

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

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## **Pharmacy Based User Manual Inpatient Pharmacy**

|                    |  |
|--------------------|--|
| <b>Version</b>     | <b>: 12<sup>th</sup> Edition</b>         |
| <b>Document ID</b> | <b>: PB_U. MANUAL_INPATIENT PHARMACY</b> |



PhIS & CPS Project  
User Manual – Inpatient Pharmacy



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*Application reference: PhIS & CPS v2.5*



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## 1.0 Introduction

### 1.1 Overview of PhIS

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

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

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

### 1.2 Purpose and Objectives

This user manual outlines the Inpatient Pharmacy sub-module and its key features and functionalities. The primary objective is to help guide user through the process of completing PhIS application process. User will understand the following activities in details:

- Transcribing
- Patient Registration
- Screening & Verification
- Preparation
- Dispensing
- Fill List
- Released / Discard Batch
- Medication Return
- Re-Dispensing

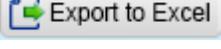
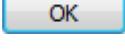
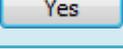
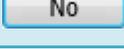
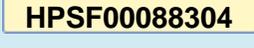
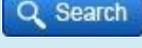
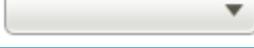
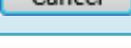
### 1.3 Organised Sections

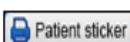
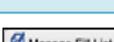
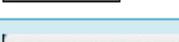
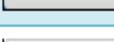
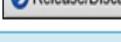
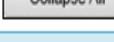
These are the sections within this document:

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

## 2.0 Application Standard Features

### 2.1 PhIS Legend

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

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

**Note**

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

## 3.0 Inpatient Pharmacy

### Overview

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

### User Group

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

### Functional Diagram

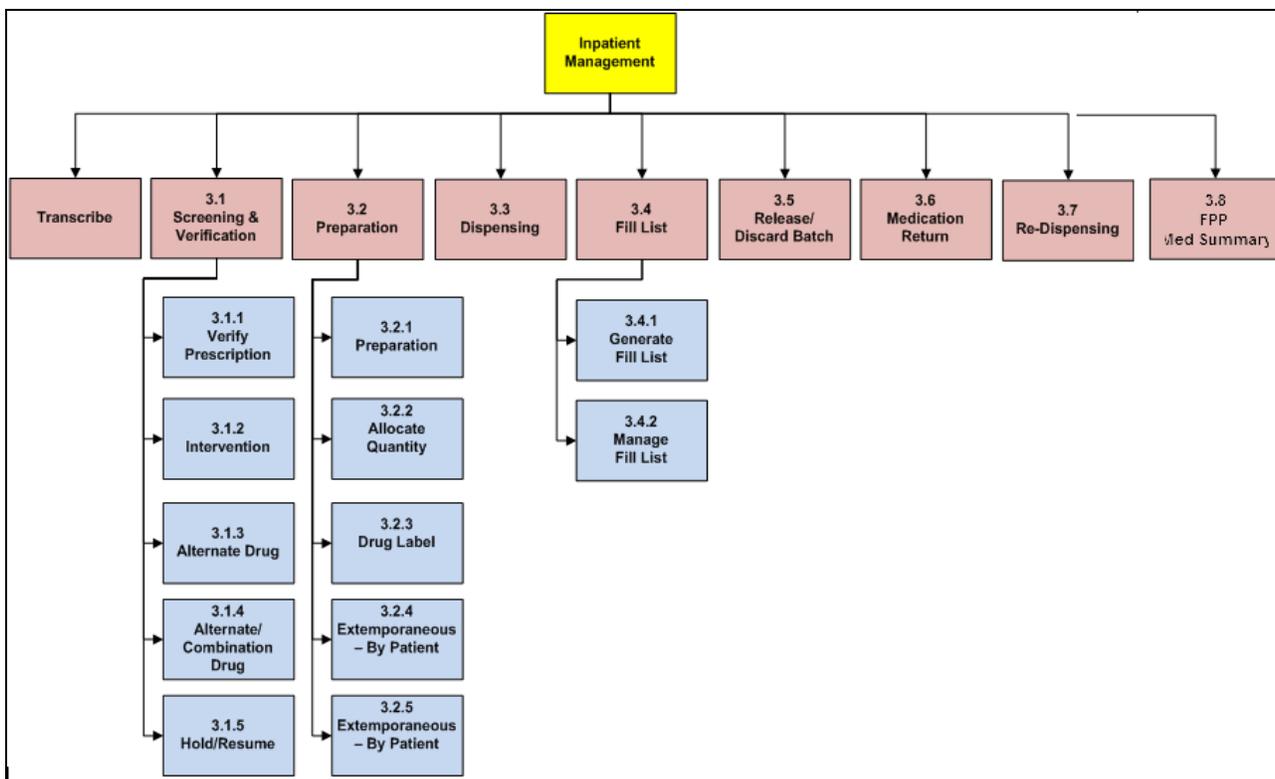


Figure 3.0-1



## Functional Description

Inpatient Pharmacy comprises of seven (8) main functions:

- **Transcribing**

Transcribing function is used to transfer manual prescription to online prescription. All prescriptions are required to be key in into system in order to proceed with dispensing process such as patient demographic and order details. Transcribing is combination of 2 process which is ordering and dispensing which consist of ordering, acknowledgement, verification, preparation and dispensing in single workflow.

- **Screening & Verification**

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

- **Preparation**

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

- **Dispensing**

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

- **Fill List**

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

- **Release / Discard Batch**

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

- **Medication Return**

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

- **Re-Dispensing**

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

- **FPP Medication Summary**

Allow user to view Full Paying Patients details and update FPP supply for patient. User able to print Invoice for the finalized FPP Medication summary.

### 3.1 Search Registered Patient

To view an existing patient record, please perform the steps below.

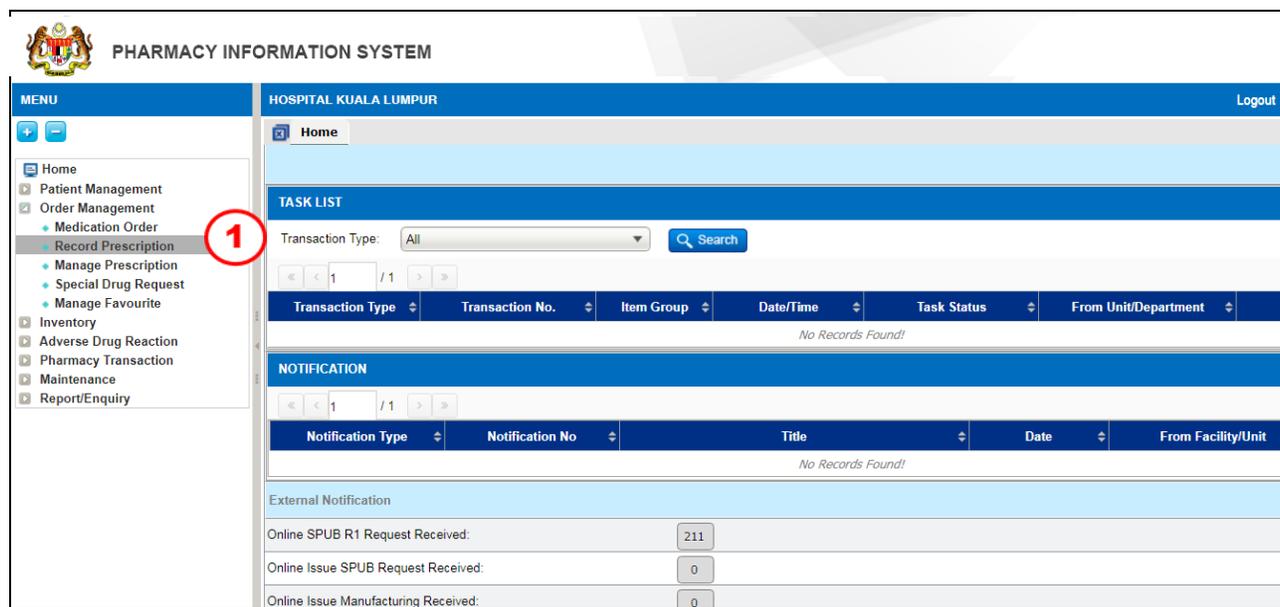


Figure 3.1-1 PhIS Home Page

#### STEP 1

Click on 'Order Management' menu followed by 'Record Prescription' and screen will be displayed as per Figure 3.1-2

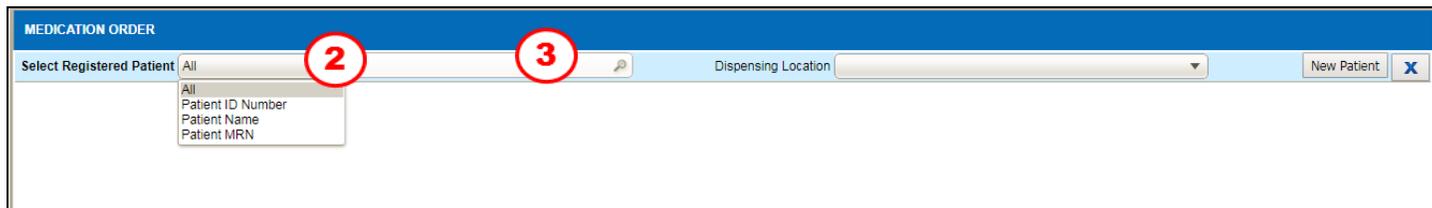


Figure 3.1-2 Medication Order

#### STEP 2

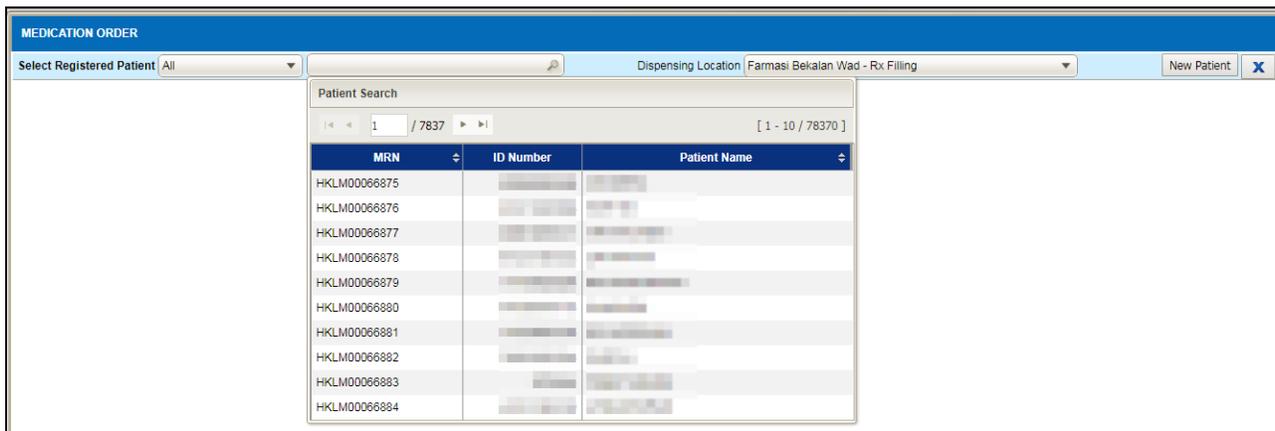
Select type of details of patient details.

#### STEP 3

Click on the  button to search for a registered patient

#### Note

If the patient is not registered, click on the  button and the Patient Registration screen will be displayed.

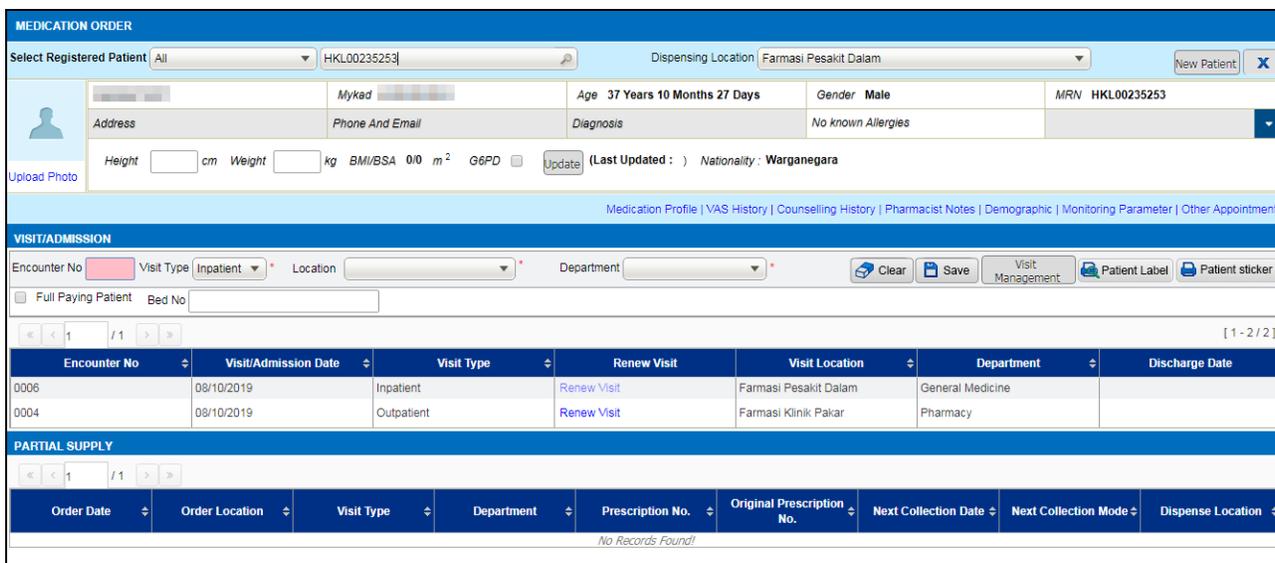


| MRN          | ID Number | Patient Name |
|--------------|-----------|--------------|
| HKLM00066875 |           |              |
| HKLM00066876 |           |              |
| HKLM00066877 |           |              |
| HKLM00066878 |           |              |
| HKLM00066879 |           |              |
| HKLM00066880 |           |              |
| HKLM00066881 |           |              |
| HKLM00066882 |           |              |
| HKLM00066883 |           |              |
| HKLM00066884 |           |              |

**Figure 3.1-3 Search Patient**

## STEP 4

Double-click on the selected patient and the details will be displayed as per Figure 3.1-4



| Encounter No | Visit/Admission Date | Visit Type | Renew Visit                 | Visit Location        | Department       | Discharge Date |
|--------------|----------------------|------------|-----------------------------|-----------------------|------------------|----------------|
| 0006         | 08/10/2019           | Inpatient  | <a href="#">Renew Visit</a> | Farmasi Pesakit Dalam | General Medicine |                |
| 0004         | 08/10/2019           | Outpatient | <a href="#">Renew Visit</a> | Farmasi Klinik Pakar  | Pharmacy         |                |

**Figure 3.1-4 Medication Order Screen**

## Note

- Click at the  button to direct print patients sticker
- Click on the 'Renew Visit' hyperlink to renew a visit for the same location.
- Select the 'Visit Type' and 'Location' to create a new visit.
- Click on the  to assess 'Visit Management' Screen. (Refer to Appendix 1).

**MEDICATION ORDER**

Select Registered Patient: All | HKL00235253 | Dispensing Location: Farmasi Pesakit Dalam | New Patient X

Mykad: [Redacted] | Age: 37 Years 10 Months 27 Days | Gender: Male | MRN: HKL00235253

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

Height: [Redacted] cm | Weight: [Redacted] kg | BMI/BSA: 0/0 m<sup>2</sup> | G6PD: [Redacted] | Update (Last Updated: ) | Nationality: Warganegara

Medication Profile | VAS History | Counselling History | Pharmacist Notes | Demographic | Monitoring Parameter | Other Appointment |

**VISIT/ADMISSION**

Encounter No: [Redacted] | Visit Type: Inpatient | Location: [Redacted] | Department: [Redacted] | Clear | Save | Visit Management | Patient Label | Patient sticker

Full Paying Patient | Bed No: [Redacted]

[Navigation: < 1 / 1 >] [1 - 2 / 2]

| Encounter No | Visit/Admission Date | Visit Type | Renew Visit | Visit Location        | Department       | Discharge Date |
|--------------|----------------------|------------|-------------|-----------------------|------------------|----------------|
| 0006         | 08/10/2019           | Inpatient  | Renew Visit | Farmasi Pesakit Dalam | General Medicine |                |
| 0004         | 08/10/2019           | Outpatient | Renew Visit | Farmasi Klinik Pakar  | Pharmacy         |                |

**PARTIAL SUPPLY**

[Navigation: < 1 / 1 >]

| Order Date        | Order Location | Visit Type | Department | Prescription No. | Original Prescription No. | Next Collection Date | Next Collection Mode | Dispense Location |
|-------------------|----------------|------------|------------|------------------|---------------------------|----------------------|----------------------|-------------------|
| No Records Found! |                |            |            |                  |                           |                      |                      |                   |

**Figure 3.1-5 Visit / Admission Detail**

## STEP 5

Double-click on the selected visit and the details will be displayed as per Figure 3.1-6

**MEDICATION ORDER**

Select Registered Patient: All | HKLM00066875 | Dispensing Location: Farmasi Bekatan Wad - Rx Filling | New Patient X

Mykad: [Redacted] | Age: 32 Years 09 Months 16 Days | Gender: Female | MRN: HKLM00066875

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

Height: 150 cm | Weight: 50 kg | BMI/BSA: 22.2 / 1.44 m<sup>2</sup> | Update (Last Updated: 22/03/2018) | Nationality: Warganegara

Lab Parameter | Counselling History | Demographic | Pharmacist Notes | Medication Profile | Other Appointment |

Encounter No: 0001 | Visit Type: Outpatient | Location: Klinik Pakar 3 (Medical & Dermatolog) | Department: General Medicine | Clear | Visit Management | Patient Label

Breast Feeding |  Pregnant | Week: [Redacted]

**VISIT RECORD**

Original Prescription Serial Number: 11111

**NORMAL ORDER - DRUG DETAILS** | View Order | Draft | Confirm

Original Prescriber Name: [Redacted] | Advanced Search

Drug: [Redacted] |  Own Medication |  Ward Stock |  Patient Require Counselling

Dosage: [Redacted]

Admin Route: [Redacted] | Dosage Schedule: [Redacted]

Frequency: [Redacted]

Duration: [Redacted]

Start Date / Time: 22/03/2018 1:58 PM

End Date / Time: 22/03/2018 1:58 PM

Order Quantity: [Redacted]

Drug Indication: [Redacted]

Drug Remarks: [Redacted]

Available City: [Redacted]

+ Add | Modify | Clear

**Figure 3.1-6 Medication Order Detail**

### 3.2 New Patient Registration

To register a new patient, please perform the steps below.

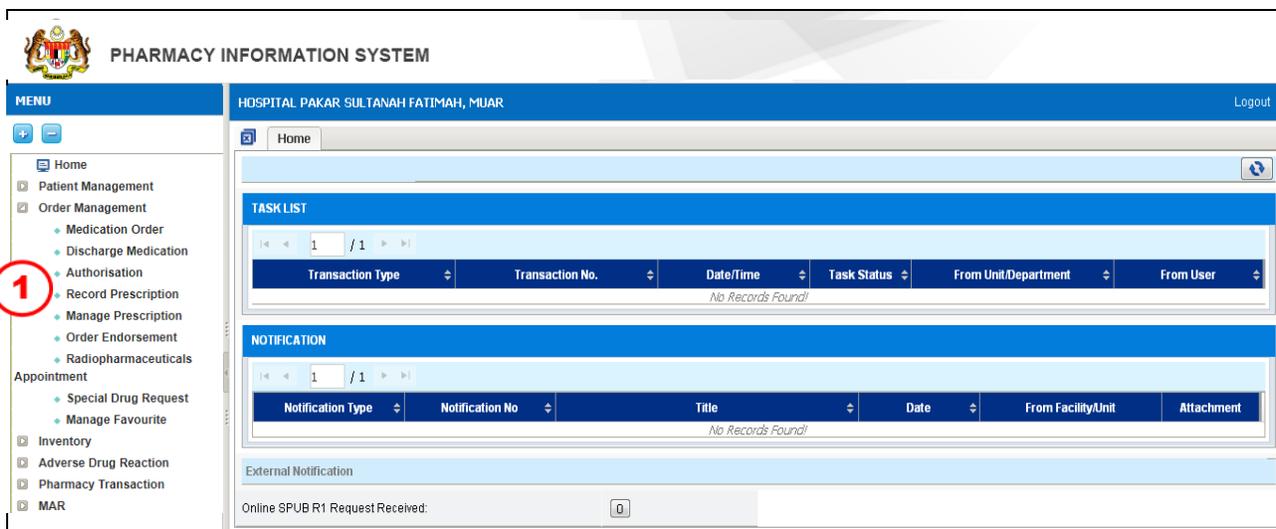


Figure 3.2-1 PhIS Home Page

#### STEP 1

Click on 'Order Management' menu followed by 'Record Prescription' and screen will be displayed as per Figure 3.2-1



Figure 3.2-2 Transcribe Order Create New Patient

#### STEP 2

Click on the  to register for new patient

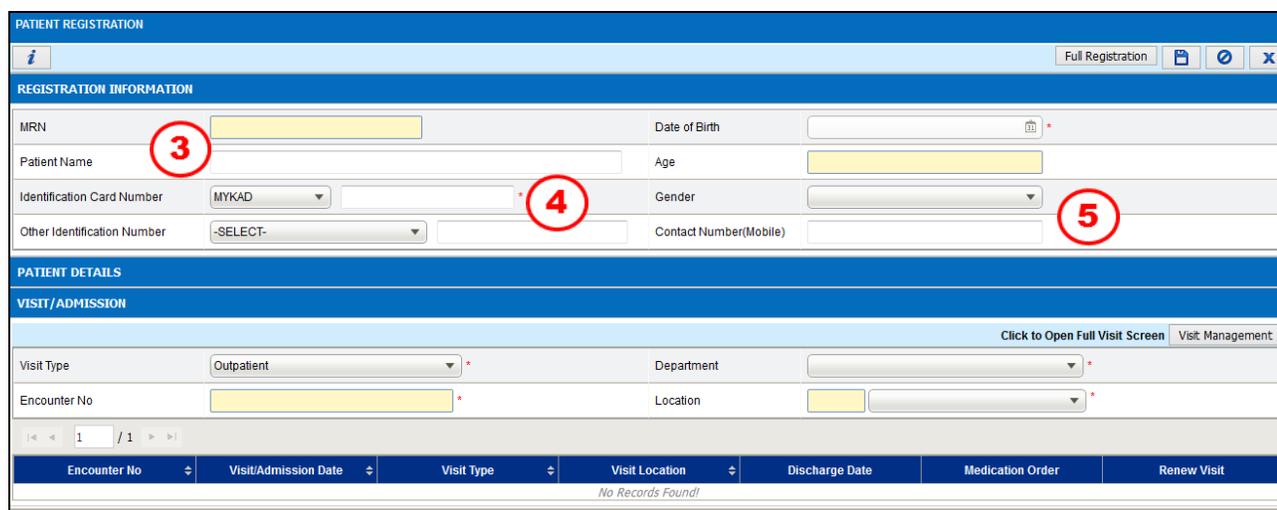


Figure 3.2-3 Registration Information

### STEP 3

Enter **Patient Name**

### STEP 4

Select from **Identification Card Number** drop down box:

- MYKAD
- MYKID

and enter the relevant number

#### **Note**

- After enter the **Identification Card Number** the below details will be displayed:
  - Date of Birth (dd/mm/yy)
  - Age (42Y 05M 21D)
  - Gender (Male/Female)
  
- If MYKAD/MYKID is unavailable, user is required to select the **Other Identification Number** dropdown box:
  - BIRTH CERTIFICATE
  - DRIVING LICENSE
  - FATHER IC
  - MILITARY CARD NUMBER
  - MOTHER IC
  - OLD IC
  - PASSPORT
  - PENSION CARD
  - POLICE CARD NUMBER
  - UNKNOWN PATIENT
  - Work permit and enter the relevant number.

### STEP 5

Enter **Contact Number (Mobile)**

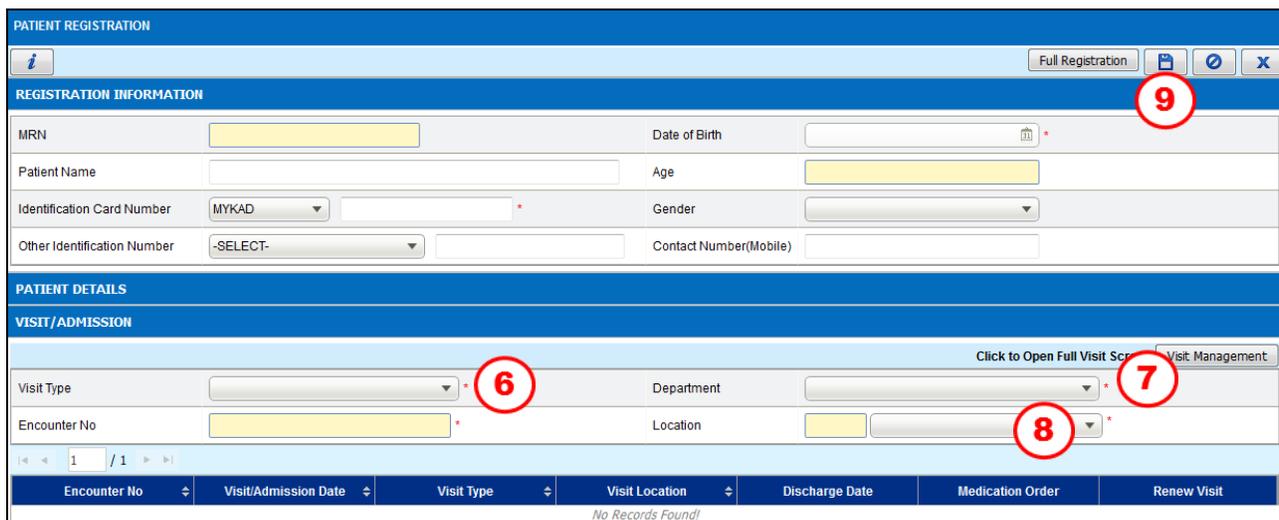


Figure 3.2-4 Visit / Admission

#### STEP 6

Select the **Visit Type** from dropdown box:

- Daycare
- Emergency
- Inpatient
- Outpatient
- Outsource
- PAC
- SPUB
- Walk-in

#### STEP 7

Select the **Department** from dropdown box

#### STEP 8

Select **Location** from dropdown box

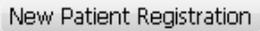
#### Note

**Location** will tie to the selected **Department**.

#### STEP 9

Click on the  button to save the record and medication order screen will display as per Figure 3.2.5

#### Note

- After click the save button, system will automatically generate the **MRN** (Medical Record Number) and ,  and  buttons will be enabled.
- Click on the  to assess 'Visit Management' Screen. (Refer to Appendix 2).
- Another option to register a new patient is to click on the  button located under Patient Quick Registration that will display the same screen as Figure 3.2-3.



**MEDICATION ORDER**

Mykad: [redacted] Age: 37 Years 10 Months 27 Days Gender: Male MRN: HKL00235253

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

Height: [redacted] cm Weight: [redacted] kg BMI/BSA: 0.0 m<sup>2</sup> G6PD: [redacted] Update (Last Updated: ) Nationality: Warganegara

Medication Profile | VAS History | Counselling History | Pharmacist Notes | Demographic | Monitoring Parameter | Other Appointment |

**VISIT/ADMISSION**

Encounter No: 0006 Visit Type: Inpatient Location: Farmasi Pesakit Dalam Department: General Medicine

Clear Visit Management Patient Label Patient sticker

Bed No: [redacted]

**VISIT RECORD**

Discharge Medication Original Prescription Serial Number: 1234

**NORMAL ORDER - DRUG DETAILS**

View Order Draft Confirm

Total Price: RM 0.00

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------|---------------|-----------|-----------|
|-------|-----------|---------------|-----------|-----------|

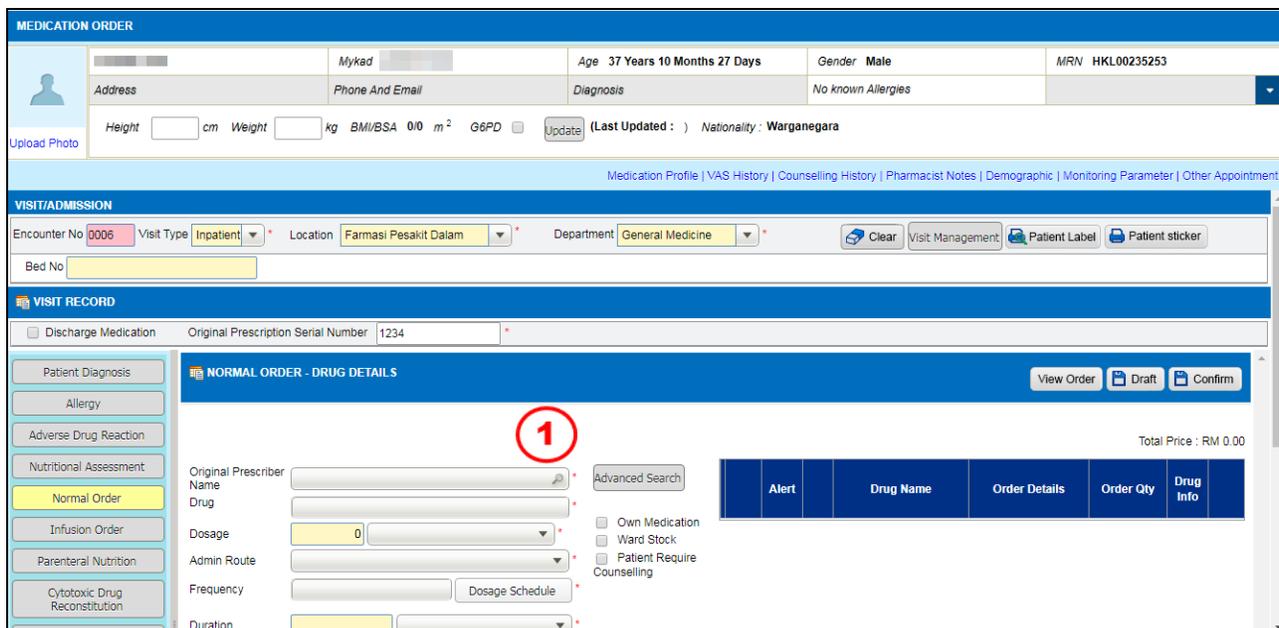
Original Prescriber Name: [redacted] Drug: [redacted] Dosage: 0 Admin Route: [redacted] Frequency: [redacted] Duration: [redacted]

Advanced Search Own Medication Ward Stock Patient Require Counselling

Figure 3.2-5 Medication Order

### 3.3 Inpatient Pharmacy (IP) Order

To perform these steps below to create new order



**MEDICATION ORDER**

Mykad: [Redacted] Age: 37 Years 10 Months 27 Days Gender: Male MRN: HKL00235253  
 Address: [Redacted] Phone And Email: [Redacted] Diagnosis: No known Allergies  
 Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 0/0 m<sup>2</sup> G6PD: [Redacted] Nationality: Warganegara

Encounter No: 0006 Visit Type: Inpatient Location: Farmasi Pesakit Dalam Department: General Medicine  
 Bed No: [Redacted]

**VISIT RECORD**

Discharge Medication: [ ] Original Prescription Serial Number: 1234

**NORMAL ORDER - DRUG DETAILS**

Original Prescriber Name: [Redacted] Drug: [Redacted] Dosage: 0 Admin Route: [Redacted] Frequency: [Redacted] Duration: [Redacted]

Advanced Search: [ ] Own Medication: [ ] Ward Stock: [ ] Patient Require Counselling: [ ]

