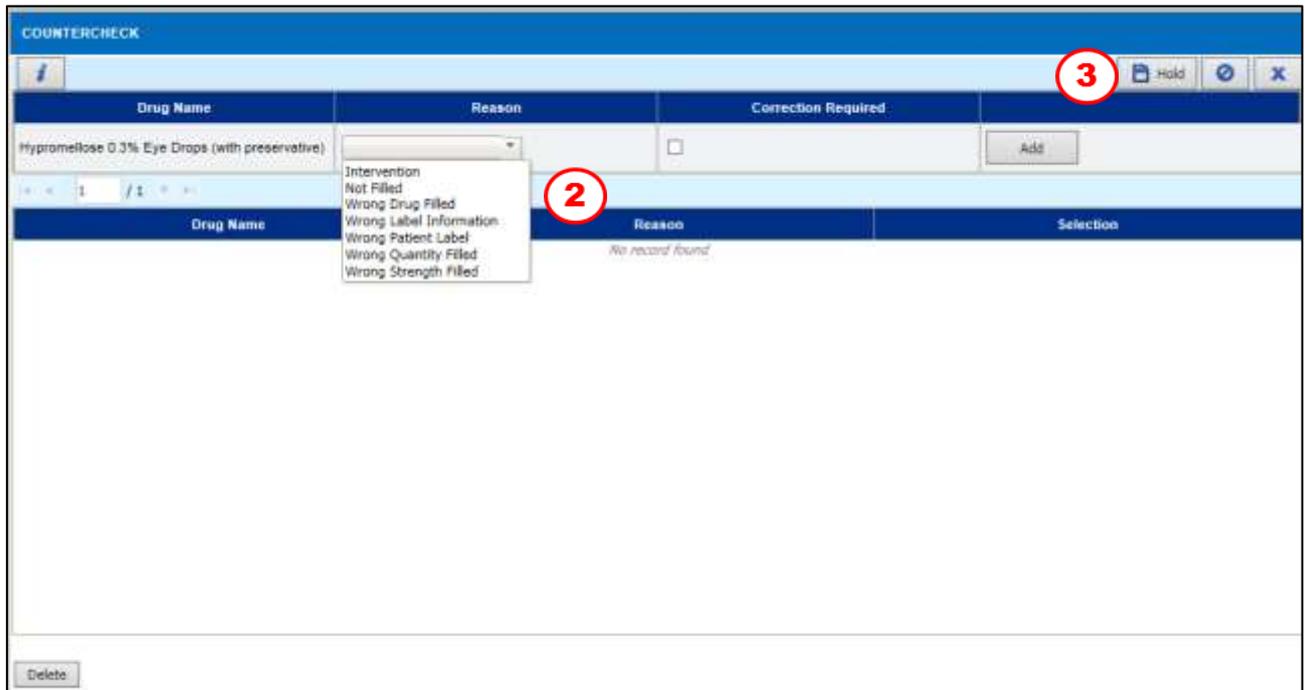


Figure 3.4.3-2 Hold Order – Countercheck

STEP 2

Select from the **Hold Reason** drop down:

- Intervention
- Not Filled
- Wrong Drug Filled
- Wrong Label Information
- Wrong Patient Label
- Wrong Quantity Filled
- Wrong Strength Filled

STEP 3

Click on the  button to proceed Hold

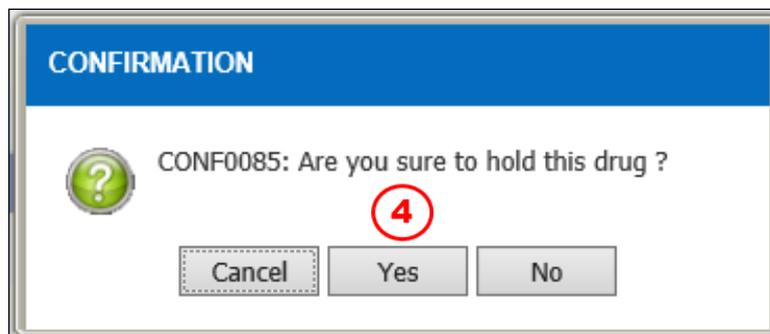


Figure 3.4.3-3 Confirmation Alert Message

STEP 4

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

Note

Drug status will change to Prepared/Hold (Dispensing screen).

Resume

DISPENSING

Medication Counseling | NTAC Order | Print Original Prescription | CH

MyKas
Age: 64 Years 06 Months 23 Days | Gender: Male | MRV: HPSF00045249

Address | Phone And Email | Diagnosis | No known Allergies

Height: cm | Weight: kg | BM/BSA: 00 m² | Update (Last Updated:) | Nationality: Warganegara

Lab Parameter | Counseling History | NTAC History | Demographic | Pharmacial Notes | Medication Profile | Other Appointment

Encounter No: 0097 | Visit Date: 20/09/2017 | Attending Practitioner: Dr. G | Visit Location: IGLINK PAKAR OF TALMOLOGI | Rx No: EYE0001078887 | Order By: Dr. G

PHARMACY ORDER

Patient Arrived Queue Series: Normal | Queue No: 2052 | Arrival Time: 20/09/2017 09:04 AM | Waiting Time: 0 : 20 : 51 | Collector Name: ALI BIN JAFAR | Relationship: Patient

Clinic TCA: | No. of Days: 0 | Current Collection Mode: Normal Collection | SPUB: SPUB RE-Form

Next Collection Date: | Next Collection Mode: Normal Collection | Next Collection Location: UNIT FARMAS KLINIK PAKAR

Dispense At: Pharmacy Counter | Remarks: | Queue No. Called Time: 20/09/2017

Dispense Method: Normal Collection **5** | Patient Called: Call Patient:

Witness By: | Drug Counseling Required? | Adherence Score: MPR

PRESCRIPTION | ENGLISH | Invoice | Release/Discard | Worksheet | Balance Medication Sheet | Label | Dispense

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counseling	Prev Disp Qty	Extemporane-ous	Prescriber Name	Sta
Timolol Maleate 0.5% Eye Drops, Preservative Free	1 drop, BID, Eye Left, 3 Months 20/09/2017 09:47 AM -	1 bott	1	1 bott	0 bott (0 davis)	Remarks	<input type="checkbox"/> Detail	0 bott		Dr Gan Chon Han	Uncollec

Figure 3.4.3-4 Dispensing screen

STEP 5

Select the drug and click on the  button to Resume as per Figure 3.4.3-4

COUNTERCHECK

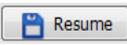
Resume

Drug Name	Reason	Selection
Hypromellose 0.3% Eye Drops (with preservative)	Not Filled	<input checked="" type="checkbox"/>

Delete

Figure 3.4.3-5 Resume Order Screen

STEP 6

Click on the  button

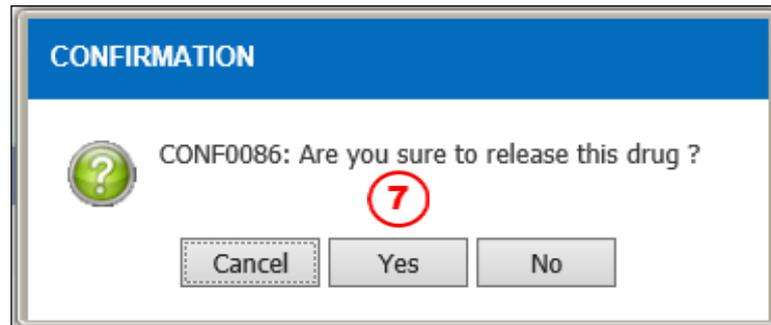
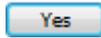


Figure 3.4.3-6 Confirmation Alert Message

STEP 7

Click on the  button to release drug from hold state

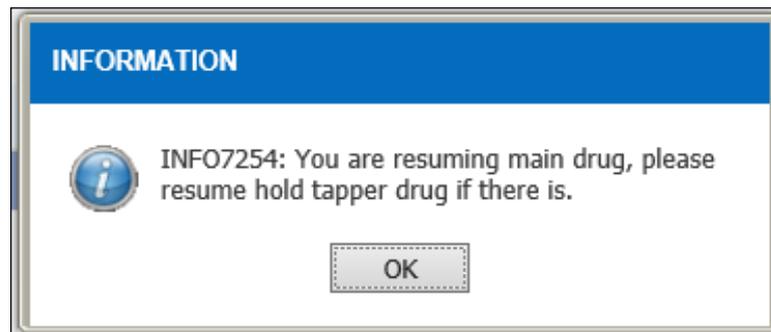


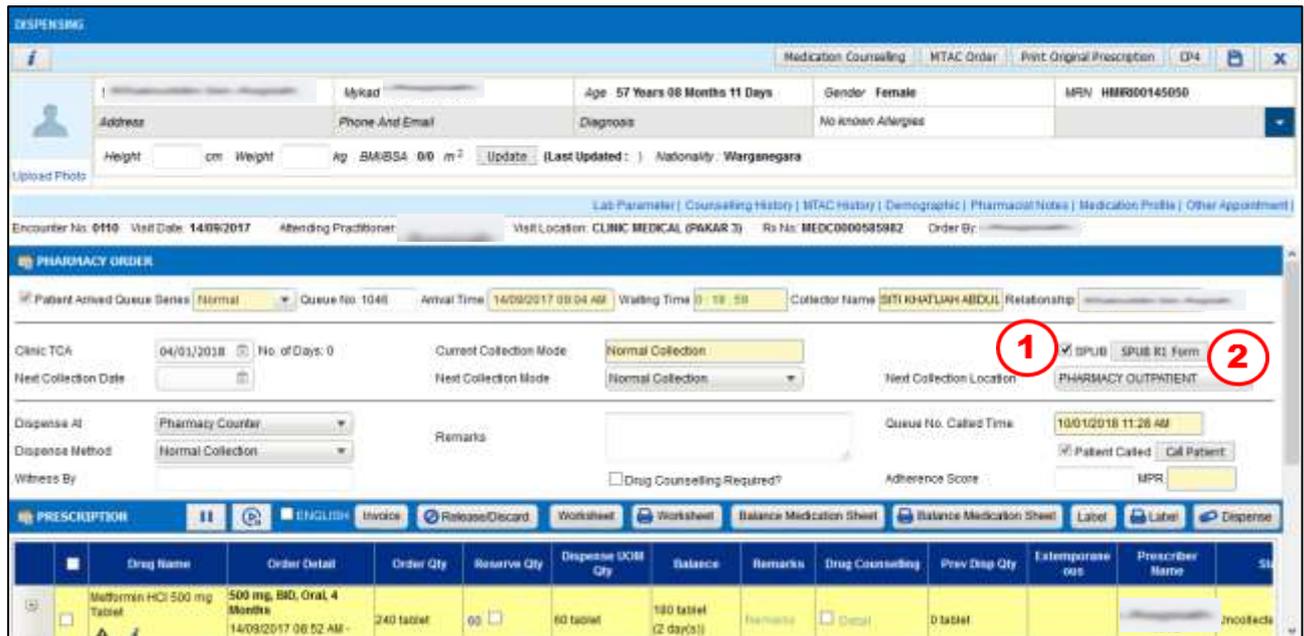
Figure 3.4.3-7 Information Alert Message

Note

- Click on the  button as in **Figure 3.4.3-7** to resume.
- User can delete the Hold record by selecting intervention reason check box  and click the  button.

3.4.4 Send SPUB

This function allow user to generate and send SPUB information to other facilities.



The screenshot shows the 'DISPENSING' screen with the following details:

- Patient Information:** Mykad, Age 57 Years 08 Months 11 Days, Gender Female, MRN HMR00145050.
- Pharmacy Order:** Patient Arrived Queue Series (Normal), Queue No. 1048, Arrival Time 14/09/2017 08:04 AM, Waiting Time 0:18:58, Collector Name SITI KHATUNAH ABDUL, Relationship.
- Collection Details:** Clinic TCA 04/01/2018, No. of Days: 0, Current Collection Mode Normal Collection, Next Collection Mode Normal Collection, Next Collection Location PHARMACY OUTPATIENT.
- Dispensing Options:** Dispense At Pharmacy Counter, Dispense Method Normal Collection, Witness By, Drug Counselling Required? checkbox, Adherence Score, MPR.
- Medication List:**

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense (X)IB Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporane (os)	Prescriber Name	St
Metformin HCl 500 mg Tablet	500 mg, BD, Oral, 4 Months 14/09/2017 08:02 AM	240 tablet	00	60 tablet	180 tablet (2 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet			incolled

Figure 3.4.4-1 Dispensing

Note

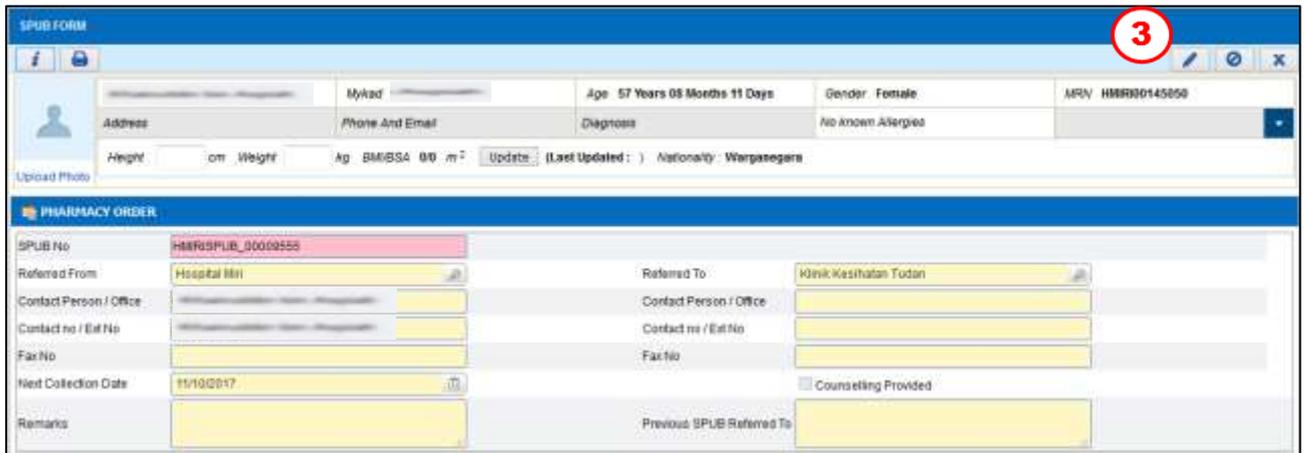
- Repeat step 1 and 3 as in [Section 3.4.1 Patient Called as per Figure 3.4.1-1](#) before performs send SPUB steps.
- User able to request SPUB R1 form at dispensing screen.
- Enter Next collection detail as per partial dispense and next collection record.

STEP 1

Click on check box at SPUB

STEP 2

Click on the  button and Figure 3.4.4-3 will be display



SPUB FORM

Mykad: [Redacted] Age: 57 Years 08 Months 11 Days Gender: Female MRN: HMR00145050

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

Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 00 m² Update (Last Updated:) Nationality: Warganegara

PHARMACY ORDER

SPUB No: HMRSPUB_00009555

Referred From: Hospital MRI Referred To: Klinik Kesihatan Tudan

Contact Person / Office: [Redacted] Contact Person / Office: [Redacted]

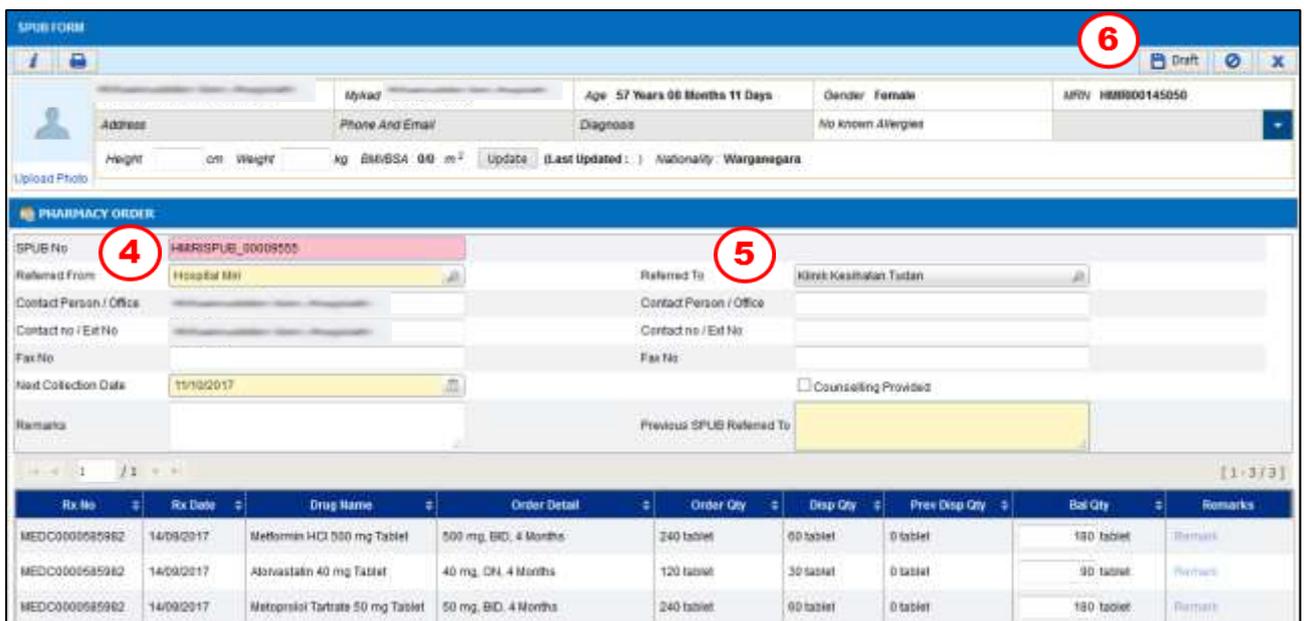
Contact no / Ext No: [Redacted] Contact no / Ext No: [Redacted]

Fax No: [Redacted] Fax No: [Redacted]

Next Collection Date: 15/10/2017 Counselling Provided

Remarks: [Redacted] Previous SPUB Referred To: [Redacted]

Figure 3.4.4-3 SPUB R1 form



SPUB FORM

Mykad: [Redacted] Age: 57 Years 08 Months 11 Days Gender: Female MRN: HMR00145050

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

Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 00 m² Update (Last Updated:) Nationality: Warganegara

PHARMACY ORDER

SPUB No: HMRSPUB_00009555

Referred From: Hospital MRI Referred To: Klinik Kesihatan Tudan

Contact Person / Office: [Redacted] Contact Person / Office: [Redacted]

Contact no / Ext No: [Redacted] Contact no / Ext No: [Redacted]

Fax No: [Redacted] Fax No: [Redacted]

Next Collection Date: 15/10/2017 Counselling Provided

Remarks: [Redacted] Previous SPUB Referred To: [Redacted]

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Pres Disp Qty	Bal Qty	Remarks
MEDC0000585962	14/09/2017	Metformin HCl 500 mg Tablet	500 mg, BID, 4 Months	240 tablet	90 tablet	0 tablet	150 tablet	Remark
MEDC0000585962	14/09/2017	Abraxastain 40 mg Tablet	40 mg, QM, 4 Months	120 tablet	30 tablet	0 tablet	90 tablet	Remark
MEDC0000585962	14/09/2017	Metoprolol Tartrate 50 mg Tablet	50 mg, BID, 4 Months	240 tablet	90 tablet	0 tablet	150 tablet	Remark

Figure 3.4.4-4 SPUB R1 form Edit

STEP 3

Click on the  button

STEP 4

Enter Pharmacy Order details:

Referring Facility

- SPUB No – will be auto display
- Referred From - will be auto defaulted to requester hospital's name
- Contact Person / Office – will be auto defaulted to the person in charge, however user is allowed to change this value
- Contact No / Ext No - will be auto defaulted to the person in charge, however user is allowed to change this value

- e) Fax No – will auto defaulted to the person in charge, however user is allowed to change this value
- f) Next Collection Date – This value is auto defaulted to 'Next Collection Date' in the dispensing screen
- g) Remarks – enter remarks regarding the patient

STEP 5

Referred Facility

- a) Referred to – Select referring hospital or clinic from list. This list will contain a list of active facilities as configured in 'External Facility' master table.
- b) Contact Person / Office - will be auto defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.
- c) Contact No / Ext No (Referring hospital) - will be auto defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.
- d) Fax No - will be auto defaulted to the 'Fax No.' found in the 'External Facility' master table. However, user is allowed to change this value.
- e) Counselling needed – Click on the check box if counselling is required for this patient. This value is defaulted from the counselling indicator in the Dispensing screen.

Note

- *Prescription and Dispense details will contain a list of drugs to be dispensed in the referring hospital.*
- *This list will only display the drugs with balance quantity to be dispensed.*
- *Details of the drug will be displayed as below:*
 - *Rx No - Prescription No.*
 - *Rx Date - Prescription date (order date).*
 - *Drug Name - Name of drug ordered by the prescriber.*
 - *Order Quantity – Quantity of drug ordered by the prescriber.*
 - *Disp quantity – Quantity of drug to be dispensed at requester hospital.*
 - *Prev Disp Qty – Balance quantity to be dispensed at referring hospital.*
 - *Remarks – Remarks by pharmacist.*

STEP 6

Click on the  button to save and send SPUB form

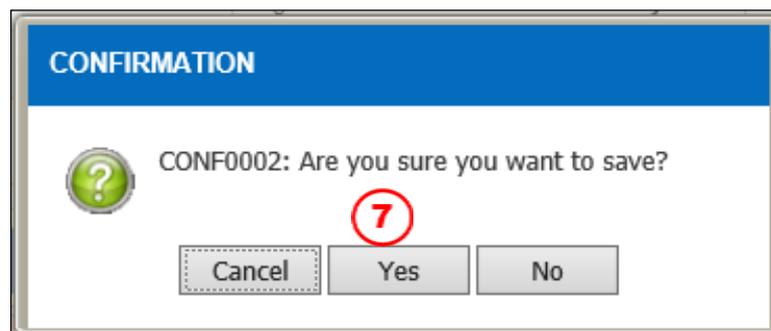


Figure 3.4.4-5 Confirmation Alert Message

STEP 7

Click on the  button to confirm

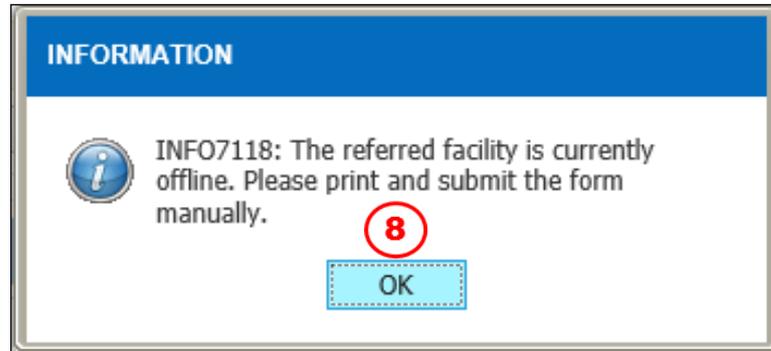
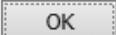


Figure 3.4.4-6 Confirmation Alert Message

STEP 8

Click on the  button as in Figure 3.4.4-6 and proceed to print the SPUB form

Note

- Click on the  button to print SPUB form as per *Figure 3.4.4-4*.
- *A pop up message as per Figure 3.4.4-6 will appear if the referred facility is offline.*
- *User able to print SPUB R1 form as per Figure 3.4.4-7 and send it manually to the offline referred facility (without PhIS).*

3.5 Single Stage Dispensing

This function allow user to record and dispense medication in faster way. Normally it will be use if all the process was handle by one user. User able to allocate quantity of drug by batch, generate and print drug label, extemporaneous worksheet, ingredient label and record next medication collection detail.

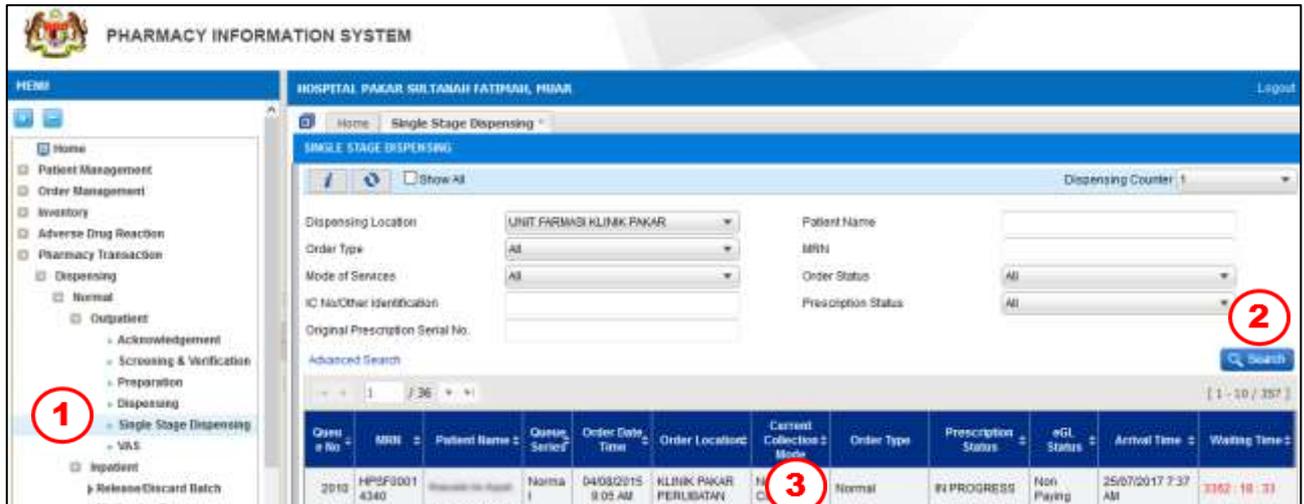


Figure 3.5-1 Single Stage Dispensing Landing Screen

STEP 1

Click on 'Single Stage Dispensing' sub menu

Note

- To perform Single Stage Dispensing, patient prescription must go through Acknowledgement process. Refer [Section 3.0 Acknowledgement](#) for acknowledgement steps
- Various search criteria are 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's record by dispensing location
c	Patient Name	Name of patient	Able to filter and search by patient's name
d	Order Type	-All -Normal -SPUB -Discharge	Able to filter and search patient's record by order type
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	All -Appointment Card -Email and Take -Fax and Take -Normal Collection -SMS and Take -Telephone and Take -UMP -Others	Able to filter and search patient's record by mode of services

g	Order Status	-All -New Order -Partial Supply	Able to filter and search patient's record by order status
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	-All -Hold -Expired	Able to filter by prescription status
j	Original Prescription Serial No	Original Prescription Serial Number	Able to search by Original Prescription Serial Number
Advanced Search			
h	Order Location	Order location. (It will list down all active location)	Able to filter and search patient's record by order location
i	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	Able to filter and search patient's record by order location type
j	Order Date from	Order Date from	Able to filter and search patient's record by order date from
k	Order Date To	Order Date To	Able to filter and search patient's record by order date to
l	Queue Date	Queue Date	Able to filter and search patient's record by queue date
m	Queue Series	-All -Normal -Express -Special -Others	Able to filter and search p patient's record by queue series
n	Queue No	Queue No	Able to filter and search patient's record by queue no

Table 3.5-1

STEP 2

Click on the  button to search the patient

Note

Search result of current order patient list will be displayed:

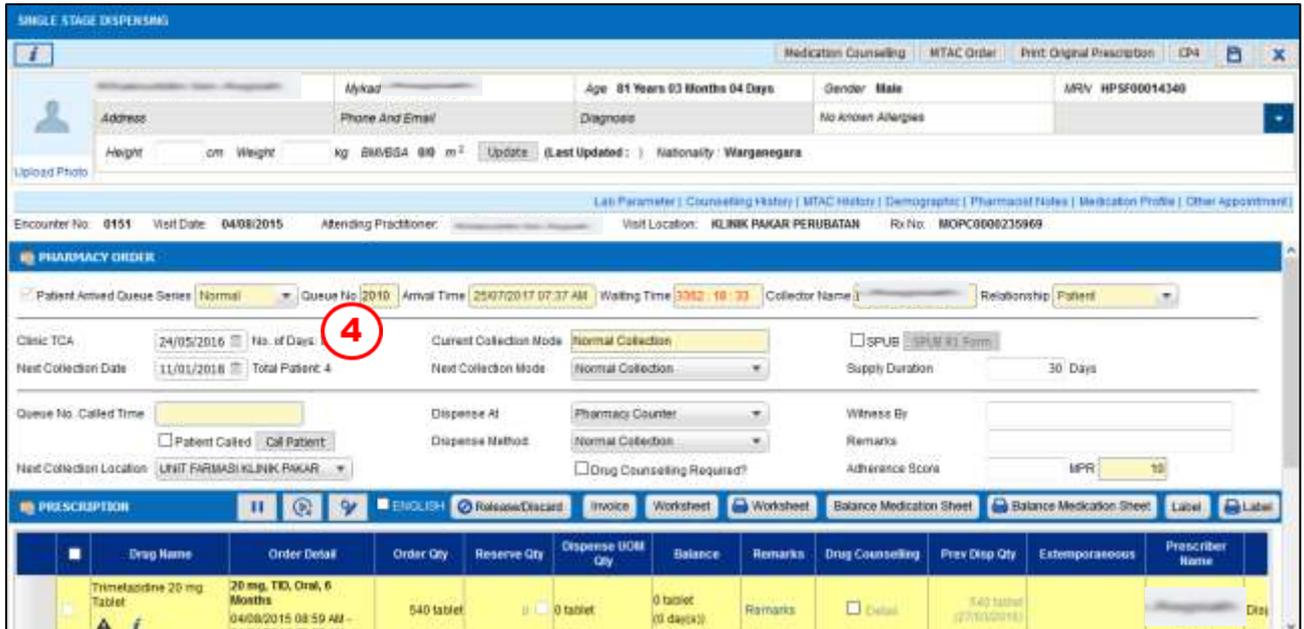
- Queue No
- MRN
- Patient Name
- Queue Series
- Order Date Time
- Order Location
- Current Collection Mode
- Order Type
- Prescription Status
- eGL Status
- Arrival Time
- Waiting Time

STEP 3

Double click on the selected patient and patient information will be shown as per Figure 3.5-2

STEP 4

Enter the clinic TCA and next collection date if applicable



Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Pres Disp Qty	Extemporaneous	Prescriber Name
Trimetoprim 20 mg Tablet	20 mg, TID, Oral, 6 Months 0408/2015 08:59 AM -	540 tablet	0	0 tablet (0 days)	0 tablet (0 days)	Remarks	<input type="checkbox"/> Detail	540 tablet (27/01/2018)		Dis

Figure 3.5-2 Single Stage Dispensing

Note

- **Alternate Drug**
User to select different drug with the same active ingredient and same administration route.
- **Hold and Resume**
Hold' function in dispensing is different from hold function in screening and preparation. This hold function is to record error before dispensing.
- **Intervention**
This function allows user to modify drugs details frequency, duration and dose only.
- **Edit Label**
User able to edit and print drug label.
- **Next Medication Collection record**
User able to record Date and Collection Location for partial medication.
- **TCA**
User able to record Date of next appointment to visit doctor / prescriber.
- **SPUB R1 Form**
 button will allow pharmacist to send SPUB request to referred facility. (Only for partial supply drug). Pharmacist will fill in SPUB information in SPUB R1 Form and has option to print SPUB R1 form.