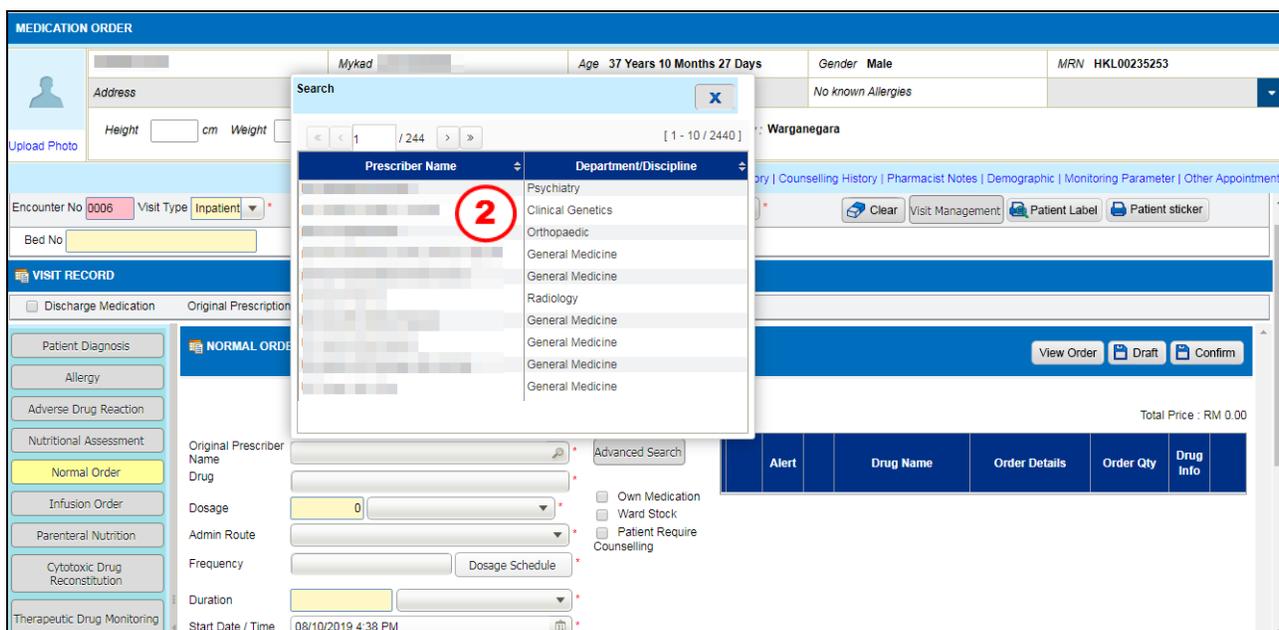
Total Price: RM 0.00

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------|---------------|-----------|-----------|
|       |           |               |           |           |

Figure 3.3-1 Normal Inpatient Order

#### STEP 1

Click on the  button to search **Original Prescriber Name**. Refer Figure 3.3-2



**MEDICATION ORDER**

Mykad: [Redacted] Age: 37 Years 10 Months 27 Days Gender: Male MRN: HKL00235253  
 Address: [Redacted] Phone And Email: [Redacted] Diagnosis: No known Allergies  
 Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 0/0 m<sup>2</sup> G6PD: [Redacted] Nationality: Warganegara

Encounter No: 0006 Visit Type: Inpatient Location: Farmasi Pesakit Dalam Department: General Medicine  
 Bed No: [Redacted]

**VISIT RECORD**

Discharge Medication: [ ] Original Prescription Serial Number: 1234

**NORMAL ORDER - DRUG DETAILS**

Original Prescriber Name: [Redacted] Drug: [Redacted] Dosage: 0 Admin Route: [Redacted] Frequency: [Redacted] Duration: [Redacted]

Advanced Search: [ ] Own Medication: [ ] Ward Stock: [ ] Patient Require Counselling: [ ]

Total Price: RM 0.00

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------|---------------|-----------|-----------|
|       |           |               |           |           |

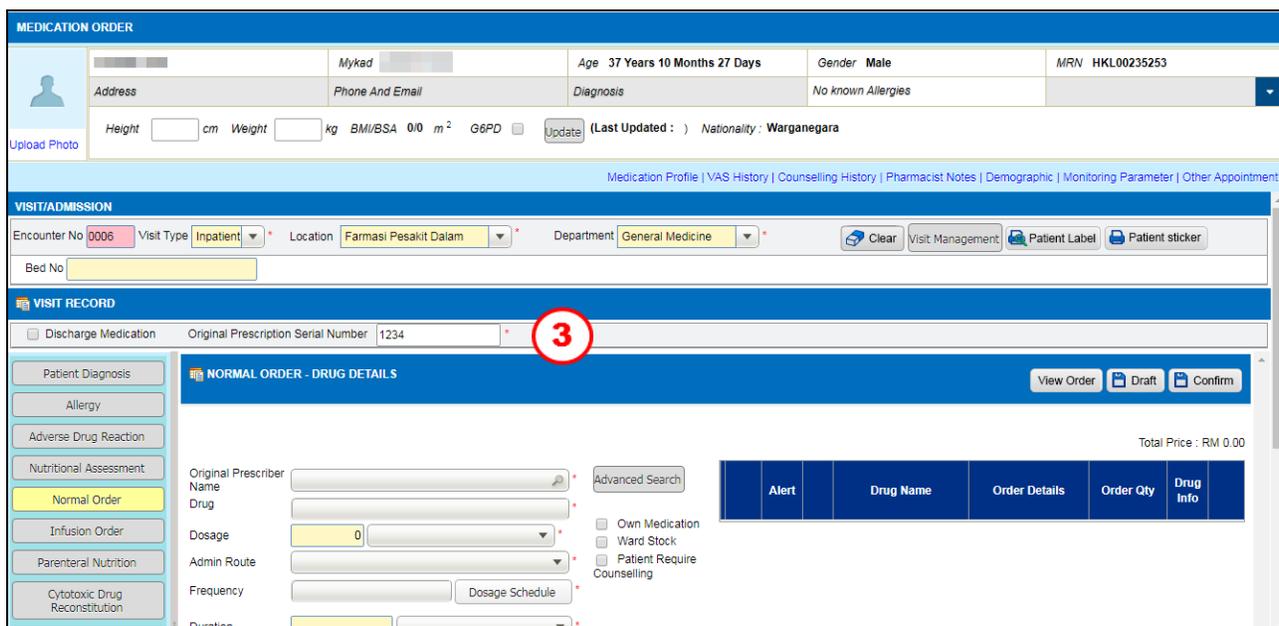
**Search**

| Prescriber Name | Department/Discipline |
|-----------------|-----------------------|
| [Redacted]      | Psychiatry            |
| [Redacted]      | Clinical Genetics     |
| [Redacted]      | Orthopaedic           |
| [Redacted]      | General Medicine      |
| [Redacted]      | General Medicine      |
| [Redacted]      | Radiology             |
| [Redacted]      | General Medicine      |

Figure 3.3-2 Prescriber List

#### STEP 2

Double click on the selected prescriber. Refer Figure 3.3-2



**MEDICATION ORDER**

Mykad: [Redacted] Age: 37 Years 10 Months 27 Days Gender: Male MRN: HKL00235253

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

Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 0.0 m<sup>2</sup> G6PD: [Redacted] Update (Last Updated: ) Nationality: Warganegara

Medication Profile | VAS History | Counselling History | Pharmacist Notes | Demographic | Monitoring Parameter | Other Appointment

**VISIT/ADMISSION**

Encounter No: 0006 Visit Type: Inpatient Location: Farmasi Pesakit Dalam Department: General Medicine

Clear Visit Management Patient Label Patient sticker

Bed No: [Redacted]

**VISIT RECORD**

Discharge Medication Original Prescription Serial Number: 1234

**NORMAL ORDER - DRUG DETAILS**

View Order Draft Confirm

Total Price : RM 0.00

Original Prescriber Name: [Redacted] Drug: [Redacted] Dosage: 0 Admin Route: [Redacted] Frequency: [Redacted] Duration: [Redacted]

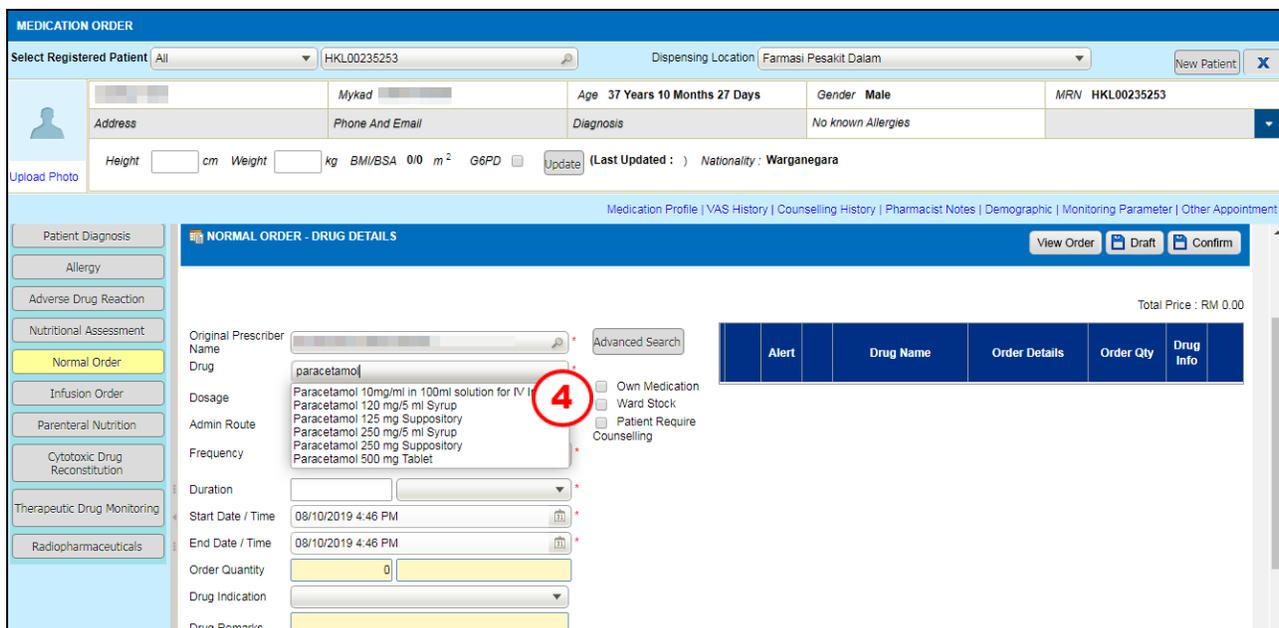
Advanced Search Own Medication Ward Stock Patient Require Counselling

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------|---------------|-----------|-----------|
|-------|-----------|---------------|-----------|-----------|

**Figure 3.3-3 Original Order Transaction Number**

### STEP 3

Enter **Original Order Transaction Number**. Refer Figure 3.3-3



**MEDICATION ORDER**

Select Registered Patient: All HKL00235253 Dispensing Location: Farmasi Pesakit Dalam New Patient X

Mykad: [Redacted] Age: 37 Years 10 Months 27 Days Gender: Male MRN: HKL00235253

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

Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 0.0 m<sup>2</sup> G6PD: [Redacted] Update (Last Updated: ) Nationality: Warganegara

Medication Profile | VAS History | Counselling History | Pharmacist Notes | Demographic | Monitoring Parameter | Other Appointment

**NORMAL ORDER - DRUG DETAILS**

View Order Draft Confirm

Total Price : RM 0.00

Original Prescriber Name: [Redacted] Drug: paracetamol Dosage: Paracetamol 10mg/ml in 100ml solution for IV/ Paracetamol 120 mg/5 ml Syrup Paracetamol 125 mg Suppository Paracetamol 250 mg/5 ml Syrup Paracetamol 250 mg Suppository Paracetamol 500 mg Tablet Admin Route: [Redacted] Frequency: [Redacted] Duration: [Redacted]

Advanced Search Own Medication Ward Stock Patient Require Counselling

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------|---------------|-----------|-----------|
|-------|-----------|---------------|-----------|-----------|

Start Date / Time: 08/10/2019 4:46 PM End Date / Time: 08/10/2019 4:46 PM

Order Quantity: 0 Drug Indication: [Redacted] Drug Remarks: [Redacted]

**Figure 3.3-4 Prescription Screen**

### STEP 4

Search drug by enter keyword of the drug name and click on the selected drug from the displayed list. Refer Figure 3.3-4

#### Note

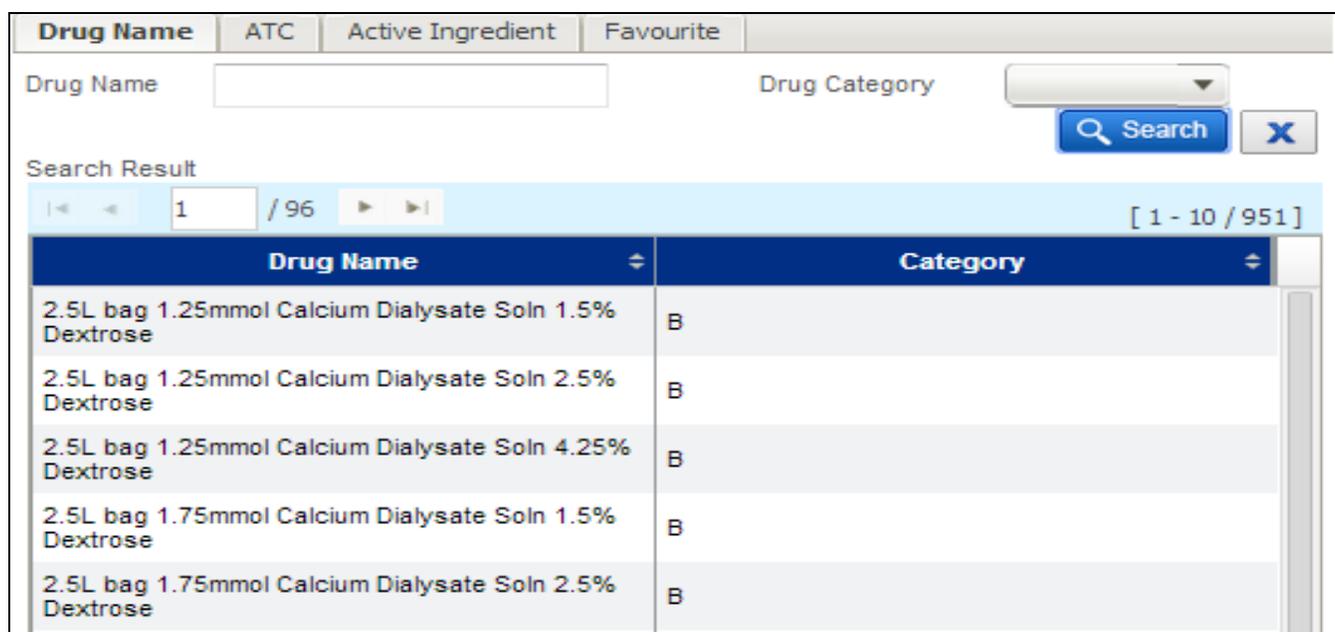
- There is an option for user to search drugs by click on the  button.

- The screen displays information as below:
  - a) DrugName
  - b) ATC
  - c) Active Ingredient
  - d) Favourite

**Note**

- a) Search by **DrugName** tab:
  - Enter Drug name
  - Select and enter Drug Category from drop down box
    - A
    - A\*
    - A/KK
    - B
    - C
    - C+

Search results be displayed after clicking on  the button. Click on the selected drug to continue prescribing. Refer Figure 3.3-5



| Drug Name   | ATC | Active Ingredient | Favourite     |
|---|-----|-------------------|---------------|
| Drug Name   |     |                   | Drug Category |
| Search Result   |     |                   |               |
| < < 1 / 96 > >  [ 1 - 10 / 951 ]                        |     |                   |               |
| Drug Name   |     |                   | Category      |
| 2.5L bag 1.25mmol Calcium Dialysate Soln 1.5% Dextrose  |     |                   | B             |
| 2.5L bag 1.25mmol Calcium Dialysate Soln 2.5% Dextrose  |     |                   | B             |
| 2.5L bag 1.25mmol Calcium Dialysate Soln 4.25% Dextrose |     |                   | B             |
| 2.5L bag 1.75mmol Calcium Dialysate Soln 1.5% Dextrose  |     |                   | B             |
| 2.5L bag 1.75mmol Calcium Dialysate Soln 2.5% Dextrose  |     |                   | B             |

Figure 3.3-5 Drug Name Search Detail Screen

| Drug Name                | ATC                 | Active Ingredient  | Favourite            |
|--------------------------|---------------------|--------------------|----------------------|
| Anatomical Main Group    | CARDIOVASCULAR SYST | Chemical Subgroup  | Digitalis glycosides |
| Therapeutic Subgroup     | CARDIAC THERAPY     | Chemical Substance | digoxin              |
| Pharmacological Subgroup | CARDIAC GLYCOSIDES  |                    |                      |

Search Result

1 / 1 [ 1 - 2 / 2 ]

| Form                | Active Ingredient | Category | Route       | Strength |
|---------------------|-------------------|----------|-------------|----------|
| Oral Tablet         | Digoxin           | B        | Oral        | 0.25 mg  |
| Parenteral Solution | Digoxin           | A        | Intravenous | 500 mcg  |

Figure 3.3-6 ATC Search Detail Screen

**Note**

b) Search by  group

Select and enter the ATC group/subgroup from dropdown box from level from 1 to 5 Anatomical Main Group

- Therapeutic Subgroup
- Pharmacological Subgroup
- Chemical Subgroup
- Chemical Substance

Search results will be displayed after clicking on  button. Click on the selected drug to continue prescribing. Refer Figure 3.3-6

| Drug Name         | ATC | Active Ingredient | Favourite |
|-------------------|-----|-------------------|-----------|
| Active Ingredient |     |                   |           |
| Dosage Form       |     |                   |           |
| Admin Route       |     |                   |           |

1 / 96 [ 1 - 10 / 951 ]

| Dosage Form          | Drug Name  | Category | Admin Route    | Strength |
|----------------------|--|----------|----------------|----------|
| Parenteral Irrig Sol | 2.5L bag 1.25mmol Calcium Dialysate Soln 1.5% Dextrose | B        | Intraperitonea | 0        |
| Parenteral Irrig Sol | 2.5L bag 1.25mmol Calcium Dialysate Soln 2.5% Dextrose | B        | Intraperitonea | 0        |

Figure 3.3-7 Active Ingredient Search Detail Screen

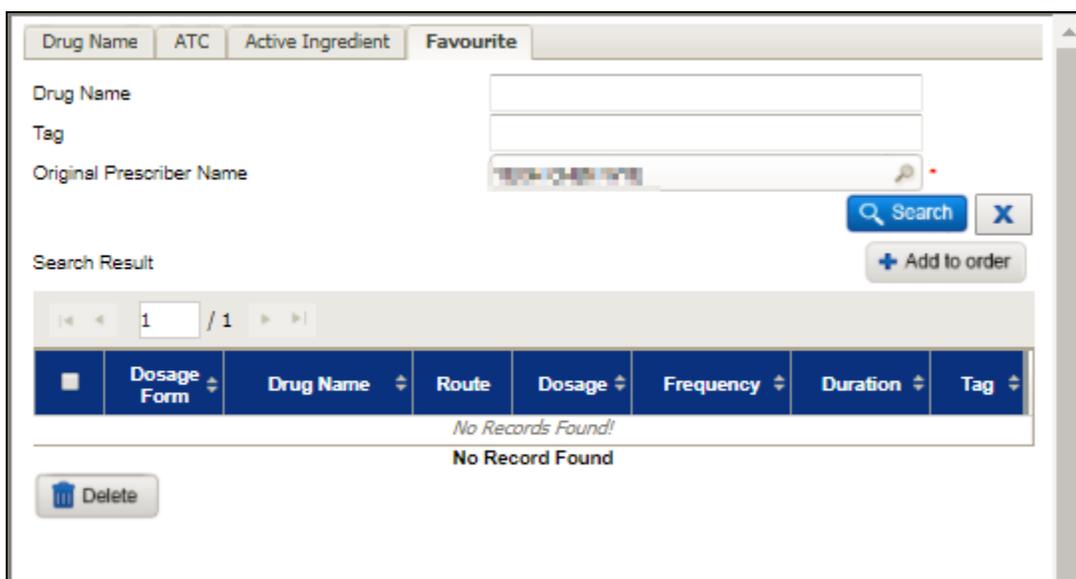
**Note**

c) Search by **Active Ingredient**

Select and enter:

- Active Ingredient
- Dosage Form from dropdown box
- Admin Route from dropdown box

Search results will be displayed after clicking on the  button. Double click on the selected drug to continue prescribing. Refer Figure 3.3-7



**Figure 3.3-8 Favourite search Detail Screen**

**Note**

d) Search by **Favourite** tab

- Search the favourite drug by entering the drug name.
- Search results will be displayed after clicking on the  button. Click on the selected drug to continue prescribing.
- Select the check box and click  button to remove from the Favourite list.
- This favourite list is derived from the prescriber's own favourite list. Refer Figure 3.3-8

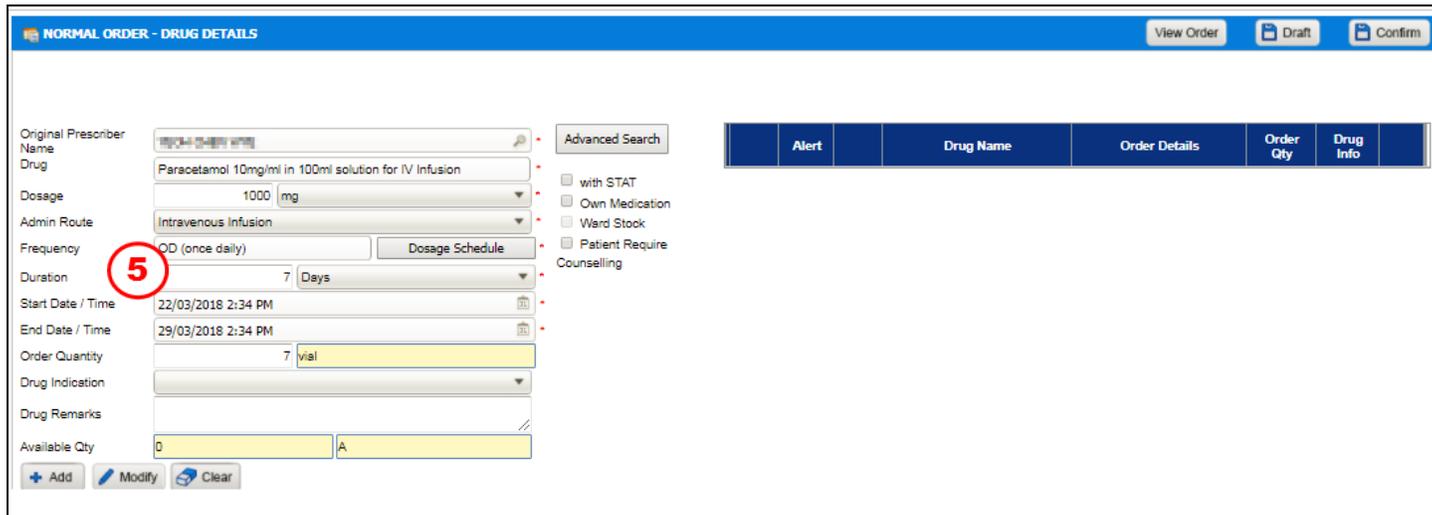


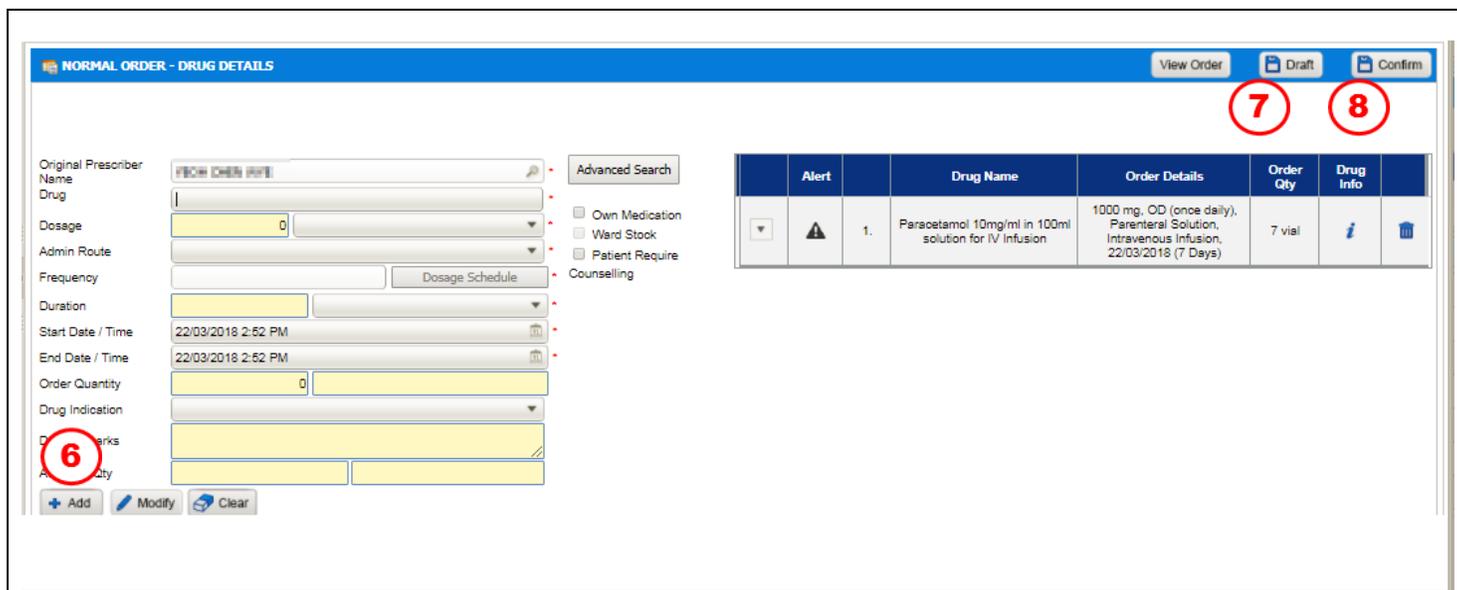
Figure 3.3-9 Medication Order

#### STEP 5

Enter **Duration** and select days/months or weeks from drop down menu. Refer Figure 3.3-9

#### Note

- Order Quantity will be automatically displayed and editable.
- **Dosage, Admin Route and Frequency** will be retrieved from the master setup; however, prescriber may amend the value as required.
- **Start Date/Time** will be defaulted to current date.
- **End Date/Time** will be calculated based on the Duration.
- **Patient Require Counselling** indication check box can be ticked if prescriber wants pharmacist to counsel the patient on the medicine.
- Check the **Own Medication** checkbox if patient brought and used their own medication. Only applicable for
- Inpatient and where pharmacist do not supply medication to the wards.
- Enter Drug Remarks if applicable.



**NORMAL ORDER - DRUG DETAILS** View Order Draft Confirm

Original Prescriber Name:  Advanced Search

Drug:

Dosage:

Admin Route:

Frequency:  Dosage Schedule:

Duration:

Start Date / Time: 22/03/2018 2:52 PM

End Date / Time: 22/03/2018 2:52 PM

Order Quantity:

Drug Indication:

Remarks:

Priority:

| Alert   | Drug Name  | Order Details  | Order Qty | Drug Info   |
|---|--|--|-----------|---|
| <input type="button" value="v"/> <input type="button" value="!"/> | 1. Paracetamol 10mg/ml in 100ml solution for IV infusion | 1000 mg, OD (once daily), Parenteral Solution, Intravenous Infusion, 22/03/2018 (7 Days) | 7 vial    | <input type="button" value="i"/> <input type="button" value="🗑"/> |

Figure 3.3-10 Medication Order

**STEP 6**

Click on the  button to add medicine in prescription list. Refer Figure 3.3-10

**Note**

To add another drug to prescription, repeat Step 4 to 6.

**STEP 7**

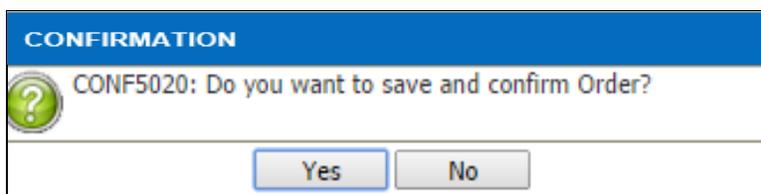
Click on the  button to save prescription as draft

**STEP 8**

Click on the  button to proceed with screening and Verification

**Note**

- Monthly Index of Medical Specialities (MIMS) will alert if there is any drug interaction.
- Click on the Drug Info hyperlink to view the drug details.
- Click on the  button to print prescription.



**CONFIRMATION**

CONF5020: Do you want to save and confirm Order?

Figure 3.3-11 Medication Order

**STEP 9**

Click on the  button displayed. Refer Figure 3.3-11



Figure 3.3-12 Medication Order

**Note**

The drug Information alert window as per Figure 3.3.12 will display if there is any drug interaction.

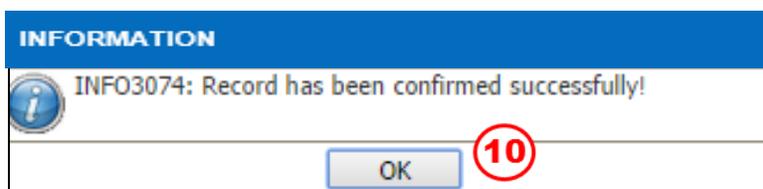
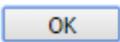


Figure 3.3-13 Medication Order

**STEP 10**

Click on the  button displayed. Refer Figure 3.3-13

### 3.4 Screening & Verification

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

#### 3.4.1 Verify Prescription

This function is used to verify patient's prescription

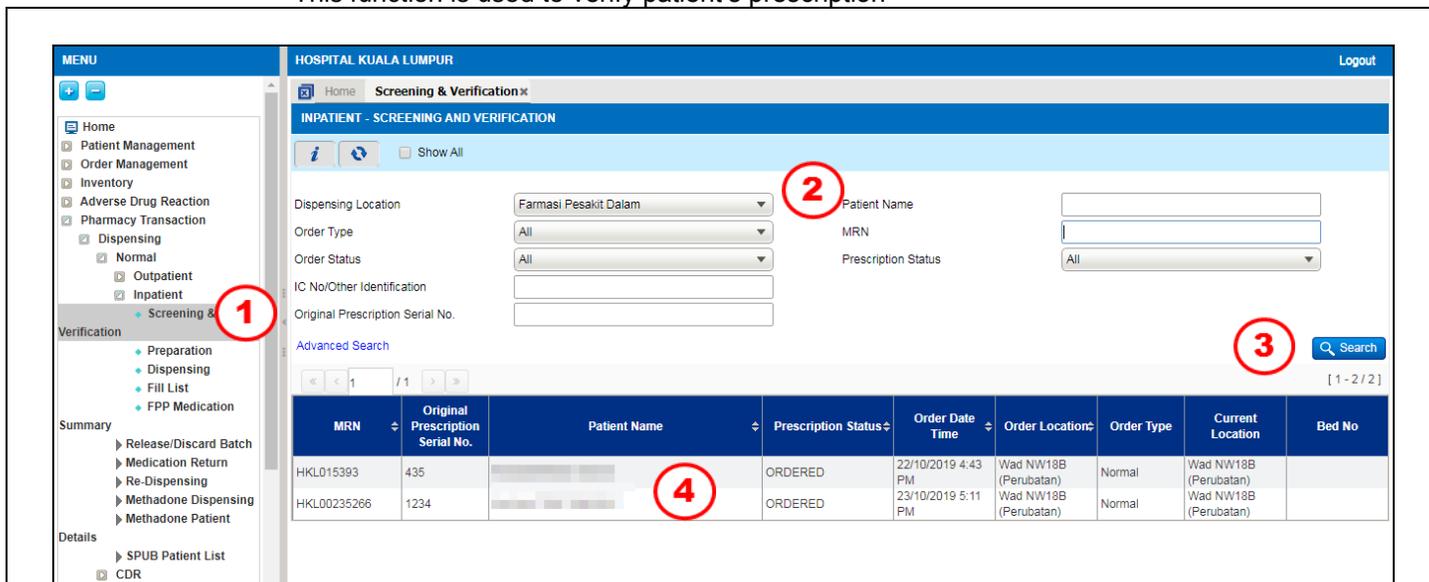


Figure 3.4.1-1 Screening & Verification Listing Page

**Note**

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

**STEP 1**

Click on 'Screening & Verification' menu

**STEP 2**

Select **Dispensing Location**

**STEP 3**

Click on the  button to search the patient:

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

|                       |                                 |   |  |
|-----------------------|---------------------------------|---|--|
| e                     | MRN                             | Patient MRN   | Allow to search by patient full or partial MRN No  |
| f                     | Order Status                    | -All<br>-New Order<br>-Partial Supply<br>-Pending Authorisation   | All – Type of search from range New order, Partial Supply and Pending Authorisation<br>New Order – Prescription of new order<br>Partial Supply – Prescription from partially dispense<br>Pending Authorisation – Prescription contain of drug to authorise |
| g                     | Prescription Status             | -Hold<br>-Expired   | Allow to search by prescription status   |
| h                     | Original Prescription Serial No |   | Allow to search by Prescription Serial No  |
| <b>Advance Search</b> |                                 |   |  |
| g                     | Order Location                  | Order location. (It will list down all active location)           |  |
| h                     | Order Location Type             | -All<br>-Clinic<br>-Day Care<br>-ER<br>-Nursing Unit<br>-Pharmacy |  |
| i                     | Order Date From                 |   | Start point for range of order date  |
| j                     | Order Date To                   |   | Order Date To can be NULL or must be greater than the value for Order Date From  |
| k                     | Bed                             |   | Search patient by bed number   |
| l                     | Recorded By                     |   | Search by Recorded by name   |
| m                     | SPUB Out                        | -All<br>-Yes<br>-No   | Search by SPUB status  |
| n                     | Next Supply From                |   | Start point for range of date  |
| o                     | Next Supply To                  |   | Can be left NULL or must be greater than the value for Next Supply From  |

**Table 3.4.1-1**

**Note**

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

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

**STEP 4**

Click on existing patient record and screen as in Figure 3.4.1-2 will be displayed

**SCREENING AND VERIFICATION**

Age 30 Years 11 Months 12 Days

Gender Male

MRN HKL00235266

cm

kg

BMI/BSA 0/0 m<sup>2</sup>

(Last Updated : )

Nationality : Warganegara

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

Encounter No: 0009 Actual Admission Date: 23/10/2019 Attending Practitioner: Visit Location: **Wad NW18B (Perubatan)** Room No/Bed No: Rx No: **NW18B0000741073** Transcribed By:

**PHARMACY ORDER**

Order Type  Order By

Supply Duration

**PRESCRIPTION**

ENGLISH
PROCEED TO PREPARATION

| Drug Name                 | Order Detail  | Order Qty | Prev Disp Qty | Reserve Qty  | POMs Received | Dispense UOM Qty | Balance              | Remarks | Drug Counselling                      | Extemporaneous | Prescri Nam |
|---------------------------|---|-----------|---------------|--|---------------|------------------|----------------------|---------|---------------------------------------|----------------|-------------|
| Ceftriaxone 1g Injection  | 1000 mg, OD, Intravenous Bolus, 5 Days<br>23/10/2019 05:09 PM - 28/10/2019 05:09 PM | 5 vial    | 0 vial        | 0 <input type="checkbox"/> POMs                              | 0 vial        | 0 vial           | 5 vial (5 day(s))    | Remarks | <input type="button" value="Detail"/> |                |             |
| Paracetamol 500 mg Tablet | 1000 mg, PRN4, Oral, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM            | 40 tablet | 0 tablet      | 0 <input type="checkbox"/> POMs<br><a href="#">Alternate</a> | 0 tablet      | 0 tablet         | 40 tablet (5 day(s)) | Remarks | <input type="button" value="Detail"/> |                |             |
| Chlorpheniramine          | 4 mg, ON, Oral, 5 Days  |           |               |  |               |                  |                      |         |                                       |                |             |

**Figure 3.4.1-2 Screening and Verification Prescription**

**Note**

For PB and record created from Record Prescription, once confirm the order, Screening stage screen will appear as in Figure 3.4.1-3. User does not need to go to Screening and Verification link to open the record. However, user still able to open patient record from Screening and Verification link

**MEDICATION ORDER**

Select Registered Patient: All 
Dispensing Location:

Age 30 Years 11 Months 12 Days

Gender Male

MRN HKL00235266

cm

kg

BMI/BSA 0/0 m<sup>2</sup>

G6PD

(Last Updated : )

Nationality : Warganegara

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

**PRESCRIPTION**

PROCEED TO PREPARATION
ENGLISH

Supply Duration  Next Collection Location

| Drug Name                                    | Order Details   | Order Qty  | Reserve Qty  | POMs Received | Dispense UOM Qty | Balance              | Remarks | Counselling Indication                | Extemporaneous |
|--|---|------------|--|---------------|------------------|----------------------|---------|---------------------------------------|----------------|
| Ceftriaxone 1g Injection                     | 1000 mg, OD, Intravenous Bolus, 5 Days<br>23/10/2019 05:09 PM - 28/10/2019 05:09 PM | 5 vial     | 0 <input type="checkbox"/> POMs                              | 0 vial        | 0 vial           | 5 vial (5 day(s))    | Remarks | <input type="button" value="Detail"/> |                |
| Paracetamol 500 mg Tablet                    | 1000 mg, PRN4, Oral, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM            | 40 tablet  | 0 <input type="checkbox"/> POMs<br><a href="#">Alternate</a> | 0 tablet      | 0 tablet         | 40 tablet (5 day(s)) | Remarks | <input type="button" value="Detail"/> |                |
| Chlorpheniramine Maleate 4mg Tablet          | 4 mg, ON, Oral, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM                 | 5 tablet   | 0 <input type="checkbox"/> POMs                              | 0 tablet      | 0 tablet         | 5 tablet (5 day(s))  | Remarks | <input type="button" value="Detail"/> |                |
| Salbutamol 100 mcg/ dose Inhaler (200 doses) | 1 puff, PRN, Inhalation, 5 Days   | 1 canister | 0 <input type="checkbox"/> POMs                              | 0 canister    | 0 canister       | 1 canister           | Remarks | <input type="button" value="Detail"/> |                |

**Figure 3.4.1-3 Verify Prescription from Record Prescription Listing Page**

**STEP 5**

Click on the button to proceed verification process

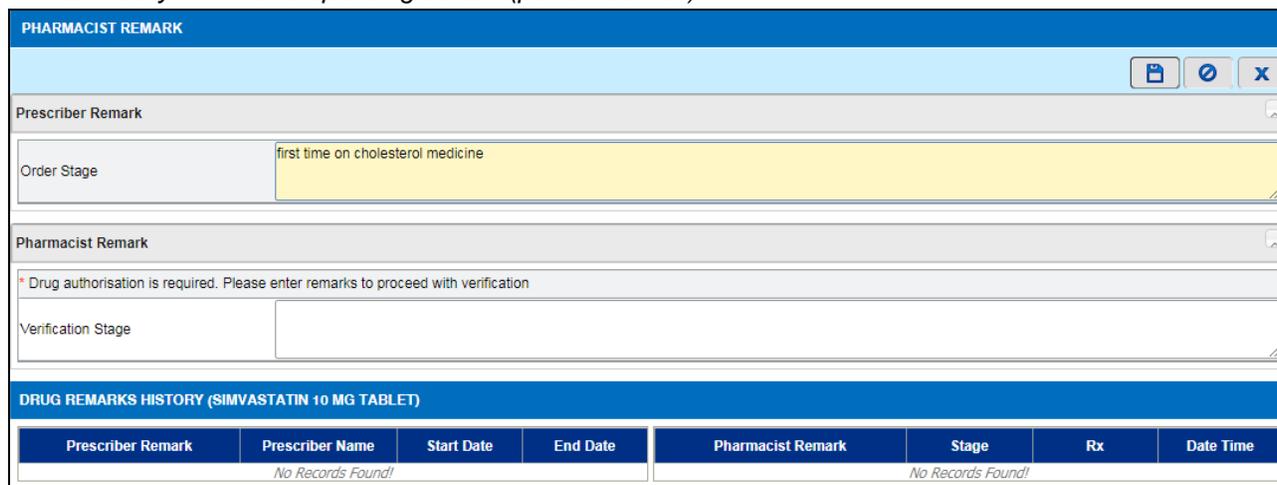
**Note**

- When selected patient name is clicked, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen which is required patient information. Below is the list of patient information:
  - Patient Name
  - Patient Address
  - Patient IC Number
  - Patient Phone and Email
  - Patient Diagnosis
  - Patient Age
  - Patient Allergy
  - Patient Gender
  - Patient MRN
- Below options are provided for user to view the additional patient information. Click on the hyperlink as below:
  - a) **Lab Parameter**
    - Patient's laboratory test results.
  - b) **Counselling History**
    - Medication counselling history records.
  - c) **Demographic**
    - Patient's demographic details.
  - d) **Pharmacist Notes**
    - Pharmacy notes such as MTAC, Ward Pharmacy and etc.
  - e) **Medication Profile**
    - This hyperlink will show the patient's current medication and previous medication history.
  - f) **Other Appointments**
    - This screen provides information if there are any other appointments recorded for the patient.
- Current visit information will be displayed as below:
  - a) Admission Date
  - b) Attending practitioner
  - c) Visit location
  - d) Room No / Bed No
  - e) Rx No
- Prescription from order management will be displayed as below:
  - a) Alert
  - b) Drug Name
  - c) Order Detail
  - d) Order Qty - Quantity of drug ordered by the prescriber.
  - e) Reserve Qty
  - f) Balance Qty
  - g) Remarks
  - h) Drug Counselling
  - i) Prev Disp Qty
  - j) Freshly Prepare
  - k) Status
  - l) Drug Info
- To skip preparation screen, tick on the Proceed to Dispense  checkbox.

- Select ENGLISH  check box to print in English language.

**Note**

- Once the button  is clicked, system will automatically calculated the quantity in **Reserve Qty** field base on quantity in **Supply Duration** field.
- A notification icon  in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the doctor's remark as per Figure 3.4.1-4
- MTAC History link in all dispensing screen (patient banner)



The screenshot shows a window titled "PHARMACIST REMARK" with a light blue header and standard window controls (save, refresh, close). Below the header, there are two main sections:

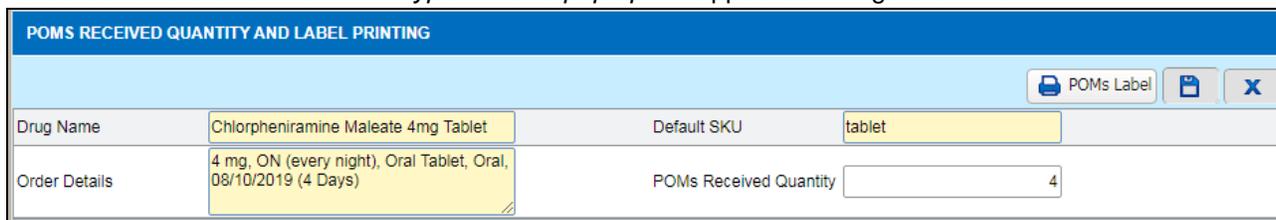
- Prescriber Remark:** A text area containing "first time on cholesterol medicine".
- Pharmacist Remark:** A text area with a message: "\* Drug authorisation is required. Please enter remarks to proceed with verification". Below this is a "Verification Stage" input field.

At the bottom, there is a "DRUG REMARKS HISTORY (SIMVASTATIN 10 MG TABLET)" section with a table:

| Prescriber Remark | Prescriber Name | Start Date | End Date | Pharmacist Remark | Stage | Rx | Date Time |
|-------------------|-----------------|------------|----------|-------------------|-------|----|-----------|
| No Records Found! |                 |            |          | No Records Found! |       |    |           |

**Figure 3.4.1-4 Pharmacist Remark**

- User able to update patient POM medications in Screening and verification stage by clicking at the  POMs checkbox and click at the  hyperlink and pop up will appear as in Figure 3.4.1-5

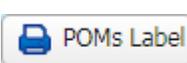


The screenshot shows a window titled "POMs RECEIVED QUANTITY AND LABEL PRINTING" with a light blue header and window controls. It contains the following information:

- Drug Name:** Chlorpheniramine Maleate 4mg Tablet
- Default SKU:** tablet
- Order Details:** 4 mg, ON (every night), Oral Tablet, Oral, 08/10/2019 (4 Days)
- POMs Received Quantity:** 4

Buttons for "POMs Label", save, and close are visible in the top right corner.

**Figure 3.4.1-5 POM Received Quantity and Label Printing**

- Key in quantity received and click  button and  button to print label.
- Label will appear as in Figure 3.4.1-6

|   |                         |                     |
|---|-------------------------|---------------------|
| HOSPITAL KUALA LUMPUR (Tel: 0326155555)   |                         |                     |
| <b>PATIENT'S OWN MEDICINES (POMs)</b>   |                         |                     |
| 00433134(2323)  | Wad Urologi 3A (Female) | 3                   |
| <b>Chlorpheniramine Maleate 4mg Tablet</b>  |                         |                     |
| Ambil 1 biji Setiap malam   |                         |                     |
| Boleh diambil SEBELUM ATAU SELEPAS makan. Menyebabkan mengantuk. Elak memandu /kendali mesin. |                         |                     |
| 14/12/2021  | Kuantiti 10 biji        |                     |
| UBAT TERKAWAL   |                         | 15/12/2021 02:27 PM |

Figure 3.4.1-6 POM Label

- If user wants to update POMs drug to Normal drug, Untick the POM checkbox and drug will be changed from own medication to normal medication. Pop up as Figure 3.4.1-7 will appear to confirm

**CONFIRMATION**


CONF7280: Do you want to update this POMS flag?

Figure 3.4.1-7 Confirmation

- Click  button to confirm POM changes
- System will change the POM to normal drug as in Figure 3.4.1-8

| PRESCRIPTION             |                                     |  |           |               |   |                                 |                  |                      |         |                                 |                |                |
|--------------------------|-------------------------------------|--|-----------|---------------|---|---------------------------------|------------------|----------------------|---------|---------------------------------|----------------|----------------|
|                          | Drug Name                           | Order Detail   | Order Qty | Prev Disp Qty | Reserve Qty   | POMs Received                   | Dispense UOM Qty | Balance              | Remarks | Drug Counselling                | Extemporaneous | Prescri Name   |
| <input type="checkbox"/> | Paracetamol 500 mg Tablet           | 1000 mg, PRN4, Oral, 4 Days<br>08/10/2019 02:37 PM - 12/10/2019 02:37 PM | 32 tablet | 0 tablet      | <input type="checkbox"/> POMs                                 | <input type="checkbox"/> tablet | 0 tablet         | 32 tablet (4 day(s)) | Remarks | <input type="checkbox"/> Detail |                | Dr. Rosni Yahy |
| <input type="checkbox"/> | Simvastatin 10 mg Tablet            | 7 mg, ON, Oral, 4 Days<br>08/10/2019 02:38 PM - 12/10/2019 02:38 PM      | 3 tablet  | 0 tablet      | <input type="checkbox"/> POMs<br><a href="#">Alternate(C)</a> | <input type="checkbox"/> tablet | 0 tablet         | 3 tablet (4 day(s))  | Remarks | <input type="checkbox"/> Detail |                | Dr. Rosni Yahy |
| <input type="checkbox"/> | Clopidogrel 75 mg Tablet            | 75 mg, OM, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM     | 4 tablet  | 0 tablet      | <input type="checkbox"/> POMs                                 | <input type="checkbox"/> tablet | 0 tablet         | 4 tablet (4 day(s))  | Remarks | <input type="checkbox"/> Detail |                | Dr. Rosni Yahy |
| <input type="checkbox"/> | Chlorpheniramine Maleate 4mg Tablet | 4 mg, ON, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM      | 4 tablet  | 0 tablet      | <input type="checkbox"/> POMs<br><a href="#">Alternate</a>    | <input type="checkbox"/> tablet | 0 tablet         | 4 tablet (4 day(s))  | Remarks | <input type="checkbox"/> Detail |                | Dr. Rosni Yahy |

Figure 3.4.1-8 Verify Prescription

- User able to update normal drugs to POMs or POMs to normal drugs only once. After these drugs changed, user cannot revert back the status. Update should be done in new order. Not applicable in partial supply record.

### 3.4.2 Intervention

This function allow user to modify drugs details frequency, duration and form. This function is available in screening verification screen and preparation screen however the suitable time to do intervention is during screening and verification screen

| Drug Name                           | Order Detail   | Order Qty | Prev Disp Qty | Reserve Qty            | POMs Received | Dispense UOM Qty | Balance              | Remarks | Drug Counseling | Extemporaneous | Prescriber Name |
|-------------------------------------|--|-----------|---------------|------------------------|---------------|------------------|----------------------|---------|-----------------|----------------|-----------------|
| Paracetamol 500 mg Tablet           | 1000 mg, PRN4, Oral, 4 Days<br>08/10/2019 02:37 PM - 12/10/2019 02:37 PM | 32 tablet | 0 tablet      | 0 POMs                 | 0 tablet      | 0 tablet         | 32 tablet (4 day(s)) | Remarks | Detail          |                |                 |
| Simvastatin 10 mg Tablet            | 7 mg, ON, Oral, 4 Days<br>08/10/2019 02:38 PM - 12/10/2019 02:38 PM      | 3 tablet  | 0 tablet      | 0 POMs<br>Alternate(C) | 0 tablet      | 0 tablet         | 3 tablet (4 day(s))  | Remarks | Detail          |                |                 |
| Clopidogrel 75 mg Tablet            | 75 mg, OM, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM     | 4 tablet  | 0 tablet      | 0 POMs                 | 0 tablet      | 0 tablet         | 4 tablet (4 day(s))  | Remarks | Detail          | Detail         |                 |
| Chlorpheniramine Maleate 4mg Tablet | 4 mg, ON, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM      | 4 tablet  | 0 tablet      | 0 POMs                 | 4 tablet      | 0 tablet         | 4 tablet (4 day(s))  | Remarks | Detail          |                |                 |

Figure 3.4.2-1 Screening & Verification - Intervention

**Note**

Repeat Step 1 to Step 5 as in verify prescription as per Figure 3.4.1-1 before perform Intervention steps.

**STEP 1**

Click on the  checkbox as per Figure 3.4-2-1

**STEP 2**

Click on intervention button for Intervention as per Figure 3.4-2-1

**INTERVENTION**

Modify with Reason Reason only Modify without Reason Confirm X

**PHARMACY REMARKS**

Drug Name: All Drugs Order Detail: Reset Save Reason

| Selection                           | Intervention Reason    | Remarks | Prescription          |                       | Dispensing Process    |                       |
|-------------------------------------|------------------------|---------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                     |                        |         | Accepted              | Not Accepted          | Accepted              | Not Accepted          |
| <input type="checkbox"/>            | Authenticity           |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input checked="" type="checkbox"/> | Indication             |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/>            | Administration Error   |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/>            | Drug Interaction       |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/>            | Drug Not In Formulary  |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/>            | Inappropriate Dose     |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/>            | Inappropriate Drug     |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/>            | Inappropriate Duration |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

| Selection                | Intervention Reason                 | Remarks | Prescription          |                       | Dispensing Process    |                       |
|--------------------------|-------------------------------------|---------|-----------------------|-----------------------|-----------------------|-----------------------|
|                          |                                     |         | Accepted              | Not Accepted          | Accepted              | Not Accepted          |
| <input type="checkbox"/> | Incomplete Rx - Countersign         |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> | Incomplete Rx - Dose                |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> | Incomplete Rx - Dr's Stamp and Sign |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> | Incomplete Rx - Drug                |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> | Incomplete Rx - Duration            |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> | Incomplete Rx - Frequency           |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> | Incomplete Rx - Patient Data        |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="checkbox"/> | Others                              |         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

**MODIFY ORDER**

| Drug Name                           | Dosage | Route | Frequency        | Duration | Prescribed Qty | Start Date         | End Date           | Reasons        |
|-------------------------------------|--------|-------|------------------|----------|----------------|--------------------|--------------------|----------------|
| Chlorpheniramine Maleate 4mg Tablet | 4 mg   | Oral  | ON (every night) | 5 Days   | 5 tablet       | 14/12/2021 3:21 PM | 19/12/2021 3:21 PM | <span>+</span> |

Figure 3.4.2-2 Intervention

**STEP 3**

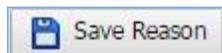
Choose the **Intervention Reason** by tick at the checkbox of the column **Selection** at the **intervention by doctor** or

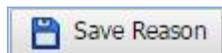
**intervention by pharmacist** column

**STEP 4**

Enter remarks of intervention reason.

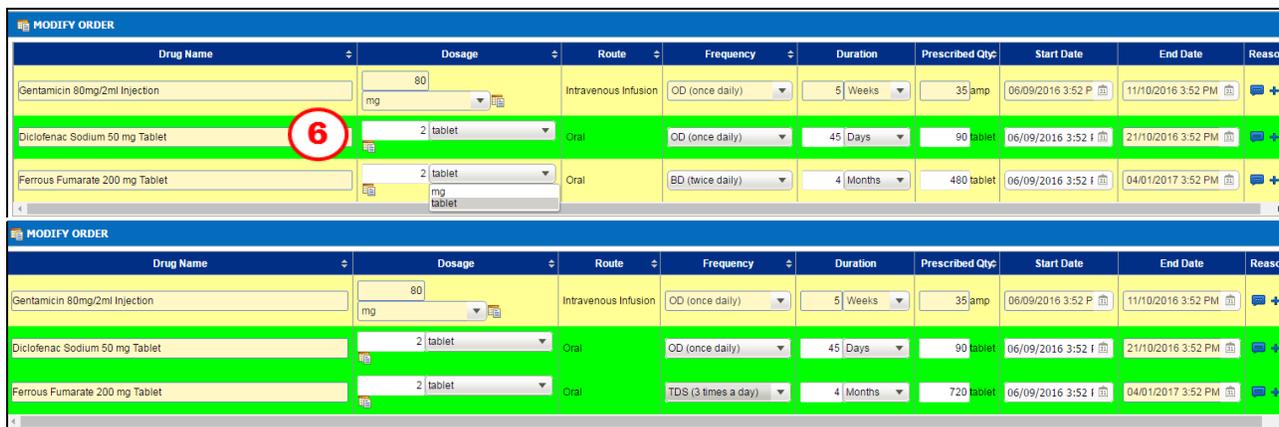
**STEP 5**



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

**Note**

- Intervention reason will be updated to all drugs listed in the screen.
- Background colour for the drugs change from grey to Yellow, means the records is being updated on the intervention reason but no modification been done.
  - a) There was also some colour 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



| Drug Name                      | Dosage   | Route                | Frequency        | Duration | Prescribed Qty | Start Date        | End Date           | Reason |
|--------------------------------|----------|----------------------|------------------|----------|----------------|-------------------|--------------------|--------|
| Gentamicin 80mg/2ml Injection  | 80 mg    | Intravenous Infusion | OD (once daily)  | 5 Weeks  | 35 amp         | 06/09/2016 3:52 P | 11/10/2016 3:52 PM |        |
| Diclofenac Sodium 50 mg Tablet | 2 tablet | Oral                 | OD (once daily)  | 45 Days  | 90 tablet      | 06/09/2016 3:52 P | 21/10/2016 3:52 PM |        |
| Ferrous Fumarate 200 mg Tablet | 2 tablet | Oral                 | BD (twice daily) | 4 Months | 480 tablet     | 06/09/2016 3:52 P | 04/01/2017 3:52 PM |        |

| Drug Name                      | Dosage   | Route                | Frequency           | Duration | Prescribed Qty | Start Date        | End Date           | Reason |
|--------------------------------|----------|----------------------|---------------------|----------|----------------|-------------------|--------------------|--------|
| Gentamicin 80mg/2ml Injection  | 80 mg    | Intravenous Infusion | OD (once daily)     | 5 Weeks  | 35 amp         | 06/09/2016 3:52 P | 11/10/2016 3:52 PM |        |
| Diclofenac Sodium 50 mg Tablet | 2 tablet | Oral                 | OD (once daily)     | 45 Days  | 90 tablet      | 06/09/2016 3:52 P | 21/10/2016 3:52 PM |        |
| Ferrous Fumarate 200 mg Tablet | 2 tablet | Oral                 | TDS (3 times a day) | 4 Months | 720 tablet     | 06/09/2016 3:52 P | 04/01/2017 3:52 PM |        |

**Figure 3.4.2-3 Intervention**

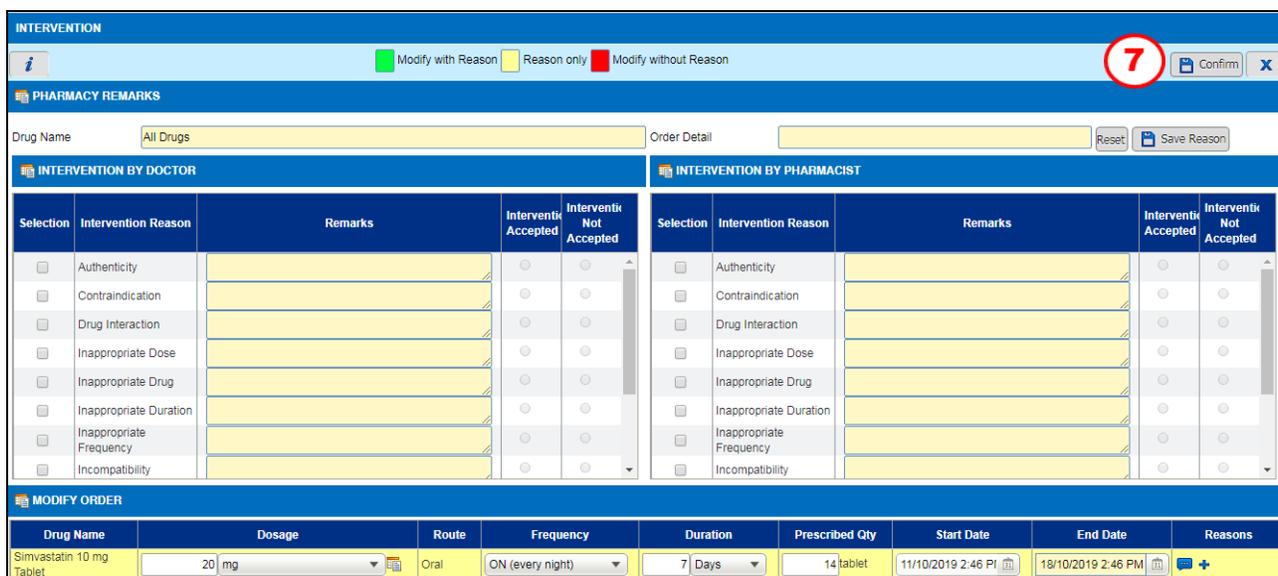
**STEP 6**

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

**Note**

- User is allowed to change only Frequency, Duration and Dose
- Modify Order will be displayed:
  - b) Drug name.
  - c) Dose – dosage will be allowed to change.
  - d) Frequency - dosage will be a drop down and allowed to change - once changed the changed value of the dose will be stored and the order quantity will be recalculated.
  - e) Order Qty - dosage will be allowed to change - value of the Order Qty will be recalculated after change the frequency and duration.
  - f) Start Date Time.
  - g) Dosage form.
  - h) Admin Route.
  - i) Admin Route.

- i) Duration - duration is allowed to change. The user will also have to select the UOM for duration, possible UOM will be days, month and hours.
- j) Dispense Location.
- k) End Date Time.
- l) Remarks.
- m) Reason-Reason will display previous intervention done for same drug selected as per Figure 3.1.2-5  
-If same reason selected in Verification and Preparation stage, report will capture as 1 Intervention ,If multiple reason selected, system will capture as 2 Intervention



| Drug Name                | Dosage | Route | Frequency        | Duration | Prescribed Qty | Start Date         | End Date           | Reasons |
|--------------------------|--------|-------|------------------|----------|----------------|--------------------|--------------------|---------|
| Simvastatin 10 mg Tablet | 20 mg  | Oral  | ON (every night) | 7 Days   | 14 tablet      | 11/10/2019 2:46 PM | 18/10/2019 2:46 PM |         |

Figure 3.4.2-4 Intervention

**STEP 7**

Click on Confirm  button to save the modification as refer to Figure 3.4.2-4.

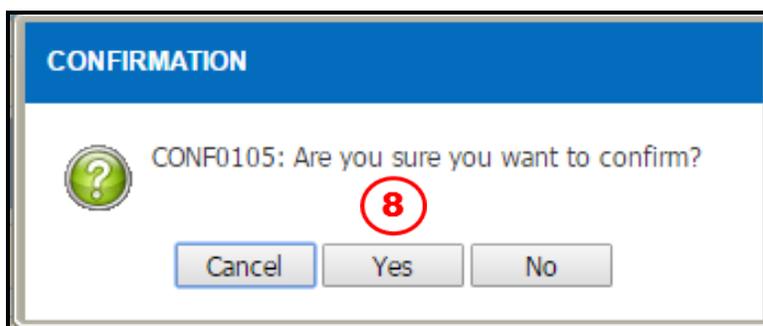


Figure 3.4.2-5 Confirmation

**STEP 8**

Click on  to confirm drug intervention.