Figure 3.5-3 Single Stage Dispensing

Note

Details process for each process of **Intervention**, **Alternate Drug** and **Hold** are as followed:

- **Intervention** : Refer to [Section 3.2.2 Intervention](#).
- **Alternate Drug** : Refer to [Section 3.2.3 Alternate](#).
- **Hold** : Refer to [Section 3.2.5 Hold](#).

STEP 5

Click on the icon to do any of these functions such as Intervention, Alternate/Combination Drug and Hold.

Note

Reserve Quantity will calculate automatically once **Allocate** button is click. However, user can manually change the quantity by clicking on the hyperlink number in **Reserve Qty** column.

Figure 3.5-4 Single Stage Dispensing

STEP 6

Click on the  or  button to print

Note

Refer to [Section 3.3.3 for Drug Label](#) printing detail process.

STEP 7

Click at the  button to stop the waiting time

STEP 8

Click on the  button to dispense the drug

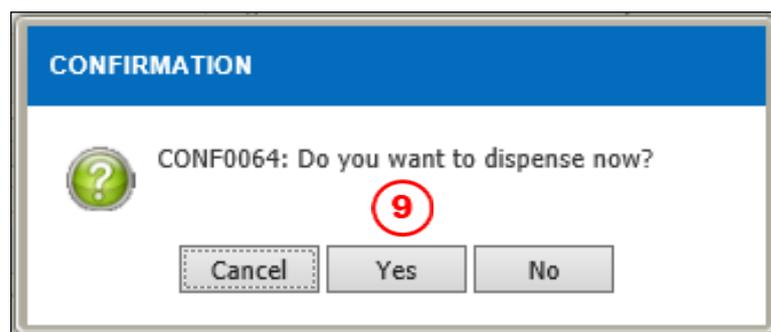
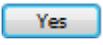


Figure 3.5-5 Confirmation Alert Message

STEP 9

Click on the  button to confirm

3.6 SPUB

3.6.1 SPUB Out Online – (Both facility using PhIS)

3.6.1.1 SPUB Out Online (Before Dispense)

SPUB Out Online (referring facility) enable user to send SPUB information to referred facility that is using PhIS during dispensing process

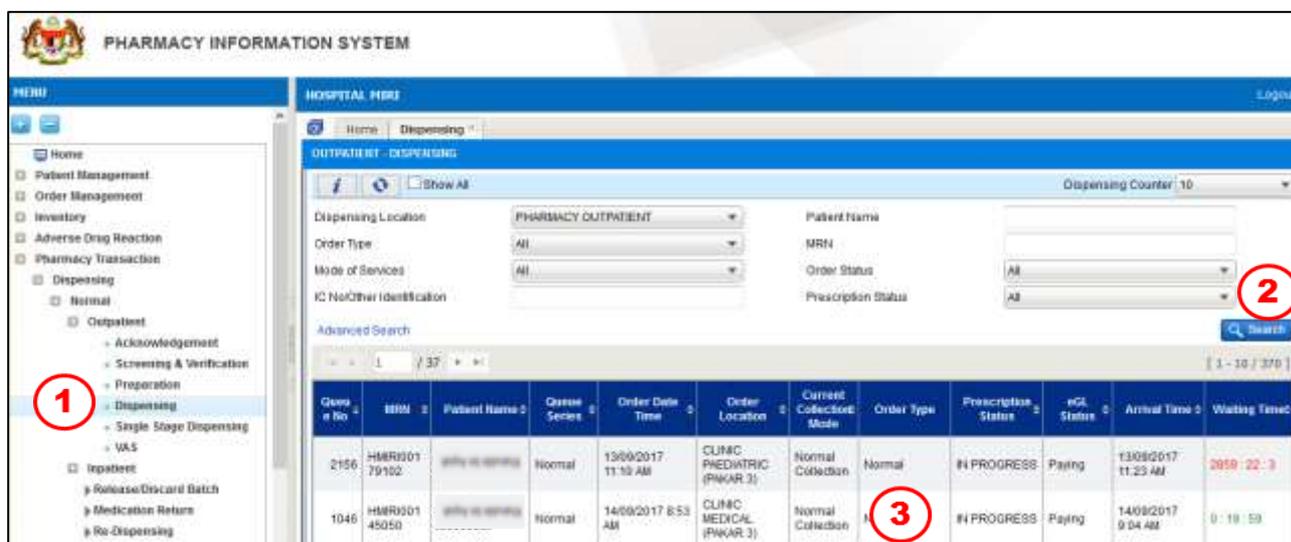


Figure 3.6.1.1-1 SPUB R1 – Patient Listing

Note

SPUB can be send out through:

- User can send SPUB from screening and verification, preparation or dispensing screen (before dispense).
- SPUB R1 menu (after dispense).
- User will send SPUB R1 form by online to referred facility which also use PhIS.

STEP 1

Click on 'Dispensing' sub menu

Note

- Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
j	Show All		Able to view all patient record
k	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient's record by dispensing location
l	Patient Name	Name of patient	Able to filter and search by patient's name
m	Order Type	-All -Normal -SPUB -Discharge	Able to filter and search patient's record by order type
n	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
o	Mode of Services	All -Appointment Card	Able to filter and search patient's record by mode of services

		-Email and Take -Fax and Take -Normal Collection -SMS and Take -Telephone and Take -UMP -Others	
p	Order Status	-All -New Order -Partial Supply	Able to filter and search patient's record by order status
q	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
r	Prescription Status	-All -Hold -Expired	Able to filter by prescription status
Advanced Search			
o	Order Location	Order location. (It will list down all active location)	Able to filter and search patient's record by order location
p	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	Able to filter and search patient's record by order location type
q	Order Date from	Order Date from	Able to filter and search patient's record by order date from
r	Order Date To	Order Date To	Able to filter and search patient's record by order date to
s	Queue Date	Queue Date	Able to filter and search patient's record by queue date
t	Queue Series	- All - Normal - Express - Special - Others	Able to filter and search p patient's record by queue series
u	Queue No	Queue No	Able to filter and search patient's record by queue no

Table 3.6.1.1-1

STEP 2

Click on the  button to search the patient

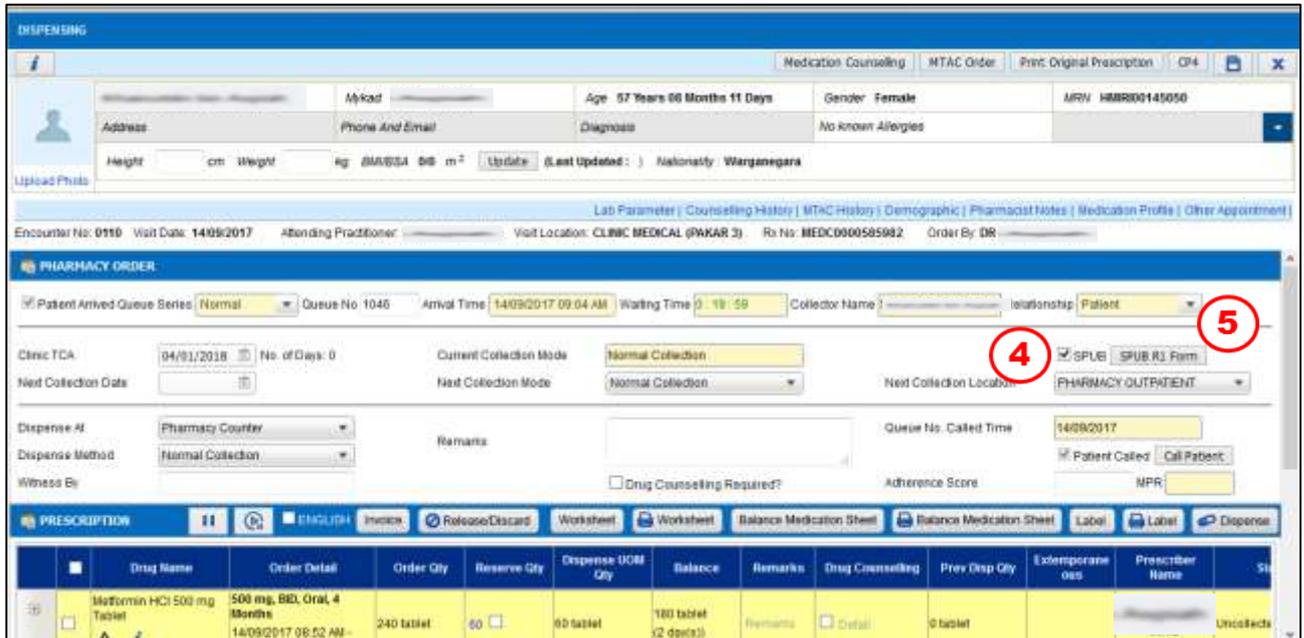
Note

Search result of current order patient list will be displayed:

- Queue NO
- MRN
- Patient Name
- Queue Series
- Order Date Time
- Order Location
- Current Collection Mode
- Prescription Status
- eGL Status
- Arrival Time
- Waiting Time

STEP 3

Double click on the selected patient listed and patient detail information will be shown as per Figure 3.6.1.1-1



The screenshot shows the 'DISPENSING' window with patient information at the top. Below that is the 'PHARMACY ORDER' section. In this section, the 'SPUB' checkbox is checked, and the 'SPUB R1 Form' button is highlighted with a red circle labeled '5'. Another red circle labeled '4' highlights the 'Next Collection Location' dropdown menu, which is set to 'PHARMACY OUTPATIENT'. At the bottom, a table lists the medication: Metformin HCl 500 mg Tablet, with order and reserve quantities.

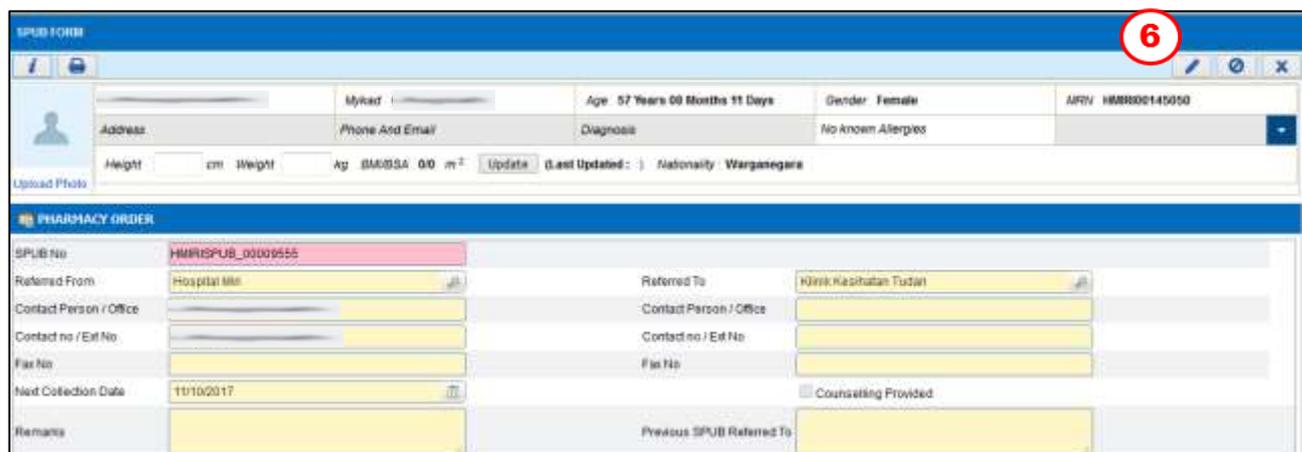
Figure 3.6.1.1-2 SPUB R1 Form

STEP 4

Click on the SPUB checkbox when patient request for SPUB

STEP 5

Click on the button



The screenshot shows the 'SPUB FORM' window. It contains the same patient information as the previous screenshot. The 'SPUB' checkbox is checked, and the 'SPUB R1 Form' button is highlighted with a red circle labeled '6'. The form also includes fields for 'Referred From' (Hospital Mln), 'Referred To' (NORR Roshidah Tudan), and 'Next Collection Date' (11/10/2017).

Figure 3.6.1.1-3 SPUB Form

STEP 6

Click on the button

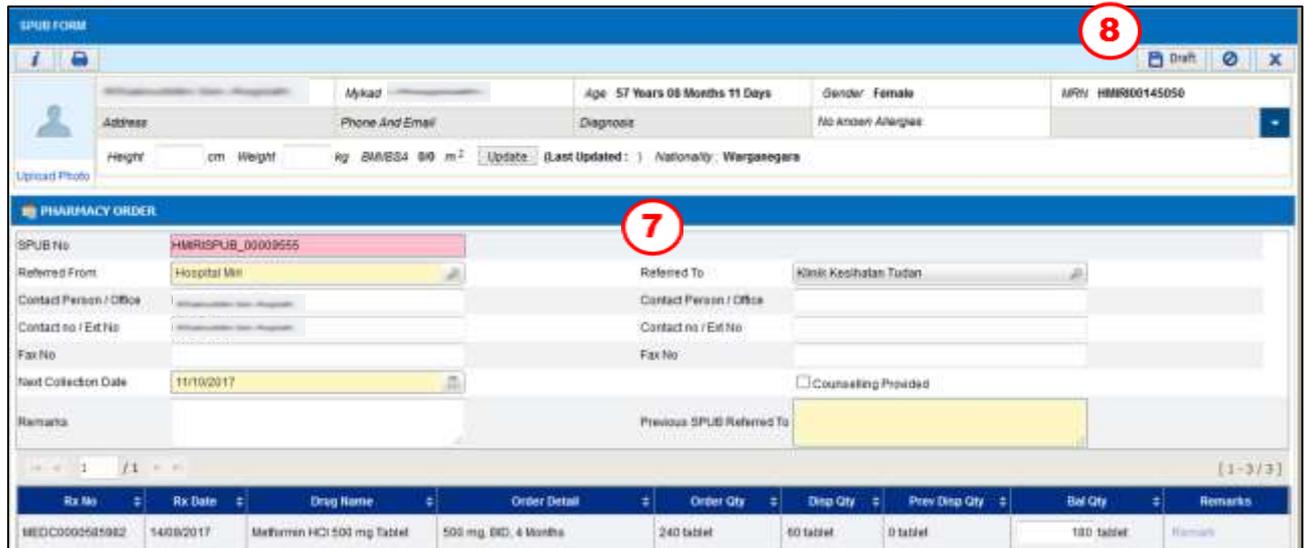


Figure 3.6.1.1-3 SPUB Form

STEP 7

Fill the details of SPUB R1 form are as below:

- Referred From
- Referred To
- Contact Person / Office
- Contact No/Ext No
- Fax No
- Next Collection Date
- Remarks
- Counselling Needed

Referring Facility

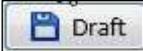
- SPUB No** – will be auto generated
- Referred From** - will be defaulted to requester hospital's name
- Contact Person / Office** – will be defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.
- Contact No / Ext No** - will be defaulted to the person in charge, however user is allowed to change this value
- Fax No** – will be defaulted to the person in charge, however user is allowed to change this value
- Next Collection Date** – This value is defaulted to 'Next Collection Date' in the dispensing screen
- Remarks** – enter remarks regarding the patient

Referred Facility

- Referred to** – Select referring hospital or clinic from list. This list will contain a list of active facilities as configured in 'External Facility' master table.
- Contact Person / Office** - will be defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.
- Contact No / Ext No (Referring hospital)** - will be defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.

- d) **Fax No** - will be defaulted to the 'Fax No.' found in the 'External Facility' master table. However, user is allowed to change this value.
- e) **Counselling needed** – Click on the check box if counselling is required for this patient. This value is defaulted from the counselling indicator in the Dispensing screen.

STEP 8

Click on the  button to save the SPUB form and SPUB No will be generated

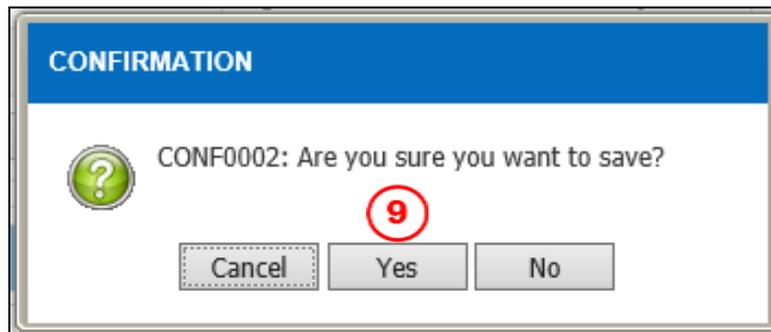
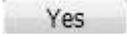


Figure 3.6.1.1-4 Confirmation Alert Message

STEP 8

Click on the  button to save the SPUB Form

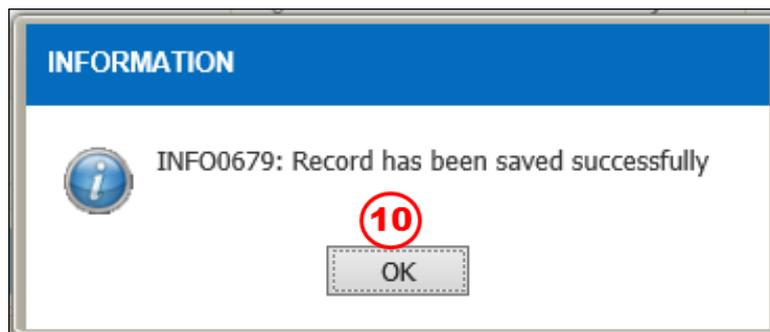


Figure 3.6.1.1-5 Information Alert Message

STEP 9

Click on the  button to acknowledge the saved SPUB

STEP 10

Click on the  button to print SPUB R1 Form if required as per Figure 3.6.1.1-6



SPUB FORM

Myiad: [Myiad] Age: 52 Years 11 Months 14 Days Gender: Female AMN: HMBH00102388

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

Height: [Height] cm Weight: [Weight] Kg BM/BGA: 00 m² Update (Last Updated: [Last Updated]) Nationality: Warganegara

PHARMACY ORDER

SPUB No: PHIRSPUB_00004043

Referred From: Hospital Mir Referred To: Hospital Alor Gajah

Contact Person / Office: [Contact Person / Office] Contact Person / Office: [Contact Person / Office]

Contact no / Ext No: [Contact no / Ext No] Contact no / Ext No: [Contact no / Ext No]

Fax No: [Fax No] Fax No: [Fax No]

Next Collection Date: 26/03/2017 Counseling Provided

Remarks: [Remarks] Previous SPUB Referred To: [Previous SPUB Referred To]

Re No	Re Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
BEV03000102128	31/03/2016	Hydroxalase 0.2% Eye Drops (with preservative)	1 disp, PRNq, 12 Months	12 bot	2 bot	2 bot	8 bot	

Figure 3.6.1.1-6 SPUB Form screen



SPUB-R1 (Pindaan 3/2009)

RUJUKAN PRESKRIPSI SPUB | KEMENTERIAN KESEHATAN MALAYSIA

(Borang ini hendaklah dikemukakan kepada fasiliti yang dirujuk melalui faks/ e-mail/ pos dalam masa 7 hari bekerja dari tarikh pesakit diberi belakan pertama)

Faciliti Yang Merujuk		Faciliti dirujuk	
Negeri : Sarawak	Hospital : Hospital Miri	Negeri : Melaka	Hospital : Hospital Alor Gajah
Nombor SPUB : HMIRIS PUB_00004043			
Daerah/Bandar :	No. Tel : 085420033	Daerah/Bandar :	No. Tel :
No. Faks :		No. Faks :	

A. Maklumat Pesakit :
 Nama : _____
 Umur : 52 Years 11 Months 11 Days Jantina : Perempuan
 No. Kad Pengenalan : _____ No. Telefon : _____

B. Maklumat Preskripsi :
 No. Siri Preskripsi: EYEC0000150126
 Tarikh Preskripsi: 31/03/2016
 Catatan:

C. Maklumat Belakan :

Tarikh	Nama Ubat	Maklumat Ubat	Baki Kuantiti	Tempoh Belakan	Jumlah Perseh Kuantiti	Gabaran Preskripsi
31/03/2016	Hyromellose 0.3% Eye Drops (with preservative)	1 drop, PMHA, Eye Both, 12 Months	8 bott	12 Months	12 bott	

D. Kaunseling telah diberikan Ya Tidak
 (Jika Ya, sila lampirkan rekod kaunseling)
 Tandatangan : _____
 Nama : _____
 Jawatan : Pegawai Farmasi U48

Untuk diisi oleh Faciliti yang menerima rujukan :

Tarikh preskripsi dibekal	Tempoh preskripsi dibekal	Tarikh belakan akan datang	Bilangan Item/Kos ubat (keseluruhan)			
			Kategori A		Kategori lain	
			Item	Kos	Item	Kos
Jumlah keseluruhan						

Figure 3.6.1.1-7 SPUB R1 Form

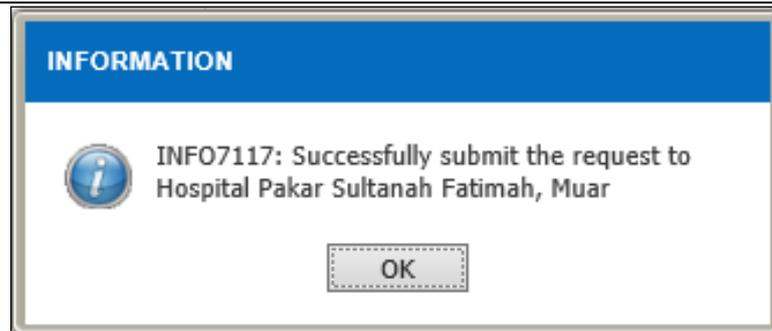


Figure 3.6.1.1-8 Information Alert Message

Note

Upon clicking Yes at dispensing, alert message of successfully submit SPUB request will appear as per Figure 3.6.1.1-8. Click the  button to close the alert.

3.6.1.2 SPUB Out Online (After Dispense)

SPUB Out Online (referring facility) enable user to request for SPUB after dispense.

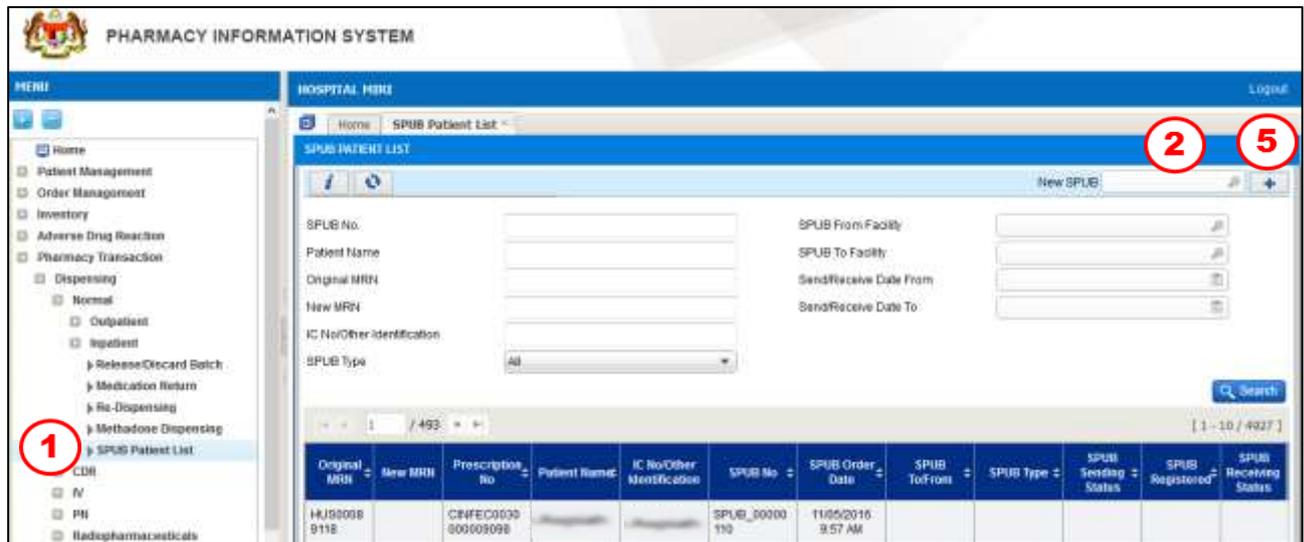


Figure 3.6.1.2-1 SPUB Patient List

STEP 1

Click on the ‘SPUB Patient List’ submenu

Note

SPUB can be send out through:

- User can send SPUB from screening and verification, preparation or dispensing screen (before dispense). Refer to [Section 3.6.1.1 SPUB Out Online \(Before Dispense\)](#).
- User will send SPUB R1 form by online to referred facility which also use PhIS.