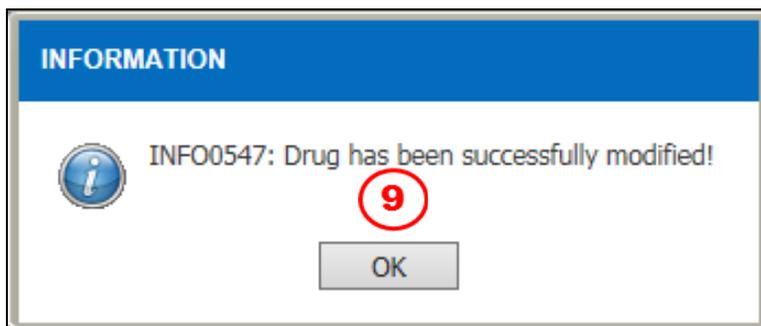
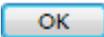


Figure 3.4.2-6 Information Alert Message

**STEP 9**

Click on the  button to save record

| PRESCRIPTION   |                                     |   |           |               |  |               |                  |                      |         |                                 |                |               |
|--|-------------------------------------|---|-----------|---------------|--|---------------|------------------|----------------------|---------|---------------------------------|----------------|---------------|
| <input type="checkbox"/> ENGLISH Invoice Worksheet  Balance Medication Sheet  Patient sticker Label  IP Label  OP Label  Full Supply |                                     |   |           |               |  |               |                  |                      |         |                                 |                |               |
| <input type="checkbox"/> Allocate <input type="checkbox"/> Prepare   |                                     |   |           |               |  |               |                  |                      |         |                                 |                |               |
|  | Drug Name                           | Order Detail  | Order Qty | Prev Disp Qty | Reserve Qty  | POMs Received | Dispense UOM Qty | Balance              | Remarks | Drug Counselling                | Extemporaneous | Prescrib Name |
| <input type="checkbox"/>   | Paracetamol 500 mg Tablet           | 500 mg, PRN4, Oral, 3 Days<br>14/12/2021 12:03 PM - 17/12/2021 12:03 PM | 20 tablet | 0 tablet      | 0 <input type="checkbox"/> <input type="checkbox"/> POMs                                 | 0 tablet      | 0 tablet         | 20 tablet (2 day(s)) | Remarks | <input type="checkbox"/> Detail |                |               |
| <input type="checkbox"/>   | Chlorpheniramine Maleate 4mg Tablet | 4 mg, BID, Oral, 5 Days<br>14/12/2021 03:21 PM - 19/12/2021 03:21 PM    | 10 tablet | 0 tablet      | 0 <input type="checkbox"/> <input type="checkbox"/> POMs<br><a href="#">Alternate</a>    | 0 tablet      | 0 tablet         | 10 tablet (4 day(s)) | Remarks | <input type="checkbox"/> Detail |                |               |
| <input type="checkbox"/>   | Simvastatin 10 mg Tablet            | 10 mg, ON, Oral, 5 Days<br>14/12/2021 03:21 PM - 19/12/2021 03:21 PM    | 5 tablet  | 0 tablet      | 1 <input type="checkbox"/> <input type="checkbox"/> POMs<br><a href="#">Alternate(C)</a> | 0 tablet      | 1 tablet         | 4 tablet (3 day(s))  | Remarks | <input type="checkbox"/> Detail |                |               |

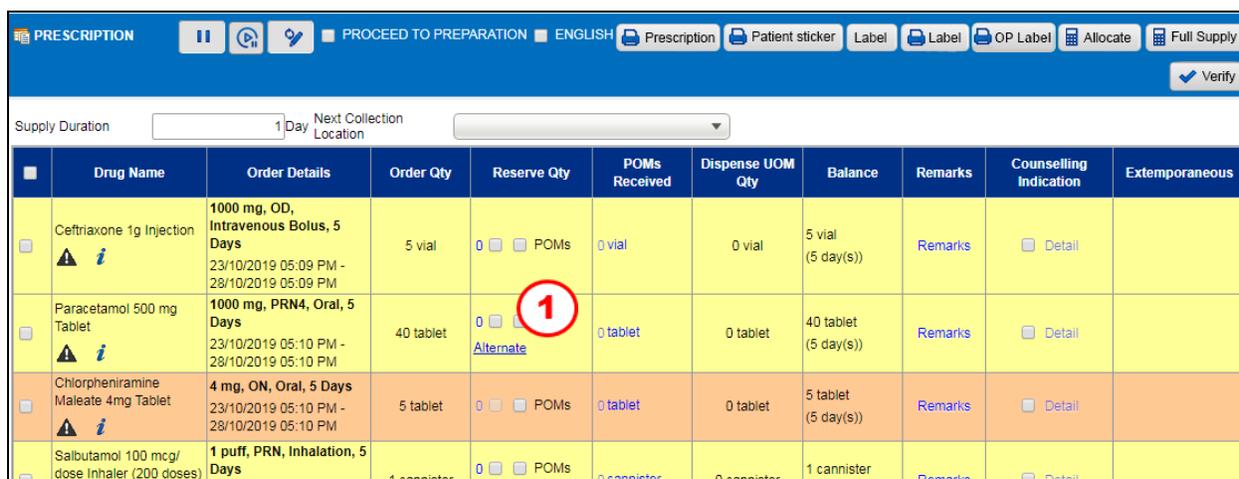
Figure 3.4.2-7 Prescription

**Note**

It will then go back to Screening & Verification screen with changes being highlighted in blue text as per Figure 3.4.2-7

### 3.4.3 Alternate Drug

This function allow user to select different drug with the same active ingredient and same administration route. This function is available in screening verification screen and preparation screen, however the suitable time to do intervention is during screening and verification screen



| Drug Name                                    | Order Details   | Order Qty   | Reserve Qty  | POMs Received | Dispense UOM Qty | Balance              | Remarks | Counselling Indication          | Extemporaneous |
|--|---|-------------|--|---------------|------------------|----------------------|---------|---------------------------------|----------------|
| Ceftriaxone 1g Injection                     | 1000 mg, OD, Intravenous Bolus, 5 Days<br>23/10/2019 05:09 PM - 28/10/2019 05:09 PM | 5 vial      | 0 <input type="checkbox"/> POMs                      | 0 vial        | 0 vial           | 5 vial (5 day(s))    | Remarks | <input type="checkbox"/> Detail |                |
| Paracetamol 500 mg Tablet                    | 1000 mg, PRN4, Oral, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM            | 40 tablet   | 0 <input type="checkbox"/> <a href="#">Alternate</a> | 0 tablet      | 0 tablet         | 40 tablet (5 day(s)) | Remarks | <input type="checkbox"/> Detail |                |
| Chlorpheniramine Maleate 4mg Tablet          | 4 mg, ON, Oral, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM                 | 5 tablet    | 0 <input type="checkbox"/> POMs                      | 0 tablet      | 0 tablet         | 5 tablet (5 day(s))  | Remarks | <input type="checkbox"/> Detail |                |
| Salbutamol 100 mcg/ dose Inhaler (200 doses) | 1 puff, PRN, Inhalation, 5 Days   | 1 cannister | 0 <input type="checkbox"/> POMs                      | 0 cannister   | 0 cannister      | 1 cannister          | Remarks | <input type="checkbox"/> Detail |                |

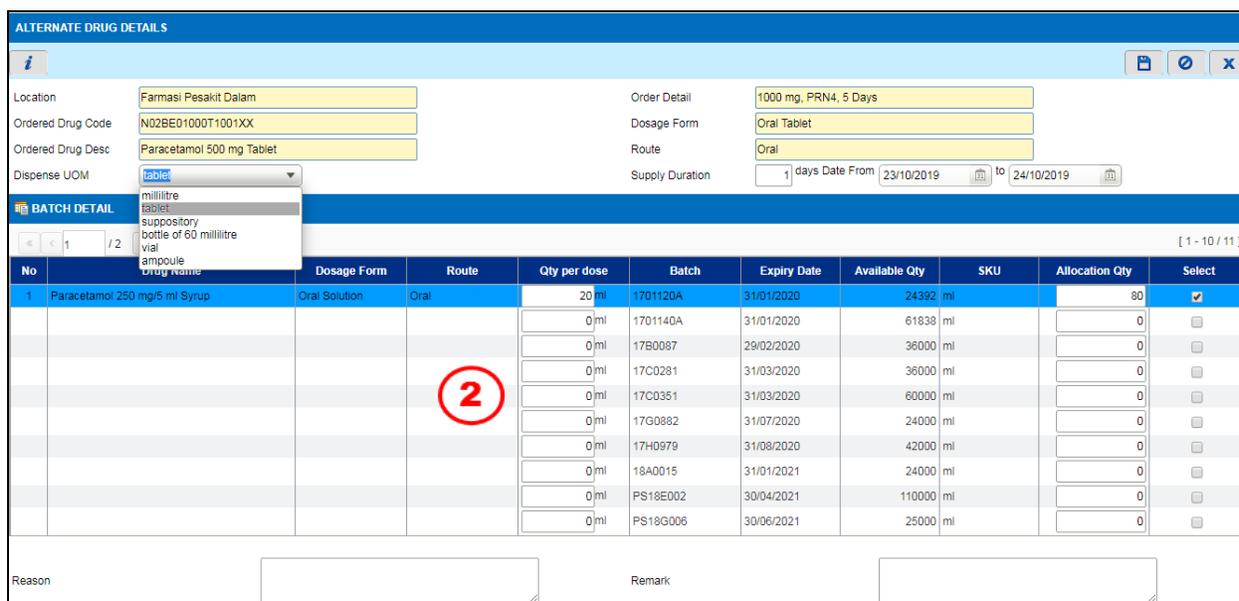
Figure 3.4.3-1 Screening & Verification – Alternate Drug

**Note**

Repeat **Step 1 to Step 4** as in verify prescription as per Figure 3.4-1-1 before perform Alternate Drug steps.

**STEP 1**

Click on the [Alternate](#) link to do alternate as per Figure 3.4.3-1



| No | Drug Name                     | Dosage Form   | Route | Qty per dose | Batch    | Expiry Date | Available Qty | SKU | Allocation Qty | Select                              |
|----|-------------------------------|---------------|-------|--------------|----------|-------------|---------------|-----|----------------|-------------------------------------|
| 1  | Paracetamol 250 mg/5 ml Syrup | Oral Solution | Oral  | 20 ml        | 1701120A | 31/01/2020  | 24392 ml      |     | 80             | <input checked="" type="checkbox"/> |
|    |                               |               |       | 0 ml         | 1701140A | 31/01/2020  | 61838 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17B0087  | 29/02/2020  | 36000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17C0281  | 31/03/2020  | 36000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17C0351  | 31/03/2020  | 60000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17G0882  | 31/07/2020  | 24000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17H0979  | 31/08/2020  | 42000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 18A0015  | 31/01/2021  | 24000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | PS18E002 | 30/04/2021  | 110000 ml     |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | PS18G006 | 30/06/2021  | 25000 ml      |     | 0              | <input type="checkbox"/>            |

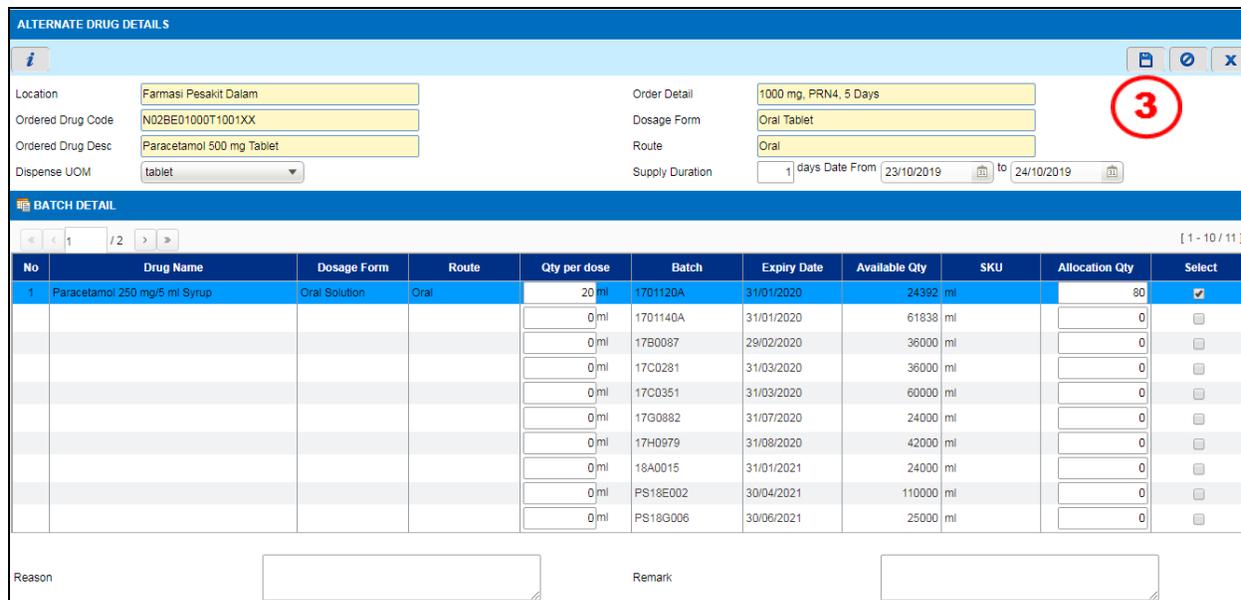
Figure 3.4.3-2 Alternate Drug Details

**STEP 2**

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

**Note**

Dispense UOM is available to select as per Figure 3.4.3-2



| No | Drug Name                     | Dosage Form   | Route | Qty per dose | Batch    | Expiry Date | Available Qty | SKU | Allocation Qty | Select                              |
|----|-------------------------------|---------------|-------|--------------|----------|-------------|---------------|-----|----------------|-------------------------------------|
| 1  | Paracetamol 250 mg/5 ml Syrup | Oral Solution | Oral  | 20 ml        | 1701120A | 31/01/2020  | 24392 ml      |     | 90             | <input checked="" type="checkbox"/> |
|    |                               |               |       | 0 ml         | 1701140A | 31/01/2020  | 61838 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17B0097  | 29/02/2020  | 36000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17C0281  | 31/03/2020  | 36000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17C0351  | 31/03/2020  | 60000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17G0882  | 31/07/2020  | 24000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 17H0979  | 31/08/2020  | 42000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | 18A0015  | 31/01/2021  | 24000 ml      |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | PS18E002 | 30/04/2021  | 110000 ml     |     | 0              | <input type="checkbox"/>            |
|    |                               |               |       | 0 ml         | PS18G006 | 30/06/2021  | 25000 ml      |     | 0              | <input type="checkbox"/>            |

Figure 3.4.3-3 Alternate Drug Details

**STEP 3**

Click on the  button to save record

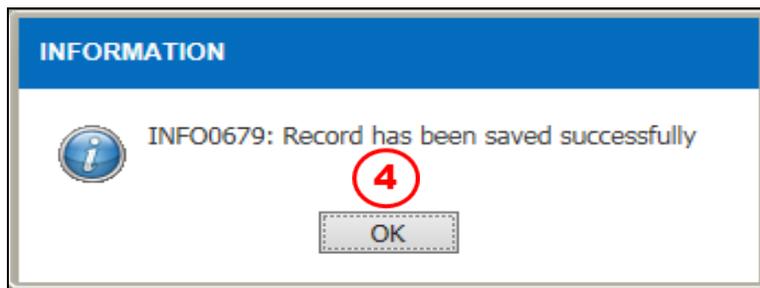
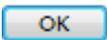


Figure 3.4.3-4 Information Alert Message

**STEP 4**

Click on the  button to save record and screen will automatically closed and back to prescription screen as Figure 3.4.3-5

| PRESCRIPTION             |  |   |             |               |  |               |                  |                        |         |                                 |                |             |
|--------------------------|--|---|-------------|---------------|--|---------------|------------------|------------------------|---------|---------------------------------|----------------|-------------|
|                          | Drug Name  | Order Detail  | Order Qty   | Prev Disp Qty | Reserve Qty  | POMs Received | Dispense UOM Qty | Balance                | Remarks | Drug Counselling                | Extemporaneous | Prescri Nam |
| <input type="checkbox"/> | Ceftriaxone 1g Injection<br>                     | 1000 mg, OD, Intravenous Bolus, 5 Days<br>23/10/2019 05:09 PM - 28/10/2019 05:09 PM | 5 vial      | 0 vial        | 0 <input type="checkbox"/> POMs                              | 0 vial        | 0 vial           | 5 vial (5 day(s))      | Remarks | <input type="checkbox"/> Detail |                |             |
| <input type="checkbox"/> | Paracetamol 500 mg Tablet<br>                    | 1000 mg, PRN4, Oral, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM            | 40 tablet   | 0 tablet      | 0 <input type="checkbox"/> POMs<br><a href="#">Alternate</a> | 0 tablet      | 0 tablet         | 32 tablet (4 day(s))   | Remarks | <input type="checkbox"/> Detail |                |             |
|                          | Paracetamol 250 mg/5 ml Syrup  |   |             |               | 80 ml  |               |                  |                        |         |                                 |                |             |
| <input type="checkbox"/> | Chlorpheniramine Maleate 4mg Tablet<br>          | 4 mg, ON, Oral, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM                 | 5 tablet    | 0 tablet      | 0 <input type="checkbox"/> POMs                              | 0 tablet      | 0 tablet         | 5 tablet (5 day(s))    | Remarks | <input type="checkbox"/> Detail |                |             |
| <input type="checkbox"/> | Salbutamol 100 mcg/dose Inhaler (200 doses)<br>  | 1 puff, PRN, Inhalation, 5 Days<br>23/10/2019 05:10 PM - 28/10/2019 05:10 PM        | 1 cannister | 0 cannister   | 0 <input type="checkbox"/> POMs<br><a href="#">Alternate</a> | 0 cannister   | 0 cannister      | 1 cannister (5 day(s)) | Remarks | <input type="checkbox"/> Detail |                |             |

**Figure 3.4.3-5 Updated Prescription**

### 3.4.4 Alternate / Combination Drug

This function allow user to replace existing ordered drug with the combination of drug within the same active ingredient and same administration route as ordered drug. This function is available in screening verification screen and preparation screen, however the suitable time to do intervention is during screening and verification screen.

| Drug Name                                    | Order Details  | Order Qty   | Reserve Qty   | POMs Received | Dispense UOM Qty | Balance                | Remarks | Counselling Indication                     | Extemporaneous |
|--|--|-------------|---|---------------|------------------|------------------------|---------|--|----------------|
| Atorvastatin 20 mg Tablet                    | 40 mg, ON, Oral, 7 Days<br>11/10/2019 02:44 PM - 18/10/2019 02:44 PM | 14 tablet   | 0 <input type="checkbox"/> POMs                                 | 0 tablet      | 0 tablet         | 14 tablet (7 day(s))   | Remarks | <input type="checkbox"/> Detail            |                |
| Simvastatin 10 mg Tablet                     | 20 mg, ON, Oral, 7 Days<br>11/10/2019 02:46 PM - 18/10/2019 02:46 PM | 14 tablet   | 0 <input type="checkbox"/> POMs<br><a href="#">Alternate(C)</a> | 0 tablet      | 0 tablet         | 14 tablet (7 day(s))   | Remarks | <input type="checkbox"/> Detail            |                |
| Chlorpheniramine Maleate 4mg Tablet          | 7 mg, ON, Oral, 7 Days<br>11/10/2019 02:48 PM - 18/10/2019 02:48 PM  | 13 tablet   | 0 <input type="checkbox"/> POMs                                 | 0 tablet      | 0 tablet         | 13 tablet (7 day(s))   | Remarks | <input type="checkbox"/> Detail            |                |
| Salbutamol 100 mcg/ dose Inhaler (200 doses) | 1 puff, PRN, Inhalation, 7 Days<br>11/10/2019 02:48 PM -             | 1 cannister | 0 <input checked="" type="checkbox"/> POMs                      | 0 cannister   | 0 cannister      | 1 cannister (7 day(s)) | Remarks | <input checked="" type="checkbox"/> Detail |                |

Figure 3.4.4-1 Screening & Verification

**Note**  
Repeat Step 1 to Step 4 as in verify prescription as per Figure 3.4.1-1 before perform **Alternate / Combination Drug** steps.

#### STEP 1

Click on the [Alternate\(C\)](#) hyperlink to perform alternate / combination drug as per Figure 3.4.4-1

| No | Drug Name                | Dosage Form | Route | Qty per dose | Batch   | Expiry Date | Available Qty | SKU    | Allocation Qty | Select                   |
|----|--------------------------|-------------|-------|--------------|---------|-------------|---------------|--------|----------------|--------------------------|
| 1  | Simvastatin 10 mg Tablet | Oral Tablet | Oral  | 0 tablet     | 2862926 | 31/03/2020  | 17536         | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2875167 | 30/04/2020  | 19000         | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2891177 | 30/06/2020  | 5000          | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2905397 | 31/08/2020  | 5000          | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2939175 | 31/12/2020  | 5000          | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2957766 | 28/02/2021  | 10000         | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2981238 | 31/05/2021  | 4000          | tablet | 0              | <input type="checkbox"/> |
| 2  | Simvastatin 40 mg Tablet | Oral Tablet | Oral  | 0 tablet     | 2891482 | 30/06/2020  | 13000         | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2906759 | 31/08/2020  | 16500         | tablet | 0              | <input type="checkbox"/> |
|    |                          |             |       | 0 tablet     | 2921458 | 31/10/2020  | 31500         | tablet | 0              | <input type="checkbox"/> |

Figure 3.4.4-2 Alternate Drug Detail

**STEP 2**

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

**ALTERNATE DRUG DETAILS**

Location:

Ordered Drug Code:

Ordered Drug Desc:

Dispense UOM:

Order Detail:

Dosage Form:

Route:

Supply Duration:  Date From:  to:

**BATCH DETAIL**

| No                                    | Drug Name                | Dosage Form | Route | Qty per dose                             | Batch                          | Expiry Date              | Available Qty | SKU    | Allocation Qty                 | Select                              |
|---------------------------------------|--------------------------|-------------|-------|--|--------------------------------|--------------------------|---------------|--------|--------------------------------|-------------------------------------|
| 1                                     | Simvastatin 10 mg Tablet | Oral Tablet | Oral  | <input type="text" value="1"/> tablet    | 2862926                        | 31/03/2020               | 17535         | tablet | <input type="text" value="1"/> | <input checked="" type="checkbox"/> |
|                                       |                          |             |       | <input type="text" value="0"/> tablet    | 2875167                        | 30/04/2020               | 19000         | tablet | <input type="text" value="0"/> | <input type="checkbox"/>            |
|                                       |                          |             |       | <input type="text" value="0"/> tablet    | 2891177                        | 30/06/2020               | 5000          | tablet | <input type="text" value="0"/> | <input type="checkbox"/>            |
|                                       |                          |             |       | <input type="text" value="0"/> tablet    | 2905397                        | 31/08/2020               | 5000          | tablet | <input type="text" value="0"/> | <input type="checkbox"/>            |
|                                       |                          |             |       | <input type="text" value="0"/> tablet    | 2939175                        | 31/12/2020               | 5000          | tablet | <input type="text" value="0"/> | <input type="checkbox"/>            |
|                                       |                          |             |       | <input type="text" value="0"/> tablet    | 2957786                        | 28/02/2021               | 10000         | tablet | <input type="text" value="0"/> | <input type="checkbox"/>            |
| 2                                     | Simvastatin 40 mg Tablet | Oral Tablet | Oral  | <input type="text" value="0.25"/> tablet | 2881238                        | 31/05/2021               | 4000          | tablet | <input type="text" value="0"/> | <input type="checkbox"/>            |
|                                       |                          |             |       | <input type="text" value="0"/> tablet    | 2891482                        | 30/06/2020               | 12999         | tablet | <input type="text" value="1"/> | <input checked="" type="checkbox"/> |
|                                       |                          |             |       | <input type="text" value="0"/> tablet    | 2906759                        | 31/08/2020               | 16500         | tablet | <input type="text" value="0"/> | <input type="checkbox"/>            |
| <input type="text" value="0"/> tablet | 2921458                  | 31/10/2020  | 31500 | tablet                                   | <input type="text" value="0"/> | <input type="checkbox"/> |               |        |                                |                                     |

Reason:

Remark:

**Figure 3.4.4-3 Alternate Drug Details**

**STEP 3**

Click on the button to save record

**INFORMATION**

INFO0679: Record has been saved successfully

4  
OK

**Figure 3.4.4-4 Information Alert Message**

**STEP 4**

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

| PHARMACY ORDER  |   |  |             |               |   |               |                  |                        |         |  |                |              |
|---|---|--|-------------|---------------|---|---------------|------------------|------------------------|---------|--|----------------|--------------|
| Order Type  |   | Normal   |             |               | Order By  |               | Halimatus        |                        |         |  |                |              |
| Supply Duration   |   | 1 Day  |             |               |   |               |                  |                        |         |  |                |              |
| PRESCRIPTION  |   |  |             |               |   |               |                  |                        |         |  |                |              |
| <input type="checkbox"/> ENGLISH <input type="checkbox"/> PROCEED TO PREPARATION <input type="checkbox"/> Patient sticker <input type="checkbox"/> Label <input type="checkbox"/> IP Label <input type="checkbox"/> OP Label <input type="checkbox"/> Full Supply <input type="checkbox"/> Allocate <input type="checkbox"/> Verify |   |  |             |               |   |               |                  |                        |         |  |                |              |
|   | Drug Name                                   | Order Detail   | Order Qty   | Prev Disp Qty | Reserve Qty   | POMs Received | Dispense UOM Qty | Balance                | Remarks | Drug Counselling                           | Extemporaneous | Prescri Name |
| <input type="checkbox"/>  | Atorvastatin 20 mg Tablet                   | 40 mg, ON, Oral, 7 Days<br>11/10/2019 02:44 PM - 18/10/2019 02:44 PM         | 14 tablet   | 0 tablet      | 0 <input type="checkbox"/> POMs                                 | 0 tablet      | 0 tablet         | 14 tablet (7 day(s))   | Remarks | <input type="checkbox"/> Detail            |                |              |
| <input type="checkbox"/>  | Simvastatin 10 mg Tablet                    | 20 mg, ON, Oral, 7 Days<br>11/10/2019 02:46 PM - 18/10/2019 02:46 PM         | 14 tablet   | 0 tablet      | 0 <input type="checkbox"/> POMs<br><a href="#">Alternate(Q)</a> | 0 tablet      | 0 tablet         | 9 tablet (6 day(s))    | Remarks | <input type="checkbox"/> Detail            |                |              |
|   | Simvastatin 10 mg Tablet                    |  |             |               | 1 tablet  |               |                  |                        |         |  |                |              |
|   | Simvastatin 40 mg Tablet                    |  |             |               | 1 tablet  |               |                  |                        |         |  |                |              |
| <input type="checkbox"/>  | Chlorpheniramine Maleate 4mg Tablet         | 7 mg, ON, Oral, 7 Days<br>11/10/2019 02:48 PM - 18/10/2019 02:48 PM          | 13 tablet   | 0 tablet      | 0 <input type="checkbox"/> POMs                                 | 0 tablet      | 0 tablet         | 13 tablet (7 day(s))   | Remarks | <input type="checkbox"/> Detail            |                |              |
| <input type="checkbox"/>  | Salbutamol 100 mcg/dose Inhaler (200 doses) | 1 puff, PRN, Inhalation, 7 Days<br>11/10/2019 02:48 PM - 18/10/2019 02:48 PM | 1 cannister | 0 cannister   | 0 <input checked="" type="checkbox"/> POMs                      | 0 cannister   | 0 cannister      | 1 cannister (7 day(s)) | Remarks | <input checked="" type="checkbox"/> Detail |                |              |

Figure 3.4.4-5 Updated Prescription

### 3.4.5 Hold / Resume

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

|                                     | Drug Name                                    | Order Detail   | Order Qty   | Prev Disp Qty | Reserve Qty                                | POMs Received | Dispense UOM Qty | Balance                | Remarks | Drug Counselling                           | Extemporaneous | Prescri Nam |
|-------------------------------------|--|--|-------------|---------------|--|---------------|------------------|------------------------|---------|--|----------------|-------------|
| <input checked="" type="checkbox"/> | Atorvastatin 20 mg Tablet                    | 40 mg, ON, Oral, 7 Days<br>11/10/2019 02:44 PM - 18/10/2019 02:44 PM         | 14 tablet   | 0 tablet      | 0 <input type="checkbox"/> POMs            | 0 tablet      | 0 tablet         | 14 tablet (7 day(s))   | Remarks | <input type="checkbox"/> Detail            |                |             |
| <input checked="" type="checkbox"/> | Simvastatin 10 mg Tablet                     | 20 mg, ON, Oral, 7 Days<br>11/10/2019 02:46 PM - 18/10/2019 02:46 PM         | 14 tablet   | 0 tablet      | 0 <input type="checkbox"/> POMs            | 0 tablet      | 0 tablet         | 9 tablet (6 day(s))    | Remarks | <input type="checkbox"/> Detail            |                |             |
| <input type="checkbox"/>            | Simvastatin 10 mg Tablet                     |  |             |               | 1 tablet                                   |               |                  |                        |         |  |                |             |
| <input type="checkbox"/>            | Simvastatin 40 mg Tablet                     |  |             |               | 1 tablet                                   |               |                  |                        |         |  |                |             |
| <input type="checkbox"/>            | Chlorpheniramine Maleate 4mg Tablet          | 7 mg, ON, Oral, 7 Days<br>11/10/2019 02:48 PM - 18/10/2019 02:48 PM          | 13 tablet   | 0 tablet      | 0 <input type="checkbox"/> POMs            | 0 tablet      | 0 tablet         | 13 tablet (7 day(s))   | Remarks | <input type="checkbox"/> Detail            |                |             |
| <input type="checkbox"/>            | Salbutamol 100 mcg/ dose Inhaler (200 doses) | 1 puff, PRN, Inhalation, 7 Days<br>11/10/2019 02:48 PM - 18/10/2019 02:48 PM | 1 cannister | 0 cannister   | 0 <input checked="" type="checkbox"/> POMs | 0 cannister   | 0 cannister      | 1 cannister (7 day(s)) | Remarks | <input checked="" type="checkbox"/> Detail |                |             |

Figure 3.4.5-1 Screening & Verification – Hold

#### Hold

#### Note

Repeat **Step 1 to Step 4** as verify prescription as per Figure 3.4.1-1 before perform Hold / Resume steps.

#### STEP 1

Select one drug by clicking on the  checkbox

#### STEP 2

Click on Hold button as per Figure 3.4.5-1

| Drug Name                 | Reason   | Other Reason | Remark |
|---------------------------|--|--------------|--------|
| Atorvastatin 20 mg Tablet | <input type="text" value="Authenticity"/><br>Authenticity<br>Contraindication<br>Drug Interaction<br>Inappropriate Dose<br>Inappropriate Drug<br>Inappropriate Duration<br>Inappropriate Frequency<br>Incompatibility<br>Intervention<br>Others<br>Patient Refused<br>Polypharmacy<br>Suggest to Monitor Vital Signs/Lab Result<br>Wrong Patient |              |        |

Figure 3.4.5-2 Hold Order – Pharmacist Remarks

#### Note

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

- Authenticity
- Contraindication
- Drug Interaction

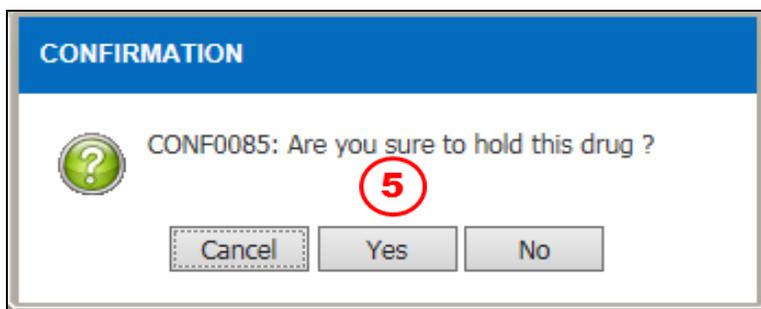
- Inappropriate Dose
- Inappropriate Drug
- Inappropriate Duration
- Inappropriate Frequency
- Incompatibility
- Others
- Polypharmacy
- Suggest to Monitor Vital Signs/Lab Result
- Wrong Patient

**STEP 3**

Select the reason and enter the Remarks field with applicable information

**STEP 4**

Click on the button



**Figure 3.4.5-3 Hold Drug Alert Message**

**STEP 5**

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

**Resume**

| PHARMACY ORDER  |  |           |               |                          |               |                       |                      |                   |                                 |                                 |               |  |
|---|--|-----------|---------------|--------------------------|---------------|-----------------------|----------------------|-------------------|---------------------------------|---------------------------------|---------------|--|
| Supply Duration   |  | 1 Day     |               | Next Collection Location |               | Farmasi Pesakit Dalam |                      | SPUB SPUB R1 Form |                                 |                                 |               |  |
| PRESCRIPTION  |  |           |               |                          |               |                       |                      |                   |                                 |                                 |               |  |
| <input type="checkbox"/> |  |           |               |                          |               |                       |                      |                   |                                 |                                 |               |  |
| Drug Name   | Order Detail   | Order Qty | Prev Disp Qty | Reserve Qty              | POMs Received | Dispense UOM Qty      | Balance              | Remarks           | Drug Counselling                | Extemporaneous                  | Prescrib Name |  |
| Paracetamol 500 mg Tablet   | 1000 mg, PRN4, Oral, 4 Days<br>08/10/2019 02:37 PM - 12/10/2019 02:37 PM | 32 tablet | 0 tablet      | 0 POMS                   | 0 tablet      | 0 tablet              | 32 tablet (4 day(s)) | Remarks           | <input type="checkbox"/> Detail |                                 |               |  |
| Simvastatin 10 mg Tablet  | 1 tablet, ON, Oral, 4 Days<br>08/10/2019 02:38 PM - 12/10/2019 02:38 PM  | 4 tablet  | 0 tablet      | 0 POMS                   | 0 tablet      | 0 tablet              | 4 tablet (4 day(s))  | Remarks           | <input type="checkbox"/> Detail |                                 |               |  |
| 75 mg Tablet  | 75 mg, OM, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM     | 4 tablet  | 0 tablet      | 0 POMS                   | 0 tablet      | 0 tablet              | 4 tablet (4 day(s))  | Remarks           | <input type="checkbox"/> Detail | <input type="checkbox"/> Detail |               |  |
| Chlorpheniramine Maleate 4mg Tablet   | 4 mg, ON, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM      | 4 tablet  | 0 tablet      | 0 POMS                   | 4 tablet      | 0 tablet              | 4 tablet (4 day(s))  | Remarks           | <input type="checkbox"/> Detail |                                 |               |  |

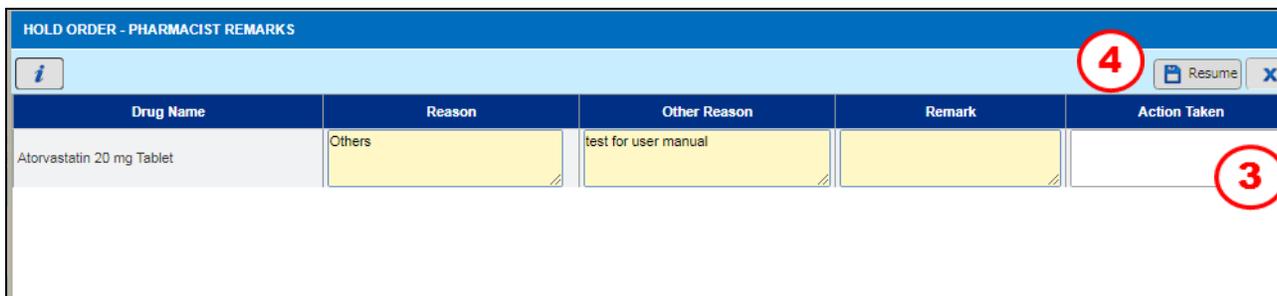
**Figure 3.4.5-4 Screening & Verification – Resume**

**STEP 1**

Click on the  button as per Figure 3.4.5-4

## STEP 2

Click on the Resume  button and select Resume as per Figure 3.4.5-4



| Drug Name                 | Reason | Other Reason         | Remark | Action Taken |
|---------------------------|--------|----------------------|--------|--------------|
| Atorvastatin 20 mg Tablet | Others | test for user manual |        |              |

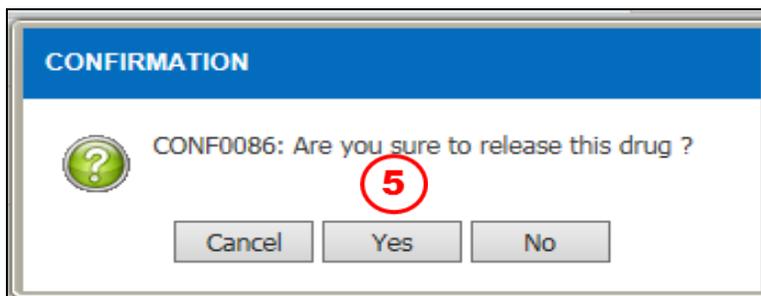
Figure 3.4.5-5 Hold Order – Pharmacist Remarks

## STEP 3

Enter information in **Action Taken** field

## STEP 4

Click on the  button



CONFIRMATION

CONF0086: Are you sure to release this drug ?