STEP 2

Click on the  to search for the patient

Note

Various search criteria are provided as below:

No	Field	Description	Remark
a	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: Example: HPSF00001234 or “1234”
b	Prescription No	Prescription No generated by the system	Able to filter and search patient by prescription number: Example: MOPC0000001234 or “1234”
c	Patient Name	Name of patient	Allow to filter and search by patient name

Table 3.6.1.2-1

Patient Search

Patient MRN: Patient Name:

ID No: **3**

[11 - 20 / 12871]

Patient MRN	Patient Name	ID No	Prescription No
HMIRI00167086			ORLC0000401584
HMIRI00145849 4			SURGC0000390505
HMIRI00132967			BREAST CLI0000395125
HMIRI00102471			EYEC0000390804
HMIRI00171437			EYEC0000389884
HMIRI00119798			ORTHOC0000400282
HMIRI00150771			EYEC0000400315
HMIRI00138668			EYEC0000402401

Figure 3.6.1.2-2 SPUB Patient List Search

STEP 3

Click on the button to search the patient

STEP 4

Double click on the patient details

STEP 5

Click on the button as in **Figure 3.6.1.2-1**

SPUB Form **7**

Mykad: Age: 47 Years 04 Months 02 Days Gender: Female MRN: HMR00145849

Address: Phone And Email: Diagnosis: No Known Allergies

Height: cm Weight: kg BSA: m² Update (Last Updated:) Nationality: Warganegara

PHARMACY ORDER **6**

SPUB No:

Referred From: Hospital M1 Referred To:

Contact Person / Office: Contact Person / Office:

Contact no / Ext No: Contact no / Ext No:

Fee No: Fee No:

Next Collection Date: 07/12/2017 Counselling Provided

Remarks: Previous SPUB Referred To:

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
SURGC0000390505	25/01/2017	Calcibiol 0.25mcg Capsule	0.5 mcg, OM (every morning), Oral Capsule, Oral, 25/01/2017 (12 Months)	720 capsule	540 capsule	540 capsule	180 capsule	Remark
SURGC0000390505	25/01/2017	Livoflozine Sodium 100 mcg Tablet	100 mcg, OM (every morning), Oral Tablet, Oral, 25/01/2017 (12 Months)	360 tablet	270 tablet	270 tablet	90 tablet	Remark

Figure 3.6.1.2-3 SPUB Form screen

STEP 6

Fill the details of SPUB R1 form are as below:

- Referred From
- Referred To
- Contact Person / Office
- Contact No/Ext No

- e) Fax No
- f) Next Collection Date
- g) Remarks
- h) Counselling Needed

STEP 7

Click on the  button to save the SPUB form and SPUB No will be generated

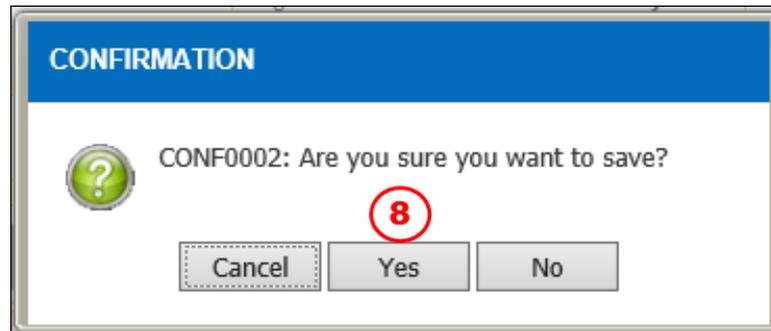
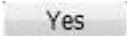


Figure 3.6.1.2-4 Confirmation Alert Message

STEP 8

Click on the  button to save the SPUB Form

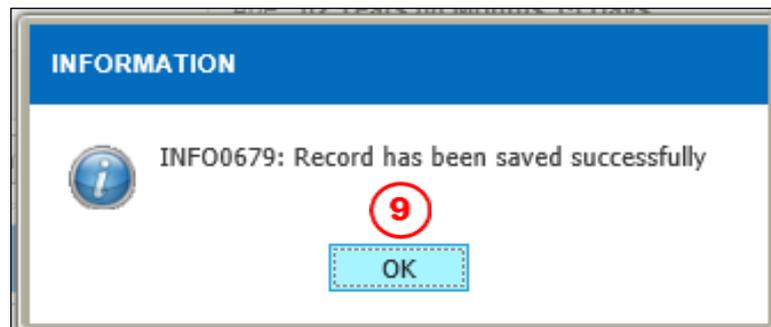


Figure 3.6.1.2-5 Information Alert Message

STEP 9

Click on the  to acknowledge the saved SPUB

SPUB FORM

Mykad: [redacted] Age: 47 Years 04 Months 02 Days Gender: Female MRN: HMR00145849

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

Weight: [redacted] cm Weight: [redacted] kg BIAWISA: 00 m² Update (Last Updated:) Nationality: Warganegara

PHARMACY ORDER

SPUB No: HMRISPLUB_00012137

Referred From: Hospital Alor Gajah Referred To: Hospital Alor Gajah

Contact Person / Office: [redacted] Contact Person / Office: [redacted]

Contact no / Ext No: [redacted] Contact no / Ext No: [redacted]

Fax No: [redacted] Fax No: [redacted]

Next Collection Date: 07/12/2017 Counselling Provided

Remarks: [redacted] Previous SPUB Referred To: [redacted]

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Ref Qty	Remarks
SURO0000390505	25/01/2017	Calcitriol 0.25mcg Capsule	0.5 mcg, QM (every morning), Oral Capsule, Oral, 25/01/2017 (12 Months)	720 capsule	540 capsule	540 capsule	180 capsule	Remain
SURO0000390505	25/01/2017	Levothyroxine Sodium 100 mcg Tablet	100 mcg, QM (every morning), Oral Tablet, Oral, 25/01/2017 (12 Months)	300 tablet	270 tablet	270 tablet	90 tablet	Remain

Figure 3.6. 1.2-6 SPUB Form

STEP 10

Click on the Send button to submit the request

Note

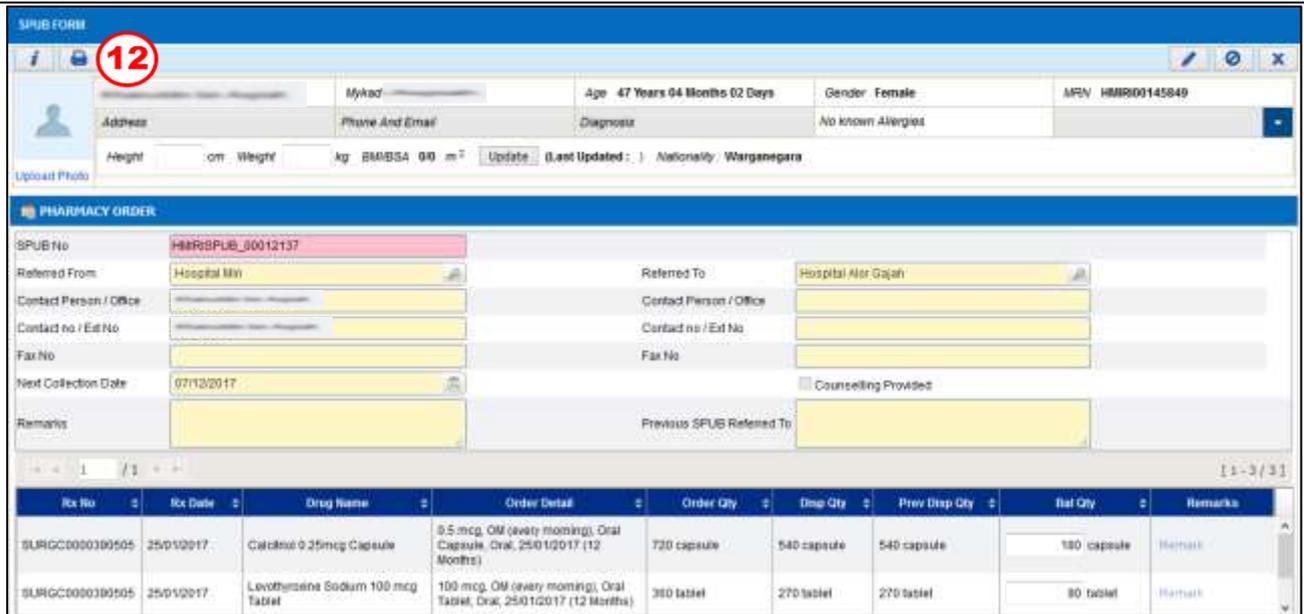
Before submitting the request, user can still edit the form by clicking on the button



Figure 3.6.1.2-7 Information Alert Message

STEP 11

Click on the OK to acknowledge the SPUB submission



SPUB FORM

Mykad: [Redacted] Age: 47 Years 04 Months 02 Days Gender: Female MRN: HMR00145849

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

Height: [Redacted] cm Weight: [Redacted] kg BMBSA: 0.0 m² Update (Last Updated:) Nationality: Warganegara

PHARMACY ORDER

SPUB No: HMRSPUB_00012137

Referred From: Hospital Min Referred To: Hospital Alor Gajah

Contact Person / Office: [Redacted] Contact Person / Office: [Redacted]

Contact no / Ext No: [Redacted] Contact no / Ext No: [Redacted]

Fax No: [Redacted] Fax No: [Redacted]

Next Collection Date: 07/13/2017 Counselling Provided

Remarks: [Redacted] Previous SPUB Referred To: [Redacted]

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
BURGC00030505	25/01/2017	Calcitriol 0.25mcg Capsule	0.5 mcg, OM (every morning), Oral Capsule, Oral, 25/01/2017 (12 Months)	720 capsule	540 capsule	540 capsule	180 capsule	Remark
BURGC00030505	25/01/2017	Levothyroxine Sodium 100 mcg Tablet	100 mcg, OM (every morning), Oral Tablet, Oral, 25/01/2017 (12 Months)	360 tablet	270 tablet	270 tablet	90 tablet	Remark

Figure 3.6.1.2-8 SPUB Form screen

STEP 12

Click on the  button to print SPUB R1 Form if required as per **Figure 3.6.1.2-7**

Note

- Click on the  button to print the form and give it to the patient or fax to the referred facility
- SPUB menu will allow pharmacist to request for SPUB after the dispensing process (only for partial supply drug).



Nombor SPUB : HMIRISPUB_00012137		Daerah/Bandar :	
Daerah/Bandar :		Daerah/Bandar :	
No. Tel : 085420033		No. Tel :	
No. Faks :		No. Faks :	

A. Maklumat Pesakit :

Nama : _____

Umur : 47 Years 4 Months 2 Days Jantina : Perempuan

No. Kad Pengenalan : _____ No. Telefon : _____

B. Maklumat Preskripsi :

No. Siri Preskripsi: SURGC0000390505 Tarikh Preskripsi: 25/01/2017

Tarikh Akan Datang: 07/12/2017

Catatan:

C. Maklumat Bekalan :

Tarikh	Nama Ubat	Maklumat Ubat	Baki Kuantiti	Tempoh Bekalan	Jumlah Penah Kuantiti	Catatan Preskripsi
25/01/2017	Celestrol 0.25mg Capsule	0.5 mg DM, Oral, 12 Months	180 capsule	12 Months	720 capsule	
25/01/2017	Levothyroxine Sodium 100 mcg Tablet	100 mcg DM, Oral, 12 Months	90 tablet	12 Months	360 tablet	
25/01/2017	Calcium Carbonate 500mg Tablet	1500 mg DM, Oral, 12 Months	1050 tablet	12 Months	4220 tablet	

D. Kaunseling telah diberikan Ya Tidak

(Jika Ya, sila lampirkan rekod kaunseling)

Tandatangan : _____

Nama : _____

Jawatan : Ketua Pegawai Farmasi

Untuk dilal oleh Faaliti yang menerima rujukan :

Tarikh preskripsi dibekal	Tempoh preskripsi dibekal	Tarikh bekalan akan datang	Bilangan Item/Kos ubat (keseluruhan)			
			Kategori A		Kategori lain	
			Item	Kos	Item	Kos
Jumlah keseluruhan						

Figure 3.6.1.2-9 SPUB R1 Form

3.6.2 SPUB Out from Online facility to Offline facility

This (referring facility using PhIS) enable user to send SPUB request to (referred facility which is not using PhIS)

3.6.2.1 SPUB Out from Online facility to Offline facility (Before Dispense)

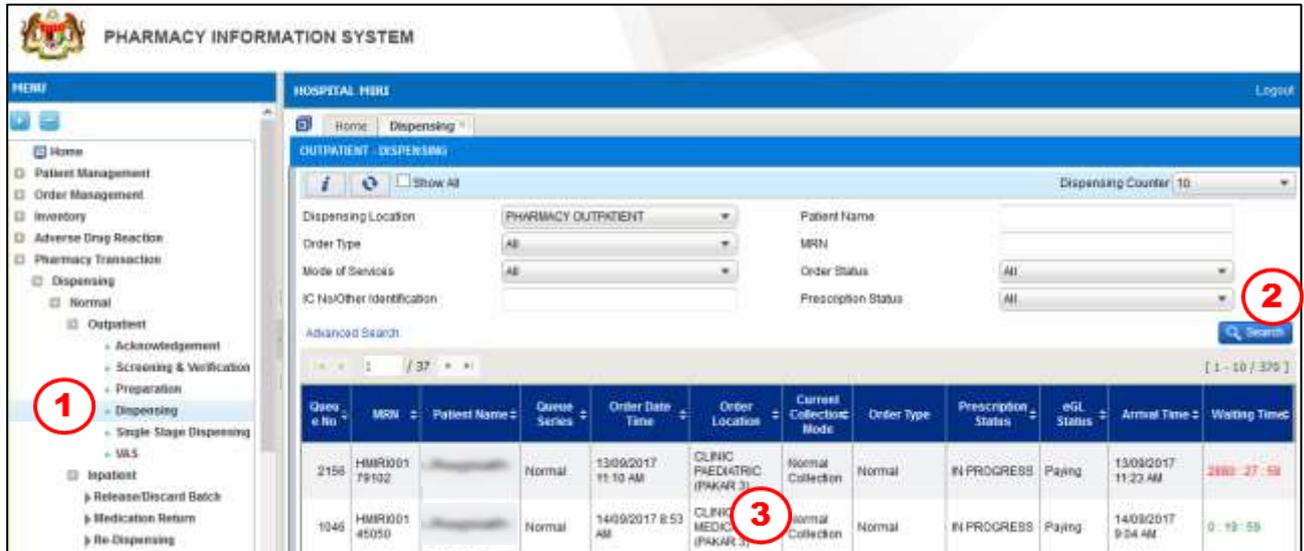


Figure 3.6.2.1-1 SPUB R1 – Patient Listing

Note

SPUB can be send out through:

- User can send SPUB from screening and verification, preparation or dispensing screen (before dispense).
- SPUB R1 menu (after dispense).

STEP 1

Click on 'Dispensing' sub menu

Note

Various search criteria are 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's record by dispensing location
c	Patient Name	Name of patient	Able to filter and search by patient's name
d	Order Type	-All -Normal -SPUB -Discharge	Able to filter and search patient's record by order type
e	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	All -Appointment Card -Email and Take -Fax and Take -Normal Collection -SMS and Take	Able to filter and search patient's record by mode of services

		-Telephone and Take -UMP -Others	
g	Order Status	-All -New Order -Partial Supply	Able to filter and search patient's record by order status
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	-All -Hold -Expired	Able to filter by prescription status
Advanced Search			
a	Order Location	Order location. (It will list down all active location)	Able to filter and search patient's record by order location
b	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	Able to filter and search patient's record by order location type
c	Order Date from	Order Date from	Able to filter and search patient's record by order date from
d	Order Date To	Order Date To	Able to filter and search patient's record by order date to
e	Queue Date	Queue Date	Able to filter and search patient's record by queue date
f	Queue Series	-All -Normal -Express -Special -Others	Able to filter and search p patient's record by queue series
g	Queue No	Queue No	Able to filter and search patient's record by queue no

Table 3.6.2.1-1

STEP 2

Click on the  button to search the patient

Note

Search result of current order patient list will be displayed:

- Queue NO
- MRN
- Patient Name
- Queue Series
- Order Date Time
- Order Location
- Current Collection Mode
- Prescription Status
- eGL Status
- Arrival Time
- Waiting Time

STEP 3

Double click on the selected patient listed and patient detail information will be shown as per **Figure 3.6.2.1-1**

The screenshot shows the 'PHARMACY ORDER' form. At the top, there are tabs for 'Medication Counseling', 'MTAC Order', and 'Print Original Prescription'. Below this, patient details like Mykad, Age (72 Years 01 Days), Gender (Female), and MRN (HMR00114938) are visible. The 'PHARMACY ORDER' section includes fields for 'Patient Arrived Queue Series' (Normal), 'Queue No' (4019), 'Arrival Time' (07/11/2017 00:05:40), and 'Waiting Time' (04:41:23). A red circle '4' highlights the 'SPUB' checkbox, and another red circle '5' highlights the 'SPUB R1 Form' button. Other fields include 'Clinic TCA', 'Next Collection Date' (09/02/2018), 'Current Collection Mode' (Normal Collection), and 'Next Collection Mode' (Normal Collection). The bottom of the form has a toolbar with buttons like 'PRESCRIPTION', 'ENGLISH', 'Invoice', 'Release/Discount', 'Worksheet', 'Balance Medication Sheet', and 'Dispense'.

Figure 3.6.2.1-2 SPUB R1 Form

STEP 4

Click on the SPUB **SPUB R1 Form** checkbox when patient request for SPUB

Note

SPUB **SPUB R1 Form** is not checked and the button is disabled initially. After clicking the checkbox, then the button will be enabled

STEP 5

Click on the **SPUB R1 Form** button

The screenshot shows the 'SPUB FORM' form. At the top, there are tabs for 'Draft', 'Print', and 'Close'. Below this, patient details like Mykad, Age (72 Years 01 Days), Gender (Female), and MRN (HMR00114938) are visible. The 'PHARMACY ORDER' section includes fields for 'SPUB No', 'Referred From' (Hospital MR), 'Referred To', 'Contact Person / Office', 'Contact no / Ext No', 'Fax No', 'Next Collection Date' (09/02/2018), and 'Remarks'. A red circle '6' highlights the 'Referred From' field, and another red circle '7' highlights the 'Draft' button. The bottom of the form has a table with columns: 'Rx No.', 'Rx Date', 'Drug Name', 'Order Detail', 'Order Qty', 'Disp Qty', 'Pres Disp Qty', 'Bal Qty', and 'Remarks'. The table contains one row with Rx No. ORL0000554829, Rx Date 04/10/2017, Drug Name Multivitamin Tablet, Order Detail 1 tablet, OD, 6 Months, Order Qty 180 tablet, Disp Qty 30 tablet, Pres Disp Qty 90 tablet, Bal Qty 90 tablet, and Remarks.

Figure 3.6.2.1-3 SPUB Form

STEP 6

Fill the details of SPUB R1 form are as below:

- a) Referred From
- b) Referred To
- c) Contact Person / Office

- d) Contact No/Ext No
- e) Fax No
- f) Next Collection Date
- g) Remarks
- h) Counselling Provided

Referring Facility

- a) **SPUB No** – will be auto generated
- b) **Referred From** - will be defaulted to requester hospital's name
- c) **Contact Person / Office** – will be defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.
- d) **Contact No / Ext No** - will be defaulted to the person in charge, however user is allowed to change this value
- e) **Fax No** – will be defaulted to the person in charge, however user is allowed to change this value
- f) **Next Collection Date** – This value is defaulted to 'Next Collection Date' in the dispensing screen
- g) **Remarks** – enter remarks regarding the patient

Referred Facility

- a) **Referred to** – Select referring hospital or clinic from list. This list will contain a list of active facilities as configured in 'External Facility' master table.
- b) **Contact Person / Office** - will be defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.
- c) **Contact No / Ext No** (Referring hospital) - will be defaulted to the Person in Charge for referring hospital configured in 'External Facility' master table. However, user is allowed to change this value.
- d) **Fax No** - will be defaulted to the 'Fax No.' found in the 'External Facility' master table. However, user is allowed to change this value.
- e) **Counselling provided** – Click on the check box if counselling is provided for this patient. This value is defaulted from the counselling indicator in the Dispensing screen.

STEP 7



Click on the  button to save the SPUB form and SPUB No will be generated

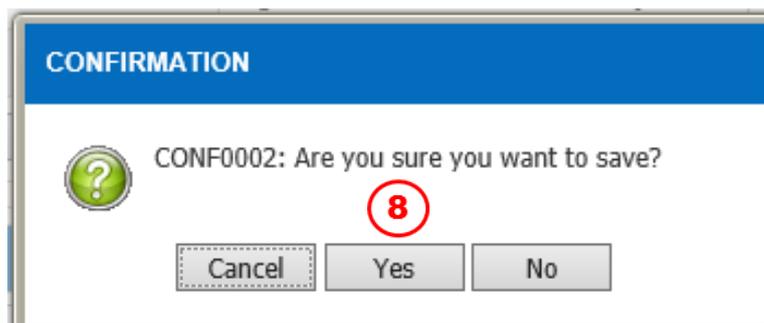
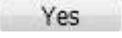


Figure 3.6.2.1-4 Confirmation Alert Message

STEP 8

Click on the  button to save the SPUB Form

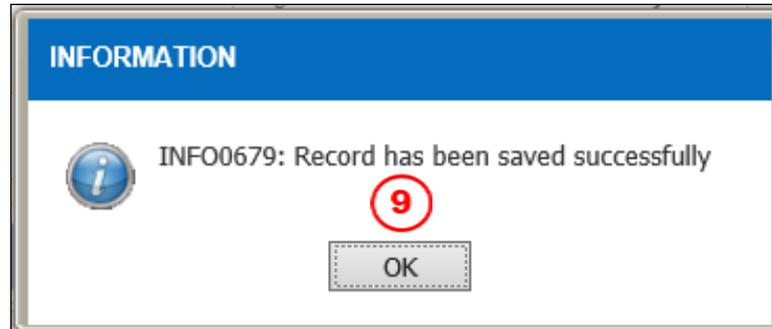


Figure 3.6.2.1-5 Information Alert Message

STEP 9

Click on the  button to acknowledge the saved SPUB

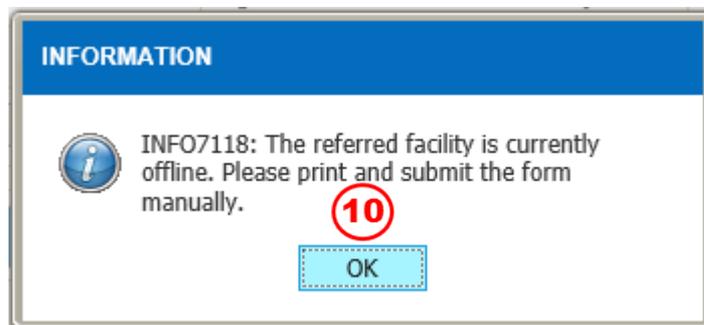
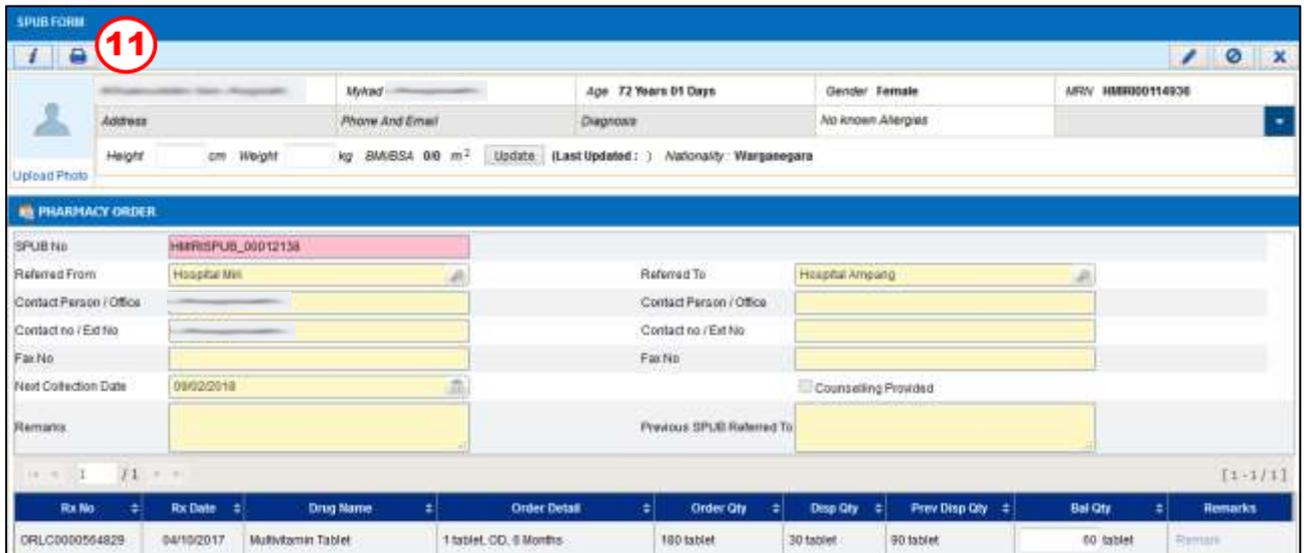


Figure 3.6.2.1-6 Information Alert Message

STEP 10

Click on the  button



Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
ORLC000054829	04/10/2017	Multivitamin Tablet	1 tablet, OD, 5 Months	180 tablet	30 tablet	90 tablet	60 tablet	Remark

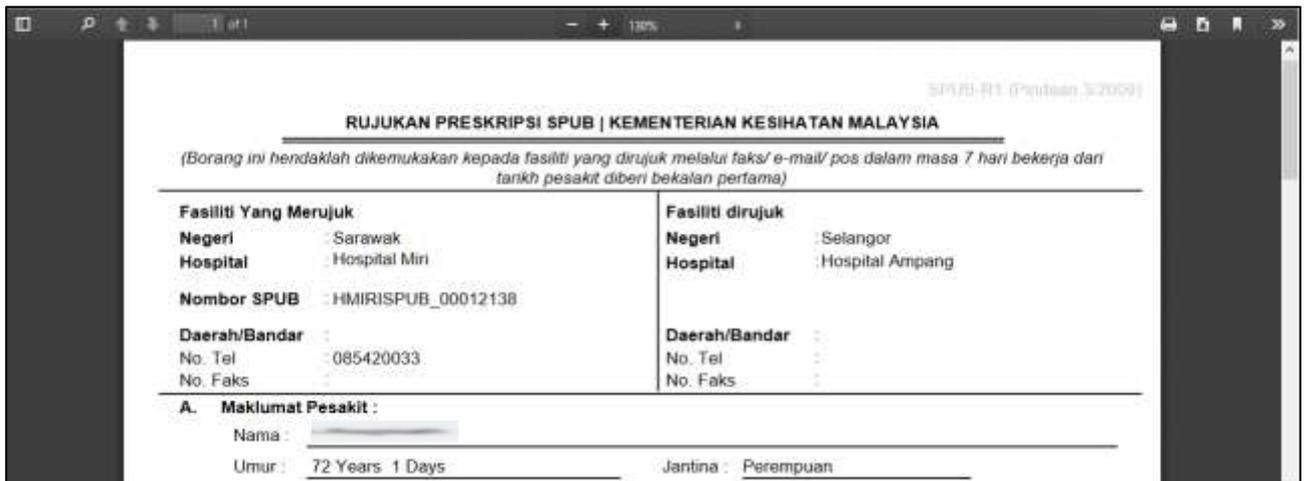
Figure 3.6.2.1-7 SPUB Form

STEP 11

Click on the  button to print SPUB R1 Form

Note

- The information alert message as per Figure 3.6.2.1-6 will appear if the SPUB request is referred to offline facility (without PhIS).
- User can print the SPUB R1 Form to submit manually to the referred facility.
- Click on the  button to print the form to fax to the referred facility as per Figure 3.6.2.1-8.