Cancel Yes No

Figure 3.4.5-6 Confirmation Alert Message

## STEP 5

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

### **Note**

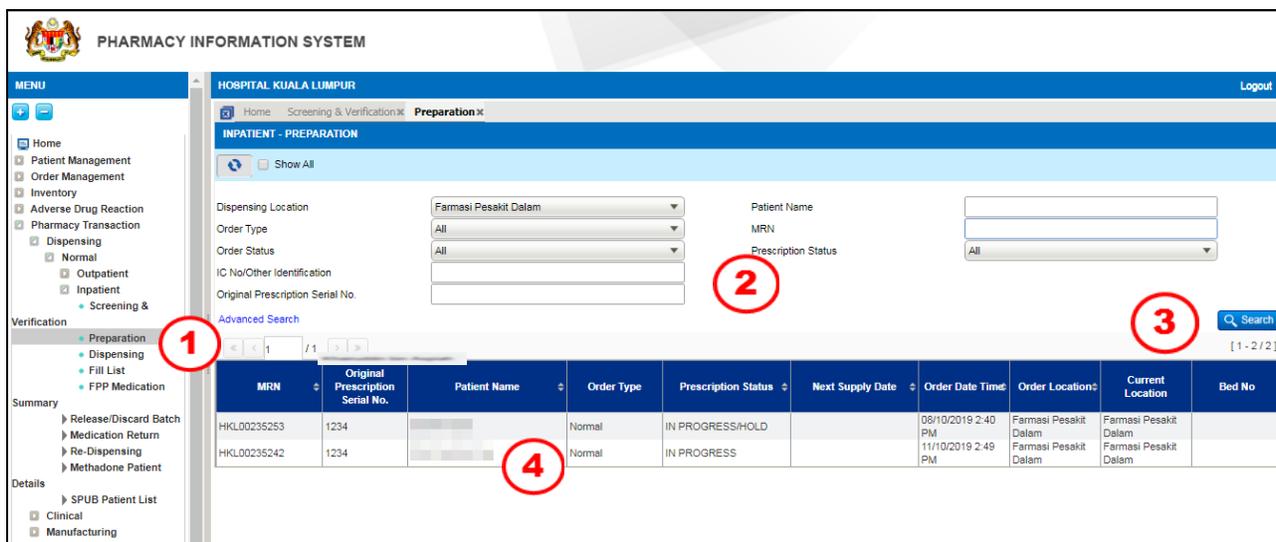
User able to add Intervention and modify order for hold drugs in partial supply screen for inpatient prescription. Follow steps as per Intervention module.

### 3.5 Preparation

This function is used to prepare drug, allocate quantity, Perform Intervention, Prepare drug Label, Prepare Extemporaneous by Patient and Prepare Extemporaneous by Pharmacist before dispensing stage

#### 3.5.1 Prepare

This function is used to prepare drug before dispensing stage



| MRN         | Original Prescription Serial No. | Patient Name | Order Type | Prescription Status | Next Supply Date | Order Date Time    | Order Location        | Current Location      | Bed No |
|-------------|----------------------------------|--------------|------------|---------------------|------------------|--------------------|-----------------------|-----------------------|--------|
| HKL00235253 | 1234                             | [REDACTED]   | Normal     | IN PROGRESS/HOLD    |                  | 08/10/2019 2:40 PM | Farmasi Pesakit Dalam | Farmasi Pesakit Dalam |        |
| HKL00235242 | 1234                             | [REDACTED]   | Normal     | IN PROGRESS         |                  | 11/10/2019 2:49 PM | Farmasi Pesakit Dalam | Farmasi Pesakit Dalam |        |

Figure 3.5.1-1 Preparation Listing Page

#### STEP 1

Click on 'Preparation' sub menu

#### STEP 2

Search existing patient record as follow:

**a) Dispensing Location**

**b) Order Type**

- All
- Normal
- SPUB
- Discharge

**c) Patient Name**

**d) MRN**

**e) Order Status**

- All
- New Order
- Partial Supply

**f) Prescription status**

- All
- Hold
- Expired

**g) IC No/Other Identification**

**Note**

**Advanced Search**

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

- a) Order Location
- b) Order Location Type
- c) Order Date From
- d) Order Date To
- e) Next Supply From
- f) Next Supply To
- g) Bed No
- h) Dispense At
- i) SPUB Out

**STEP 3**

Click on the  button to search the patient

**STEP 4**

Double click on the selected patient's name

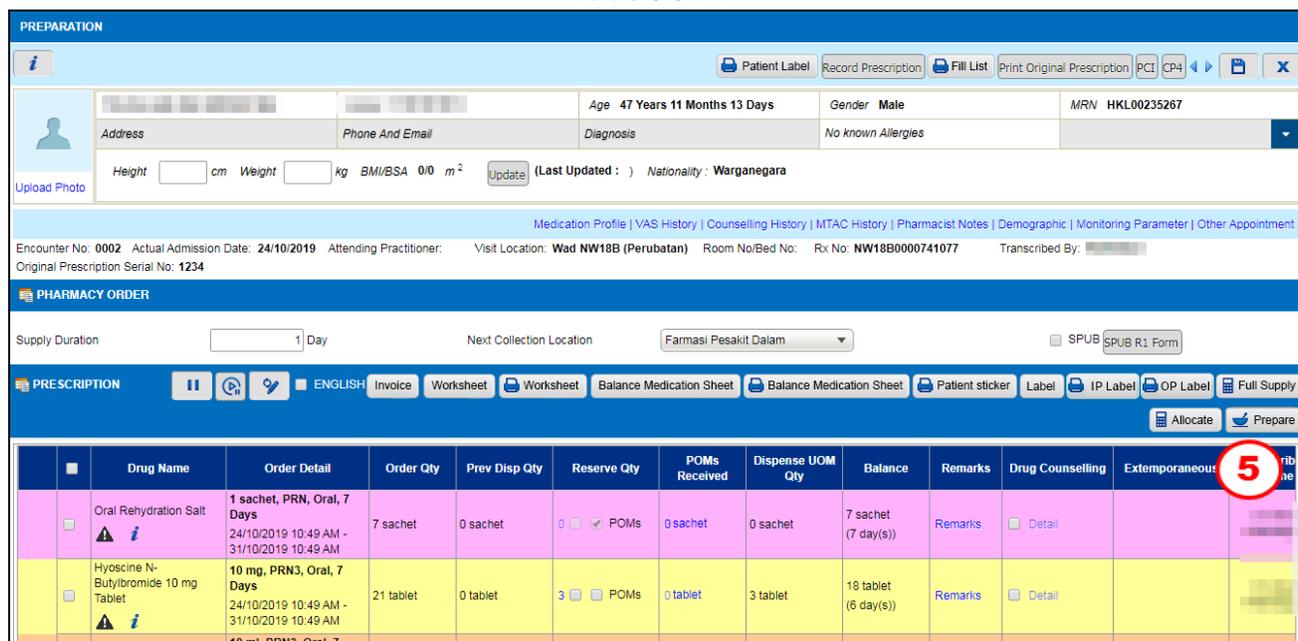
**Note**

On this listing page, various Search criteria as below:

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

| Advance Search |                     |   |   |
|----------------|---------------------|---|---|
| g              | Order Location      | Order location. (It will list down all active location)           |   |
| h              | Order Location Type | -All<br>-Clinic<br>-Day Care<br>-ER<br>-Nursing Unit<br>-Pharmacy |   |
| i              | Order Date From     |   | Start point for range of order date   |
| j              | Order Date To       |   | Order Date To can be NULL or must be greater than the value for Order Date From |
| k              | Bed                 |   | Search patient by bed number  |
| l              | Recorded By         |   | Search patient by Recorded by name  |
| m              | SPUB Out            | -All<br>-Yes<br>No  | Search by SPUB Status   |
| n              | Next Supply From    |   | Start point for range of date   |
| o              | Next Supply To      |   | Can be left NULL or must be greater than the value for Next Supply From         |
| p              | SPUB Out            | -All<br>-Yes<br>No  |   |

**Table 3.5.1-1**



The screenshot displays the 'PREPARATION' screen in the PhIS system. At the top, there are navigation buttons for Patient Label, Record Prescription, Fill List, and Print Original Prescription. Below this is a patient banner with fields for Age (47 Years 11 Months 13 Days), Gender (Male), M/RN (HKL00235267), Address, Phone And Email, Diagnosis, and No known Allergies. There are also input fields for Height, Weight, BMI/BSA, and Nationality (Warganegara). Below the banner, there are links for Medication Profile, VAS History, Counselling History, MTAC History, Pharmacist Notes, Demographic, Monitoring Parameter, and Other Appointment. The 'PHARMACY ORDER' section shows a supply duration of 1 Day and a next collection location of 'Farmasi Pesakit Dalam'. The 'PRESCRIPTION' section includes buttons for Invoice, Worksheet, Balance Medication Sheet, Patient sticker, Label, IP Label, OP Label, Full Supply, Allocate, and Prepare. A table lists the following prescriptions:

| Drug Name                            | Order Detail   | Order Qty | Prev Disp Qty | Reserve Qty | POMs Received | Dispense UOM Qty | Balance              | Remarks | Drug Counselling | Extemporaneous |
|--------------------------------------|--|-----------|---------------|-------------|---------------|------------------|----------------------|---------|------------------|----------------|
| Oral Rehydration Salt                | 1 sachet, PRN, Oral, 7 Days<br>24/10/2019 10:49 AM - 31/10/2019 10:49 AM | 7 sachet  | 0 sachet      | 0           | 0 sachet      | 0 sachet         | 7 sachet (7 day(s))  | Remarks | Detail           |                |
| Hyoscine N-Butylbromide 10 mg Tablet | 10 mg, PRN3, Oral, 7 Days<br>24/10/2019 10:49 AM - 31/10/2019 10:49 AM   | 21 tablet | 0 tablet      | 3           | 0 tablet      | 3 tablet         | 18 tablet (6 day(s)) | Remarks | Detail           |                |

**Figure 3.5.1-2 Preparation**

**Note**

- When selected patient name is clicked, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen which is required patient information. Below is the list of patient information:

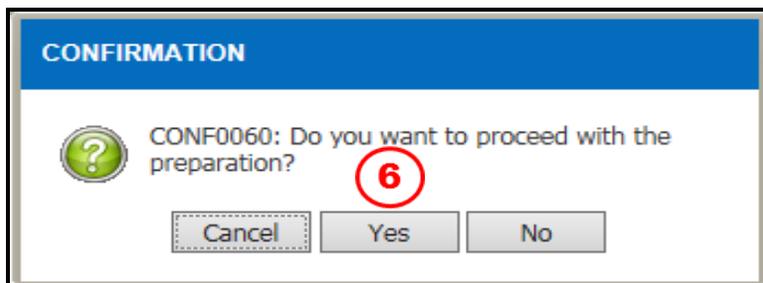


- Patient Name
  - Patient Address
  - Patient IC Number
  - Patient Phone and Email
  - Patient Diagnosis
  - Patient Age
  - Patient Allergy
  - Patient Gender
  - Patient MRN
- Below options are provided to view the additional patient information. Click on the hyperlink as below:
    - a) **Lab Parameter**
      - Patient's Laboratory Test Result
    - b) **Counselling History**
      - Medication Counselling history records.
    - c) **Demographic**
      - Patient's demographic details
    - d) **Pharmacist Notes**
      - Pharmacy notes such as MTAC, Ward Pharmacy and etc.
    - e) **Medication Profile**
      - This hyperlink will show the patient's current medication and previous medication history.
    - f) **Other Appointments**
      - This screen provides information if there are any other appointments recorded for the patient
    - g) **Vas History**
      - This screen provides information on patients previous dispensing Mode of Services
  - Current visit information will be displayed as below:
    - a) Admission Date
    - b) Attending practitioner
    - c) Visit location
    - d) Room No / Bed No
    - e) Rx No
    - f) Order By
  - Prescription from order management will be displayed as below:
    - a) Drug Name
    - b) Order Detail
    - c) Order Qty - Quantity of drug ordered by the prescriber
    - d) Prev Disp Qty
    - e) Reserve Qty
    - f) POM Received
    - g) Dispense UOM Qty
    - h) Balance
    - i) Remarks
    - j) Drug Counseling
    - k) Extemporaneous
    - l) Prescriber Name
    - m) Status
    - n) Drug Info

o) *Drug Interaction Alert*

**STEP 5**

Click on the  button to proceed prepare process



**Figure 3.5.1-3 Confirmation Alert Message**

**STEP 6**

Click on the  button to confirm preparation

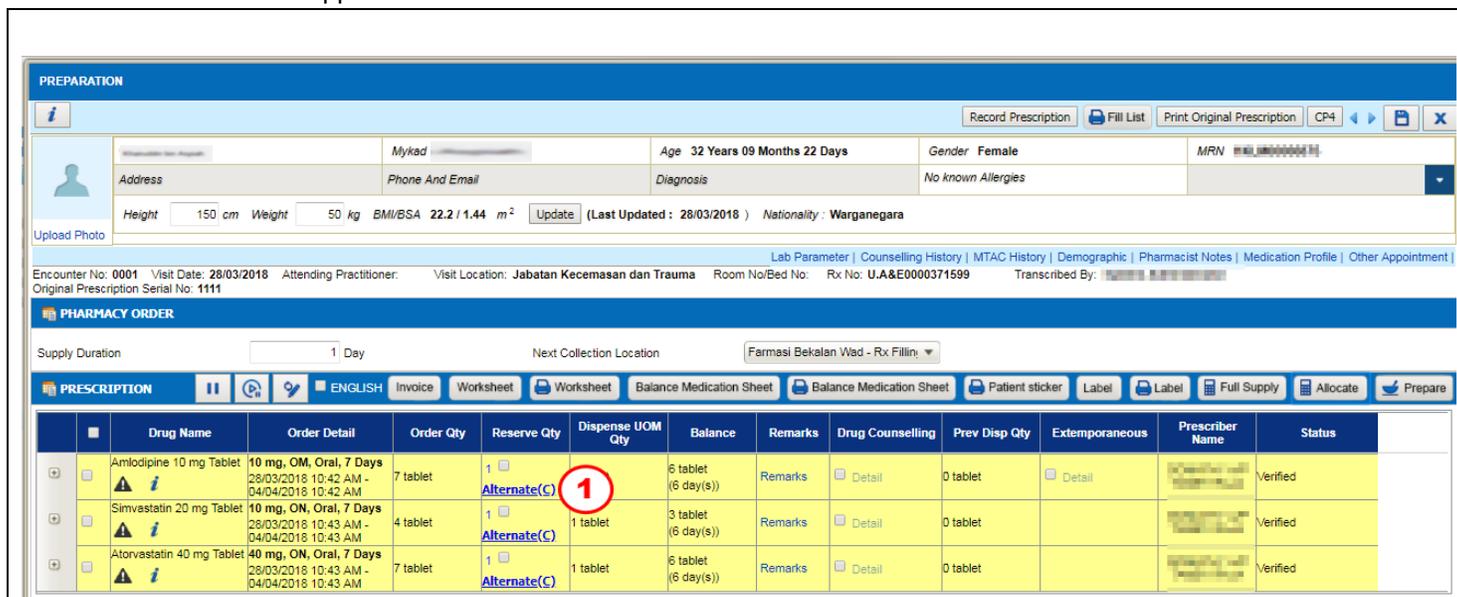
**Note**

*These are the options to select and print reports as per Figure 3.5.1-2:*

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

### 3.5.2 Allocate Quantity

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



**PREPARATION**

Record Prescription | Fill List | Print Original Prescription | CP4

Mykad: [Redacted] Age: 32 Years 09 Months 22 Days Gender: Female MRN: [Redacted]

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

Height: 150 cm Weight: 50 kg BMI/BSA: 22.2 / 1.44 m<sup>2</sup> Update (Last Updated: 28/03/2018) Nationality: Warganegara

Encounter No: 0001 Visit Date: 28/03/2018 Attending Practitioner: [Redacted] Visit Location: Jabatan Kecemasan dan Trauma Room No/Bed No: [Redacted] Rx No: U.A&E0000371599 Transcribed By: [Redacted]

**PHARMACY ORDER**

Supply Duration: 1 Day Next Collection Location: Farmasi Bekalan Wad - Rx Filling

**PRESCRIPTION** | ENGLISH | Invoice | Worksheet | Balance Medication Sheet | Patient sticker | Label | Full Supply | Allocate | Prepare

|                          | Drug Name                 | Order Detail   | Order Qty | Reserve Qty   | Dispense UOM Qty | Balance             | Remarks                                 | Drug Counselling                | Prev Disp Qty | Extemporaneous                  | Prescriber Name | Status   |
|--------------------------|---------------------------|--|-----------|---|------------------|---------------------|---|---------------------------------|---------------|---------------------------------|-----------------|----------|
| <input type="checkbox"/> | Amlodipine 10 mg Tablet   | 10 mg, ON, Oral, 7 Days<br>28/03/2018 10:42 AM - 04/04/2018 10:42 AM | 7 tablet  | 1 <input type="checkbox"/> <a href="#">Alternate(C)</a> | 1 tablet         | 6 tablet (6 day(s)) | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> Detail | 0 tablet      | <input type="checkbox"/> Detail | [Redacted]      | Verified |
| <input type="checkbox"/> | Simvastatin 20 mg Tablet  | 10 mg, ON, Oral, 7 Days<br>28/03/2018 10:43 AM - 04/04/2018 10:43 AM | 4 tablet  | 1 <input type="checkbox"/> <a href="#">Alternate(C)</a> | 1 tablet         | 3 tablet (6 day(s)) | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> Detail | 0 tablet      |                                 | [Redacted]      | Verified |
| <input type="checkbox"/> | Atorvastatin 40 mg Tablet | 40 mg, ON, Oral, 7 Days<br>28/03/2018 10:43 AM - 04/04/2018 10:43 AM | 7 tablet  | 1 <input type="checkbox"/> <a href="#">Alternate(C)</a> | 1 tablet         | 6 tablet (6 day(s)) | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> Detail | 0 tablet      |                                 | [Redacted]      | Verified |

Figure 3.5.2-1 Preparation

**Note**

Repeat **Step 1 – Step 4** as in prepare as per Figure 3.5.1-1 before performs Allocate Quantity steps.

**STEP 1**

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

**Note**

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

**ITEM BATCH DETAILS**

|              |  |                 |   |
|--------------|--|-----------------|---|
| Drug Code    | C08CA01000T1002XX  | Default SKU     | tablet  |
| Drug Name    | Amlodipine 10 mg Tablet                                    | Dispense UOM    | tablet  |
| Order Detail | 10 mg, OM (every morning), 7 Days, 28/03/2018 - 04/04/2018 | Supply Duration | 1 days Date From <span style="border: 1px solid #ccc; padding: 2px;">28/03/2018</span> to <span style="border: 1px solid #ccc; padding: 2px;">29/03/2018</span> |

**BATCH DETAIL**

| Batch No                     | Expiry Date | Available Qty | UOM Qty  | Allocated Qty |
|------------------------------|-------------|---------------|--|---------------|
| BG09605                      | 31/08/2019  | 2314          | 1 tablet <span style="border: 2px solid red; border-radius: 50%; padding: 2px;">2</span> | 1             |
| BH03610 (pck of 15 tablet)   | 29/02/2020  | 1000          | 0 tablet   | 0             |
| ET128E7002 (pck of 1 tablet) | 30/04/2020  | 1500          | 0 tablet   | 0             |
| ET128E7002                   | 30/04/2020  | 1500          | 0 tablet   | 0             |
| BH08637 (pck of 1 tablet)    | 31/07/2020  | 2000          | 0 tablet   | 0             |
| Total Available Qty          |             | 8314          | Total Allocated Qty  |               |
|                              |             |               | 1  |               |

Figure 3.5.2-2 Item Batch Details

## STEP 2

Enter the **UOM Qty** field

### Note

- User is allowed to choose and Allocate Qty from Batch Detail.
- **Dispense UOM** Dispense UOM tab will be automatically generated from the drug master.
- Item Batch Details will be displayed:
  - a) **Drug Code** - The value will be defaulted to the drug code selected from the prescription list, auto display.
  - b) **Drug Name** - The value will be defaulted to the drug name selected from the prescription list, auto display.
  - c) **Order Detail** - The value will be defaulted to the duration selected from the prescription list. Will include duration, date and time for medication, auto display.
  - d) **Default SKU** - The value will be defaulted to the SKU selected from the prescription list, auto display.
  - e) **Supply Duration** - The value will be defaulted to the duration selected from the prescription list, auto display.
  - f) **Date** - The value will be defaulted to the supply duration selected from the prescription list, auto display.
- **Batch Detail** - will list down all item batches which are related to the selected drug where expiry date is less than 30 days from the current date.
  - a) **Batch No** – Available batch no
  - b) **Expiry Date** – Batch expiry date
  - c) **Available Qty** – Quantity available for the selected batch

- d) **UOM Qty** – Quantity available by UOM
- e) **Allocate Qty** – Reserved quantity from the selected batch. Allocated quantity cannot be more than the available quantity and order quantity.
- f) **Total Available Qty** - will show the quantity of the drug available for the selected dispensing location only, auto display.
- g) **Total Allocated Qty** - will show total of allocated quantity for the selected drug, it will auto calculate the total quantity when user allocates the quantity for the selected batch no, auto display.

**ITEM BATCH DETAILS**

Drug Code:

Drug Name:

Order Detail:

Default SKU:

Dispense UOM:

Supply Duration:  Date From:  to:

3





**BATCH DETAIL**

1 / 1
[ 1 - 5 / 5 ]

| Batch No                     | Expiry Date | Available Qty | UOM Qty                               | Allocated Qty                  |
|------------------------------|-------------|---------------|---------------------------------------|--------------------------------|
| BG09605                      | 31/08/2019  | 2314          | <input type="text" value="1"/> tablet | <input type="text" value="1"/> |
| BH03610 (pck of 15 tablet)   | 29/02/2020  | 1000          | <input type="text" value="0"/> tablet | <input type="text" value="0"/> |
| ET128E7002 (pck of 1 tablet) | 30/04/2020  | 1500          | <input type="text" value="0"/> tablet | <input type="text" value="0"/> |
| ET128E7002                   | 30/04/2020  | 1500          | <input type="text" value="0"/> tablet | <input type="text" value="0"/> |
| BH08637 (pck of 1 tablet)    | 31/07/2020  | 2000          | <input type="text" value="0"/> tablet | <input type="text" value="0"/> |

Total Available Qty:

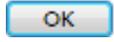
Total Allocated Qty:

Figure 3.5.2-3 Item Batch Details

**STEP 3**

Click on the  button to save record

**STEP 4**

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

**INFORMATION**



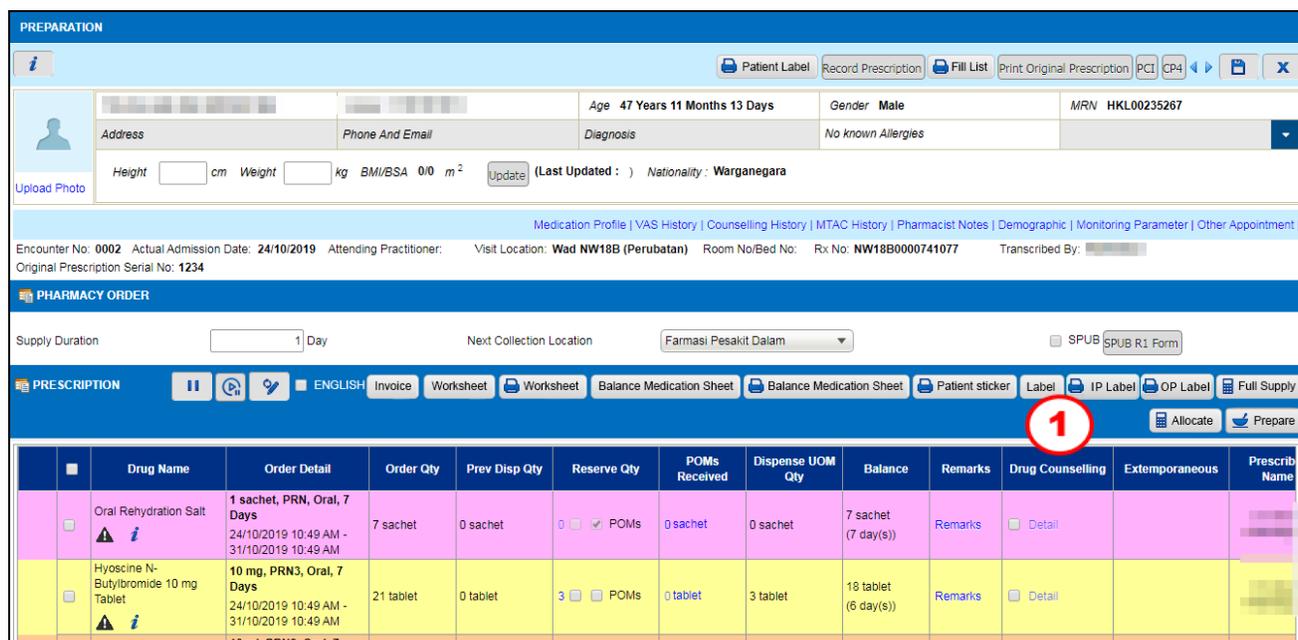
INFO0679: Record has been saved successfully

4

Figure 3.5.2-4 Information Alert Message

### 3.5.3 Drug Label

This function is used to edit and print drug label.

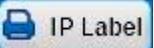


The screenshot displays the 'PREPARATION' screen with patient details and a 'PHARMACY ORDER' section. The 'PRESCRIPTION' toolbar contains several buttons, with the 'Label' button highlighted by a red circle and the number '1'. Below the toolbar is a table of prescriptions.

|                          | Drug Name                            | Order Detail   | Order Qty | Prev Disp Qty | Reserve Qty                     | POMS Received | Dispense UOM Qty | Balance              | Remarks | Drug Counselling                | Extemporaneous | Prescrib Name |
|--------------------------|--------------------------------------|--|-----------|---------------|---------------------------------|---------------|------------------|----------------------|---------|---------------------------------|----------------|---------------|
| <input type="checkbox"/> | Oral Rehydration Salt                | 1 sachet, PRN, Oral, 7 Days<br>24/10/2019 10:49 AM - 31/10/2019 10:49 AM | 7 sachet  | 0 sachet      | 0 <input type="checkbox"/> POMS | 0 sachet      | 0 sachet         | 7 sachet (7 day(s))  | Remarks | <input type="checkbox"/> Detail |                |               |
| <input type="checkbox"/> | Hyoscine N-Butylbromide 10 mg Tablet | 10 mg, PRN3, Oral, 7 Days<br>24/10/2019 10:49 AM - 31/10/2019 10:49 AM   | 21 tablet | 0 tablet      | 3 <input type="checkbox"/> POMS | 0 tablet      | 3 tablet         | 18 tablet (6 day(s)) | Remarks | <input type="checkbox"/> Detail |                |               |
| <input type="checkbox"/> | 10 ml PRN3, Oral, 7                  |  |           |               |                                 |               |                  |                      |         |                                 |                |               |

Figure 3.5.3-1 Preparation – Drug Label

#### Note

- Repeat **Step 1 to Step 4** as in prepare as per Figure 3.5.2-1 before performs Drug Label steps. There are to option to print label
  -  Preview then print
  -  Print Inpatient format label without preview (Direct printing)
  -  Print Outpatient format label without preview (Direct printing)
- Pre-Requisite to print label is **Reserve Quantity** field must have value >0 (Drug Allocated)

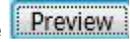
#### STEP 1

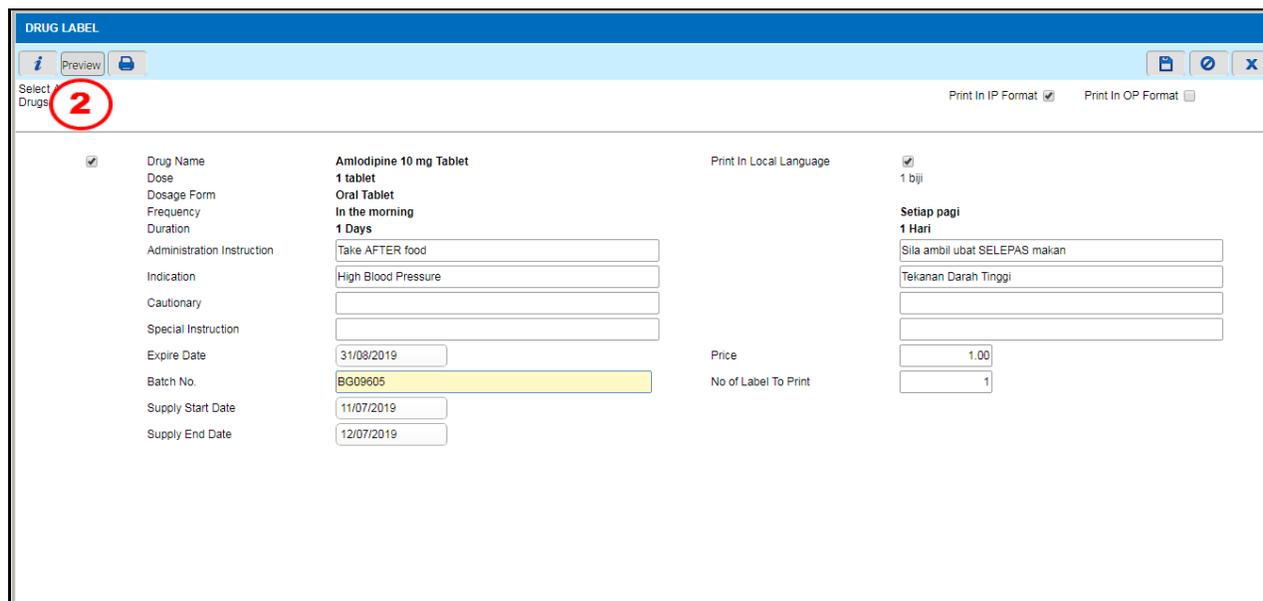
Click on the  button to print drug label

#### Note

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

#### STEP 2

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



**DRUG LABEL**

Select Drugs **2** Print In IP Format  Print In OP Format

|                                     |                            |                         |                         |                                     |
|-------------------------------------|----------------------------|-------------------------|-------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> | Drug Name                  | Amlodipine 10 mg Tablet | Print In Local Language | <input checked="" type="checkbox"/> |
|                                     | Dose                       | 1 tablet                |                         | 1 biji                              |
|                                     | Dosage Form                | Oral Tablet             |                         | Setiap pagi                         |
|                                     | Frequency                  | In the morning          |                         | 1 Hari                              |
|                                     | Duration                   | 1 Days                  |                         | Sila ambil ubat SELEPAS makan       |
|                                     | Administration Instruction | Take AFTER food         |                         | Tekanan Darah Tinggi                |
|                                     | Indication                 | High Blood Pressure     |                         |                                     |
|                                     | Cautionary                 |                         |                         |                                     |
|                                     | Special Instruction        |                         |                         |                                     |
|                                     | Expiry Date                | 31/08/2019              | Price                   | 1.00                                |
|                                     | Batch No.                  | BG09605                 | No of Label To Print    | 1                                   |
|                                     | Supply Start Date          | 11/07/2019              |                         |                                     |
|                                     | Supply End Date            | 12/07/2019              |                         |                                     |

Figure 3.5.3-2 Preparation – Drug Label

**Note**

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

|  |       |       |       |       |       |                            |
|--|-------|-------|-------|-------|-------|----------------------------|
| <b>HOSPITAL KULIM (Tel: 044272733)</b> |       |       |       |       |       |                            |
| 00066884      Ward 8 - Medical (Male)  |       |       |       |       |       |                            |
| <b>Amlodipine 10mg Tablet</b>          |       |       |       |       |       |                            |
| Telan 1 biji Setiap pagi               |       |       |       |       |       |                            |
| -                                      |       |       |       |       |       |                            |
| 11/07                                  | 12/07 | 13/07 | 14/07 | 15/07 | 16/07 | 17/07                      |
| <b>1 biji      RM1.00</b>              |       |       |       |       |       |                            |
| <b>11/07/19 [1 hari]</b>               |       |       |       |       |       |                            |
| <b>UBAT TERKAWAL</b>                   |       |       |       |       |       | <b>11/07/2019 03:12 PM</b> |

Figure 3.5.3-3 Preview IP Drug Label

- Drug dosage has been modified to 1 decimal point

**STEP 3**

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







|                                |       |        |                      |        |       |                     |
|--------------------------------|-------|--------|----------------------|--------|-------|---------------------|
| <b>HOSPITAL KUALA LUMPUR</b>   |       |        |                      |        |       |                     |
| [REDACTED]                     |       |        |                      |        |       |                     |
| HKL0201827                     |       |        | Farmasi Klinik Pakar |        |       |                     |
| <b>Amlodipine 5mg Tab</b>      |       |        |                      |        |       |                     |
| Ambil 1 biji 1 Kali Sehari     |       |        |                      |        |       |                     |
| -                              |       |        |                      |        |       |                     |
| Sila ambil ubat SELEPAS makan. |       |        |                      |        |       |                     |
| 01/12                          | 02/12 | 03/12  | 04/12                | 05/12  | 06/12 | 07/12               |
|                                |       |        |                      |        |       |                     |
| 01/12/21 [1 hari]              |       | 1 biji |                      | RM1.00 |       |                     |
| UBAT TERKAWAL                  |       |        |                      |        |       | 23/12/2021 01:23 PM |

**Figure 3.5.3-4 Preview OP Drug Label**

**Note**

- Enhancement on drug label
  - To put 'dose' and 'frequency' in one line.
  - 'Route' to move in 2nd line.
  - Line to reduce (make it more thin/grey color)
  - Apply both to IP and OP 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
  - Newborn medication will appear in 2decimal point as per Figure 3.5.3-7

| HOSPITAL KUALA LUMPUR           |       |                      |       |       |                     |       |
|---------------------------------|-------|----------------------|-------|-------|---------------------|-------|
| ████████████████████            |       |                      |       |       |                     |       |
| HKL0201827                      |       | Farmasi Klinik Pakar |       |       | ██████████          |       |
| <b>Amlodipine 5mg Tab</b>       |       |                      |       |       |                     |       |
| Ambil 1 biji 1 Kali Sehari      |       |                      |       |       |                     |       |
| -                               |       |                      |       |       |                     |       |
| Sila ambil ubat SELEPAS makan.  |       |                      |       |       |                     |       |
| 01/12                           | 02/12 | 03/12                | 04/12 | 05/12 | 06/12               | 07/12 |
| 01/12/21 [1 hari] 1 biji RM1.00 |       |                      |       |       |                     |       |
| UBAT TERKAWAL                   |       |                      |       |       | 23/12/2021 01:23 PM |       |

Figure 3.5.3-5 Preview IP Drug Label

| HOSPITAL KUALA LUMPUR (Tel: 0326155555)  |                       |                     |
|--|-----------------------|---------------------|
| ████████████████████                     |                       |                     |
| HKL00235242                              | Farmasi Pesakit Dalam | ██████████          |
| <b>Atorvastatin 20mg Tab</b>             |                       |                     |
| Ambil 2 biji Setiap malam                |                       |                     |
| -  |                       |                     |
| Boleh diambil SEBELUM ATAU SELEPAS makan |                       |                     |
| Tahap kolesterol tinggi                  |                       |                     |
| 11/10/19-12/10/19 [1 hari]               | 2 biji                | RM1.00              |
| UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK |                       | 14/10/2019 04:17 PM |

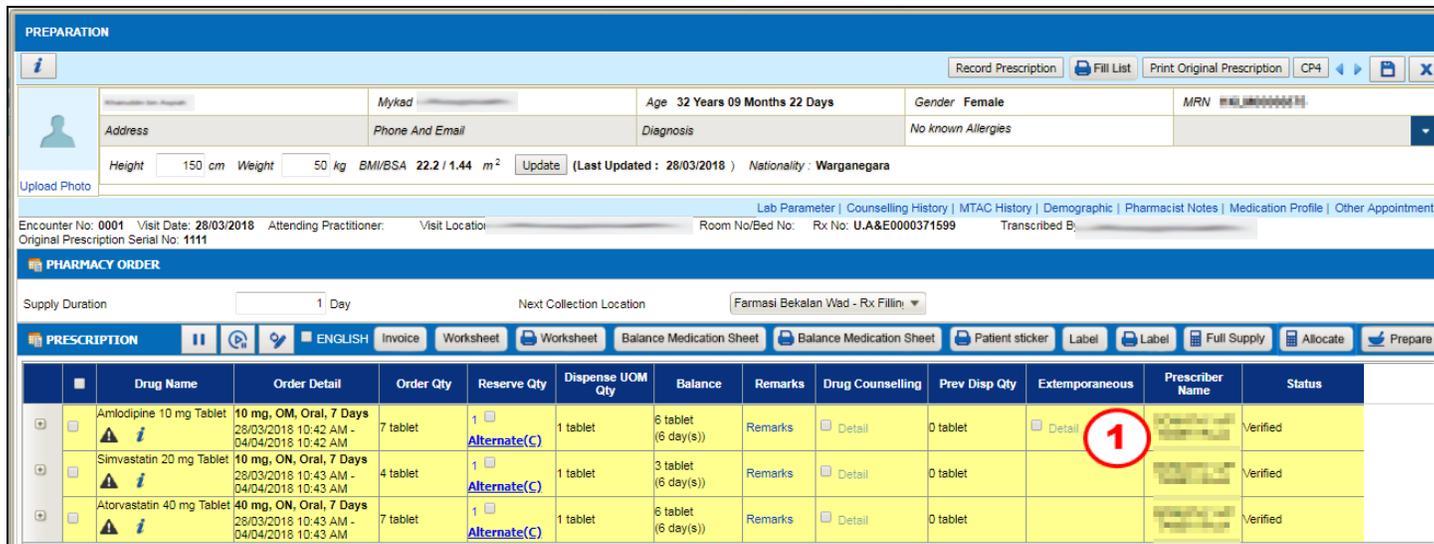
Figure 3.5.3-6 Preview OP Drug Label

| HOSPITAL KUALA LUMPUR                     |       |       |                                  |       |       |                     |
|---|-------|-------|----------------------------------|-------|-------|---------------------|
| <b>B/O</b> [REDACTED]                     |       |       |                                  |       |       |                     |
| 00433141(1212)                            |       |       | Wad NW18B (Perubatan) [REDACTED] |       |       |                     |
| <b>Paracetamol 250 mg/5 ml Syrup</b>      |       |       |                                  |       |       |                     |
| Ambil 2.01 ml 3 kali sehari, bila perlu   |       |       |                                  |       |       |                     |
| -   |       |       |                                  |       |       |                     |
| Boleh diambil SEBELUM ATAU SELEPAS makan. |       |       |                                  |       |       |                     |
| 16/12                                     | 17/12 | 18/12 | 19/12                            | 20/12 | 21/12 |                     |
|   |       |       |                                  |       |       |                     |
| 16/12/21 [5 hari]                         |       | 31 ml | RM1.00                           |       |       |                     |
| UBAT TERKAWAL                             |       |       |                                  |       |       | 16/12/2021 11:11 AM |

Figure 3.5.3-7 Preview Newborn Inpatient Drug Label

### 3.5.4 Extemporaneous – By Patient

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



**PREPARATION**

Record Prescription | Fill List | Print Original Prescription | CP4

Mykad: [Redacted] Age: 32 Years 09 Months 22 Days Gender: Female MRN: [Redacted]

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

Height: 150 cm Weight: 50 kg BMI/BSA: 22.2 / 1.44 m<sup>2</sup> Update (Last Updated: 28/03/2018) Nationality: Warganegara

Encounter No: 0001 Visit Date: 28/03/2018 Attending Practitioner: [Redacted] Visit Location: [Redacted] Room No/Bed No: [Redacted] Rx No: U.A&E0000371599 Transcribed By: [Redacted]

**PHARMACY ORDER**

Supply Duration: 1 Day Next Collection Location: Farmasi Bekalan Wad - Rx Fillin

**PRESCRIPTION** | ENGLISH | Invoice | Worksheet | Balance Medication Sheet | Patient sticker | Label | Full Supply | Allocate | Prepare

|                          | Drug Name                 | Order Detail   | Order Qty | Reserve Qty                                | Dispense UOM Qty | Balance             | Remarks | Drug Counselling                | Prev Disp Qty | Extemporaneous                               | Prescriber Name | Status   |
|--------------------------|---------------------------|--|-----------|--|------------------|---------------------|---------|---------------------------------|---------------|--|-----------------|----------|
| <input type="checkbox"/> | Amlodipine 10 mg Tablet   | 10 mg, OM, Oral, 7 Days<br>28/03/2018 10:42 AM - 04/04/2018 10:42 AM | 7 tablet  | 1 <input type="checkbox"/><br>Alternate(C) | 1 tablet         | 6 tablet (6 day(s)) | Remarks | <input type="checkbox"/> Detail | 0 tablet      | <input checked="" type="checkbox"/> <b>1</b> | [Redacted]      | Verified |
| <input type="checkbox"/> | Simvastatin 20 mg Tablet  | 10 mg, ON, Oral, 7 Days<br>28/03/2018 10:43 AM - 04/04/2018 10:43 AM | 4 tablet  | 1 <input type="checkbox"/><br>Alternate(C) | 1 tablet         | 3 tablet (6 day(s)) | Remarks | <input type="checkbox"/> Detail | 0 tablet      | <input type="checkbox"/>                     | [Redacted]      | Verified |
| <input type="checkbox"/> | Atorvastatin 40 mg Tablet | 40 mg, ON, Oral, 7 Days<br>28/03/2018 10:43 AM - 04/04/2018 10:43 AM | 7 tablet  | 1 <input type="checkbox"/><br>Alternate(C) | 1 tablet         | 6 tablet (6 day(s)) | Remarks | <input type="checkbox"/> Detail | 0 tablet      | <input type="checkbox"/>                     | [Redacted]      | Verified |

Figure 3.5.4-1 Preparation – Extemporaneous

**Note**

Repeat **Step 1 to Step 2** as in prepare as per Figure 3.5.1-1 before performs Extemporaneous by Patient steps.

**STEP 1**

Click on the **Extemporaneous**  checkbox and system will display extemporaneous screen as Figure 3.5.4-1

**EXTEMPORANEOUS**


2
Print Ingredient Label   

Preparation Done By  Pharmacist  Patient 5

Preparation Name 3 Acetylsalicylic acid 30mg/ml Oral Liquid(A) \* 4

Concentration  mg /ml

Dosage  ml

| Item              | Item Name                                  | Quantity                        | UOM                             | Batch No             | Expiry Date          |
|-------------------|--|---------------------------------|---------------------------------|----------------------|----------------------|
| Active Ingredient | Acetylsalicylic Acid 300 mg Soluble Tablet | 1                               | tablet                          | T1711008             | 30/11/2019           |
| Vehicle           | Water                                      | <input type="text" value="10"/> | <input type="text" value="ml"/> | <input type="text"/> | <input type="text"/> |

Storage Condition and Procedures in Local Language

|                                       |   |        |                                     |
|---------------------------------------|---|--------|-------------------------------------|
| Storage Condition                     | <input type="text" value="Discard balance"/>  | Expiry | <input type="text" value="1"/> Days |
| References                            | <input type="text"/>  |        |                                     |
| Procedures(Preparation by Pharmacist) | <input type="text"/>  |        |                                     |
| Procedures(Preparation by Patient)    | 1. Ambil 1 biji Acetylsalicylic Acid 300 mg Soluble Tablet.<br>2. Hancurkan Acetylsalicylic Acid 300 mg Soluble Tablet.<br>3. Tambah 10 ml Water. |        |                                     |
| Preparation Remarks                   | <input type="text"/>  |        |                                     |

**Figure 3.5.4-2 Preparation – Extemporaneous**

**STEP 2**

Click on 'Patient' radio button

**STEP 3**

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

**Note**

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

**STEP 4**

Click on the  button to save record

**STEP 5**

Click on the  button to print ingredient label

**STEP 6**

Click on the  button to print the label



|                         |                      |
|-------------------------|----------------------|
| Amlodipine 10 mg Tablet |                      |
| 1 tablet                |                      |
| Batch No: BG09605       | Exp Date: 31/08/2019 |
| HOVASC                  |                      |
| Ubat Terkawal           |                      |

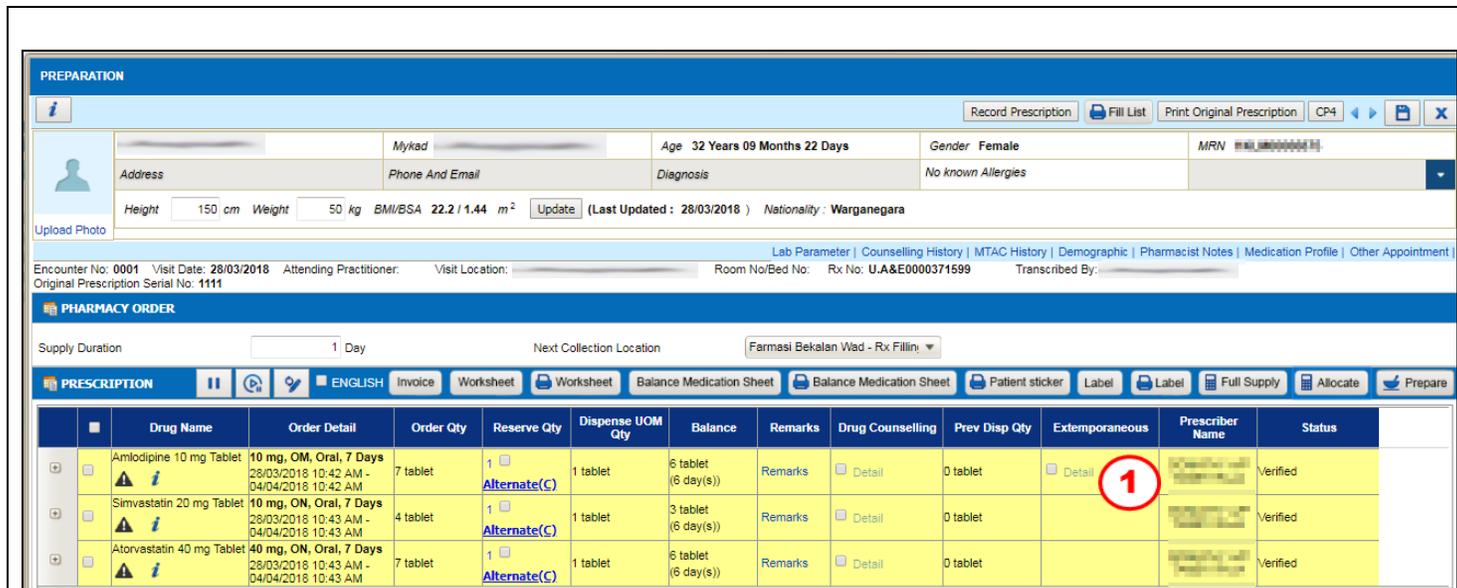
**Figure 3.5.4-3 Sample Of Extemporaneous Ingredient Label**

**Note**

Refer Figure 3.5.4-3 for the Ingredient Label Prepared by Patient sample.

### 3.5.5 Extemporaneous – By Pharmacist

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



The screenshot displays the 'PREPARATION' screen in the PhIS system. At the top, there are navigation buttons: 'Record Prescription', 'Fill List', 'Print Original Prescription', and 'CP4'. Below this is a patient information section with fields for Mykad, Age (32 Years 09 Months 22 Days), Gender (Female), MRN, Address, Phone And Email, Diagnosis, and No known Allergies. Patient vitals include Height (150 cm), Weight (50 kg), and BMI/BSA (22.2 / 1.44 m<sup>2</sup>). The 'PHARMACY ORDER' section shows a supply duration of 1 Day and a next collection location of 'Farmasi Bekalan Wad - Rx.Fillin'. A toolbar contains various options like 'PRESCRIPTION', 'ENGLISH', 'Invoice', 'Worksheet', 'Balance Medication Sheet', 'Patient sticker', 'Label', 'Full Supply', 'Allocate', and 'Prepare'. The main table lists three drugs: Amlodipine 10 mg Tablet, Simvastatin 20 mg Tablet, and Atorvastatin 40 mg Tablet. Each drug row has an 'Extemporaneous' checkbox, which is checked and circled in red with the number '1'. There is also a 'Pharmacist' radio button, which is selected.

|                                     | Drug Name                 | Order Detail   | Order Qty | Reserve Qty                                | Dispense UOM Qty | Balance             | Remarks                                 | Drug Counselling                | Prev Disp Qty | Extemporaneous                      | Pharmacist                       | Prescriber Name | Status   |
|-------------------------------------|---------------------------|--|-----------|--|------------------|---------------------|---|---------------------------------|---------------|-------------------------------------|----------------------------------|-----------------|----------|
| <input checked="" type="checkbox"/> | Amlodipine 10 mg Tablet   | 10 mg, OM, Oral, 7 Days<br>28/03/2018 10:42 AM - 04/04/2018 10:42 AM | 7 tablet  | 1 <input type="checkbox"/><br>Alternate(C) | 1 tablet         | 6 tablet (6 day(s)) | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> Detail | 0 tablet      | <input checked="" type="checkbox"/> | <input checked="" type="radio"/> | [Redacted]      | Verified |
| <input checked="" type="checkbox"/> | Simvastatin 20 mg Tablet  | 10 mg, ON, Oral, 7 Days<br>28/03/2018 10:43 AM - 04/04/2018 10:43 AM | 4 tablet  | 1 <input type="checkbox"/><br>Alternate(C) | 1 tablet         | 3 tablet (6 day(s)) | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> Detail | 0 tablet      | <input type="checkbox"/>            | <input checked="" type="radio"/> | [Redacted]      | Verified |
| <input checked="" type="checkbox"/> | Atorvastatin 40 mg Tablet | 40 mg, ON, Oral, 7 Days<br>28/03/2018 10:43 AM - 04/04/2018 10:43 AM | 7 tablet  | 1 <input type="checkbox"/><br>Alternate(C) | 1 tablet         | 6 tablet (6 day(s)) | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> Detail | 0 tablet      | <input type="checkbox"/>            | <input checked="" type="radio"/> | [Redacted]      | Verified |

Figure 3.5.5-1 Preparation – Extemporaneous

**Note**

Repeat Step 1 to Step 2 as in prepare as per Figure 3.5.1-1 before performs Extemporaneous by Patient steps.

**STEP 1**

Click on the *Extemporaneous*  checkbox and system will be displayed extemporaneous screen as Figure 3.5.5-1

**STEP 2**

Click on 'Pharmacist' radio button

**EXTEMPORANEOUS**

*i*
Generate Worksheet   

Preparation Done By 2  Pharmacist  Patient

Preparation Name 3 Acetylsalicylic acid 30mg/ml Oral Liquid(A) \*

Worksheet ID 5 4 7

Concentration 30 mg /ml

Dosage 2.5 ml

| Item              | Item Name                                  | Quantity | UOM    | Batch No | Expiry Date |
|-------------------|--|----------|--------|----------|-------------|
| Active Ingredient | Acetylsalicylic Acid 300 mg Soluble Tablet | 1        | tablet | T1711008 | 30/11/2019  |
| Vehicle           | Water                                      | 10       | ml     |          |             |

Storage Condition and Procedures in Local Language

Storage Condition Discard balance Expiry 1 Days

References  Formulation Remarks

Procedures(Preparation by Pharmacist)

Procedures(Preparation by Patient)

Preparation Remarks

**Figure 3.5.5-2 Preparation – Extemporaneous**

**STEP 3**

Select *Preparation Name* from drop down box

**Note**

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

**STEP 4**

Click on the  button to save record

**STEP 5**

Click on the Generate Worksheet button to print Ingredient Worksheet

**Note**

- Refer Figure 3.5.5-3 for the Extemporaneous Worksheet by Pharmacist sample.
- Able to print Worksheet for prepare drug for patient.

**STEP 6**



Click on the  button to print the worksheet

**STEP 7**



Click on the  button and close record

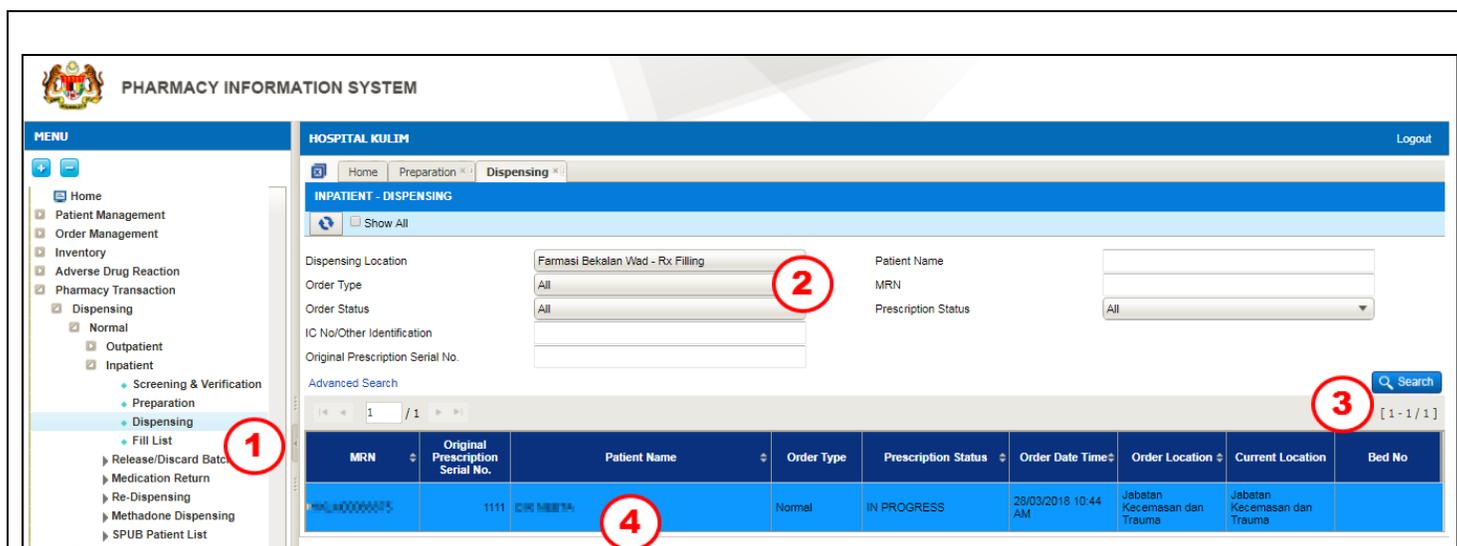


| EXTEMPORANEOUS WORKSHEET (PARTIAL) |      |   |                              |              |   |                     |                 |                          |             |
|------------------------------------|------|---|------------------------------|--------------|---|---------------------|-----------------|--------------------------|-------------|
| MINISTRY OF HEALTH                 |      |   |                              |              |   |                     |                 |                          |             |
| Hospital Name:                     |      |   |                              |              |   |                     |                 |                          |             |
| Date of preparation : 28/03/2018   |      |   |                              |              | Worksheet Id: 18-03-0111  |                     |                 |                          |             |
| MRN                                |      | 850606085046  |                              |              | Name  |                     |                 |                          |             |
| ID No                              |      | 850606085046  |                              |              | Rx. No.   |                     | U.A&E0000371599 |                          |             |
| Order Location                     |      | Jabatan Kecemasan dan Trauma                                      |                              |              | Ordered By  |                     |                 |                          |             |
| Order Date                         |      | 28/03/2018  |                              |              |   |                     |                 |                          |             |
| No                                 | ROA  | Preparation Name  | Dose                         | Total Dose   | Material Used   |                     |                 |                          | Storage     |
|                                    |      |   |                              |              | Item Name   | Volume/Qty Required | Batch No        | Expiry Date              |             |
| 1.                                 | Oral | Amlodipine 1mg/1ml Oral Liquid(Syrup)<br>Expiry Date : 11/04/2018 | 10mg (10ML)                  | 10mg (10 ml) | Amlodipine 10 mg Tablet   | 1 tablet            | BG09605         | 31/08/2019               | Refrigerate |
|                                    |      |   |                              |              | Syrup BP  | 10 ml               |                 |                          |             |
| Remarks:                           |      |   |                              |              | <b>Instruction:</b><br>1. Crush tablets in a mortar to a fine powder.<br>2. Levigate the powder with distilled water until a smooth paste is formed.<br>3. Add more distilled water to the paste until a liquid is formed and transfer the liquid into the container.<br>4. Use additional vehicle to rinse the remaining drug from the mortar and pour into the container.<br>5. Make up to final volume with vehicle.<br>6. Shake well and label. |                     |                 |                          |             |
| Reference:                         |      |   |                              |              |   |                     |                 |                          |             |
| Worksheet generated by             |      |   | Worksheet & label checked by |              |   | Prepared by         |                 | Final Product Checked by |             |
| Date: 28/03/2018                   |      |   | Date:                        |              |   | Date:               |                 | Date: 28/03/2018         |             |

**Figure 3.5.5-3 Preparation – Extemporaneous**

### 3.6 Dispensing

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



The screenshot shows the 'PHARMACY INFORMATION SYSTEM' interface for 'HOSPITAL KULIM'. The main area is titled 'INPATIENT - DISPENSING'. On the left, a 'MENU' sidebar contains various options, with 'Dispensing' highlighted (1). The main content area has search filters: 'Dispensing Location' (Farmasi Bekalan Wad - Rx Filling) (2), 'Order Type' (All), and 'Order Status' (All). Below these are fields for 'Patient Name', 'MRN', and 'Prescription Status'. A search button (3) is located on the right. At the bottom, a table displays patient records (4):

| MRN            | Original Prescription Serial No. | Patient Name | Order Type | Prescription Status | Order Date Time     | Order Location               | Current Location             | Bed No |
|----------------|----------------------------------|--------------|------------|---------------------|---------------------|------------------------------|------------------------------|--------|
| MRN=0000000000 | 1111                             | DR MEEA      | Normal     | IN PROGRESS         | 23/03/2016 10:44 AM | Jabatan Kecemasan dan Trauma | Jabatan Kecemasan dan Trauma |        |

Figure 3.6-1 Dispensing Landing Screen Note

**Note**

Various search criteria for Patient is provided as below:

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

| advance search |                     |   |   |
|----------------|---------------------|---|---|
| g              | Order Location      | Order location. (It will list down all active location)           |   |
| h              | Order Location Type | -All<br>-Clinic<br>-Day Care<br>-ER<br>-Nursing Unit<br>-Pharmacy |   |
| i              | Order Date From     |   | Start point for range of order date   |
| j              | Order Date To       |   | Order Date To can be NULL or must be greater than the value for Order Date From |
| k              | Bed                 |   | Search patient by bed number  |
| l              | Recorded by         |   | Search patient by recorded by name  |
| m              | SPUB Out            | -All<br>-Yes<br>No  | Search by SPUB Status   |
| n              | Next Supply From    |   | Start point for range of date   |
| o              | Next Supply To      |   | Can be left NULL or must be greater than the value for Next Supply From         |

**Table 3.6-1**

**STEP 1**

Click on 'Dispensing' sub menu

**STEP 2**

Search existing patient record as follow:

**a) Dispensing Location**

**b) Order Location Type**

**c) Mode of Services**

- All
- Appointment Card
- Email and Take
- Fax and Take
- Normal Collection
- Others
- SMS and Take
- Telephone and Take
- UMP
- Leave and collect
- Home Visit
- Comm. Apps in Smart Phone
- Locker4U
- Walk-In/Without Appointment

**d) Patient Name**

**e) MRN**

**f) Order Status**

- All

- New Order
- Partial Supply

**g) Order Location**

**h) IC No/Other Identification**

**i) Order Type**

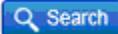
- All
- Normal
- SPUB
- Discharge

**j) Acknowledged without patient arrival**

**k) Next Dispense At**

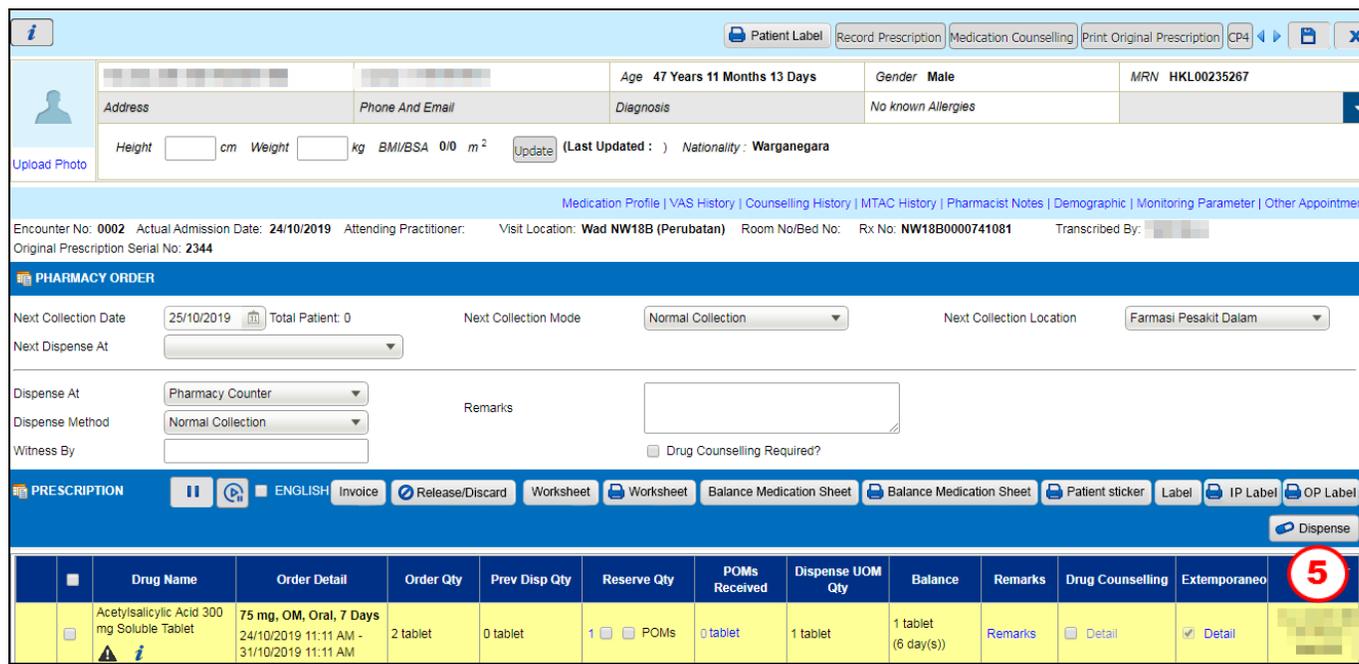
- Drive Through Counter
- Pharmacy Counter
- Bedside
- Locker for You
- PPUSS

**STEP 3**

Click on the  button to search the patient

**STEP 4**

Double click on the selected patient's name



The screenshot displays the patient profile and pharmacy order management interface. At the top, there are navigation buttons: Patient Label, Record Prescription, Medication Counselling, Print Original Prescription, and CP4. The patient information section includes fields for Address, Phone And Email, Age (47 Years 11 Months 13 Days), Gender (Male), MRN (HKL00235267), Height, Weight, BMI/BSA, and Nationality (Warganegara). Below this, there are links for Medication Profile, VAS History, Counselling History, MTAC History, Pharmacist Notes, Demographic, Monitoring Parameter, and Other Appointment. The Pharmacy Order section contains fields for Next Collection Date (25/10/2019), Total Patient (0), Next Collection Mode (Normal Collection), Next Collection Location (Farmasi Pesakit Dalam), Dispense At (Pharmacy Counter), Dispense Method (Normal Collection), and Remarks. A table at the bottom lists the dispensed medication: Acetylsalicylic Acid 300 mg Soluble Tablet, with 1 tablet dispensed out of an order of 2 tablets. A red circle with the number 5 is overlaid on the table.

|  | Drug Name                                  | Order Detail  | Order Qty | Prev Disp Qty | Reserve Qty                     | POMs Received | Dispense UOM Qty | Balance                | Remarks | Drug Counselling                | Extemporaneo                               |   |
|--|--|---|-----------|---------------|---------------------------------|---------------|------------------|------------------------|---------|---------------------------------|--|---|
|  | Acetylsalicylic Acid 300 mg Soluble Tablet | 75 mg, OM, Oral, 7 Days<br>24/10/2019 11:11 AM -<br>31/10/2019 11:11 AM | 2 tablet  | 0 tablet      | 1 <input type="checkbox"/> POMs | 0 tablet      | 1 tablet         | 1 tablet<br>(6 day(s)) | Remarks | <input type="checkbox"/> Detail | <input checked="" type="checkbox"/> Detail |  |

Figure 3.6-2 Dispensing

**STEP 5**

Click on the  button

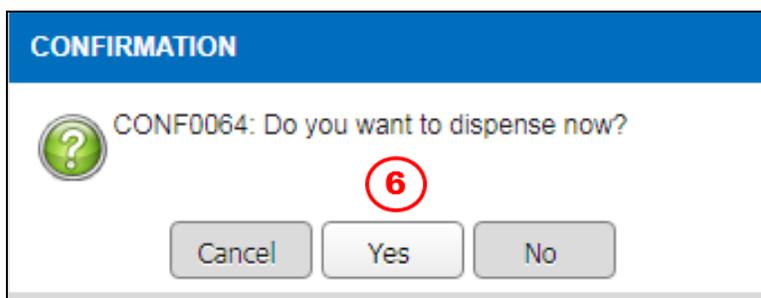
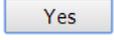
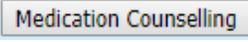


Figure 3.6-3 Confirmation Alert Message

#### STEP 6

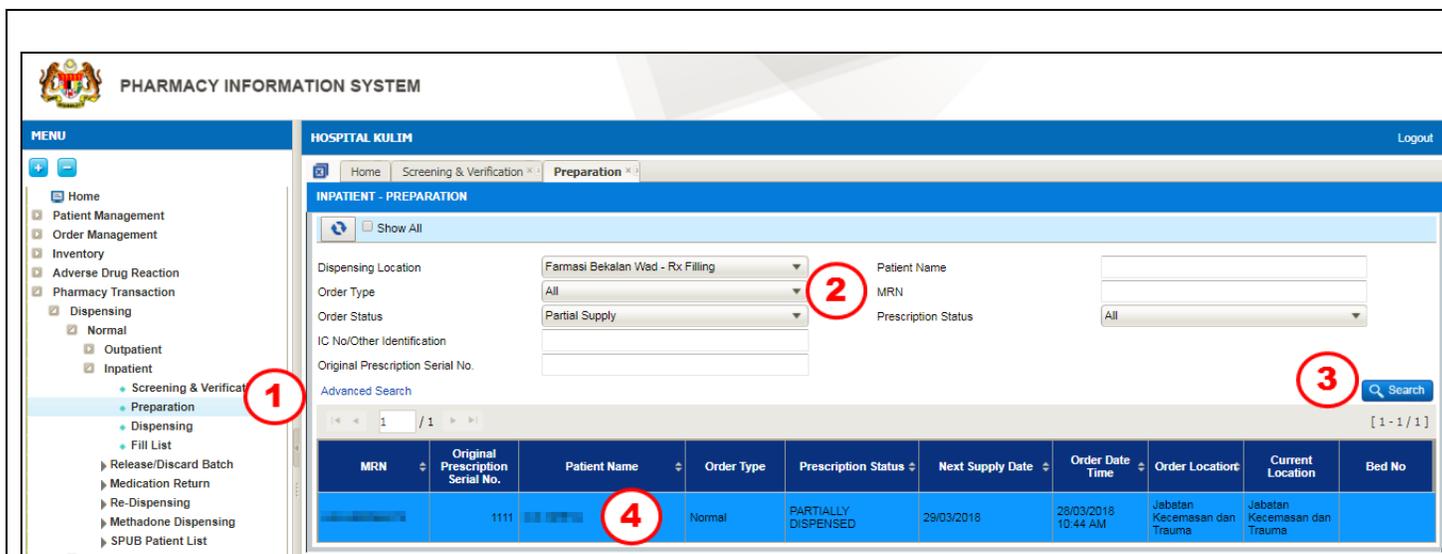
Click on the  button to confirm dispensing proceed and dispensing screen will automatically closed

#### Note

- To close/complete medication, select the  checkbox then click on the  button. The selected drug will be treat as fully supply.
-  button added at Dispensing screen and Single Stage screen as per Figure 3.6-2. Once click on the button, Medication Counselling Order screen will appear.