SPUB-R1 (Pintasan 32009)

RUJUKAN PRESKRIPSI SPUB | KEMENTERIAN KESIHATAN MALAYSIA

(Borang ini hendaklah dikemukakan kepada fasiliti yang dirujuk melalui faks/ e-mail/ pos dalam masa 7 hari bekerja dari tarikh pesakit diberi bekalan pertama)

Fasiliti Yang Merujuk	Fasiliti dirujuk
Negeri : Sarawak	Negeri : Selangor
Hospital : Hospital Miri	Hospital : Hospital Ampang
Nombor SPUB : HMIRIS PUB_00012138	
Daerah/Bandar :	Daerah/Bandar :
No. Tel : 085420033	No. Tel :
No. Faks :	No. Faks :

A. Maklumat Pesakit :

Nama : _____

Umur : 72 Years 1 Days Jantina : Perempuan

Figure 3.6.2.1-8 SPUB R1 Form

3.6.2.2 SPUB Out from Online Facility to Offline Facility (After Dispense)

SPUB Out (referring facility) enable user to request for SPUB after dispense.



Figure 3.6.2.2-1 SPUB Patient List

STEP 1

Click on the 'SPUB Patient List' submenu

Note

SPUB can be send out through:

- User can send SPUB from screening and verification, preparation or dispensing screen (before dispense).
- SPUB menu (after dispense).

STEP 2

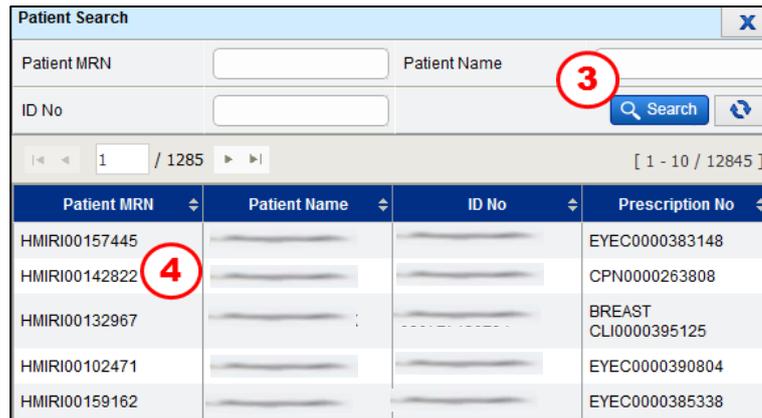
Click on the  to search for the patient

Note

Various search criteria are provided as below:

No	Field	Description	Remark
A	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
B	Prescription No	Prescription No generated by the system	Able to filter and search patient by prescription number: <i>Example: MOPC0000001234 or "1234"</i>
C	Patient Name	Name of patient	Allow to search by patient name

Table 3.6.2.2-1



Patient MRN	Patient Name	ID No	Prescription No
HMIRI00157445			EYEC0000383148
HMIRI00142822			CPN0000263808
HMIRI00132967			BREAST CLI0000395125
HMIRI00102471			EYEC0000390804
HMIRI00159162			EYEC0000385338

Figure 3.6.2.2-2 SPUB Patient Search

STEP 3

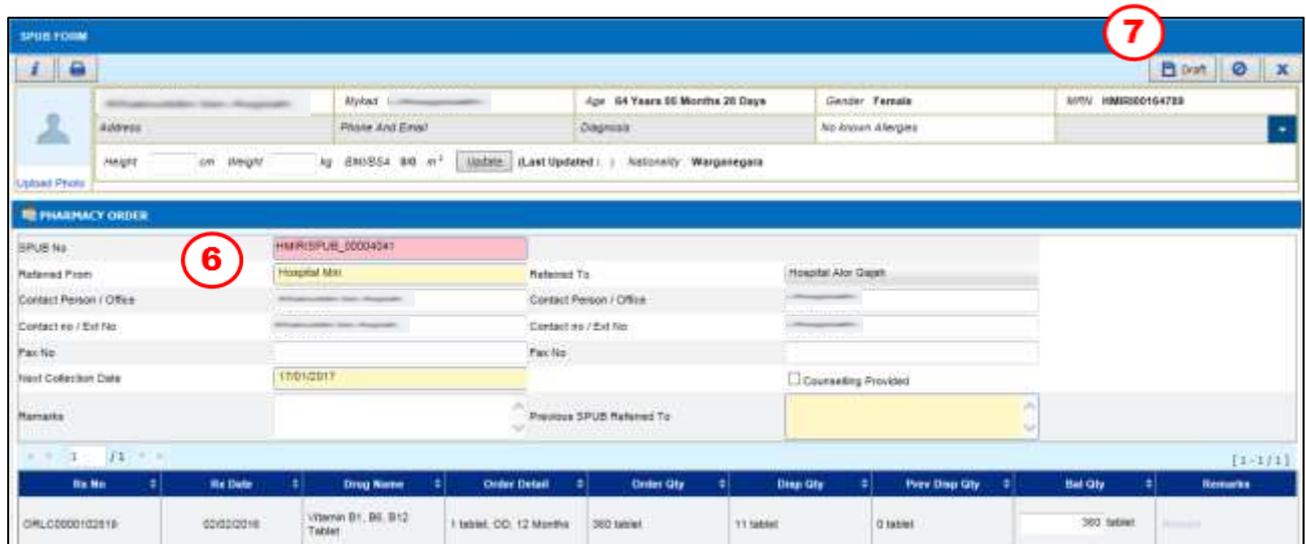
Click on the  button to search the patient

STEP 4

Double click on the patient details

STEP 5

Click on the  button as in Figure 3.6.2.2-1



SPUB FORM

Address: [Redacted] Phone And Email: [Redacted] Age: 64 Years 06 Months 20 Days Gender: Female M/W: HMIR00164788

Height: [Redacted] on Weight: [Redacted] kg 88.854 80 m² Update (Last Updated: [Redacted]) Nationality: Wargasegara

PHARMACY ORDER

SPUB No: **HMIR0SPUB_00004041** (Red circle 6)

Referred From: Hospital Mal Referred To: Hospital Alor Gajah

Contact Person / Office: [Redacted] Contact Person / Office: [Redacted]

Contact no / Ext No: [Redacted] Contact no / Ext No: [Redacted]

Fax No: [Redacted] Fax No: [Redacted]

Next Collection Date: 17/01/2017 Counselling Provided

Remarks: [Redacted] Previous SPUB Referred To: [Redacted]

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Del Qty	Remarks
ORLC0000102816	02/01/2016	Vitamin B1, B6, B12 Tablet	1 tablet, OC, 12 Months	380 tablet	11 tablet	0 tablet	380 tablet	Referred

Figure 3.6.2.2-3 SPUB Form screen

STEP 6

Fill the details of SPUB R1 form are as below:

- i) Referred From
- j) Referred To
- k) Contact Person / Office
- l) Contact No/Ext No
- m) Fax No
- n) Next Collection Date
- o) Remarks
- p) Counselling Provided

STEP 7

Click on the  button to save the SPUB form and SPUB No will be generated

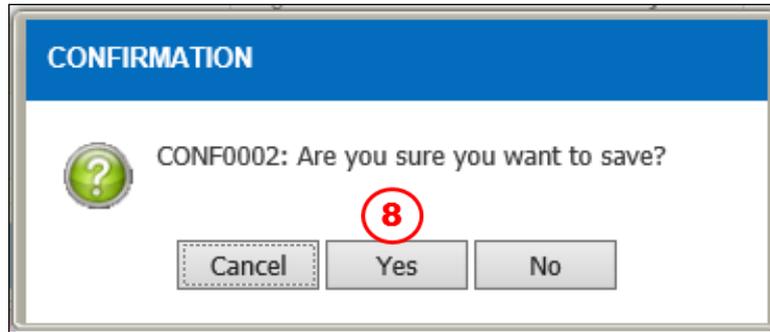
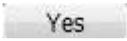


Figure 3.6.2.2-4 Confirmation Alert Message

STEP 8

Click on the  button to save the SPUB Form

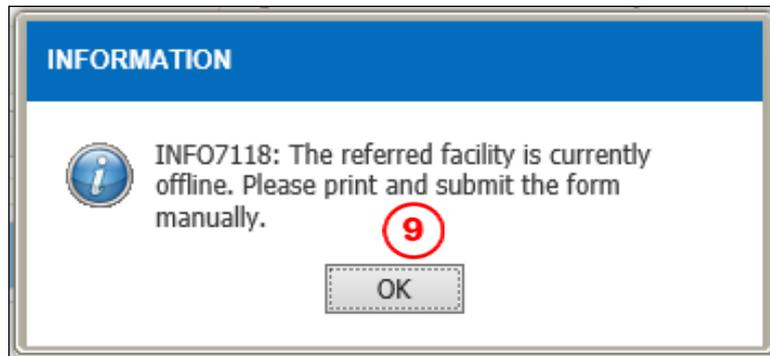


Figure 3.6.2.2-5 Information Alert Message

STEP 9

Click on the  to acknowledge the SPUB submission

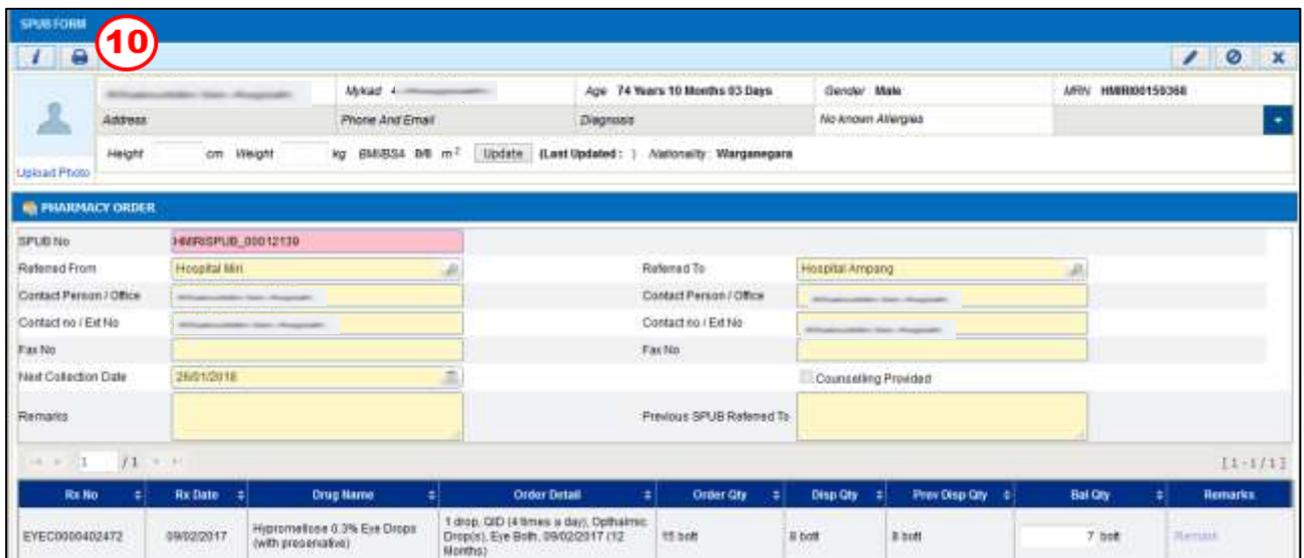


Figure 3.6.2.2-6 SPUB Form screen

STEP 10

Click on the  button to print SPUB R1 Form as per **Figure 3.6.2.2-6**

Note

- Click on the  button to print the form and give it to the patient or fax to the referred facility.
- SPUB menu will allow pharmacist to request for SPUB after the dispensing process (only for partial supply).



SPUB-R1 (Pindaian 3/2009)

RUJUKAN PRESKRIPSI SPUB | KEMENTERIAN KESIHATAN MALAYSIA

(Borang ini hendaklah dikemukakan kepada fasiliti yang dirujuk melalui faks/ e-mail/ pos dalam masa 7 hari bekerja dari tarikh pesakit diberi bekalan pertama)

Fasiliti Yang Merujuk		Fasiliti dirujuk	
Negeri	: Sarawak	Negeri	: Selangor
Hospital	: Hospital Miri	Hospital	: Hospital Ampang
Nombor SPUB	: HMIRISPUB_00012139		
Daerah/Bandar	:	Daerah/Bandar	:
No. Tel	: 085420033	No. Tel	:
No. Faks	:	No. Faks	:

A. Maklumat Pesakit :

Nama : _____

Umur : 74 Years 10 Months 3 Days Jantina : Lelaki

No. Kad Pengenalan : _____ No. Telefon : 123456789

Figure 3.6.2.2-7 SPUB R1 Form

3.6.3 SPUB In Online – (Both facility using PhIS)

SPUB In Online (referred facility) enable user to received SPUB information from other facility that is using PhIS (referring facility).

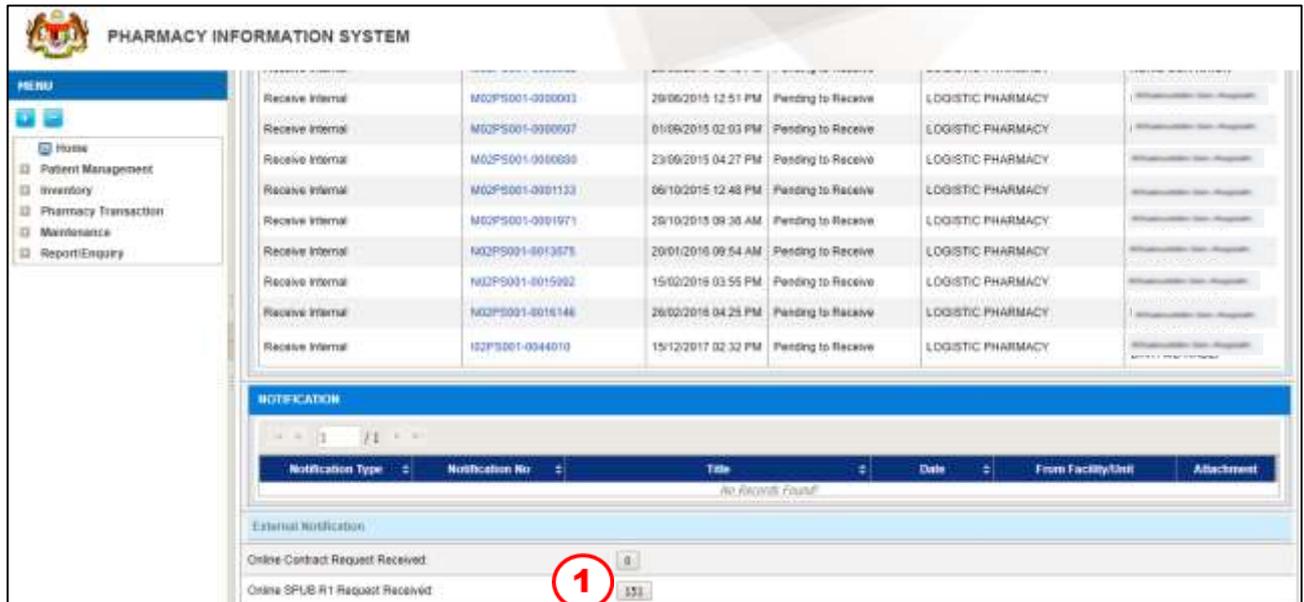


Figure 3.6.3-1 SPUB R1 External Notification

STEP 1

Click on the Online SPUB R1 Request Received from External Notification section on PhIS Home Page

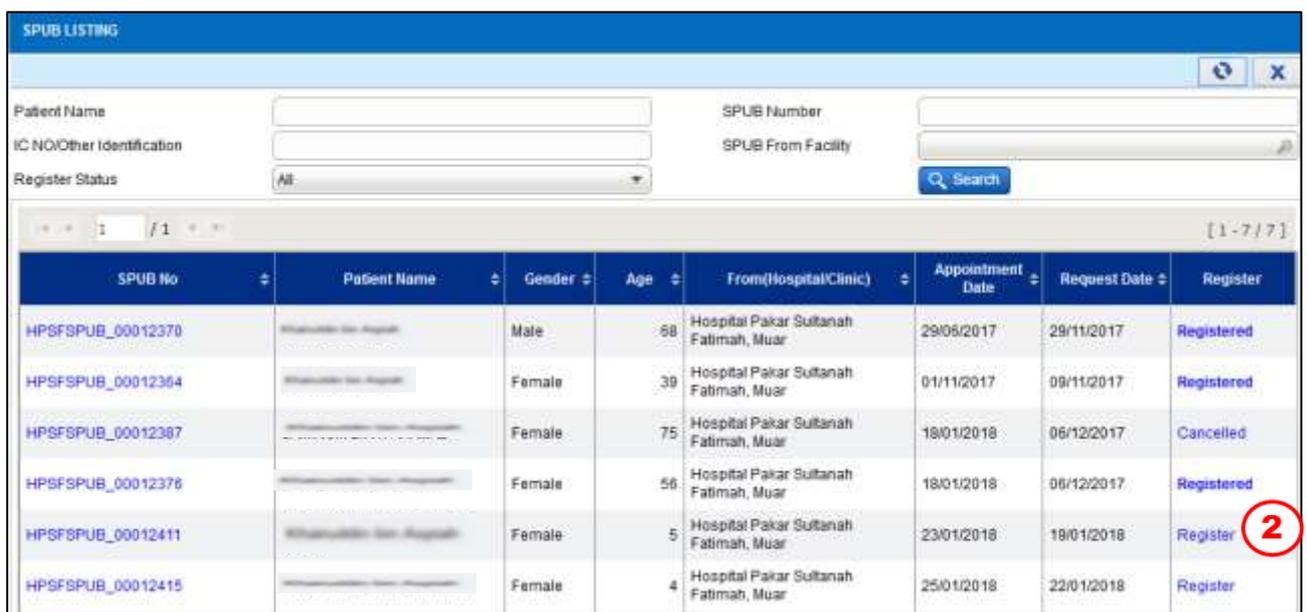


Figure 3.6.3-2 SPUB Listing Screen

STEP 2

Click on the Register hyperlink (not Registered hyperlink)

Note

Registered hyperlink will appear for existing patients; therefore, registration will be skipped.

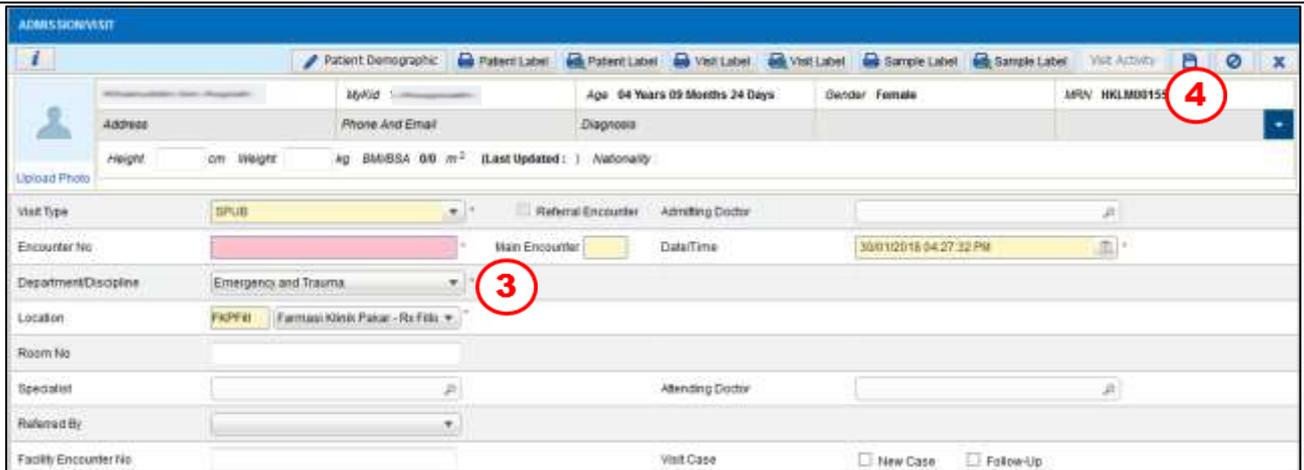


Figure 3.6.3-3 SPUB Visit Management

STEP 3

Select location from drop down box

Note

By default, visit type will be SPUB.

STEP 4

Click on the  button to save record

Note

Registered link is for patient which have record at hospital, user don't have to register continue with create visit.

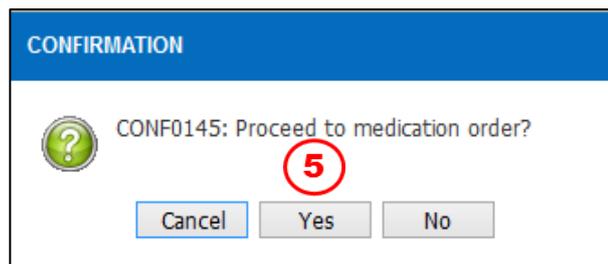
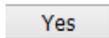


Figure 3.6.3-4 Confirmation

STEP 5

Click on the  button to proceed to medication order

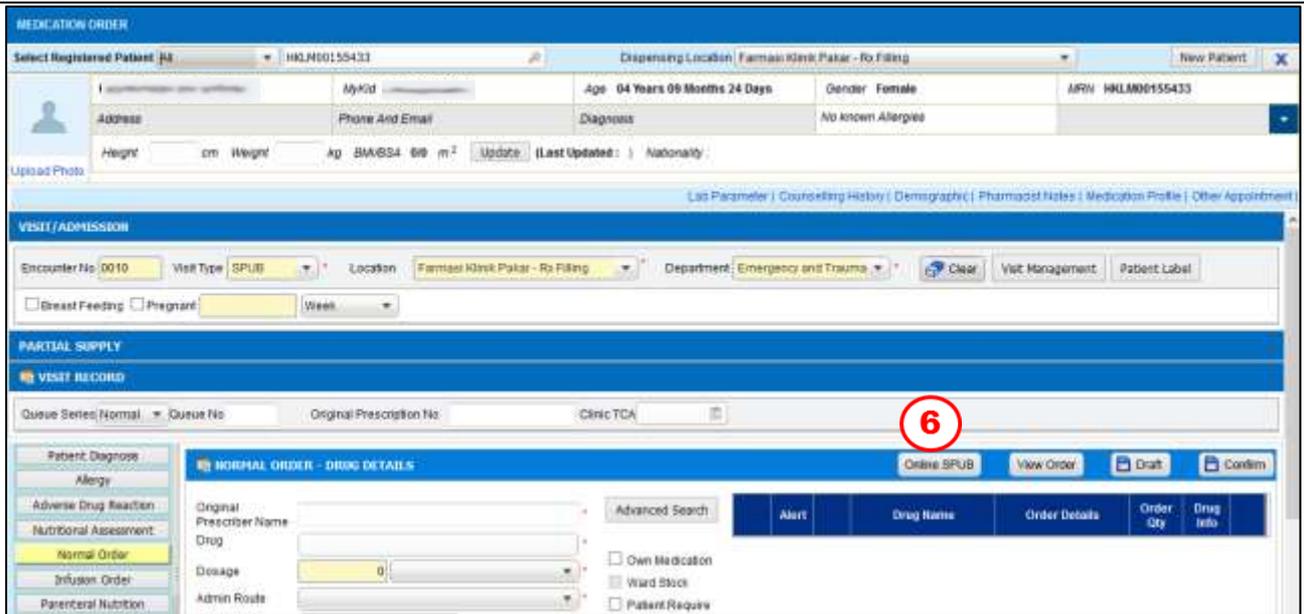
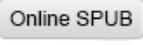


Figure 3.6.3-5 SPUB Order Retrieve

STEP 6

Click on the  button to retrieve the order



SPUB No	Patient Name	Gender	Age	From(Hospital/Clinic)	Appointment Date	Request Date
HPSFSPUB_00012415	[redacted]	F	4	Hospital Fakar Sultanah Fatimah, Muar	25/01/2018	22/01/2018

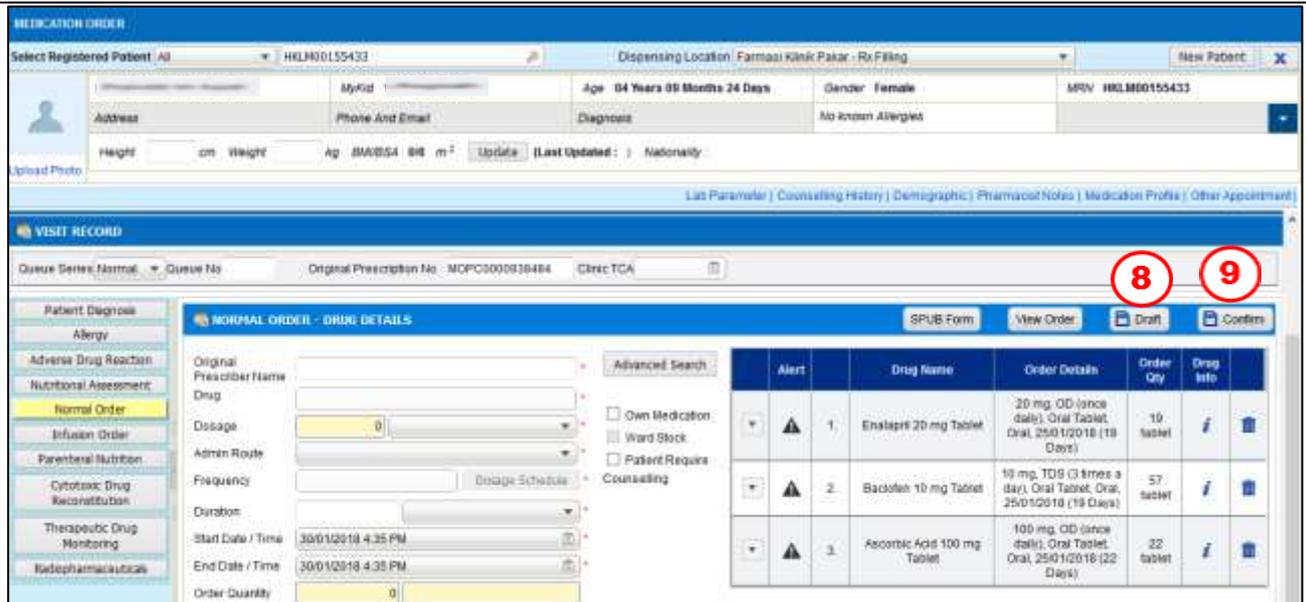
Figure 3.6.3-6 SPUB Listing Dialog Box

STEP 7

Double click on the information from the SPUB Listing

Note

Original Prescriber Name, Original Prescription No, Ordered Drug will be updated automatically into the order details.



MEDICATION ORDER

Select Registered Patient: All | HLH00155433 | Dispensing Location: Farmasi Klinik Pakar - Rn Filing | New Patient: X

MyKid: [Redacted] | Age: 04 Years 09 Months 24 Days | Gender: Female | MRN: HLH00155433

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

Height: [Redacted] cm | Weight: [Redacted] kg | BMI: 18.4 m² | Update (Last Updated:) | Nationality: [Redacted]

Lab Parameter | Counseling History | Demographic | Pharmacol Notes | Medication Profile | Other Appointment

VISIT RECORD

Queue Series: Normal | Queue No: [Redacted] | Original Prescription No: MOPC000816484 | Clinic: TCA

NORMAL ORDER - DRUG DETAILS

SPUB Form | View Order | Draft | Confirm

Alert	Drug Name	Order Details	Order Qty	Drug Info
⚠	1. Enalapril 20 mg Tablet	20 mg, OD (once daily), Oral Tablet, Oral, 25/01/2018 (18 Days)	10 tablet	📄
⚠	2. Baclofen 10 mg Tablet	10 mg, TDS (3 times a day), Oral Tablet, Oral, 25/01/2018 (18 Days)	57 tablet	📄
⚠	3. Ascorbic Acid 100 mg Tablet	100 mg, OD (once daily), Oral Tablet, Oral, 25/01/2018 (22 Days)	22 tablet	📄

Figure 3.6.3-7 SPUB Listing Dialog Box

STEP 8

Click on the  button to save the order

STEP 9

Click on the  button and the order will flow for dispensing process

Note

To complete the process for SPUB prescription, continue as normal dispensing process which after order confirmation. The prescription will flow to screening and verification, preparation and dispensing.

3.6.4 SPUB In from Offline Facility to Online Facility

Referred facility able to receive SPUB manual prescription and enter into the system

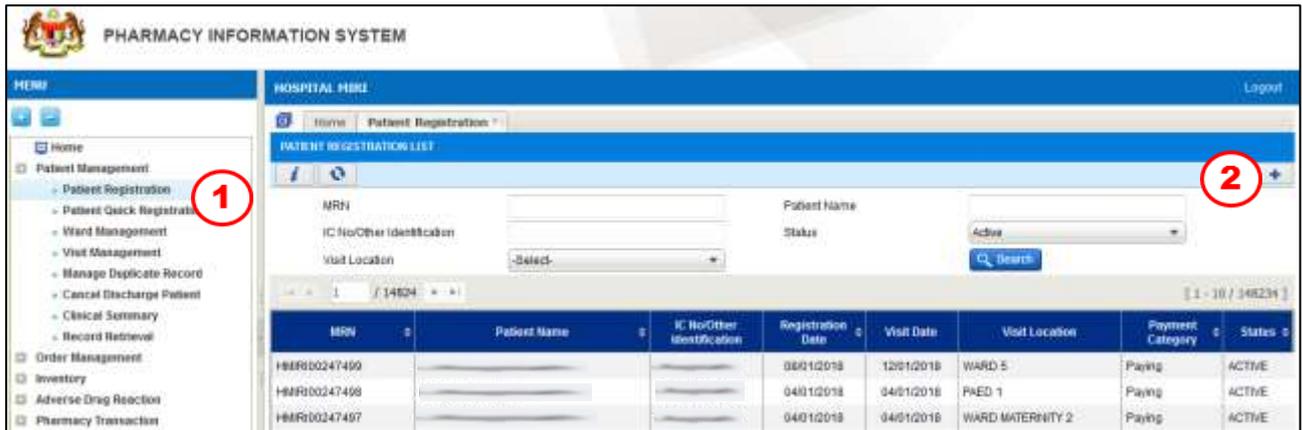


Figure 3.6.4-1 Patient Registration Screen

STEP 1

Click on the 'Patient Management' menu and select 'Patient Registration' sub menu

STEP 2

Click on the  to register a new patient

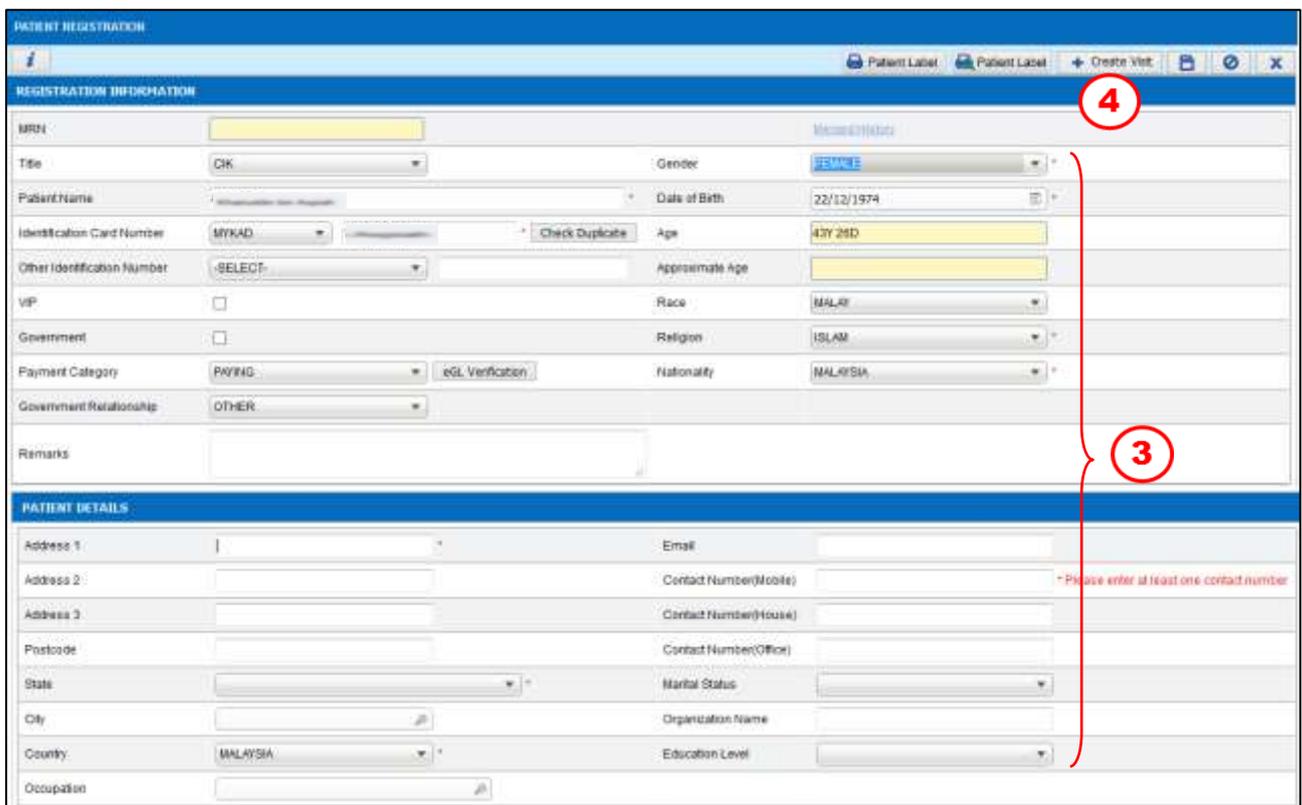
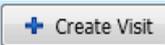


Figure 3.6.4-2 Patient Registration

STEP 3

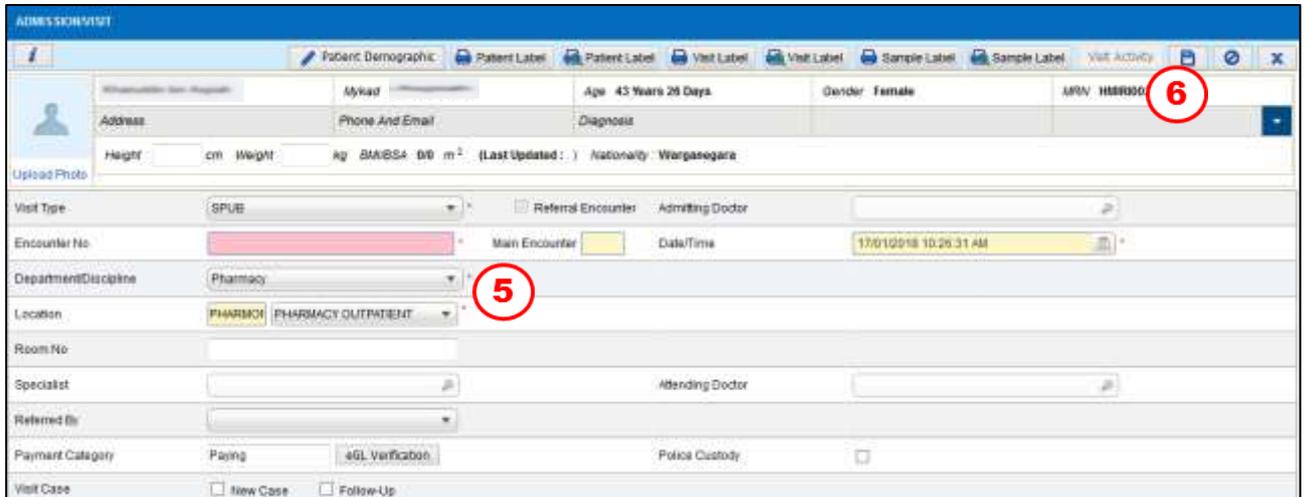
Fill all the mandatory information and the other field if necessary

STEP 4

Click on the  button to create patient visit

Note

If the patient is registered to the facility, user can skip this step. User is encouraged to search the patient to avoid duplicate data.



The screenshot shows the 'ADMISSION VISIT' form. Key fields include:

- MRN: HMR000 (circled in red with '6')
- Department/Discipline: Pharmacy (circled in red with '5')
- Location: PHARMACY OUTPATIENT (circled in red with '5')
- Visit Type: SPUB
- Encounter No: (Redacted)
- Date/Time: 17/01/2018 10:26:31 AM

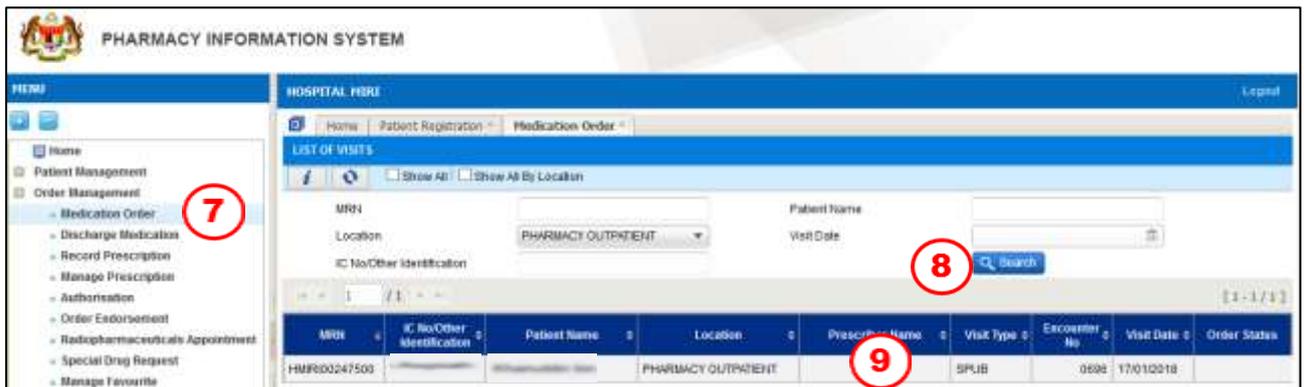
Figure 3.6.4-3 SPUB Visit Management

STEP 5

Select **Visit Type** as 'SPUB', **Department** and the **Location** respectively

STEP 6

Click on the  button to save record



The screenshot shows the 'PHARMACY INFORMATION SYSTEM' interface. Key elements include:

- Navigation menu: Medication Order (circled in red with '7')
- Search button: Search (circled in red with '8')
- Table: LIST OF VISITS (circled in red with '9')

MRN	IC No/Other Medication	Patient Name	Location	Prescriber Name	Visit Type	Encounter No	Visit Date	Order Status
HMR00247500			PHARMACY OUTPATIENT		SPUB	0592	17/01/2018	

Figure 3.6.4-4 Medication Order

STEP 7

Click on the 'Medication Order' sub menu

STEP 8

Click on the  button to search the patient

Note

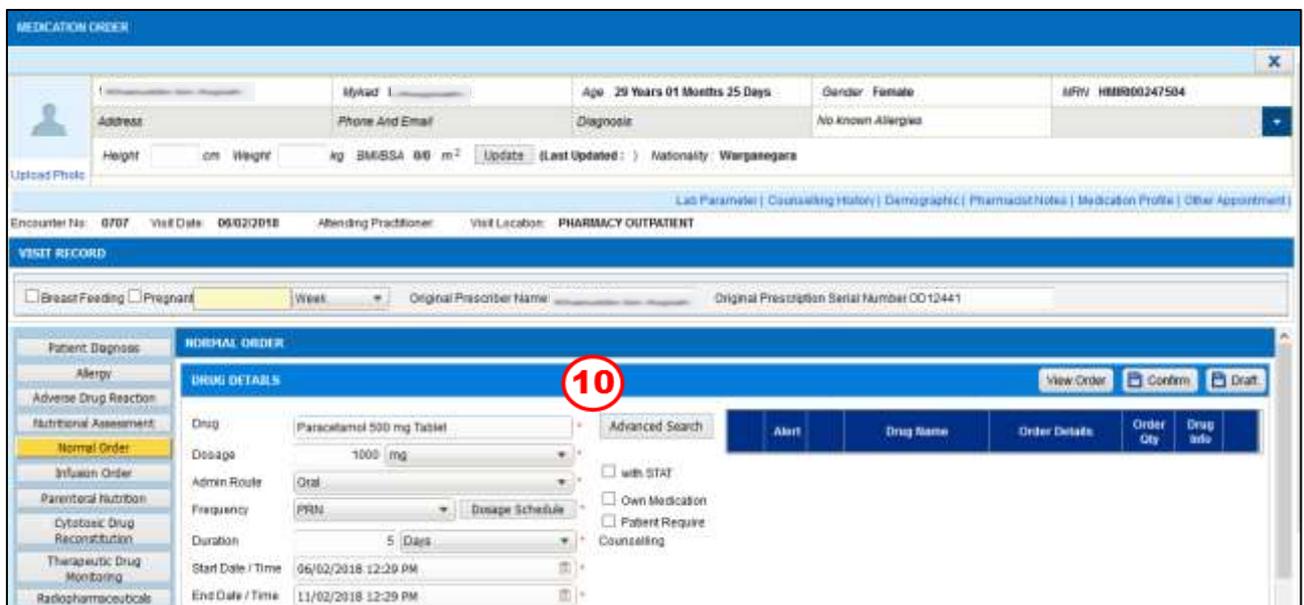
Various search criteria are provided as below:

No	Field	Description	Remark
a	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
b	Location	Dispensing location. (It will list down all active location)	Able to filter and search patient record by dispensing location
c	Patient Name	Name of patient	Allow to search by patient name
d	Visit Date	<i>Example: 08/08/2016</i>	Allow to search by visit date

Table 3.6.4-1

STEP 9

Double click on the patient details



The screenshot displays the 'MEDICATION ORDER' interface. At the top, there's a patient summary with fields for Mykad, Age (29 Years 01 Months 25 Days), Gender (Female), and MRN (HMR00247504). Below this is the 'VISIT RECORD' section, which includes a 'Breast Feeding' checkbox, a 'Pregnant' checkbox, a 'Week' dropdown, and a field for 'Original Prescriber Name'. A red circle with the number '10' is placed over the 'Original Prescriber Name' field. The 'NORMAL ORDER' section shows 'DRUG DETAILS' for Paracetamol 500 mg Tablet, with dosage of 1000 mg, oral route, PRN frequency, and a 5-day duration. There are also buttons for 'View Order', 'Confirm', and 'Draft'.

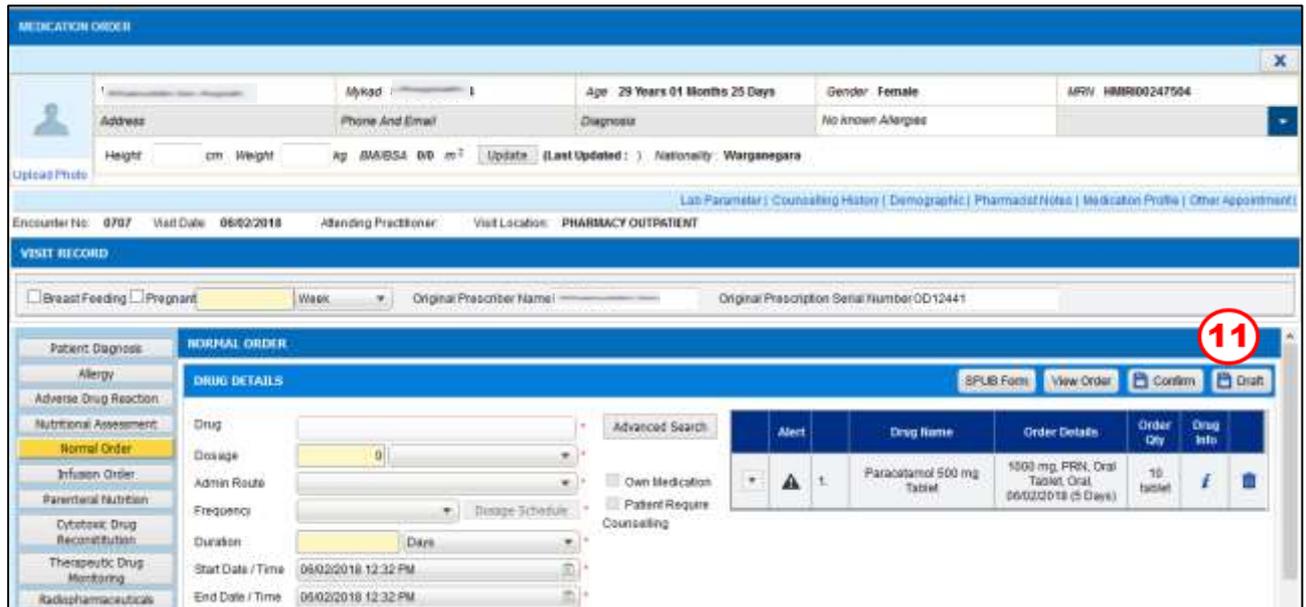
Figure 3.6.4-5 SPUB Order

STEP 10

Enter the **Original Prescriber Name, Original Prescription Serial Number**, and record the drug by referring to the manual prescription

Note

User should record the balance supply medication only (Example: Order duration 3 months, 1st month already supplied by referring facility. Therefore, user will only need to record the balance left which are 2 months).



MEDICATION ORDER

Mykad: [redacted] | Age: 29 Years 01 Months 25 Days | Gender: Female | MRN: HMR00247504

Address: [redacted] | Phone And Email: [redacted] | Diagnosis: [redacted] | No Known Allergies

Height: [redacted] cm | Weight: [redacted] Kg | BMI/BSA: [redacted] m² | Update (Last Updated:) | Nationality: Warganegara

Encounter No: 0707 | Visit Date: 06/02/2018 | Attending Practitioner: [redacted] | Visit Location: PHARMACY OUTPATIENT

VISIT RECORD

Breast Feeding | Pregnant | Week: [redacted] | Original Prescriber Name: [redacted] | Original Prescription Serial Number: OD12441

NORMAL ORDER

DRUG DETAILS

Drug: [redacted] | Dosage: [redacted] | Admin Route: [redacted] | Frequency: [redacted] | Duration: [redacted] Days | Start Date / Time: 06/02/2018 12:32 PM | End Date / Time: 06/02/2018 12:32 PM

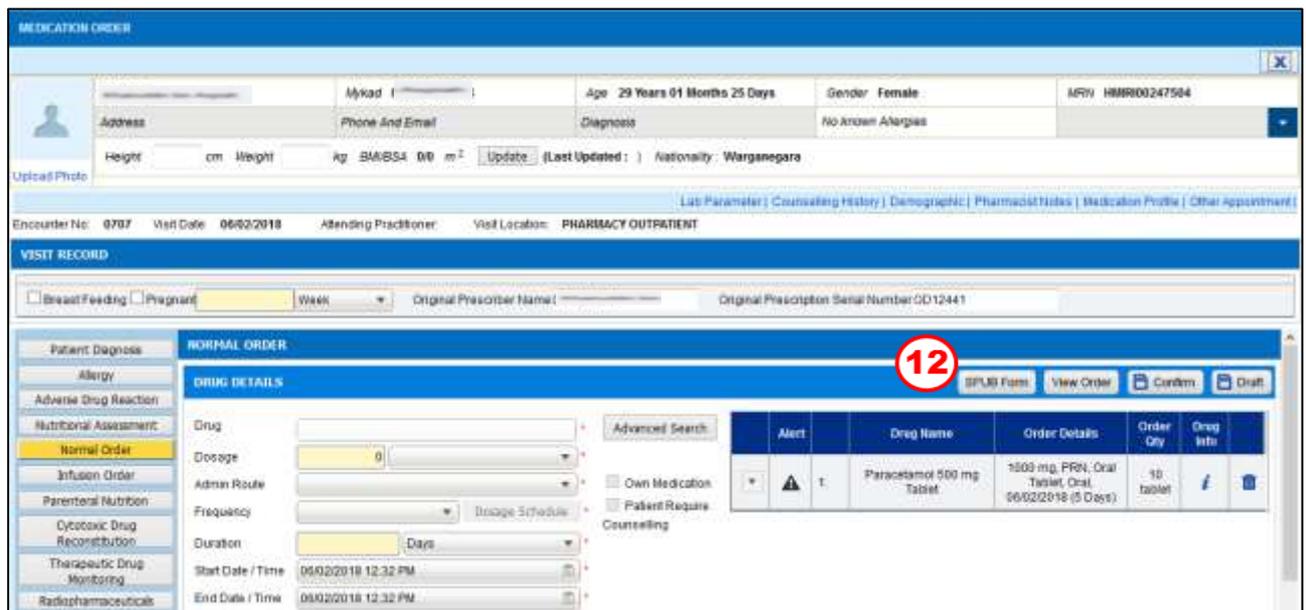
Alert	Drug Name	Order Details	Order Qty	Drug Info
[Warning Icon]	Paracetamol 500 mg Tablet	1000 mg, PRN, Oral Tablet, Oral, 06/02/2018 (5 Days)	10 tablet	[Info Icon]

Buttons: SPUB Form, View Order, Confirm, Draft

Figure 3.6.4-6 SPUB Draft Order

STEP 11

Click on the  to save the medication



MEDICATION ORDER

Mykad: [redacted] | Age: 29 Years 01 Months 25 Days | Gender: Female | MRN: HMR00247504

Address: [redacted] | Phone And Email: [redacted] | Diagnosis: [redacted] | No Known Allergies

Height: [redacted] cm | Weight: [redacted] Kg | BMI/BSA: [redacted] m² | Update (Last Updated:) | Nationality: Warganegara

Encounter No: 0707 | Visit Date: 06/02/2018 | Attending Practitioner: [redacted] | Visit Location: PHARMACY OUTPATIENT

VISIT RECORD

Breast Feeding | Pregnant | Week: [redacted] | Original Prescriber Name: [redacted] | Original Prescription Serial Number: OD12441

NORMAL ORDER

DRUG DETAILS

Drug: [redacted] | Dosage: [redacted] | Admin Route: [redacted] | Frequency: [redacted] | Duration: [redacted] Days | Start Date / Time: 06/02/2018 12:32 PM | End Date / Time: 06/02/2018 12:32 PM

Alert	Drug Name	Order Details	Order Qty	Drug Info
[Warning Icon]	Paracetamol 500 mg Tablet	1000 mg, PRN, Oral Tablet, Oral, 06/02/2018 (5 Days)	10 tablet	[Info Icon]

Buttons: SPUB Form, View Order, Confirm, Draft

Figure 3.6.4-7 Medication Order

STEP 12

Click on the  to fill the SPUB Form

Figure 3.6.4-8 SPUB R1 Form

STEP 13

Enter the information in the selected field

STEP 14

Click on the  button to save the SPUB form

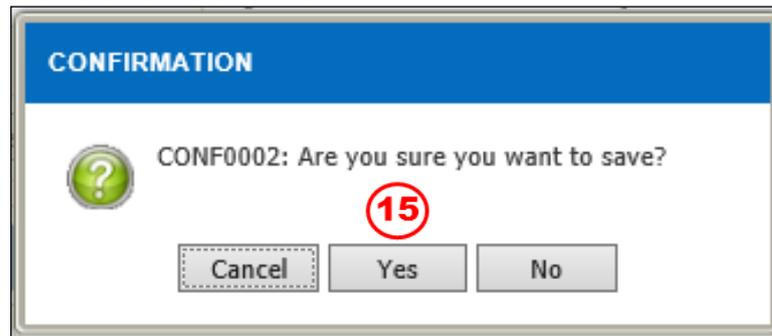


Figure 3.6.4-9 Confirmation Alert Message

STEP 15

Click on the  button to confirm

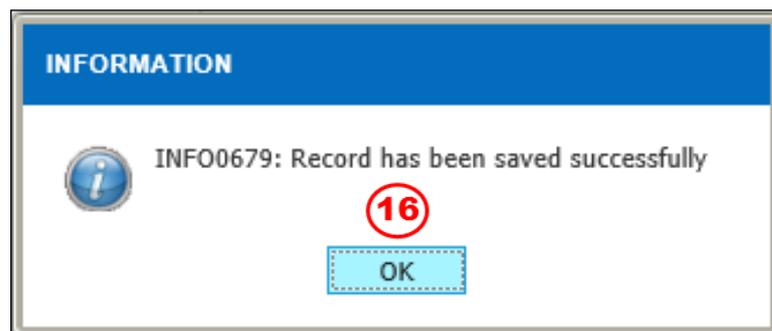
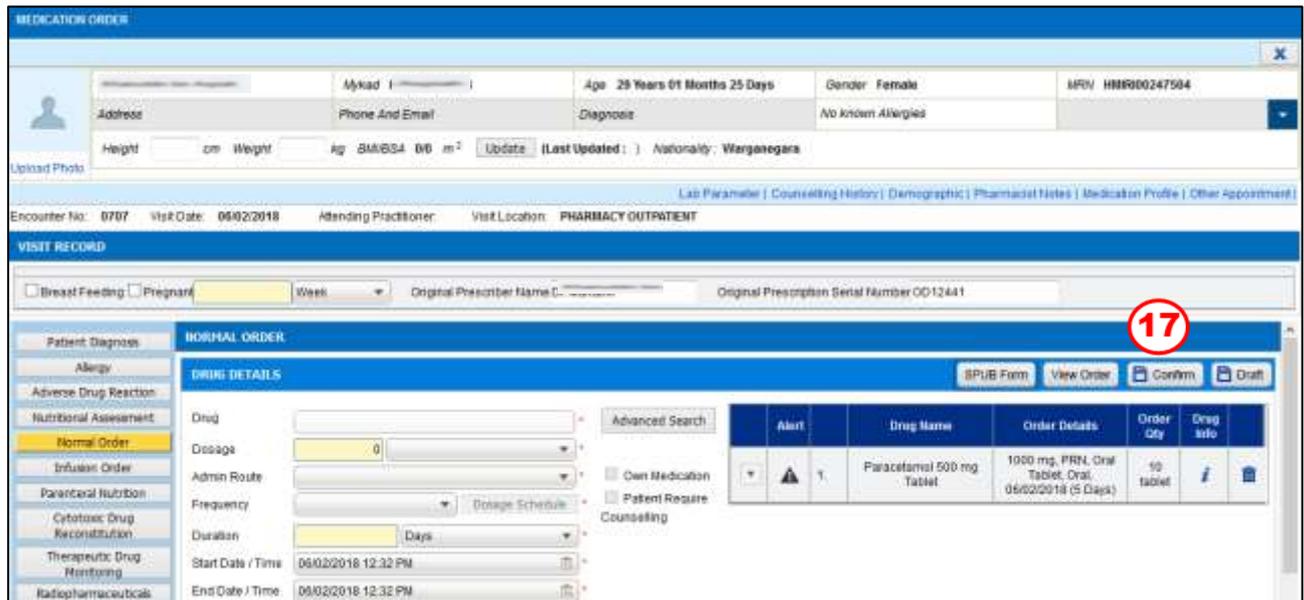


Figure 3.6.4-10 Information Alert Message

STEP 16

Click on the  to acknowledge the saved SPUB



The screenshot displays the 'MEDICATION ORDER' interface. At the top, there is a patient information section with fields for Mykad, Age (29 Years 01 Months 25 Days), Gender (Female), and MRN (HMR00247504). Below this is a 'VISIT RECORD' section with fields for Encounter No (0707), Visit Date (06/02/2018), and Visit Location (PHARMACY OUTPATIENT). The main section is 'NORMAL ORDER', which is highlighted with a red circle containing the number 17. This section includes a 'DRUG DETAILS' table with columns for Alert, Drug Name, Order Details, Order Qty, and Drug Info. The table contains one entry: Paracetamol 500 mg Tablet, 1000 mg, PRN, Oral Tablet, Oral, 06/02/2018 (5 Days), 50 tablet. The interface also includes buttons for 'SPUB Form', 'View Order', 'Confirm', and 'Draft'.