### 3.7 Partial Supply Normal Dispensing

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



**PHARMACY INFORMATION SYSTEM**

**HOSPITAL KULIM** Logout

Home | Screening & Verification | Preparation

**INPATIENT - PREPARATION**

Show All

Dispensing Location: Farmasi Bekalan Wad - Rx Filling  
 Order Type: All  
 Order Status: Partial Supply  
 Patient Name:   
 MRN:   
 Prescription Status: All

IC No/Other Identification:   
 Original Prescription Serial No.:

Advanced Search

1 / 1

| MRN  | Original Prescription Serial No. | Patient Name | Order Type | Prescription Status | Next Supply Date | Order Date Time     | Order Location               | Current Location             | Bed No |
|------|----------------------------------|--------------|------------|---------------------|------------------|---------------------|------------------------------|------------------------------|--------|
| 1111 |                                  |              | Normal     | PARTIALLY DISPENSED | 29/03/2018       | 28/03/2018 10:44 AM | Jabatan Kecemasan dan Trauma | Jabatan Kecemasan dan Trauma |        |

Figure 3.7-1 Preparation Listing Page

#### STEP 1

Click on 'Preparation' sub menu

#### STEP 2

Search existing patient record as follow:

**h) Dispensing Location**

**i) Order Type**

- All
- Normal
- SPUB
- Discharge

**j) Patient Name**

**k) MRN**

**l) Order Status**

- All
- New Order
- Partial Supply

#### Note

**Advanced Search**

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

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

h) Next Dispense At

**STEP 3**

Click on the  button to search the patient

**STEP 4**

Double click on the selected patient's name

**Note**

On this listing page, various Search criteria as below:

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

| advance search |                     |   |   |
|----------------|---------------------|---|---|
| g              | Order Location      | Order location. (It will list down all active location)           |   |
| h              | Order Location Type | -All<br>-Clinic<br>-Day Care<br>-ER<br>-Nursing Unit<br>-Pharmacy |   |
| i              | Order Date From     |   | Start point for range of order date                   |
| j              | Order Date To       |   | Order Date To can be NULL or must be greater than the |

|   |                  |                    |   |
|---|------------------|--------------------|---|
|   |                  |                    | value for Order Date From   |
| k | Bed no           |                    | Search patient by bed number  |
| l | Recorded by      |                    | Search patient by recorded by name                                      |
| m | SPUB Out         | -All<br>-Yes<br>No | Search by SPUB Status   |
| n | Next Supply From |                    | Start point for range of date   |
| o | Next Supply To   |                    | Can be left NULL or must be greater than the value for Next Supply From |

Table 3.7-1

The screenshot shows the 'PREPARATION' screen in the PHIS system. At the top, there are navigation buttons: Patient Label, Record Prescription, Fill List, Print Original Prescription, PCI, CP4, and a close button. Below this is a patient information section with fields for Mykad, Age (37 Years 10 Months 27 Days), Gender (Male), MRN (HKL00235253), Address, Phone And Email, Diagnosis, and No known Allergies. There are also fields for Height, Weight, BMI/BSA, and Nationality (Warganegara). A 'PHARMACY ORDER' section shows 'Supply Duration' set to 1 Day and 'Next Collection Location' as 'Farmasi Pesakit Dalam'. Below this is a 'PRESCRIPTION' section with various tool icons and buttons like 'Allocate' and 'Prepare'. At the bottom is a table with columns: Drug Name, Order Detail, Order Qty, Prev Disp Qty, Reserve Qty, POMs Received, Dispense UOM Qty, Balance, Remarks, Drug Counselling, Ext, and Us. Three red circles with numbers 6, 5, and 7 are overlaid on the screen: circle 6 is on the 'Allocate' button, circle 5 is on the 'Ext' column header, and circle 7 is on the 'Us' column header. The table contains three rows of medication data.

| Drug Name                 | Order Detail   | Order Qty | Prev Disp Qty | Reserve Qty            | POMs Received | Dispense UOM Qty | Balance              | Remarks | Drug Counselling | Ext | Us |
|---------------------------|--|-----------|---------------|------------------------|---------------|------------------|----------------------|---------|------------------|-----|----|
| Paracetamol 500 mg Tablet | 1000 mg, PRN4, Oral, 4 Days<br>08/10/2019 02:37 PM - 12/10/2019 02:37 PM | 32 tablet | 0 tablet      | 0 POMs                 | 0 tablet      | 0 tablet         | 32 tablet (4 day(s)) | Remarks | Detail           |     |    |
| Simvastatin 10 mg Tablet  | 7 mg, ON, Oral, 4 Days<br>08/10/2019 02:38 PM - 12/10/2019 02:38 PM      | 3 tablet  | 0 tablet      | 1 POMs<br>Alternate(C) | 0 tablet      | 1 tablet         | 2 tablet (3 day(s))  | Remarks | Detail           |     |    |
| Clopidogrel 75 mg Tablet  | 75 mg, OM, Oral, 4 Days  |           |               |                        |               |                  | 3 tablet             |         |                  |     |    |

Figure 3.7-2 Preparation Screen

**STEP 5**

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

**STEP 6**

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

**Note**

Click at button to directly link to PCI screen

**STEP 7**

Click on the button

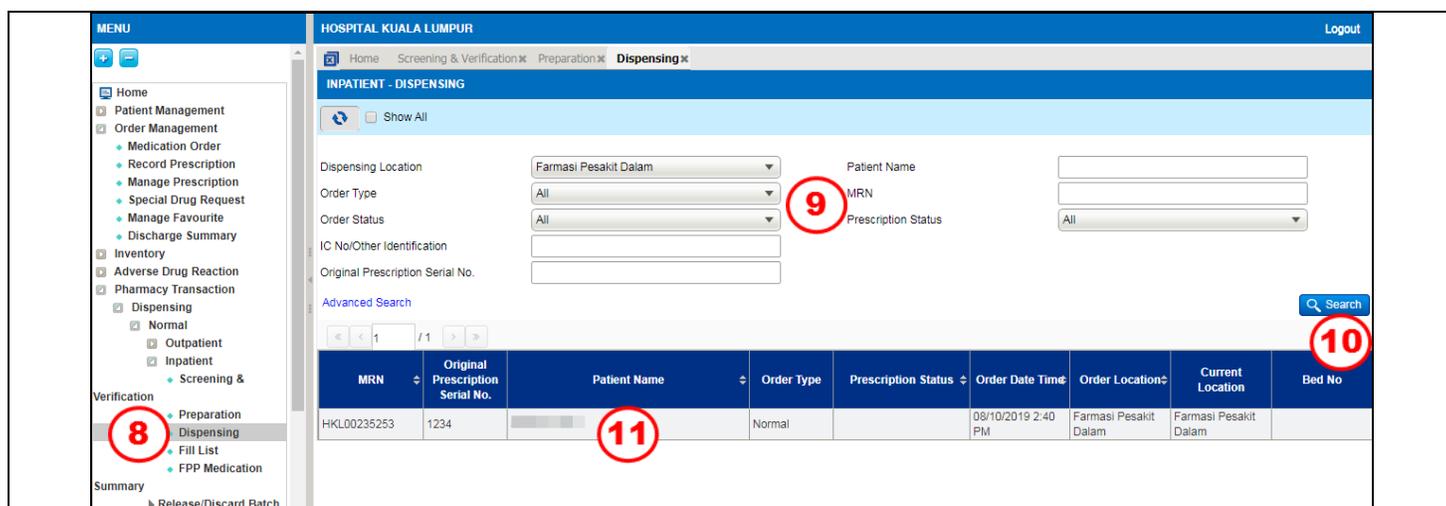


Figure 3.7-3 Dispensing Screen

**Note**

Various search criteria for Patient is provided as below:

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

|   |                     |   |   |
|---|---------------------|---|---|
| h | Order Location Type | - All<br>- Clinic<br>- Day Care<br>- ER<br>- Nursing Unit<br>- Pharmacy |   |
| i | Order Date From     |   | Start point for range of order date   |
| j | Order Date To       |   | Order Date To can be NULL or must be greater than the value for Order Date From |
| k | Bed No              |   | Search patient by bed number  |
| l | Recorded by         |   | Search patient by recorded by name  |
| m | SPUB Out            | - All<br>- Yes<br>No  | Search by SPUB Status   |
| n | Next Supply From    |   | Start point for range of date   |
| o | Next Supply To      |   | Can be left NULL or must be greater than the value for Next Supply From         |

**Table 3.7-2**

**STEP 8**

Click on 'Dispensing' sub menu

**STEP 9**

Search existing patient record as follow:

- a) **Dispensing Location**
- b) **Order Location Type**
- c) **Patient Name**
- d) **MRN**
- e) **Order Status**
  - All
  - New Order
  - Partial Supply
- f) **Order Location**
- g) **IC No/Other Identification**
- h) **Order Type**
  - All
  - Normal
  - SPUB
  - Discharge
- i) **Acknowledged without patient arrival**

**STEP 10**

Click on the  button to search the patient

**STEP 11**

Click on the selected patient's name and Figure 3.7-4 will display

**PHARMACY ORDER**

Next Collection Date: 09/10/2019 Total Patient: 0 Next Collection Mode: Normal Collection Next Collection Location: Farmasi Pesakit Dalam

Next Dispense At: [Dropdown]

Dispense At: Pharmacy Counter Remarks: [Text Box]

Dispense Method: Normal Collection

Witness By: [Text Box]  Drug Counselling Required?

**PRESCRIPTION** [Pause] [Refresh] [English] [Invoice] [Release] [Worksheet] [Worksheet] [Balance Medication Sheet] [Balance Medication] [Patient Sticker] [Label] [IP Label] [OP Label] [Dispense]

| Drug Name                           | Order Detail   | Order Qty | Prev Disp Qty | Reserve Qty                     | POMs Received | Dispense UOM Qty | Balance              | Remarks                                 | Drug Counselling         | Extemporaneo |
|-------------------------------------|--|-----------|---------------|---------------------------------|---------------|------------------|----------------------|---|--------------------------|--------------|
| Paracetamol 500 mg Tablet           | 1000 mg, PRN4, Oral, 4 Days<br>08/10/2019 02:37 PM - 12/10/2019 02:37 PM | 32 tablet | 0 tablet      | 0 <input type="checkbox"/> POMs | 0 tablet      | 0 tablet         | 32 tablet (4 day(s)) | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> |              |
| Simvastatin 10 mg Tablet            | 7 mg, ON, Oral, 4 Days<br>08/10/2019 02:38 PM - 12/10/2019 02:38 PM      | 3 tablet  | 0 tablet      | 1 <input type="checkbox"/> POMs | 0 tablet      | 1 tablet         | 2 tablet (3 day(s))  | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> |              |
| Clopidogrel 75 mg Tablet            | 75 mg, OM, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM     | 4 tablet  | 0 tablet      | 1 <input type="checkbox"/> POMs | 0 tablet      | 1 tablet         | 3 tablet (3 day(s))  | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> |              |
| Chlorpheniramine Maleate 4mg Tablet | 4 mg, ON, Oral, 4 Days<br>08/10/2019 02:39 PM - 12/10/2019 02:39 PM      | 4 tablet  | 0 tablet      | 0 <input type="checkbox"/> POMs | 4 tablet      | 0 tablet         | 4 tablet             | Remarks <input type="checkbox"/> Detail | <input type="checkbox"/> |              |

Figure 3.7-4 Dispensing Screen

**STEP 12**

Click on the button

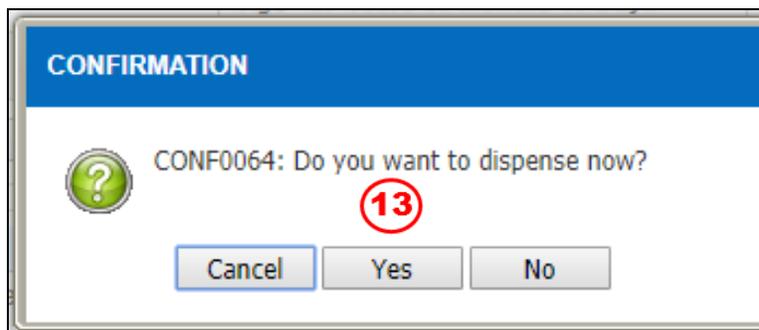


Figure 3.7-5 Confirmation Alert Message

**STEP 13**

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

**Note**

- To close/complete medication, select the checkbox then click on the button. The selected drug will be treat as fully supply.
- button added at Dispensing screen and Single Stage screen. Once click on the button, Medication Counselling Order screen will appear.
- A notification icon in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the doctor's remark as per Figure 3.7-6
- There is a new column to view previous dispensed quantity as per Figure 3.7-5
- Once there is a remarks entered in normal supply, the remarks will appear in the next partial supply remarks column as per Figure 3.7-5

**PHARMACIST REMARK**

Prescriber Remark

|             |                                |
|-------------|--------------------------------|
| Order Stage | to dilute and serve to patient |
|-------------|--------------------------------|

Pharmacist Remark

|                    |  |
|--------------------|--|
| Verification Stage |  |
| Preparation Stage  |  |

**DRUG REMARKS HISTORY (ACETYLSALICYLIC ACID 300 MG SOLUBLE TABLET)**

| Prescriber Remark         | Prescriber Name | Start Date | End Date   |  |
|---------------------------|-----------------|------------|------------|--|
| given for pain management |                 | 24/10/2019 | 29/10/2019 |  |

| Pharmacist Remark                | Stage        | Rx                    | Date Time                 |
|----------------------------------|--------------|-----------------------|---------------------------|
| for pain                         | Dispensing   | AE_DEPT000074<br>1085 | 24/10/2019<br>03:29:19 PM |
| to proceed                       | Preparation  | AE_DEPT000074<br>1085 | 24/10/2019<br>03:28:13 PM |
| to proceed with IP order as well | Verification | AE_DEPT000074<br>1085 | 24/10/2019<br>03:27:14 PM |
| supplied to ward for patient     | Dispensing   | NW18B00007410<br>84   | 24/10/2019<br>02:53:53 PM |
| extemporaneous prepared          | Preparation  | NW18B00007410<br>84   | 24/10/2019<br>02:53:06 PM |

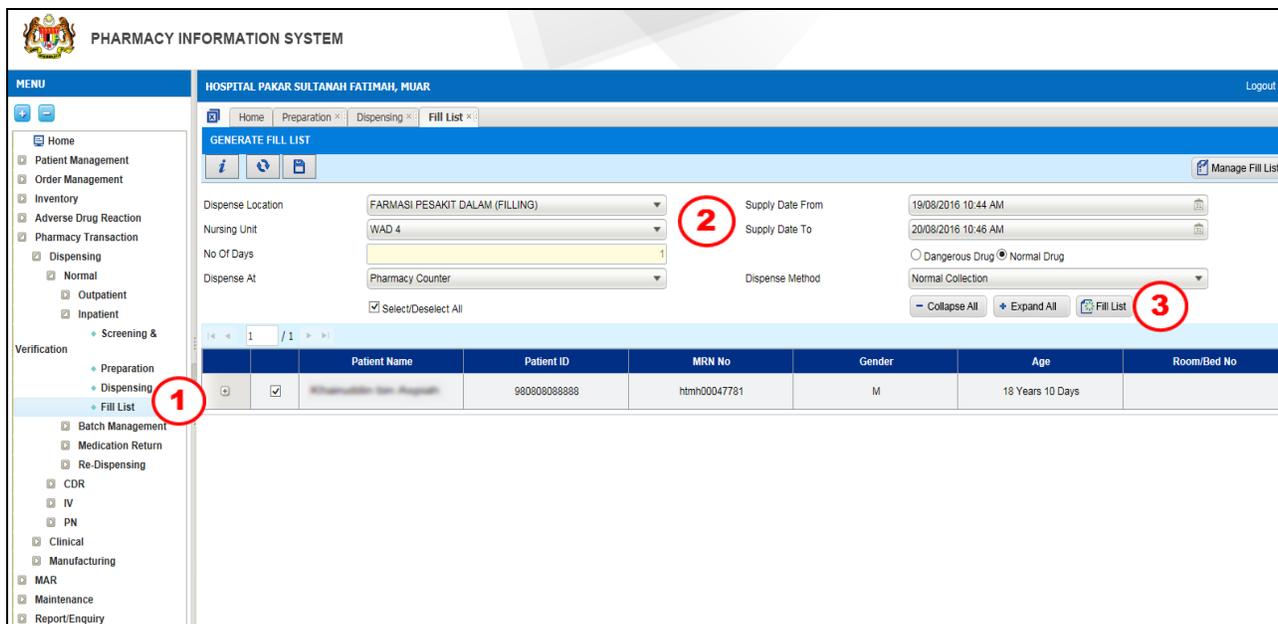
Figure 3.7-6 Pharmacist Remark Screen

### 3.8 Partial Supply Fill List

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

#### 3.8.1 Generate Fill List

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



The screenshot shows the 'GENERATE FILL LIST' screen in the PHARMACY INFORMATION SYSTEM. The interface includes a left-hand menu, a top navigation bar, and a main content area with search filters and a patient list table. Red circles highlight the 'Fill List' menu item (1), the search filters (2), and the 'Fill List' button (3).

| Patient Name   | Patient ID   | MIRN No     | Gender | Age              | Room/Bed No |
|----------------|--------------|-------------|--------|------------------|-------------|
| [Patient Name] | 980908088888 | hmm00047781 | M      | 18 Years 10 Days |             |

Figure 3.8.1-1 Fill List Listing Page

#### STEP 1

Click 'Fill List' in sub menu 'Inpatient'

#### STEP 2

Search existing patient record as follow:

- Dispensing Location
- Nursing Unit
- Supply Date From
- Supply Date To
- Dispensed At
- Dispensed Method

#### Note

- User Able to select **Dangerous Drug or Normal Drug** and generate Fill List.
- Supply Date From** and **Supply Date To** will be auto captured by default date and able to edit by user

#### STEP 3

Tick on the  button to view patient by ward.

HOSPITAL KUALA LUMPUR Logout

Home Preparation **Fill List**

**GENERATE FILL LIST**

Dispense Location: Farmasi Pesakit Dalam      Supply Date From: 28/10/2019 03:33 PM  
 Nursing Unit: Wad NW18B (Perubatan)      Supply Date To: 29/10/2019 03:34 PM  
 No Of Days: 2       Dangerous Drug  Normal Drug  
 Dispense At: Pharmacy Counter      Dispense Method: Normal Collection  
 Select/Deselect All     

< < 1 / 1 > > [ 1 - 2 / 2 ]

|                          |                                     | Patient Name | Patient ID | MRN No      | Gender | Age                        | Room/Bed No |
|--------------------------|-------------------------------------|--------------|------------|-------------|--------|----------------------------|-------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | ██████████   | ██████████ | HKL00235267 | M      | 47 Years 11 Months 13 Days |             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | ██████████   | ██████████ | HKL00235267 | M      | 47 Years 11 Months 13 Days |             |

**Figure 3.8.1-2 Select / Deselect Patient Prescription**

**STEP 4**

Select the checkbox to include the patient prescription for generated fill list else deselect the checkbox to exclude the patient prescription patient from the fill list

**GENERATE FILL LIST**

Dispense Location: Farmasi Pesakit Dalam      Supply Date From: 28/10/2019 03:33 PM  
 Nursing Unit: Wad NW18B (Perubatan)      Supply Date To: 29/10/2019 03:34 PM  
 No Of Days: 2       Dangerous Drug  Normal Drug  
 Dispense At: Pharmacy Counter      Dispense Method: Normal Collection  
 Select/Deselect All     

< < 1 / 1 > > [ 1 - 2 / 2 ]

|                                     |                                     | Patient Name | Patient ID    | MRN No                                     | Gender  | Age                        | Room/Bed No |             |                   |                       |
|-------------------------------------|-------------------------------------|--------------|---------------|--|---|----------------------------|-------------|-------------|-------------------|-----------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | ██████████   | ██████████    | HKL00235267                                | M   | 47 Years 11 Months 13 Days |             |             |                   |                       |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> |              |               |  |   |                            |             |             |                   |                       |
|                                     |                                     | Rx Date      | Rx No         | Drug Name                                  | Order Detail  | Authorise Status           | Order Qty   | Reserve Qty | Previous Disp Qty | Last Dispense Date    |
|                                     |                                     | 24/10/2019   | NW18B00007410 | Acetylsalicylic Acid 300 mg Soluble Tablet | 150 mg, OM, Oral, 7 Days<br>24/10/2019 02:51 PM - 31/10/2019 02:51 PM |                            | 4           | 1           | 1                 | 24/10/2019 2:53:59 PM |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | ██████████   | ██████████    | HKL00235267                                | M   | 47 Years 11 Months 13 Days |             |             |                   |                       |

**Figure 3.8.1-3 Select / Deselect Drug**

**Note**

Authorise status will appear in the details next to order detail as Figure 3.8.1-3.

**STEP 5**

Click on the  button to expand the patient prescription, select the checkbox to exclude the drug from the fill list or else remain selected if the drug included in the fill list

**Note**

By default, all patient will selected.

**GENERATE FILL LIST**

**6**

Dispense Location: FARMASI BEKALAN WAD  
 Nursing Unit: WAD 10 (MED - P)  
 No Of Days: 3  
 Dispense At: Pharmacy Counter

Supply Date From: 03/10/2019 03:06 PM  
 Supply Date To: 06/10/2019 03:06 PM  
 Dispense Method: Normal Collection  
 Dangerous Drug  Normal Drug

Select/Deselect All

< < 1 / 1 > >

|                                     | Patient Name | Patient ID | MRN No       | Gender | Age                        | Room/Bed No |
|-------------------------------------|--------------|------------|--------------|--------|----------------------------|-------------|
| <input checked="" type="checkbox"/> |              |            | HPSF00000020 | F      | 18 Years 05 Months 25 Days |             |
| <input checked="" type="checkbox"/> |              |            |              |        |                            |             |
|                                     |              |            |              |        |                            |             |
| <input checked="" type="checkbox"/> |              |            |              |        |                            |             |
|                                     |              |            |              |        |                            |             |
| <input type="checkbox"/>            |              |            | HPSF00268221 | F      | 32 Years 01 Months 13 Days |             |

| Rx Date    | Rx No          | Drug Name                | Order Detail   | Authorise Status | Order Qty | Reserve Qty | Previous Disp Qty | Last Dispense Date |
|------------|----------------|--------------------------|--|------------------|-----------|-------------|-------------------|--------------------|
| 01/10/2019 | WRD87100018177 | Simvastatin 10 mg Tablet | 10 mg, ON, Oral, 7 Days<br>01/10/2019 04:57 PM - 08/10/2019 04:57 PM |                  | 7         | 3           | 0                 |                    |

Figure 3.8.1-4 Generate Fill List

**STEP 6**

Click on the  button to save record

**CONFIRMATION**

CONF0002: Are you sure you want to save? **7**

Figure 3.8.1-5 Confirmation Alert Message

**STEP 7**

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

**CONFIRMATION**

INFO0679: Record has been saved successfully

**8**

Figure 3.8.1-6 Information Alert Message

**STEP 8**

Click on the  button to save record

### 3.8.2 Manage Fill List

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

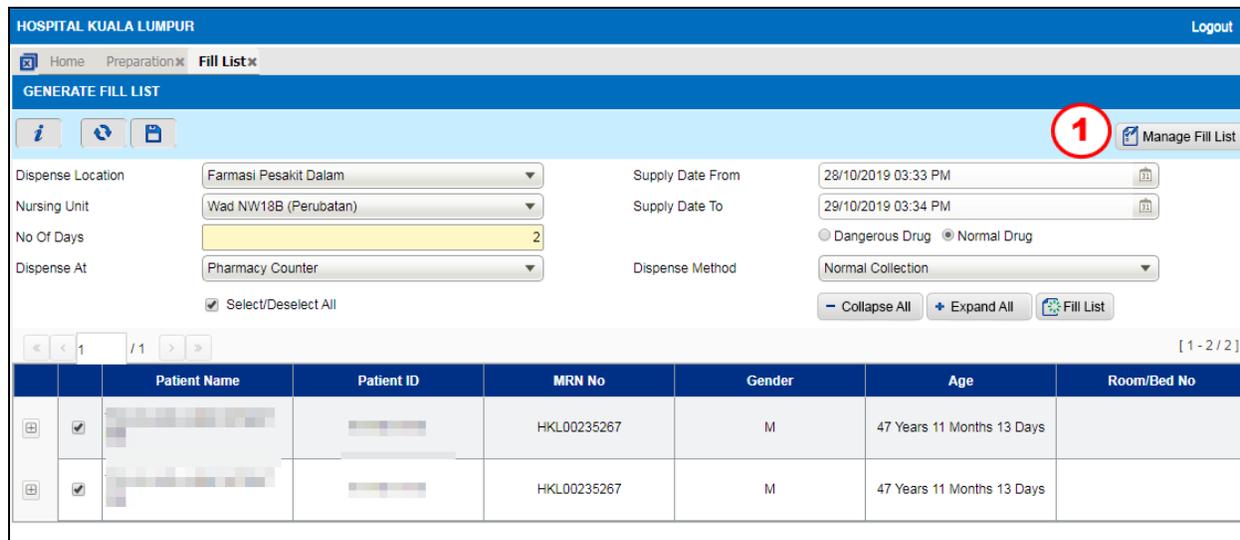
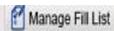


Figure 3.8.2-1 Manage Fill List

**STEP 1**

Click on the  button to proceed Manage Fill List process

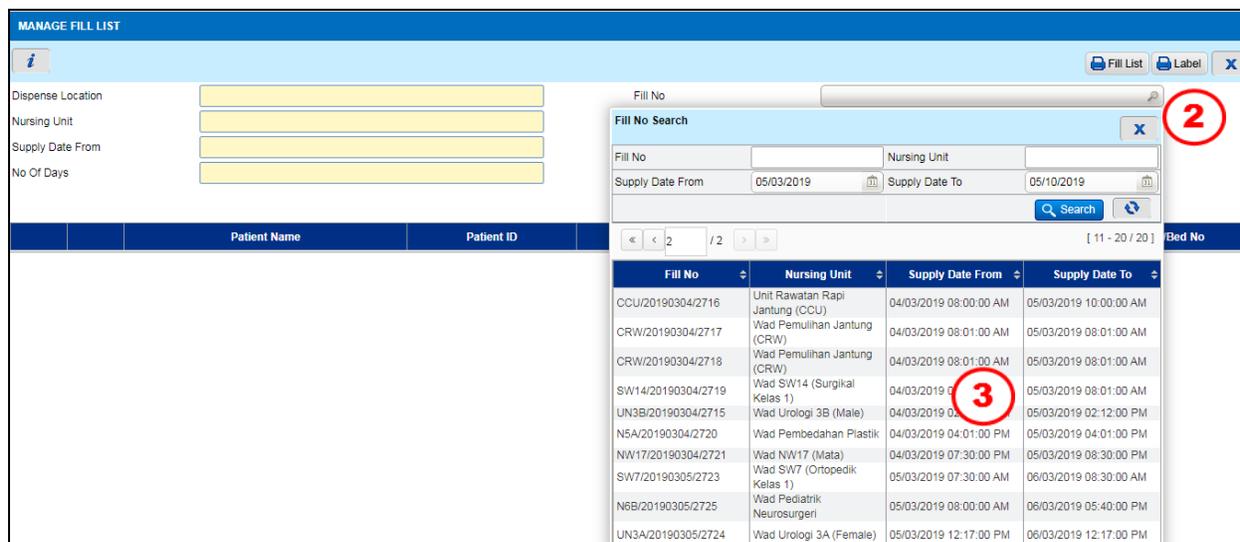


Figure 3.8.2-2 Manage Fill List

**STEP 2**

Click on the  button to search the fill list

**Note**

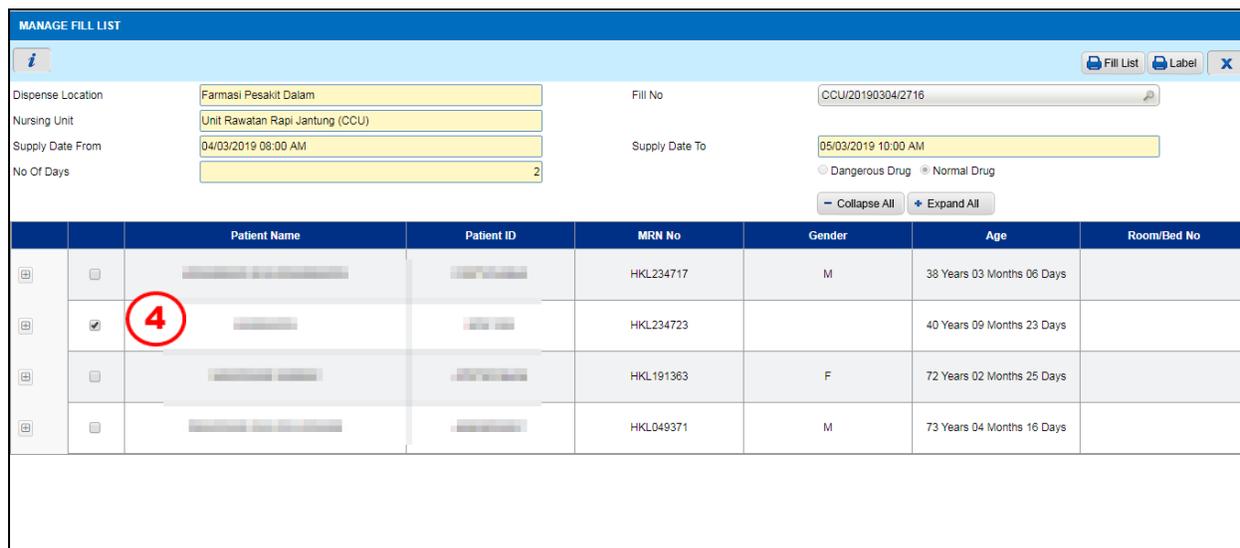
Allow and able to search fill list based:-