Figure 3.6.4-11 Medication Order

STEP 17

Click on the  button to confirm order

Note

To complete the process for SPUB prescription, continue as normal dispensing process which after order confirmation. The prescription will flow to screening and verification, preparation and dispensing.

3.6.5 Reprint SPUB Form

User able to reprint the saved SPUB form after dispensing process.



Figure 3.6.5-1 Record Retrieval Landing Screen

STEP 1

Click on 'Record Retrieval' sub menu

STEP 2

Search patient by clicking on the  button

Note

Various search criteria are provided as below:

No	Field	Description	Remark
a	Patient MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
b	Patient Name	Name of patient	Allow to search by patient name
c	Order Date From	Order Date From	Allow to search by order date from. <i>Example from 23/01/2018</i>
d	Order Date To	Order Date To	Allow to search by order date to. <i>Example to 30/01/2018</i>
e	Order Status	Order Status	Allow to search by order status <i>Example: All, New Order, Partial Supply</i>
f	Order Location	Order Location	Allow to search by order status. Usually automatically selected based on record
g	Prescription No	Prescription No	Allow to search by Prescription No
h	Order Type	Order Type	Allow to search by order type <i>Example: CDR, IV, Normal, PN, Radiopharmaceuticals</i>
i	Prescription Status	Prescription Status	Allow to search by Prescription Status. <i>Example: All, Active, Inactive</i>

Table 3.6.5-1

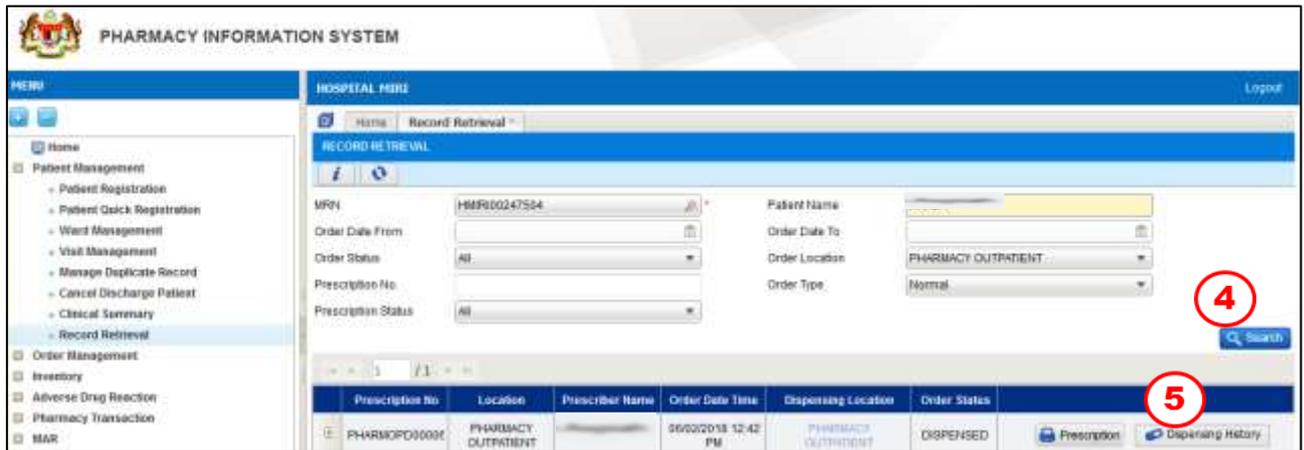


Figure 3.6.5-2 Record Retrieval Screen

STEP 4

Click on the  button to search the patient

STEP 5

Click on the  button

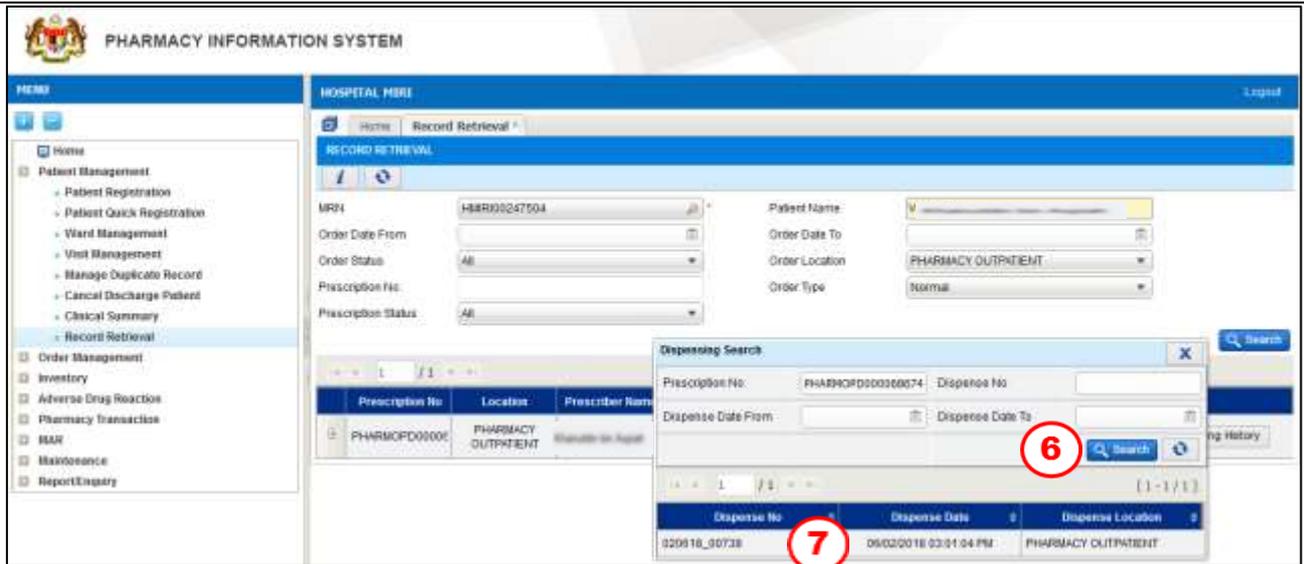


Figure 3.6.5-3 Record Retrieval Screen

STEP 6

Click on the  button to search the dispensing history

Note

Various search criteria are provided as below:

No	Field	Description	Remark
a	Prescription No	Prescription number generated by the system	Allow to search by Prescription No: <i>Example: FKP0000123456 or "123456"</i>
b	Dispense No	Dispense number generated by the system	Allow to search by Dispense No: <i>Example: 071916_00074</i>
c	Dispense Date From	Dispense Date From	Allow to search by Dispense Date From. <i>Example: 22/08/2016</i>
d	Dispense Date To	Dispense Date To	Allow to search by Dispense Date To. <i>Example: 26/08/2016</i>

STEP 7

Double click on the dispensing details and the dispensing history screen will appear as per Figure 3.6.5-4

DISPENSING HISTORY

Mykad: [redacted] Age: 29 Years 10 Months 17 Days Gender: Female MRN: HPSF00693832

Address: [redacted] Phone And Email: [redacted] Diagnosis: [redacted] **Known Allergies**

Height: [redacted] cm Weight: [redacted] kg BMI/BSA: 00 m² Update (Last Updated:) Nationality: Warganegara

Dispensed Date: 03/08/2016 Dispensed No: 060316_00179 Dispensed By: [redacted] Prescription No: MOPC000182158 Ordered By: Dr. [redacted]

PRESCRIPTION ENGLISH Invoice Worksheet Worksheet Balance Medication Sheet Balance Medication Sheet Label Label **SPUB Form**

Selection	Drug Name	Order Details	Order Qty	Supply Duration	Dispensed Qty
<input type="checkbox"/>	Folic Acid 5 mg Tablet	5 mg, OD, 7 Days, Oral 25/07/2016 10:36 PM - 01/08/2016 10:36 PM	7 tablet	7 Days	0 tablet
<input type="checkbox"/>	Alkaprolol 300 mg Tablet	300 mg, OD, 14 Days, Oral 25/07/2016 10:36 PM - 09/08/2016 10:36 PM	14 tablet	2 Days	2 tablet
<input type="checkbox"/>	Beclomet 10 mg Tablet	10 mg, TID, 7 Days, Oral 25/07/2016 10:37 PM - 01/08/2016 10:37 PM	21 tablet	7 Days	0 tablet

Figure 3.6.5-4 Dispensing History screen

STEP 8

Click on the  button and the SPUB Form screen will appear as per Figure 3.6.5-5

SPUB FORM

Mykad: [redacted] Age: 27 Years 01 Months 23 Days Gender: Male MRN: 1000000000041

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

Height: 160 cm Weight: 65 kg BMI/BSA: 24.4 / 2.04 m² Update (Last Updated: 02/03/2017) Nationality: Warganegara

PHARMACY ORDER

SPUB No: HMRSPUB_00054044

Referred From: Hospital Alor Gajah Referred To: Hospital Miri

Contact Person / Office: [redacted] Contact Person / Office: [redacted]

Contact no / Ext No: [redacted] Contact no / Ext No: [redacted]

Fax No: [redacted] Fax No: [redacted]

Next Collection Date: 10/03/2017 Counseling Provided

Remarks: [redacted] Previous SPUB Referred To: [redacted]

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Pres Disp Qty	Bal Qty	Remarks
MALEMED0000020361	03/03/2017	Serwalatin 20 mg Tablet	20 mg, ON, 2 Months	60 tablet	0 tablet	0 tablet	60 tablet	Issued
MALEMED0000020361	02/03/2017	Pasirelamiol 500 mg Tablet	1000 mg, PRN, 2 Months	30 tablet	0 tablet	0 tablet	30 tablet	Issued

Figure 3.6.5-5 SPUB Form screen

STEP 9

Click on the  button and the SPUB R1 Form screen will appear as per Figure 3.6.5-6

Note

Click on the  button to print the form



SPUB-R1 (Findaan 3/2009)

RUJUKAN PRESKRIPSI SPUB | KEMENTERIAN KESEHATAN MALAYSIA

(Borang ini hendaklah dikemukakan kepada fasiliti yang dirujuk melalui faks/ e-mail/ pos dalam masa 7 hari bekerja dari tarikh pesakit diberi belakan pertama)

Faciliti Yang Merujuk		Faciliti dirujuk	
Negeri : Sarawak	Hospital : Hospital Miri	Negeri : Melaka	Hospital : Hospital Alor Gajah
Nombor SPUB : HMIRISPUB_00004043			
Daerah/Bandar :	No. Tel : 085420033	Daerah/Bandar :	No. Tel :
No. Faks :		No. Faks :	

A. Maklumat Pesakit :

Nama : _____

Umur : 52 Years 11 Months 11 Days Jantina : Perempuan

No. Kad Pengenalan : _____ No. Telefon : _____

B. Maklumat Preskripsi :

No. Siri Preskripsi: EYEC0000150126
Tarikh Preskripsi: 31/03/2018
Catatan:

C. Maklumat Belakan :

Tarikh	Nama Ubat	Maklumat Ubat	Baki Kuantiti	Tempoh Belakan	Jumlah Perseh Kuantiti	Catatan Preskripsi
31/03/2018	Hyromellose 0.3% Eye Drops (with preservative)	1 drop, PMHA, Eye Both, 12 Months	8 bott	12 Months	12 bott	

D. Kaunseling telah diberikan Ya Tidak

(Jika Ya, sila lampirkan rekod kaunseling)

Tandatangan :
Nama : LOI MEE HUA
Jawatan : Pegawai Farmasi U48

Untuk diisi oleh Faciliti yang menerima rujukan :

Tarikh preskripsi dibekal	Tempoh preskripsi dibekal	Tarikh belakan akan datang	Bilangan Item/Kos ubat (keseluruhan)			
			Kategori A		Kategori lain	
			Item	Kos	Item	Kos
Jumlah keseluruhan						

Figure 3.6.5-6 SPUB R1 Form

3.7 Release / Discard Batch

This function allow user to release the allocated quantity back into inventory upon non collection by the patient(s). Drug that is not reusable will be discarded.

3.7.1 Release/Discard (Before Call Patient)

During counter check, user can amend the prescription if necessary, such as intervention, alternate and combination or extemporaneous after release/discard.

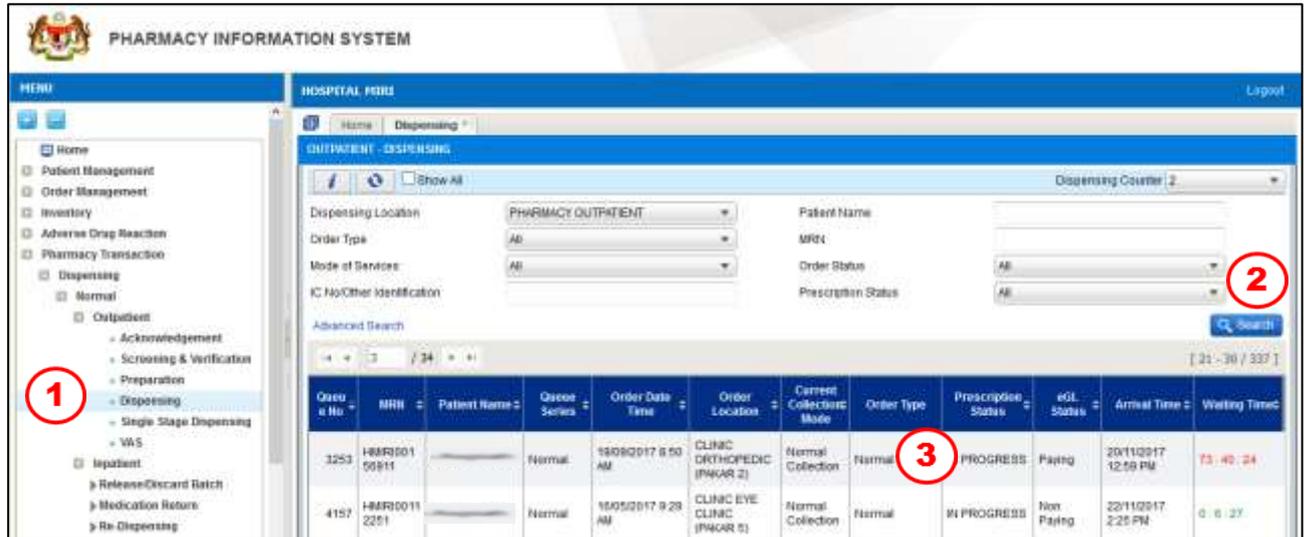


Figure 3.7.1-1 Dispensing screen

Note

- Release/Discard can be done from:
 - Dispensing screen
 - Batch management sub-menu
- Release/Discard can be done with condition that the status of prescription are Prepared/Uncollected
- By default, list of patients will be displayed according to pharmacist's location access.

STEP 1

Click on 'Dispensing' sub menu

STEP 2

Click on the  button to search the patient

Note

Various search criteria are 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's record by dispensing location
c	Patient Name	Name of patient	Able to filter and search by patient's name
d	Order Type	-All -Normal	Able to filter and search patient's record by order type

		-SPUB -Discharge	
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	All -Appointment Card -Email and Take -Fax and Take -Normal Collection -SMS and Take -Telephone and Take -UMP -Others	Able to filter and search patient's record by mode of services
g	Order Status	-All -New Order -Partial Supply	Able to filter and search patient's record by order status
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	-All -Hold -Expired	Able to filter by prescription status
Advanced Search			
h	Order Location	Order location. (It will list down all active location)	Able to filter and search patient's record by order location
i	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	Able to filter and search patient's record by order location type
j	Order Date from	Order Date from	Able to filter and search patient's record by order date from
k	Order Date To	Order Date To	Able to filter and search patient's record by order date to
l	Queue Date	Queue Date	Able to filter and search patient's record by queue date
m	Queue Series	- All - Normal - Express - Special - Others	Able to filter and search p patient's record by queue series
n	Queue No	Queue No	Able to filter and search patient's record by queue no

Table 3.7.1-1

Note

Search result of patient list will be displayed:

- Queue No
- MRN
- Patient Name
- Queue Series
- Order Date/Time
- Order Location

- Current Collection Mode
- Order Type
- Prescription Status
- eGL Status
- Arrival Time
- Waiting Time

STEP 3

Double click on the selected patient record and patient detail information will be display as per **Figure 3.7.1-2**

Figure 3.7.1-2 Dispensing screen

Note

- Patient is not called
- Reserve Qty has a value
- Status is Prepared

STEP 4

Click on button

MRN	Patient Name	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remark
HMR00179102	Wan Nurul Huda	PRDC000008202	Sodium Valproate 250 mg/5 ml Syrup	210 ml	22/01/2018	Prepared		

Figure 3.7.1-3 Release/Discard screen

STEP 5

Select check box of the selected drug for release batch

STEP 6

Select **Reason for Release / Discard**

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

STEP 7

Click on the  button

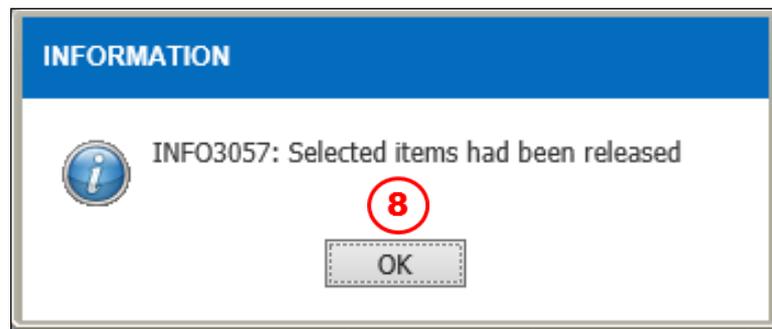


Figure 3.7.1-4 Information Alert Message

STEP 8

Click on the  button and system will return to dispensing screen automatically as per **Figure 3.7.1-5**

Note

After clicking the OK button above, it may also return to the main dispensing screen automatically as per Figure 3.7.1-1. If this happened, user can skip step 9

Note

The Reserve Quantity will be null [0] and the status will change from Prepared to Verified.

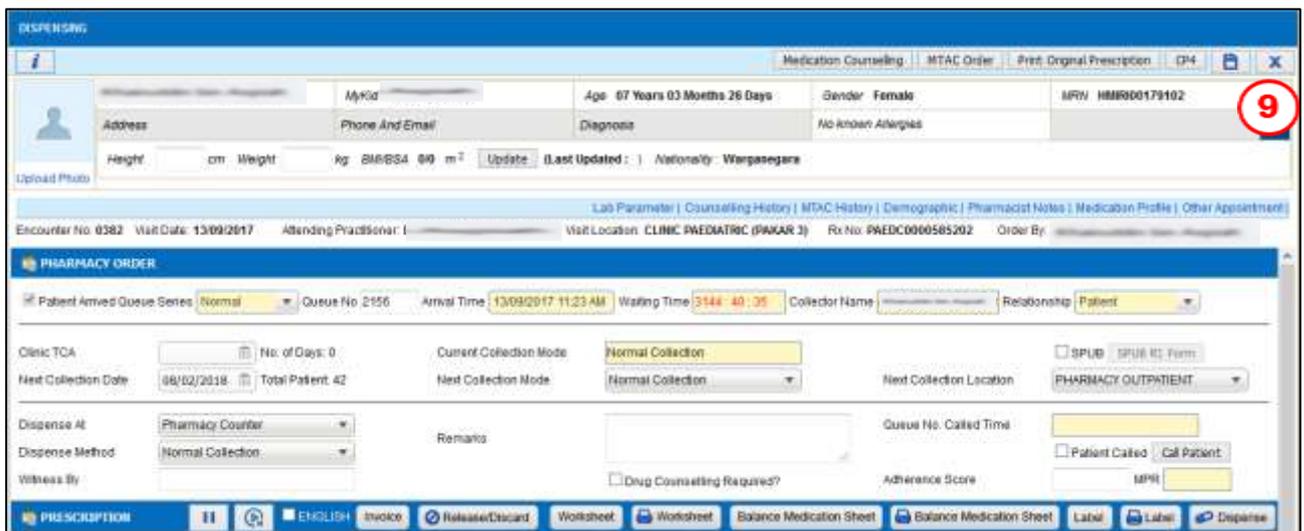


Figure 3.7.1-5 Dispensing screen

STEP 9

Click on the button to close the dispensing screen

Note

- As the prescription status changed to Verified, user will have to close the dispensing screen and go to the preparation screen to perform the intervention (for new order only). Refer [Section 3.2.2 Intervention](#)

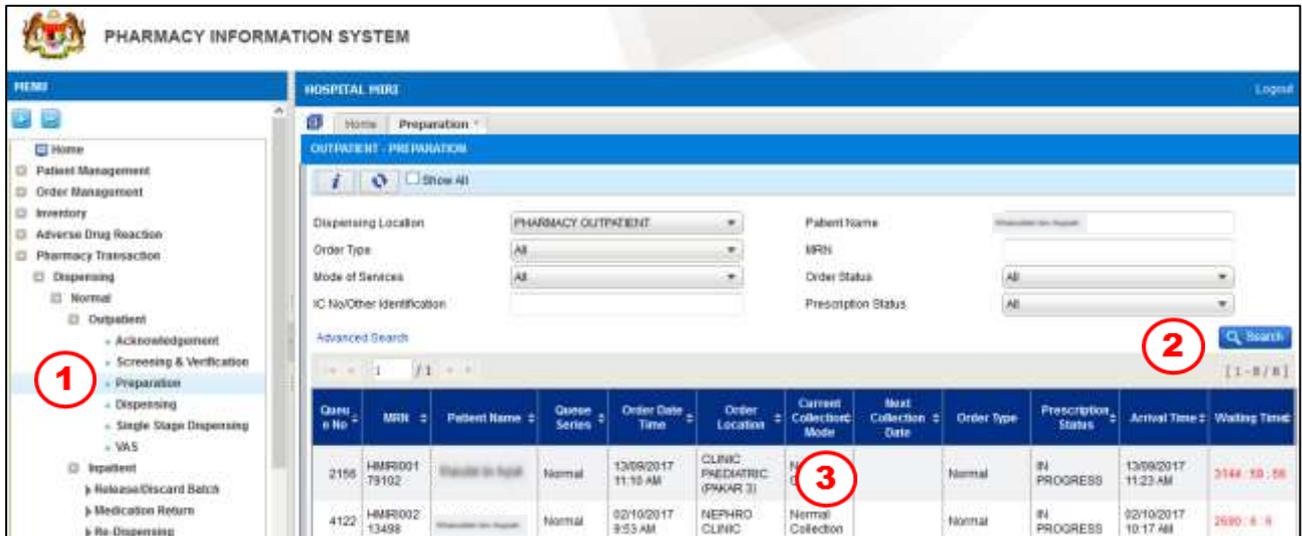


Figure 3.7.1-6 Preparation screen

Note

Repeat step 1 and 3 as per [Section 3.3.1 Prepare](#)

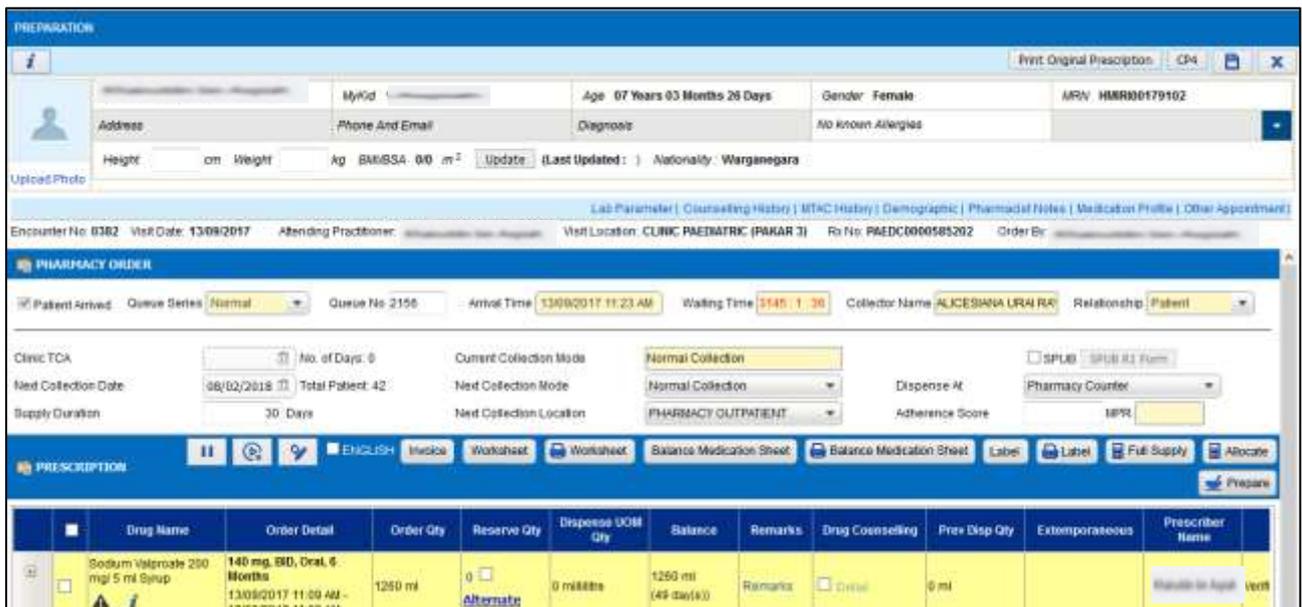


Figure 3.7.1-7 Preparation screen

Note

- User may refer the intervention steps from [Section 3.2.2 Intervention](#).
- User can also do other functions such as [Alternate](#), [Alternate/combination](#), [Extemporaneous](#) or change the [Reserve Quantity](#).
- After intervention, proceed until dispense.

3.7.2 Release/Discard (After Call Patient)

This function can be use when patient does not come to collect the medication or patient refused the medication

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporane ous	Prescriber Name	Status
Sodium Valproate 200 mg/ 5 ml Syrup	140 mg, BID, Oral, 6 Months 13/09/2017 11:09 AM - 13/09/2018 11:09 AM	1260 ml	210 <input type="checkbox"/>	210 millilitre	1050 ml (19 day(s))	Remarks	<input type="checkbox"/> Disp	0 ml		Reserve to disp	Prepared

Figure 3.7.2-1 Preparation screen

Note

Repeat **step 1 to 3** as in [Section 3.7.1 Release/Discard \(Before call patient\)](#)

STEP 5

Click on the button to call patient

Note

- The prescription status will change from prepared to uncollected once the button is click.

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporane ous	Prescriber Name	Status
Sodium Valproate 200 mg/ 5 ml Syrup	140 mg, BID, Oral, 6 Months 13/09/2017 11:09 AM - 13/09/2018 11:09 AM	1260 ml	210 <input type="checkbox"/>	210 millilitre	1050 ml (19 day(s))	Remarks	<input type="checkbox"/> Disp	0 ml		Reserve to disp	Uncollected

- Repeat **step 4 to 8** as in [Section 3.7.1 Release/Discard \(Before Call Patient\)](#)
- Once click on the button as per Figure 3.7.1-4, system will return automatically to dispensing screen as per Figure 3.7.1-5 or to the main dispensing screen as per Figure 3.7.1-1
- The **Reserve Quantity** will be null [0] and the status will change from **Prepared** to **Ordered** (new order)
- If patient did not collect the medication, user can use Release/Discard function by selecting **Uncollected** as the reason. The order will be send to **Acknowledgement** screen until patients arrive the next time.
- If user use Release/Discard function to do **Intervention**, after intervention proceed as usual to verify, prepare and dispense.



- If user use *Release/Discard* function due to the patient's unwillingness to collect (**Patient Refused**) one of the medications, user will have to **Hold** the drug at **Screening & Verification** (Refer steps as in [Section 3.2.5 Hold](#)). After hold, directly proceed at **Dispensing** screen to dispense the rest of the drug. (No need to go through preparation)
- Click at the checkbox beside the reserve quantity to dispense '0'.

3.7.3 Release/Discard (Batch Management menu)

User can also do Release/Discard function from Release/Discard sub-menu.

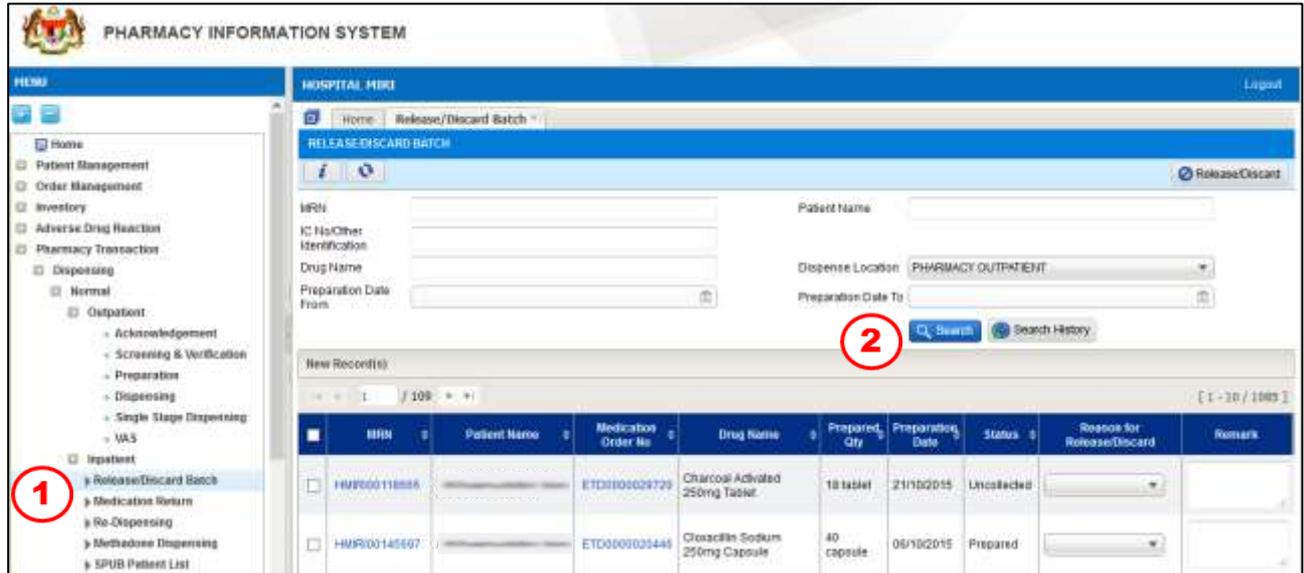


Figure 3.7.3-1 Release/Discard Batch Landing Screen

STEP 1

Click on 'Release/Discard Batch' sub menu

Note

Various search criteria are provided as below:

No	Field	Description	Remark
a	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
b	Patient Name	Patient name	Able to filter by patient name
c	IC No/Other Identification	Identification Card	Example: 57083104321
d	Drug Name	Drug Name	Example: <i>Tramadol</i> or " <i>Tram</i> "
e	Dispense Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
f	Preparation Date From/To	The date of the drug being prepared	Example: <i>21/06/2017</i>

Table 3.7.3-1

STEP 2

Click on the button to search the patient

Note

- Click on the button to view the history of previous transactions.
- Search result of current order patient list will display:
 - Select - checkbox
 - MRN
 - Patient Name
 - Drug Name
 - Medication Order No

- Preparation Date
- Preparation Quantity
- Status
- Dispense Location
- Reason for Release / Discard

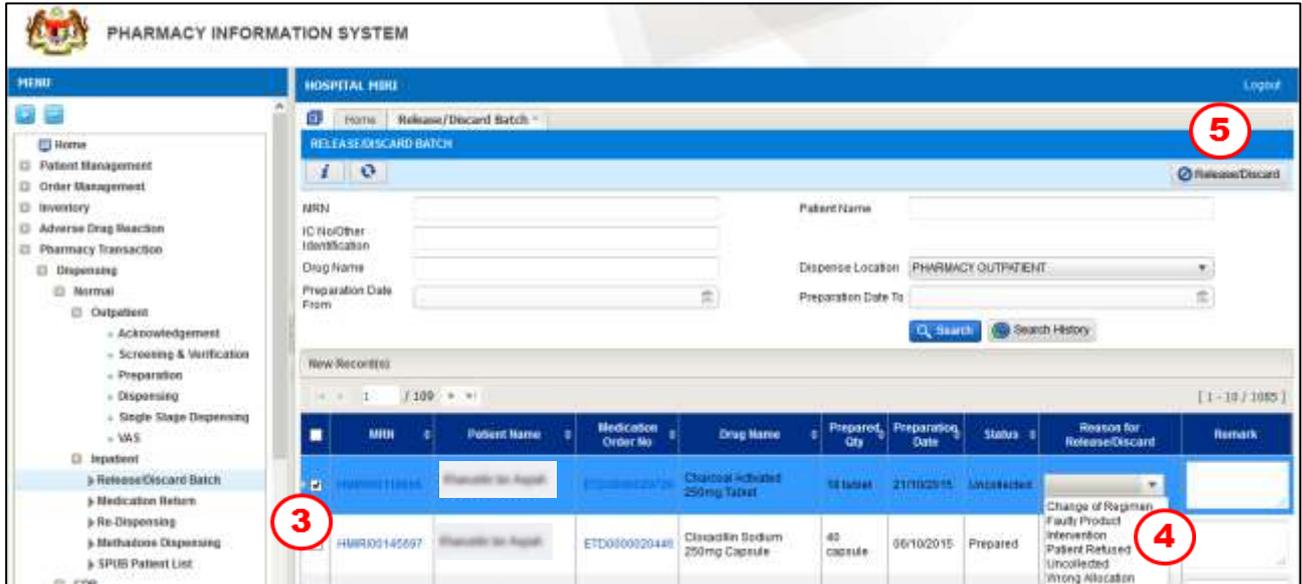


Figure 3.7.3-2 Release/Discard Batch Landing Screen

STEP 3

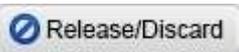
Select check box of the selected drug for release batch

STEP 4

Select **Reason for Release / Discard**

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

STEP 5

Click on the  button to proceed the release/discard process

Note

- If patient did not collect the medication, user can use Release/Discard function by selecting **Uncollected** as the reason. The order will be send to **Acknowledgement** screen until patients arrive the next time.
- If user use Release/Discard function to do **Intervention**, after intervention proceed as usual to verify, prepare and dispense.
- If user use Release/Discard function due to the patient's unwillingness to collect (**Patient Refused**) one of the medications, user will have to **Hold** the drug at **Screening & Verification** (Refer steps as in [Section 3.2.5 Hold](#)). After hold, directly proceed at **Dispensing** screen to dispense the rest of the drug. (No need to go through preparation)

3.8 Medication Return

This function will allow user to record the returned medication from the patient or units into the system. This functionality enable user to track the transaction record and able to manage the stock in proper way.

3.8.1 View Medication Return Record

This function will allow user to view medication return record.

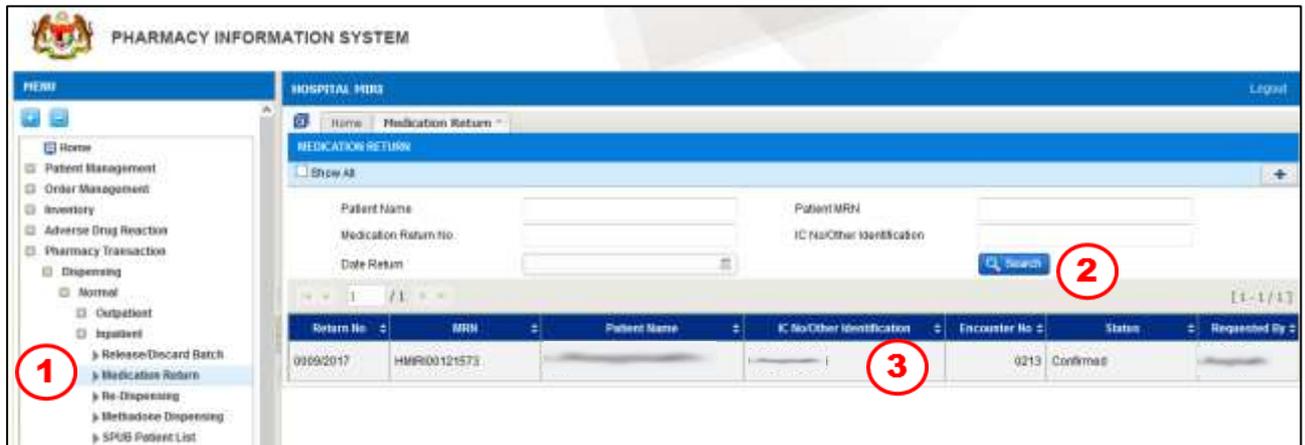
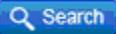


Figure 3.8.1-1 Medication Return Landing Screen

STEP 1

Click on 'Medication Return' sub menu

STEP 2

Click on the  button to search the patient

Note

Various search criteria are provided as below:

No	Field	Description	Remark
a	Patient Name	Patient Name	Able to filter by patient's name
b	Patient MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: Example: HPSF00001234 or "1234"
c	Medication Return No	Medication Return No	Return no: Example: 0010/2016
d	ID Number	ID Number	Patient's IC No: xxxxxxxxxxxx

Table 3.8.1-1

STEP 3

Double click on the selected patient details and the medication record will be display as per Figure 3.8.1-2

Note

Search result of current order patient list will be displayed:

- Return No
- MRN
- Patient Name
- ID Number
- Encounter No
- Status



- Requested By

MEDICATION RETURN

Submit Confirm
✎ ✖ ⌂ ✕

	Mykad	Age 10 Years 05 Months 29 Days	Gender Female	MRN HMR00121573
Address		Phone And Email	Diagnosis	No known Allergies
Upload Photo	Height 122 cm	Weight 22 kg	BMI/BSA 14.6 / 0.86 m ²	Update (Last Updated: 30/12/2016) Nationality: Warganegara

Medication Profile

Encounter No: 0213 Admission Date: 30/12/2016 Attending Practitioner: Visit Location: PAED 1

Request No: 0009/2017 Patient MRN: HMR00121573

Status: Confirmed

Remarks:

MEDICATION RETURN DRUGS

+
[1 - 2 / 2]

Dispense No	Drug Name	Dispensed Qty	Requested Return Qty	Return Qty
010117_00142	Beclomethasone Dipropionate 200 mcg/dose Inhalation (Easyhaler)	1	1	1
010117_00142	Salbutamol 200 mcg/dose Inhalation (Easyhaler)	1	1	1

Figure 3.8.1-2 Medication Return Record

3.8.2 Add New Medication Return Record

User able to add new record of medication returns drugs.



Figure 3.8.2-1 Medication Return Landing Screen

STEP 1

Click on 'Medication Return' sub menu

STEP 2

Click on the  button to add new patient record

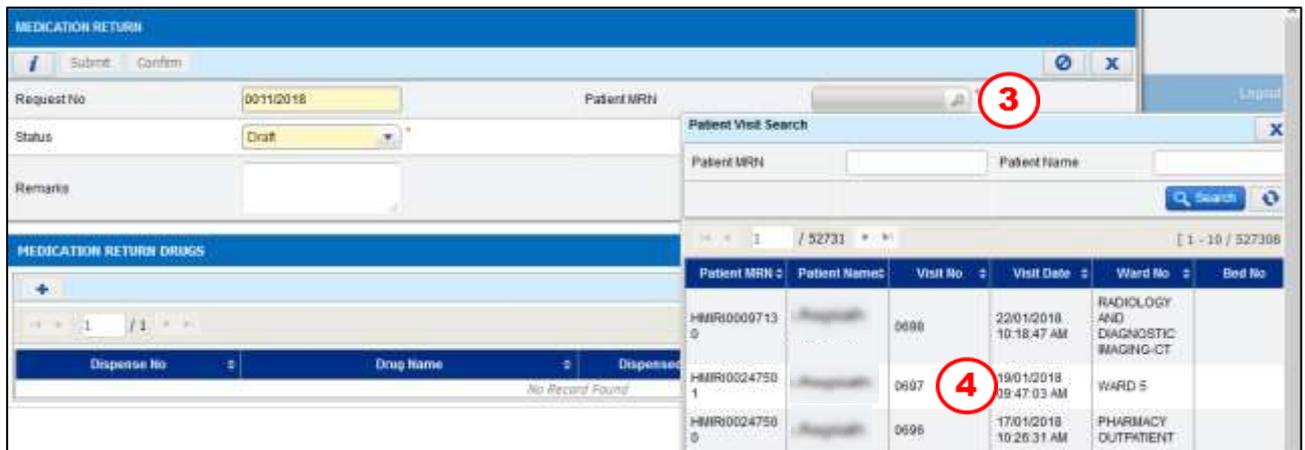


Figure 3.8.2-2 Medication Return

STEP 3

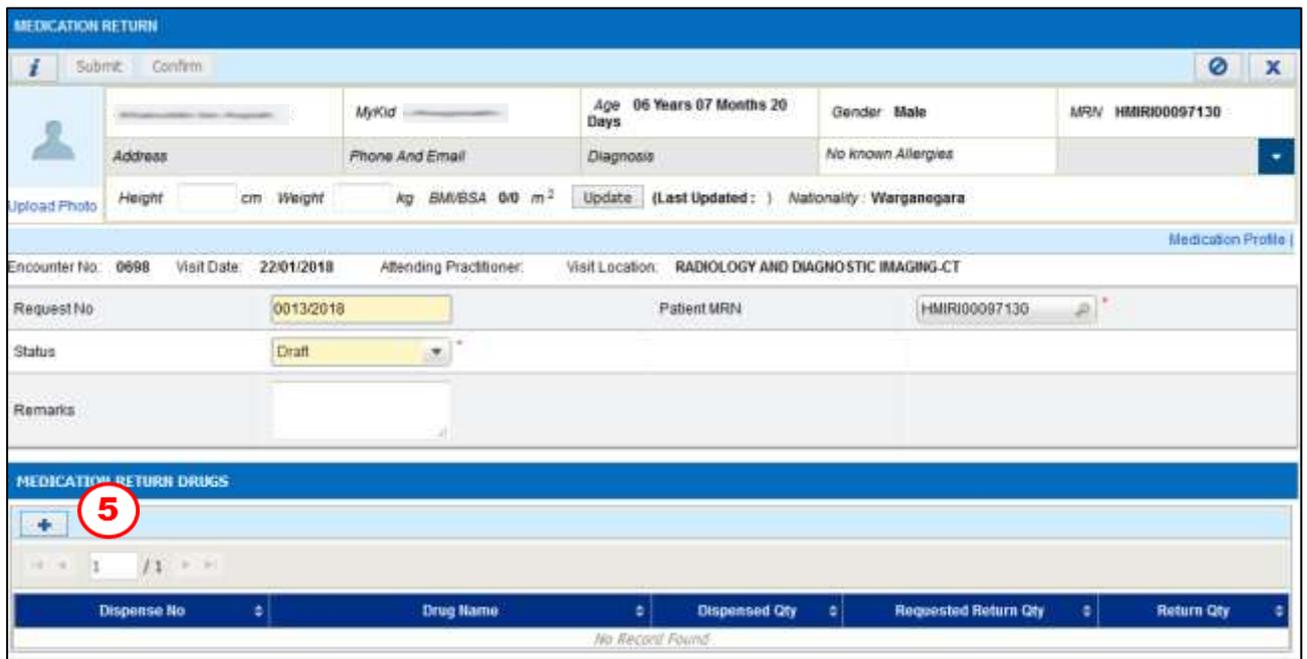
Click on the  button to search the patient

Note

Various search criteria are provided such as Patient MRN and Patient Name. Click  button to search

STEP 4

Double click on the selected patient's details



MEDICATION RETURN

Submit Confirm

MyKid: [] Age: 06 Years 07 Months 20 Days Gender: Male MRN: HMRI00097130

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

Height: [] cm Weight: [] kg BMI/BSA: 0/0 m² Update (Last Updated:) Nationality: Warganegara

Encounter No: 0698 Visit Date: 22/01/2018 Attending Practitioner: [] Visit Location: RADIOLOGY AND DIAGNOSTIC IMAGING-CT

Request No: 0013/2018 Patient MRN: HMRI00097130

Status: Draft

Remarks: []

MEDICATION RETURN DRUGS

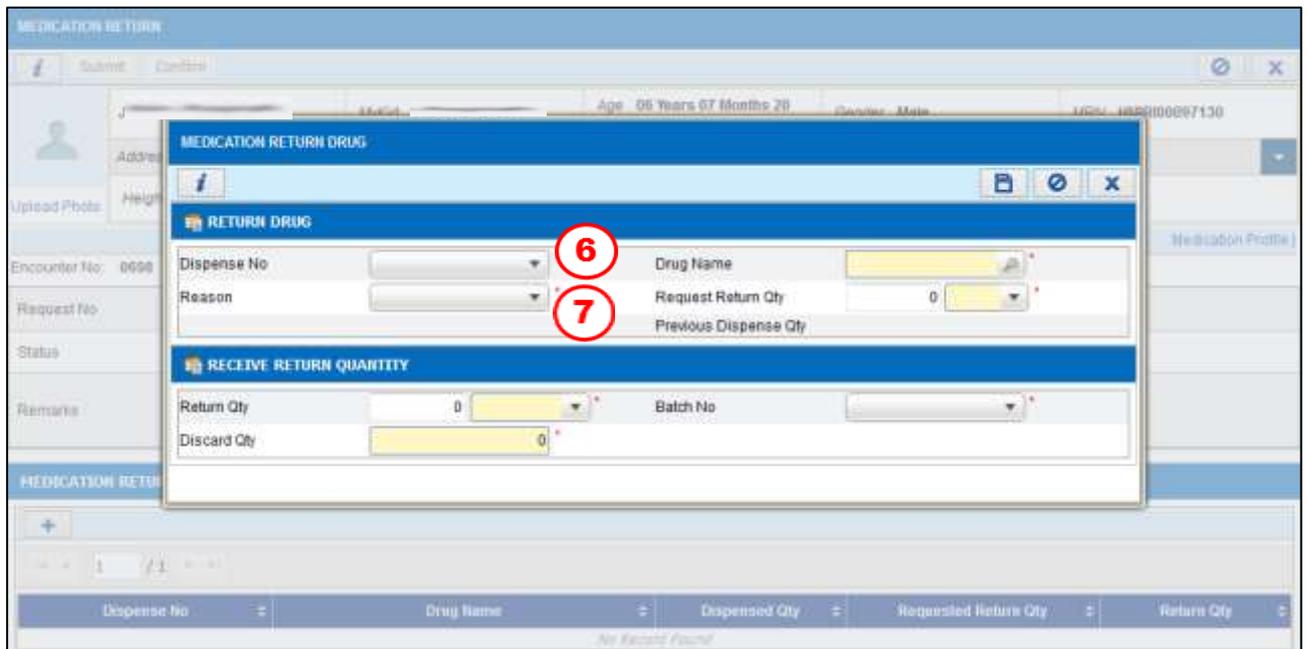
+ 5

Dispense No	Drug Name	Dispensed Qty	Requested Return Qty	Return Qty
No Record Found				

Figure 3.8.2-3 Medication Return

STEP 5

Click on the  button to add drug to medication return list



MEDICATION RETURN DRUG

RETURN DRUG

Dispense No: [] 6 Drug Name: []

Reason: [] 7 Request Return Qty: 0

Previous Dispense Qty: []

RECEIVE RETURN QUANTITY

Return Qty: 0 Batch No: []

Discard Qty: 0

Figure 3.8.2-4 Medication Return Drug

STEP 6

Select **Dispense No** from drop down box

STEP 7

Select **Reason** for return the drugs as below:

- Change of Regimen
- Excess Supply
- Patient Deceased
- Patient Discharged

MEDICATION RETURN DRUG

RETURN DRUG

Dispense No: 112016_00560 * Drug Name: **8**

Reason: Excess Supply * Request Return Qty: 0 * Previous Dispense Qty:

RECEIVE RETURN QUANTITY

Return Qty: 0 * Batch No: *

Discard Qty: 0 *

Figure 3.8.2-5 Medication Return Drug

STEP 8

Click on the button to search drug as per Figure 3.8.2-5

Search Drug

Drug Code:

Drug Name:

1 / 1

Drug Code	Drug Name	Order Detail
J01CR02961F2102XX	Amoxicillin + Clavulanate 228 mg/5 ml Syrup 9	420 mg BID, Oral, 5 Days 20/11/2016 08:47 PM - 25/11/2016 08:47 PM
N02BE01000L9001XX	Paracetamol 120 mg/5 ml Syrup	315 mg QID, Oral, 5 Days 20/11/2016 08:47 PM - 25/11/2016 08:47 PM

Figure 3.8.2-6 Medication Return Drug

Note

Various search criteria are provided such as Drug Code and Drug Name. Click button to search

STEP 9

Double click on the selected drug

MEDICATION RETURN DRUG

RETURN DRUG

Dispense No: 112016_00560 * Drug Name: Paracetamol 120 mg/5 ml Syrup *

Reason: Excess Supply * Request Return Qty: 20 **10** Previous Dispense Qty: 60 bottle of 60 millilitre

RECEIVE RETURN QUANTITY

Return Qty: **11** 20 **11** Batch No: 15M2508 **12**

Discard Qty: 0 *

Figure 3.8.2-7 Medication Return Drug

STEP 10

Enter **Request Return Qty**

STEP 11

Enter **Return Qty**

STEP 12

Select **Batch No** from drop down box

STEP 13

Click on the  button to save the transaction

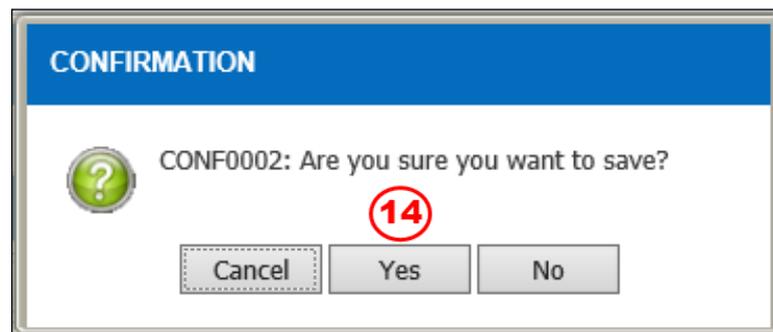
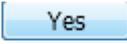


Figure 3.8.2-8 Confirmation Alert Message

STEP 14

Click on the  button to save the record

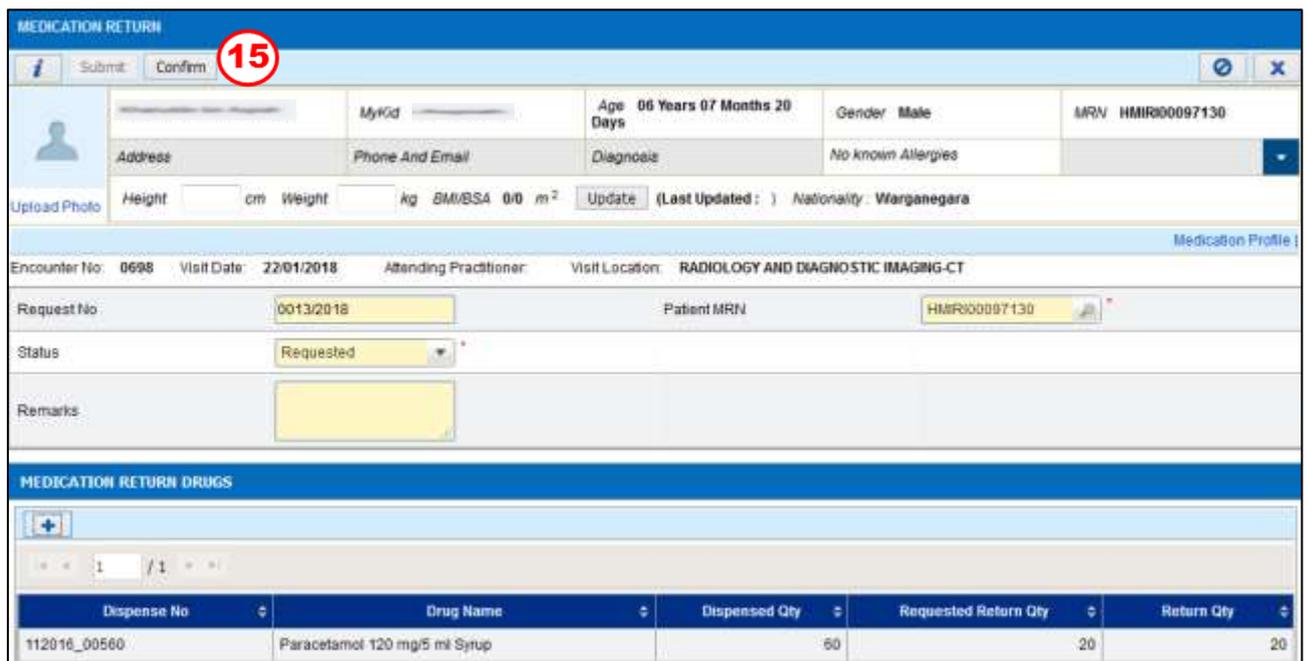


Figure 3.8.2-9 Medication Return Screen

STEP 15

Click on the  button to return back the drugs

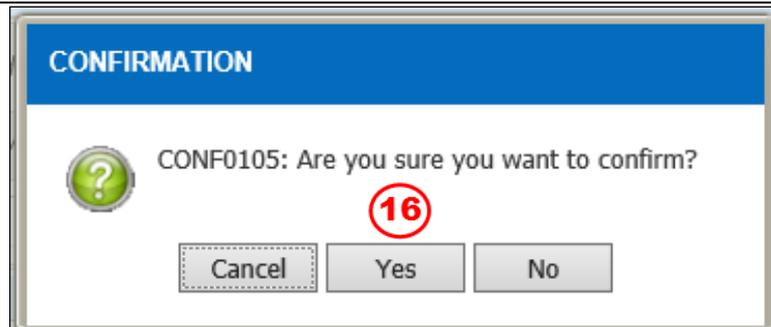
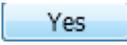
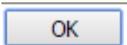


Figure 3.8.2-10 Confirmation Alert Message

STEP 16

Click on the  button to confirm the record

STEP 17

Click on the  to confirm the transaction

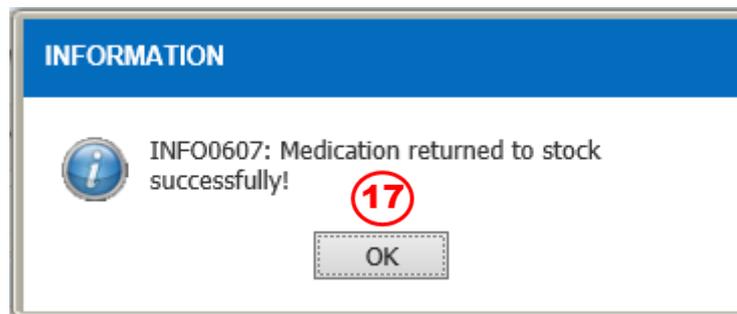


Figure 3.8.2-11 Information Alert Message

Note

User can return any type of medication but only for the one that is dispensed by own facility.

3.9 Re-Dispense

3.9.1 View Re-dispense List

This function will allow user to view re-dispense medication record.

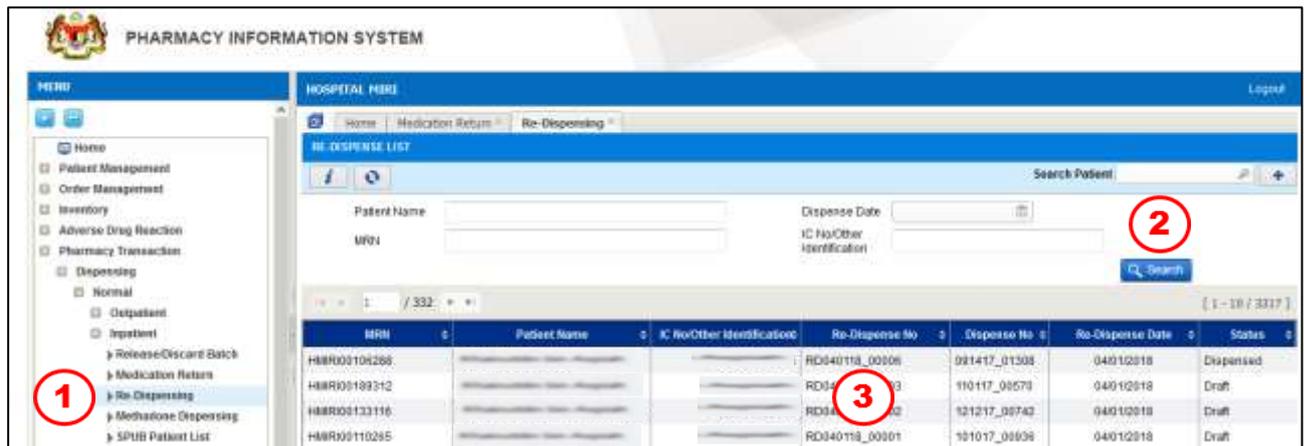


Figure 3.9.1-1 Re-Dispensing Landing Screen

STEP 1

Click on 'Re-Dispensing' sub menu

Note

Various search criteria are provided as below:

No	Field	Description	Remark
a	Patient Name	Patient Name	Able to filter by patient's name
b	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
c	Dispense Date	Re-Dispense Date	Able to trace back previous re-dispense record
d	ID Number	ID Number	Patient's IC No: xxxxxxxxxxxx

Table 3.9.1-1

Note

At the listing screen as per Figure 3.9.1-1, user able to see the list of Re-Dispensed

STEP 2

Click on the Search button to search the patient

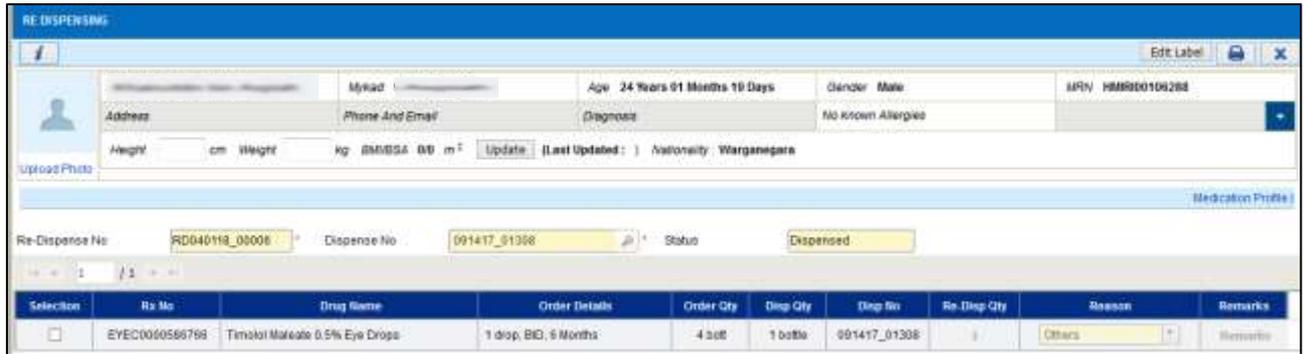
Note

Search result of current medication return list will be displayed:

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

STEP 3

Double click on the selected patient details and the record will appear as Figure 3.9.1-2



The screenshot shows the 'RE DISPENSING' interface. At the top, there are fields for patient identification: Mykad, Age (24 Years 01 Months 10 Days), Gender (Male), and IRI/ (HMR00106288). Below these are fields for Address, Phone And Email, Diagnosis, and No known Allergies. There are also fields for Height (cm) and Weight (kg) with an 'Update' button and a note '(Last Updated:)'. Nationality is listed as 'Warganegara'.

Below the patient details, there are fields for 'Re-Dispense No' (RD040118_09008), 'Dispense No' (091417_01308), and 'Status' (Dispensed).

A table below shows the medication details:

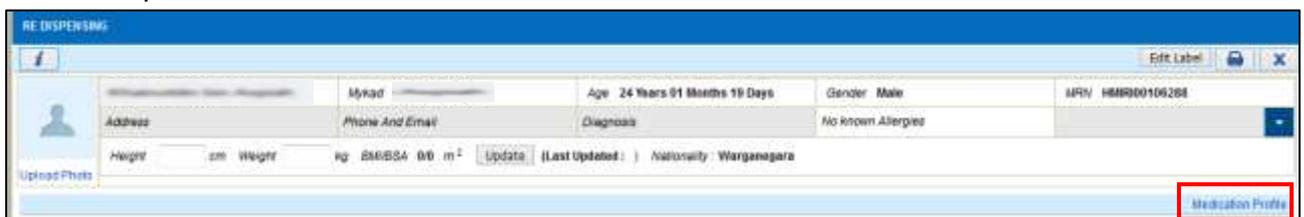
Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks
<input type="checkbox"/>	EYEC0060586798	Timokol Maleate 0.5% Eye Drops	1 drop, BID, 6 Months	4 bottles	1 bottle	091417_01308	1	Others	Remarks

Figure 3.9.1-2 Re-Dispensing Record

Note

Re-Dispensing screen will be displayed:

- a) Patient Banner
- b) Re-Dispense No – will show re-dispense number generated during re-dispense
- c) Dispense No –will show dispense medication number generated during dispensing.
- d) Status – will show status
- e) Drug prescription will be displayed:
 - RX No
 - Drug Name
 - Order Details
 - Order Qty
 - Disp Qty
 - Disp No
 - Re-Disp
 - Reason
 - Remarks



This screenshot is identical to Figure 3.9.1-2, but a red rectangular box highlights the 'Medication Profile' hyperlink located at the bottom right of the patient information section.

Figure 3.9.1-3 Re Dispensing

Note

- The hyperlink [Medication Profile](#) as per Figure 3.9.1-3 will display the **Current Medication** and **Previous Medication** of the patient. User can view the **Medication Profile** hyperlink for reference.

MEDICATION PROFILE

Administrasi Dispensing X

Mykaad Age 24 Years 01 Months 18 Days Gender Male MRW HMR00106288

Address Phone And Email Diagnosis No known Allergies

Height cm Weight kg BM/BSA BB m² (Last Updated:) Nationality Warganegara

Upload Photo

Drug Name Visit Type All

Prescription Date From Prescription Date To

Prescription Status All Location All

Order Type Normal Search

Current Medication

Rx No.	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status
EYEC0009586766	No	Timolol Maleate 0.5% Eye Drops	1 drop	Eye Both	BD (twice daily)	6 Months	14/09/2017 04:50:21 PM	13/03/2018 04:50:21 PM	FULLY DISP
EYEC0009586766	No	Dorzolamide HCl 2% Ophthalmic Solution	1 drop	Eye Both	BD (twice daily)	6 Months	14/09/2017 04:50:20 PM	13/03/2018 04:50:20 PM	PARTIAL DISPENS

Previous Medication

1 / 3 [1 - 10 / 21]

Rx No.	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status
EYEC0009476358	No	Dorzolamide HCl 2% Ophthalmic Solution	1 drop	Eye Both	BD (twice daily)	4 Months	09/05/2017 03:11:32 PM	06/09/2017 03:11:32 PM	FULLY DISP

Figure 3.9.1-4 Medication Profile Screen

Medication Profile screen will be displayed:

- a) Search criteria
 - By drug name
 - Prescription Date From
 - Prescription Status
 - Order Type
 - Visit Type
 - Prescription Date To
 - Location

- b) Current and Previous Medication
 - Rx No
 - Discharge Medicine
 - Drug Name
 - Dose
 - Route
 - Frequency
 - Duration
 - Start Date
 - End Date
 - Status
 - Reason
 - Prescribed Qty
 - End Date of Supply
 - Dispensed Qty



- *Re-dispensed Qty*
- *Pending Qty*
- *Administered*
- *Additional Info*
- *Order By*
- *Visit Information*

3.9.2 Add New Re-dispensing Record

This function will allow user to re-dispense medication due to spilled, broken, lost and other reason.

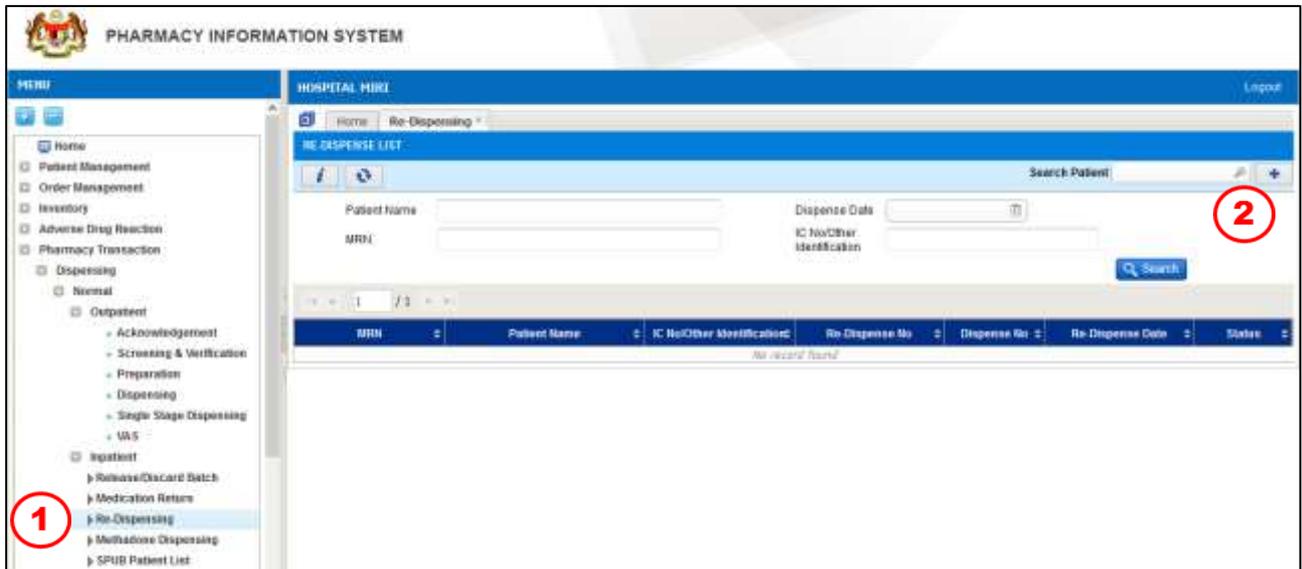


Figure 3.9.2-1 Re-Dispensing Landing Screen

STEP 1

Click on 'Re-Dispensing' sub menu

STEP 2

Click on the  button to search the patient

Note

- Search Patient screen will be display as per Figure 3.9.2-2.
- On this screen, user will be able to search existing patient record by:
 - a) Patient MRN
 - b) Patient Name
 - c) ID No

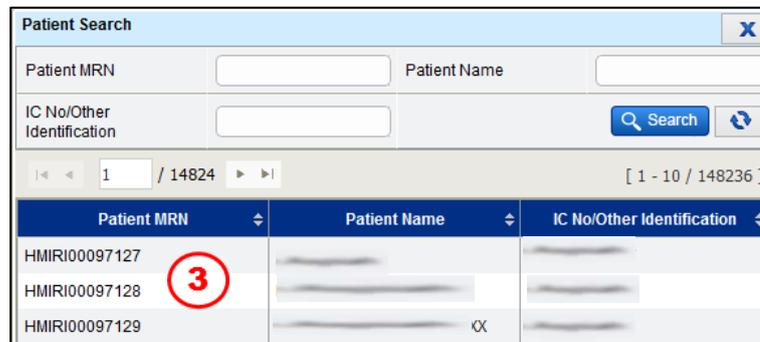


Figure 3.9.2-2 Search Patient Screen

STEP 3

Double click on the selected patient's details



Figure 3.9.2-3 Re-Dispensing

STEP 4

Click on the  button to add new re-dispensing record as Figure 3.9.2-3

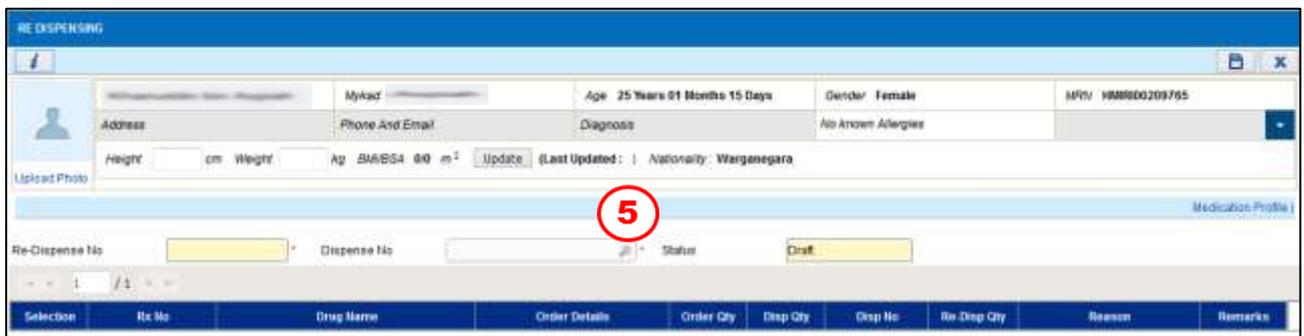


Figure 3.9.2-4 Re-Dispensing

STEP 5

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

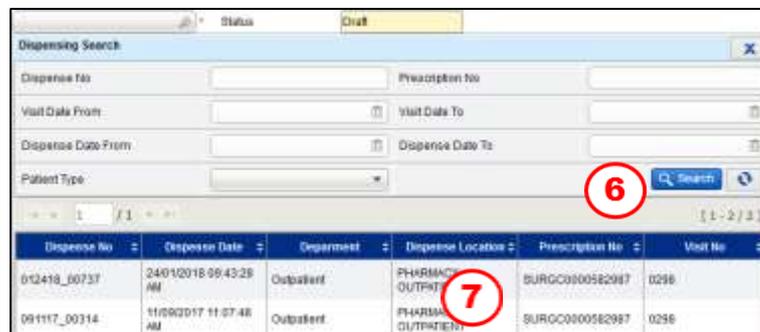


Figure 3.9.2-5 Re-Dispensing Screen

STEP 6

Search dispense record based on the criteria as below:

- a) Dispense No
- b) Visit Date From
- c) Dispense Date From

- d) Patient Type
- e) Prescription No
- f) Visit Date To
- g) Visit Date To
- h) Dispense Date To

STEP 7

Double click on the selected Dispensing record

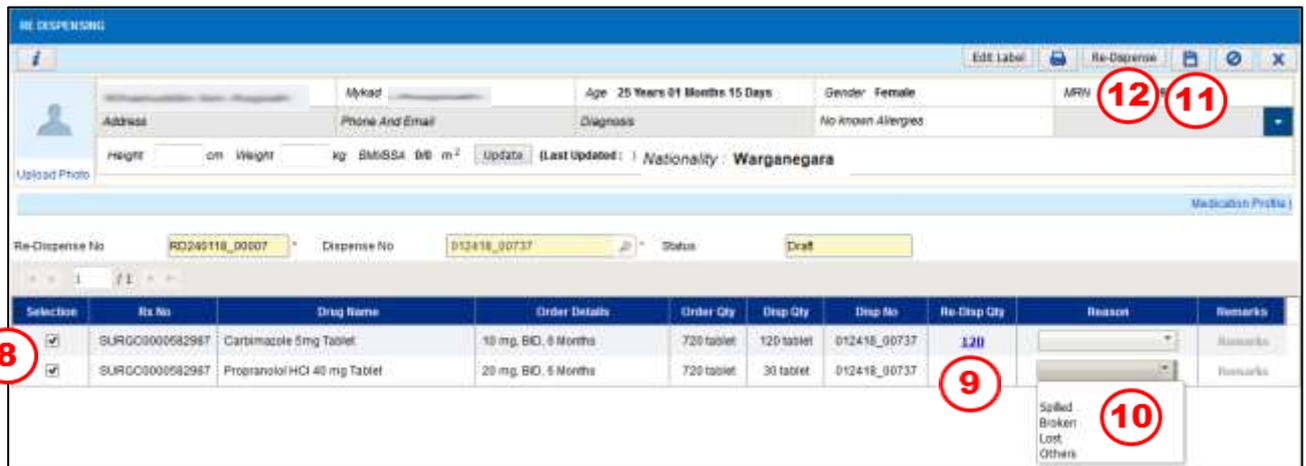


Figure 3.9.2-6 Re-Dispensing

STEP 8

Check the selection checkbox



to choose the drug, if not selected in the first place. Uncheck the selection box those not applicable

STEP 9

Allocate the re-dispensed quantity by clicking on the hyperlink number

STEP 10

Select the reason

Note

Reason consist of:

- a) Spilled
- b) Broken
- c) Lost
- d) Others

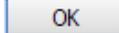
STEP 11

Click on the button to save record

STEP 12

Click on the  button to redispense

STEP 13

Click on the  to confirm the transaction

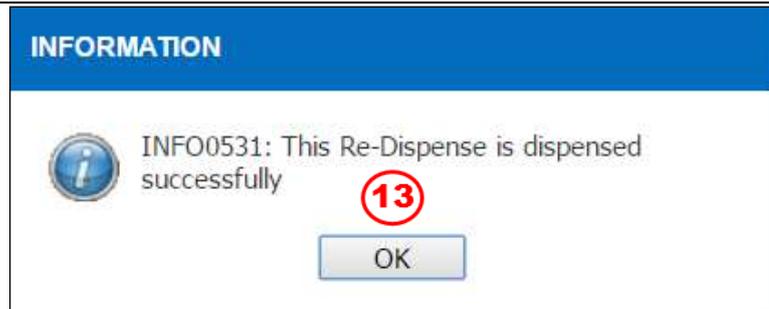
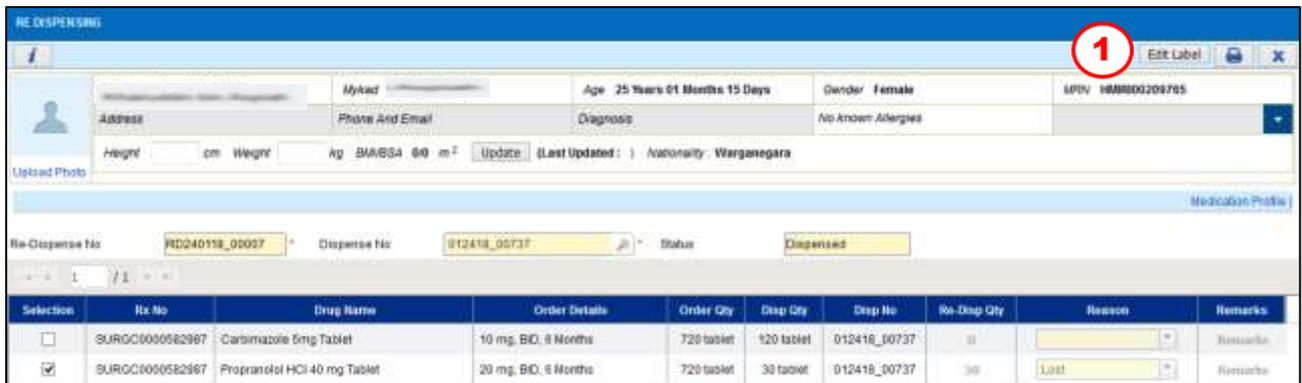


Figure 3.9.2-7 Information Alert Message

3.9.3 Re-dispensing Drug Label

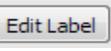
This function enable user to print the re-dispensing drug label.

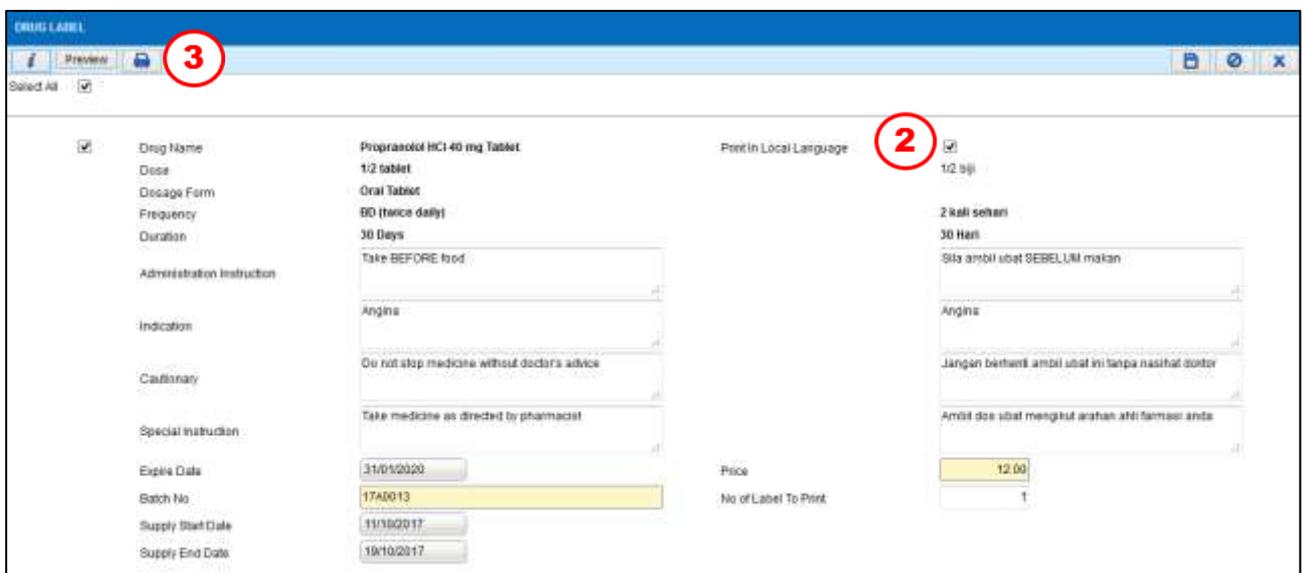


Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks
<input type="checkbox"/>	SURGC0000582987	Carbamazole 5mg Tablet	10 mg, BD, 6 Months	720 tablet	420 tablet	012418_00737	0		Remarks
<input checked="" type="checkbox"/>	SURGC0000582987	Propranolol HCl 40 mg Tablet	20 mg, BD, 6 Months	720 tablet	30 tablet	012418_00737	30	Last	Remarks

Figure 3.9.3-1 Re-Dispensing Screen

STEP 1

Click the  button



<input checked="" type="checkbox"/>	Drug Name	Propranolol HCl 40 mg Tablet	Print in Local Language	<input checked="" type="checkbox"/>
	Dose	1/2 tablet		1/2 biji
	Dosage Form	Oral Tablet		
	Frequency	BD (twice daily)		2 kali sehari
	Duration	30 Days		30 Hari
	Administration Instruction	Take BEFORE food		Sila ambil ubat SEBELUM makan
	Indication	Angina		Angina
	Cautionary	Do not stop medicine without doctor's advice		Jangan berhenti ambil ubat ini tanpa nasihat doktor
	Special instruction	Take medicine as directed by pharmacist		Amil dos ubat mengikut arahan ahli farmasi anda
	Expiry Date	31/01/2020	Price	12.00
	Batch No	17A0013	No of Label To Print	1
	Supply Start Date	11/10/2017		
	Supply End Date	19/10/2017		

Figure 3.9.3-2 Drug Label screen

Note

Drug label will display:

- Name of drug - Auto capture from the selected drug information.
- Dose - Auto capture from the selected drug information.
- Dosage Form - Auto capture from the selected drug information.
- Frequency - Auto capture from the selected drug information.
- Duration - Auto capture from the selected prescription.
- Administration Instruction - Auto capture from the selected drug information.
- Indication - Auto capture from the selected drug information. However, user is allowed to change the value. This field is free text with a capacity of 50 characters.
- Cautionary advice - Auto capture from the selected drug information. However, user is allowed to change the

value.

- i) *Special instruction - Auto capture from the selected drug information. However, user is allowed to change the value.*
- j) *Expiry date – Auto capture from selected drug expiry date according by batch.*
- k) *Batch No - Auto capture from the selected batch information.*
- l) *Price - Auto capture from the selected drug price. However, user is allowed to change the value.*
- m) *No of Label – How many labels to be printed.*

STEP 2

Select checkbox to Print in Local Language or untick checkbox to print in English

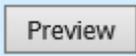
STEP 3

Click on the  button to print drug label

HOSPITAL MIRI (Tel: 085420033)		
[Redacted]		
HMIRI00209765	CLINIC SURGICAL (PAKAR 2)	[Redacted]
1/2 biji 2 kali sehari		
Diambil		
Sila ambil ubat SEBELUM makan Ambil dos ubat mengikut arahan ahli farmasi anda Jangan berhenti ambil ubat ini tanpa nasihat doktor		
Propranolol HCl 40mg Tab		
Angina		
11/10/17-10/11/17 [30 hari]	30 tablet	RM12.00
UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK		24/01/2018

Figure 3.9.3-3 Drug Label

Note

User can click on the  button and the label will be displayed as Figure 3.9.3-3



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
OP	Outpatient Pharmacy
MOH	Ministry of Health

5.0 Links to Clinical Modules

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