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

- d) Supply Date To
- e) Dispensed at
- f) Dispensed Method

### STEP 3

Double click on the selected fill list



|                                     | Patient Name | Patient ID | MRN No    | Gender | Age                        | Room/Bed No |
|-------------------------------------|--------------|------------|-----------|--------|----------------------------|-------------|
| <input type="checkbox"/>            | [REDACTED]   | [REDACTED] | HKL234717 | M      | 38 Years 03 Months 06 Days |             |
| <input checked="" type="checkbox"/> | [REDACTED]   | [REDACTED] | HKL234723 |        | 40 Years 09 Months 23 Days |             |
| <input type="checkbox"/>            | [REDACTED]   | [REDACTED] | HKL191363 | F      | 72 Years 02 Months 25 Days |             |
| <input type="checkbox"/>            | [REDACTED]   | [REDACTED] | HKL049371 | M      | 73 Years 04 Months 16 Days |             |

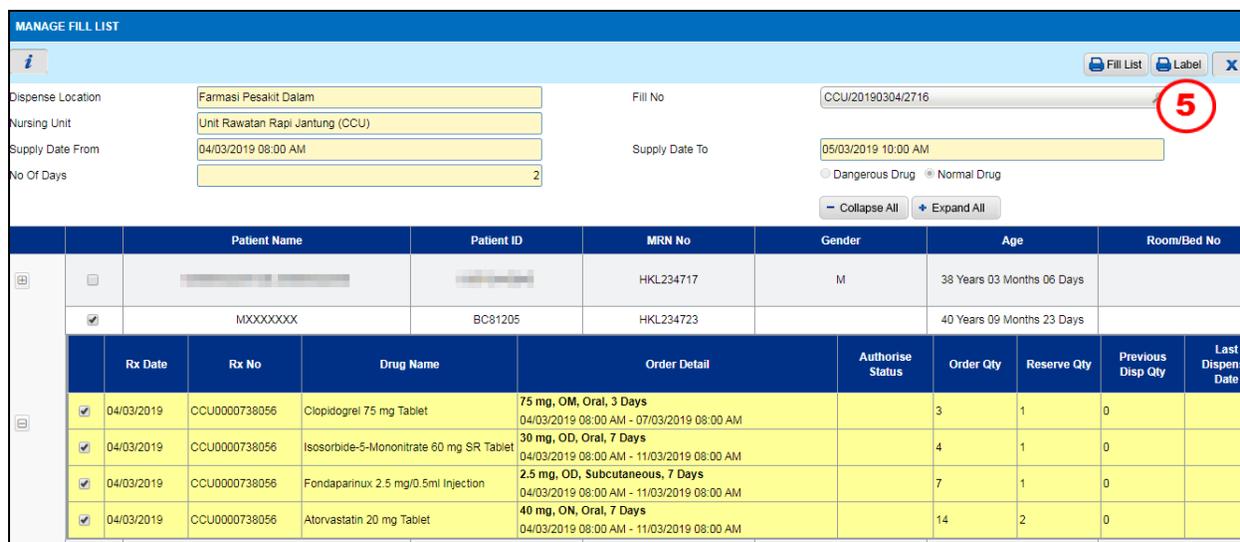
Figure 3.8.2-3 Manage Fill List

### STEP 4

Select on the checkbox to print the drug label

### STEP 5

Click on the  to view or edit drug label

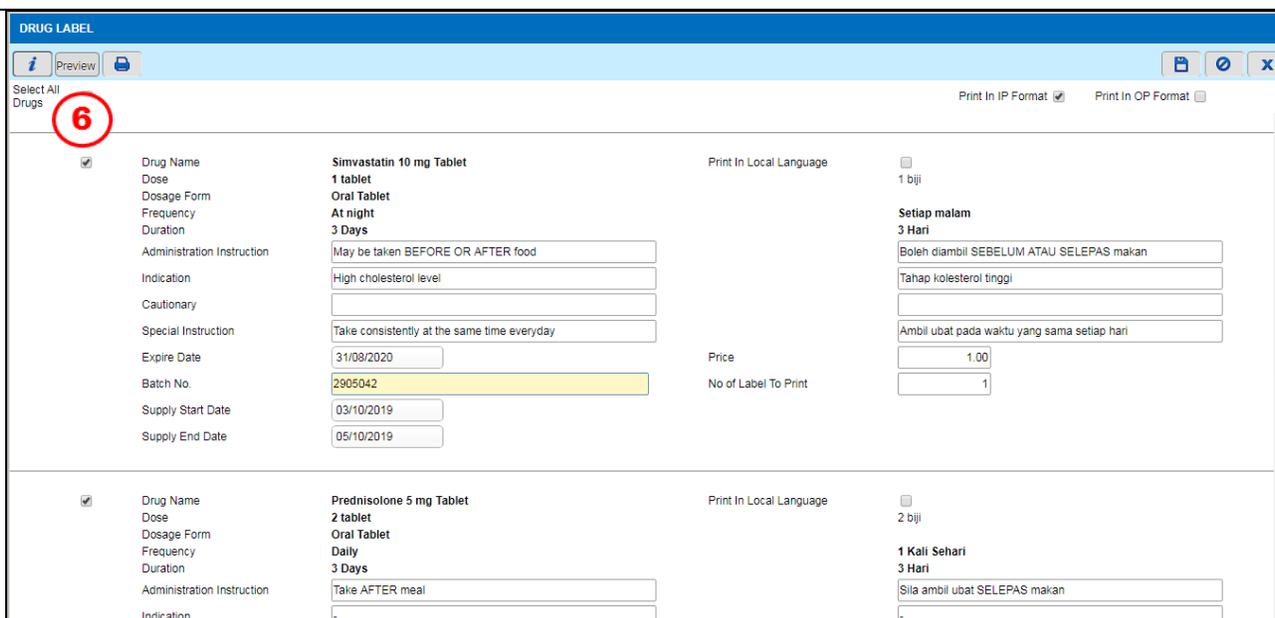


|                                     | Patient Name | Patient ID | MRN No    | Gender | Age                        | Room/Bed No |
|-------------------------------------|--------------|------------|-----------|--------|----------------------------|-------------|
| <input type="checkbox"/>            | [REDACTED]   | [REDACTED] | HKL234717 | M      | 38 Years 03 Months 06 Days |             |
| <input checked="" type="checkbox"/> | MXXXXXX      | BC81205    | HKL234723 |        | 40 Years 09 Months 23 Days |             |

|                                     | Rx Date    | Rx No         | Drug Name                                | Order Detail  | Authorise Status | Order Qty | Reserve Qty | Previous Disp Qty | Last Dispense Date |
|-------------------------------------|------------|---------------|--|---|------------------|-----------|-------------|-------------------|--------------------|
| <input checked="" type="checkbox"/> | 04/03/2019 | CCU0000738056 | Clopidogrel 75 mg Tablet                 | 75 mg, OM, Oral, 3 Days<br>04/03/2019 08:00 AM - 07/03/2019 08:00 AM          |                  | 3         | 1           | 0                 |                    |
| <input checked="" type="checkbox"/> | 04/03/2019 | CCU0000738056 | Isosorbide-5-Mononitrate 60 mg SR Tablet | 30 mg, OD, Oral, 7 Days<br>04/03/2019 08:00 AM - 11/03/2019 08:00 AM          |                  | 4         | 1           | 0                 |                    |
| <input checked="" type="checkbox"/> | 04/03/2019 | CCU0000738056 | Fondaparinux 2.5 mg/0.5ml Injection      | 2.5 mg, OD, Subcutaneous, 7 Days<br>04/03/2019 08:00 AM - 11/03/2019 08:00 AM |                  | 7         | 1           | 0                 |                    |
| <input checked="" type="checkbox"/> | 04/03/2019 | CCU0000738056 | Atorvastatin 20 mg Tablet                | 40 mg, ON, Oral, 7 Days<br>04/03/2019 08:00 AM - 11/03/2019 08:00 AM          |                  | 14        | 2           | 0                 |                    |

Figure 3.8.2-4 Print Drug Label



| Drug Name                | Dose     | Dosage Form | Frequency | Duration | Administration Instruction        | Indication             | Cautionary | Special Instruction                         | Expiry Date | Batch No. | Supply Start Date | Supply End Date | Price | No of Label To Print | Print In Local Language                     |
|--------------------------|----------|-------------|-----------|----------|-----------------------------------|------------------------|------------|---|-------------|-----------|-------------------|-----------------|-------|----------------------|---|
| Simvastatin 10 mg Tablet | 1 tablet | Oral Tablet | At night  | 3 Days   | May be taken BEFORE OR AFTER food | High cholesterol level |            | Take consistently at the same time everyday | 31/08/2020  | 2905042   | 03/10/2019        | 05/10/2019      | 1.00  | 1                    | <input type="checkbox"/>                    |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | 1 biji                                      |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | Setiap malam<br>3 Hari                      |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | Boleh diambil SEBELUM ATAU SELEPAS makan    |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | Tahap kolesterol tinggi                     |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | Ambil ubat pada waktu yang sama setiap hari |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      |   |
| Prednisolone 5 mg Tablet | 2 tablet | Oral Tablet | Daily     | 3 Days   | Take AFTER meal                   |                        |            |   |             |           |                   |                 |       |                      | <input type="checkbox"/>                    |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | 2 biji                                      |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | 1 Kali Sehari<br>3 Hari                     |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      | Sila ambil ubat SELEPAS makan               |
|                          |          |             |           |          |                                   |                        |            |   |             |           |                   |                 |       |                      |   |

Figure 3.8.2-5 Drug Label

#### STEP 6

Click on the  button to preview the drug label

#### Note

- Details as below will be auto generated in Drug Label:
  - a) Drug Name
  - b) Dose
  - c) Dosage Form
  - d) Frequency
  - e) Duration
  - f) Administration Instruction
  - g) Indication
  - h) Cautionary
  - i) Special Instruction,
  - j) Expiry Date
  - k) Batch No
- It is allowed to edit Administration, Indication, Special Instruction, Expiry Date, Batch No, Price, No of Label to Print and select Print in Local Language.
- Allowed to select to print label in IP format or OP format



| HOSPITAL KUALA LUMPUR          |       |        |                      |        |                     |       |
|--------------------------------|-------|--------|----------------------|--------|---------------------|-------|
| [Redacted]                     |       |        |                      |        |                     |       |
| HKL0201827                     |       |        | Farmasi Klinik Pakar |        |                     |       |
| <b>Amlodipine 5mg Tab</b>      |       |        |                      |        |                     |       |
| Ambil 1 biji 1 Kali Sehari     |       |        |                      |        |                     |       |
| -                              |       |        |                      |        |                     |       |
| Sila ambil ubat SELEPAS makan. |       |        |                      |        |                     |       |
| 01/12                          | 02/12 | 03/12  | 04/12                | 05/12  | 06/12               | 07/12 |
| 01/12/21 [1 hari]              |       | 1 biji |                      | RM1.00 |                     |       |
| UBAT TERKAWAL                  |       |        |                      |        | 23/12/2021 01:23 PM |       |

Figure 3.8.2-6(a) Print Drug Label(IP)

| HOSPITAL KUALA LUMPUR (Tel: 0326155555)  |  |        |                      |        |                     |  |
|--|--|--------|----------------------|--------|---------------------|--|
| [Redacted]                               |  |        |                      |        |                     |  |
| HKL0201827                               |  |        | Farmasi Klinik Pakar |        |                     |  |
| <b>Amlodipine 5mg Tab</b>                |  |        |                      |        |                     |  |
| Ambil 1 biji 1 Kali Sehari               |  |        |                      |        |                     |  |
| -  |  |        |                      |        |                     |  |
| Sila ambil ubat SELEPAS makan            |  |        |                      |        |                     |  |
| <b>Tekanan Darah Tinggi</b>              |  |        |                      |        |                     |  |
| 01/12/21-02/12/21 [1 hari]               |  | 1 biji |                      | RM1.00 |                     |  |
| UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK |  |        |                      |        | 23/12/2021 02:34 PM |  |

Figure 3.8.2-6(b) Print Drug Label(OP)

**STEP 7**

Click on the  button to print the drug label

**MANAGE FILL LIST**

Dispense Location: UNIT FARMASI SATELIT      Fill No: WAD 13/20140905/115

Nursing Unit: WAD 13 (O&G)

Supply Date From: 05/09/2014 08:00 AM      Supply Date To: 06/09/2014 08:00 AM

No Of Days: 1

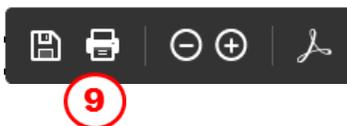
Dangerous Drug  Normal Drug

1 / 1

Figure 3.8.2-7 Print Fill List

**STEP 8**

Click on the button to print the fill list



**KEMENTERIAN KESIHATAN MALAYSIA**  
**Hospital Pakar Sultanah Fatimah, Muar**

Nursing Unit From : WAD 10 (MED - P)      Date From : 03/10/2019 03:06 PM  
 Fill Process ID : WRD871/20191003/17682      Date To : 06/10/2019 03:06 PM  
 Fill Process Executed Date/Time : 03/10/2019 03:26 PM      Supply Duration : 3 days

| Fill Date                            | Rx Date    | Rx No            | Drug                        | Dose   | Route | Freq Code | Qty Reqd | Fill UOM | Batch ID | Expiry Date |
|--------------------------------------|------------|------------------|-----------------------------|--------|-------|-----------|----------|----------|----------|-------------|
| Patient Name / ID / MRN : ██████████ |            |                  | Room/Bed No : /             |        |       |           |          |          |          |             |
| 03/10/2019                           | 01/10/2019 | WRD8710001817771 | Simvastatin 10 mg Tablet    | 10 mg  | ORAL  | ON        | 3        | tablet   | 2905042  | 31/08/2020  |
| Patient Name / ID / MRN : ██████████ |            |                  | Room/Bed No : /             |        |       |           |          |          |          |             |
| 04/10/2019                           | 03/10/2019 | WRD8710001817772 | Prednisolone 5 mg Tablet    | 10 mg  | ORAL  | OD        | 6        | tablet   | 1807093  | 31/07/2021  |
| 03/10/2019                           | 03/10/2019 | WRD8710001817772 | Metronidazole 200 mg Tablet | 200 mg | ORAL  | Q8H       | 9        | tablet   | 17E191   | 31/03/2020  |

Collected By: ██████████      Dispensed By: ██████████  
 Prepared By: ██████████      Checked By: ██████████

Figure 3.8.2-8 Fill List

**Note**

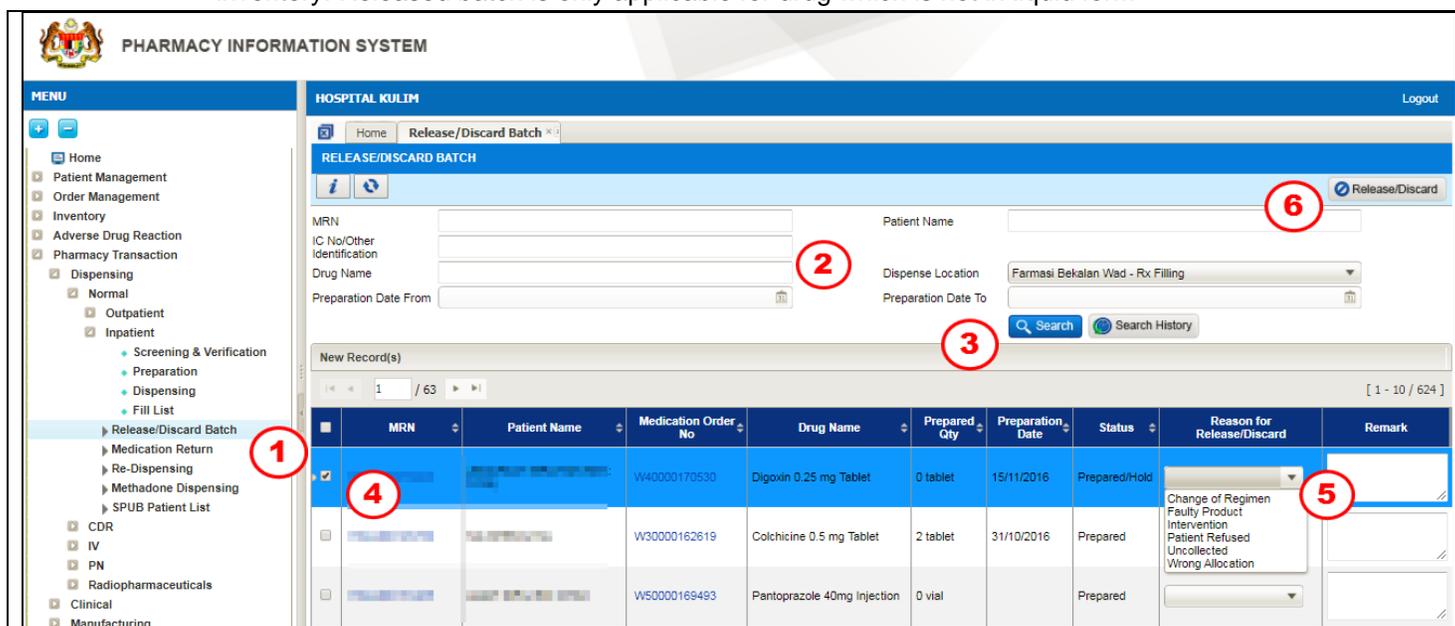
System will auto capture prepared by and checked by based on login id

**STEP 9**

Click on the button to print the fill list

### 3.9 Released / Discard Batch

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



**PHARMACY INFORMATION SYSTEM**

**HOSPITAL KULIM** Logout

Home | Release/Discard Batch

**RELEASE/DISCARD BATCH** Release/Discard

MRN:  Patient Name:

IC No/Other Identification:  Dispense Location: Farmasi Bekalan Wad - Rx Filling

Drug Name:  Preparation Date From:  Preparation Date To:

New Record(s) 1 / 63 [ 1 - 10 / 624 ]

| MRN                                 | Patient Name | Medication Order No | Drug Name                   | Prepared Qty | Preparation Date | Status        | Reason for Release/Discard                          | Remark |
|-------------------------------------|--------------|---------------------|-----------------------------|--------------|------------------|---------------|---|--------|
| <input checked="" type="checkbox"/> |              | W40000170530        | Digoxin 0.25 mg Tablet      | 0 tablet     | 15/11/2016       | Prepared/Hold | Change of Regimen<br>Faulty Product<br>Intervention |        |
| <input type="checkbox"/>            |              | W30000162619        | Colchicine 0.5 mg Tablet    | 2 tablet     | 31/10/2016       | Prepared      | Patient Refused<br>Uncollected<br>Wrong Allocation  |        |
| <input type="checkbox"/>            |              | W50000169493        | Pantoprazole 40mg Injection | 0 vial       |                  | Prepared      |   |        |

Figure 3.9-1 Release / Discard

**STEP 1**

Click on 'Release Discharge Batch' sub menu

**STEP 2**

Search patient record based on:

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

**STEP 3**

Click on the  button to search the drug

**STEP 4**

Select check box to select patient drug for release batch

**STEP 5**

Select **Reason for Release / Discard**

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

**STEP 6**

Click on the  button to proceed release or discard process

### 3.10 Medication Return

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

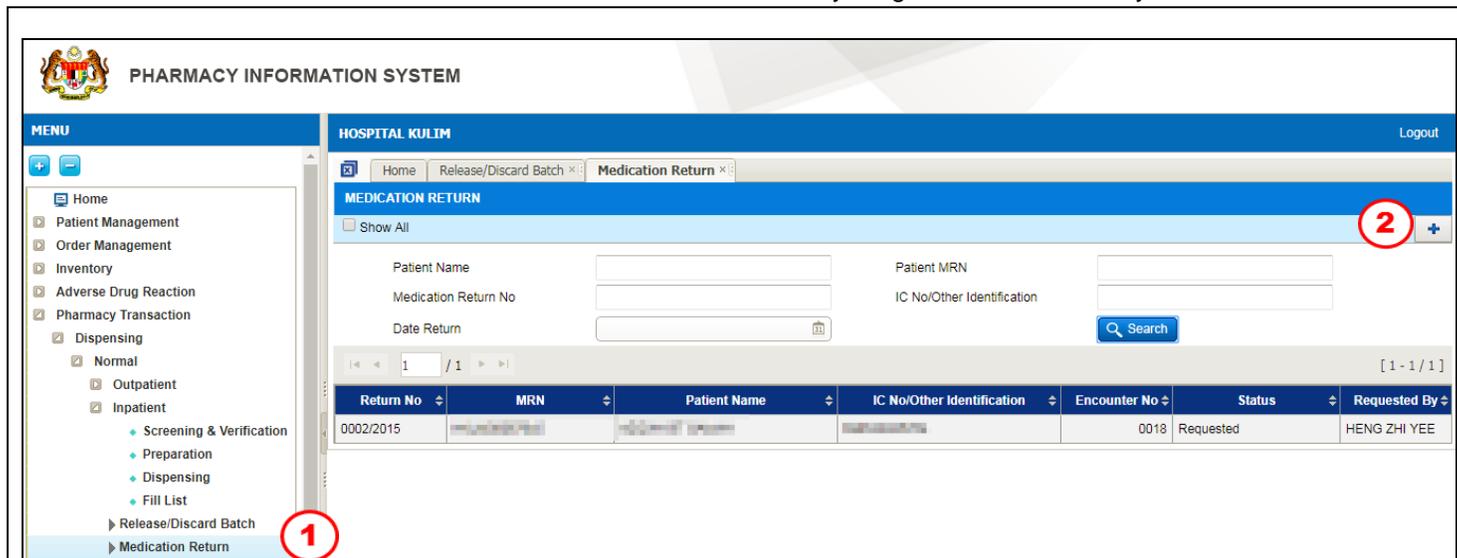


Figure 3.10-1 Medication Return Listing Page

**STEP 1**

Click on 'Medication Return' sub menu

**STEP 2**

Click on the button to add new patient record

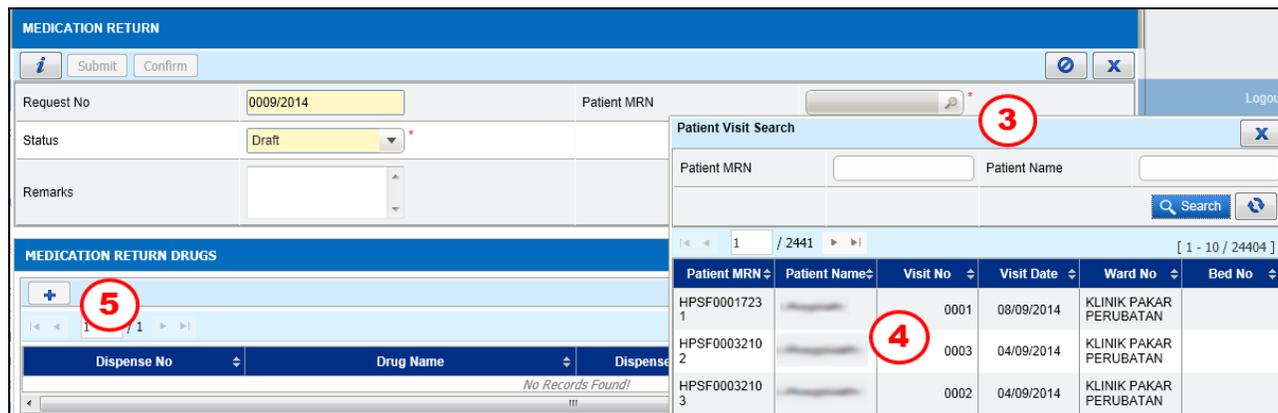


Figure 3.10-2 Medication Return

**STEP 3**

Click on the button to search the patient

**STEP 4**

Double Click on the selected patient's name

**STEP 5**

Click on the button to add drug to medication return list

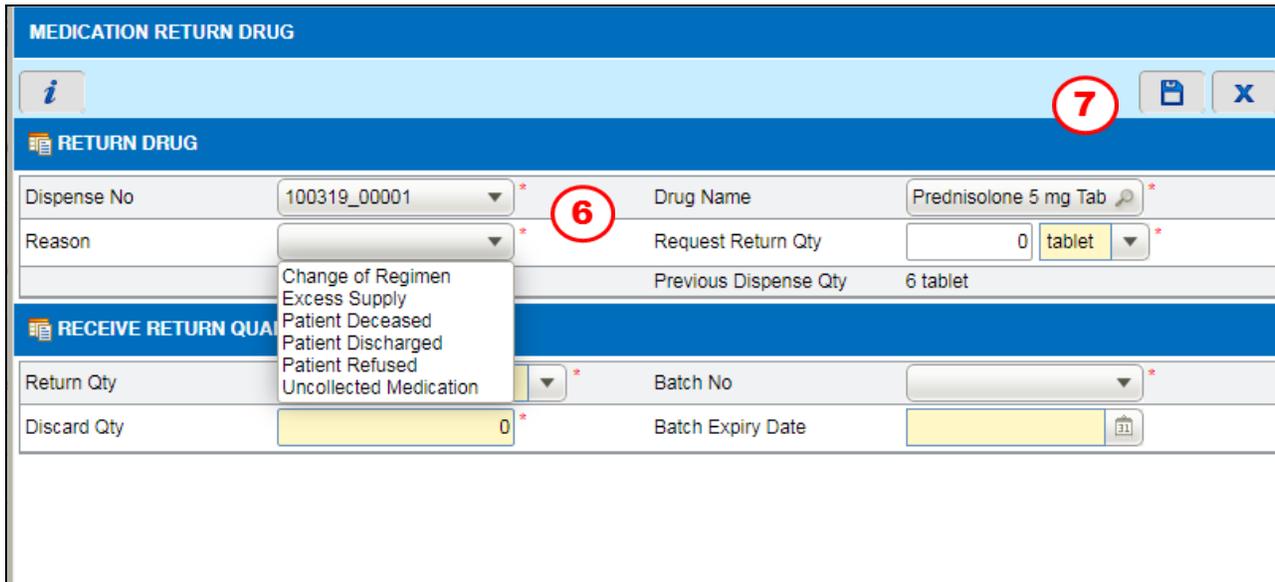


Figure 3.10-3 Medication Return

**STEP 6**

Select drug to be returned by criteria as below:

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

**Note**

Receive Return Quantity will be used to record:

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

**STEP 7**

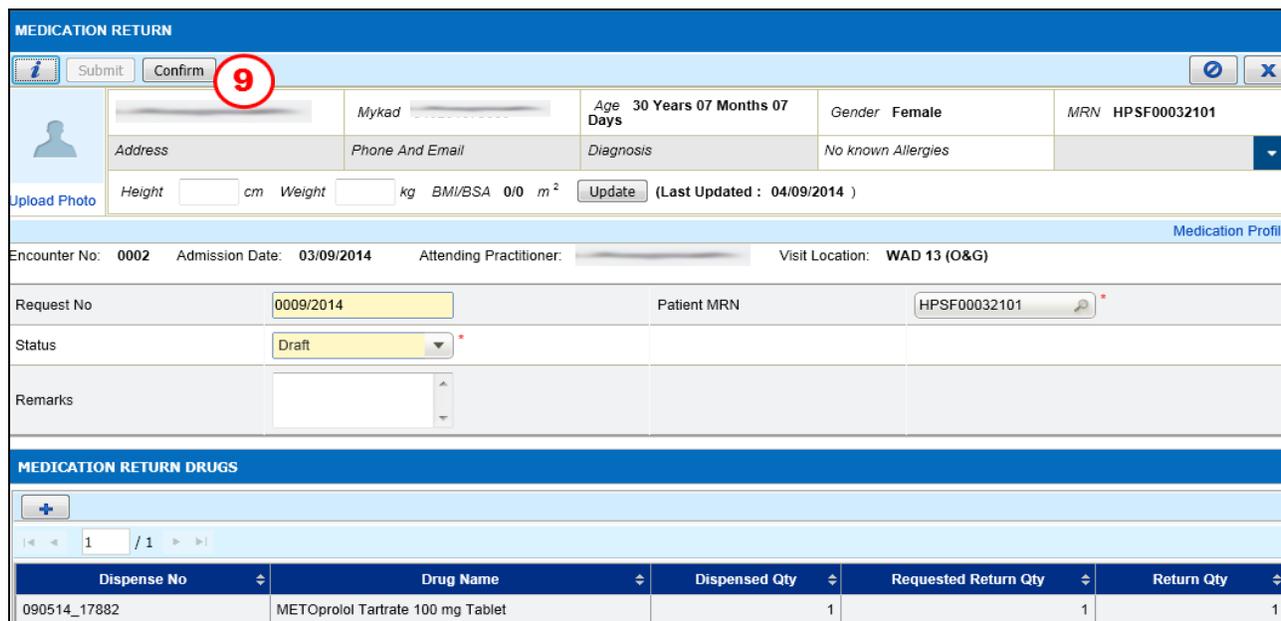
Click on the  button to save record



Figure 3.10-4 Confirmation Alert Message

**STEP 8**

Click on the  button to confirm save record



**MEDICATION RETURN**

Submit Confirm **9**

Mykad: \_\_\_\_\_ Age: 30 Years 07 Months 07 Days Gender: Female MRN: HPSF00032101

Address: \_\_\_\_\_ Phone And Email: \_\_\_\_\_ Diagnosis: \_\_\_\_\_ No known Allergies

Height: \_\_\_\_\_ cm Weight: \_\_\_\_\_ kg BMI/BSA: 0/0 m<sup>2</sup> Update (Last Updated : 04/09/2014)

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

Request No: 0009/2014 Patient MRN: HPSF00032101

Status: Draft

Remarks: \_\_\_\_\_

**MEDICATION RETURN DRUGS**

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

Figure 3.10-5 Medication Return

**STEP 9**

Click on the  button to confirm medication return process

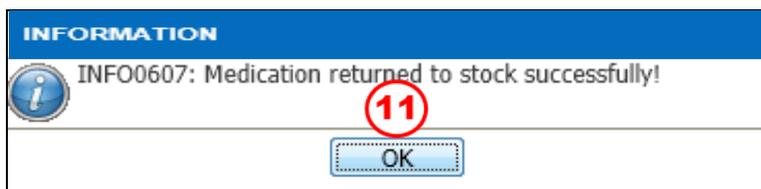


**CONFIRMATION**

CONF0105: Are you sure you want to confirm?

Cancel Yes No

Figure 3.10-6 Confirmation Alert Message



**INFORMATION**

INFO0607: Medication returned to stock successfully!

OK

Figure 3.10-7 Information Alert Message

**STEP 10**

Click on the  button

**STEP 11**

Click on the  button and screen will be automatically closed

### 3.11 Re-Dispensing

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

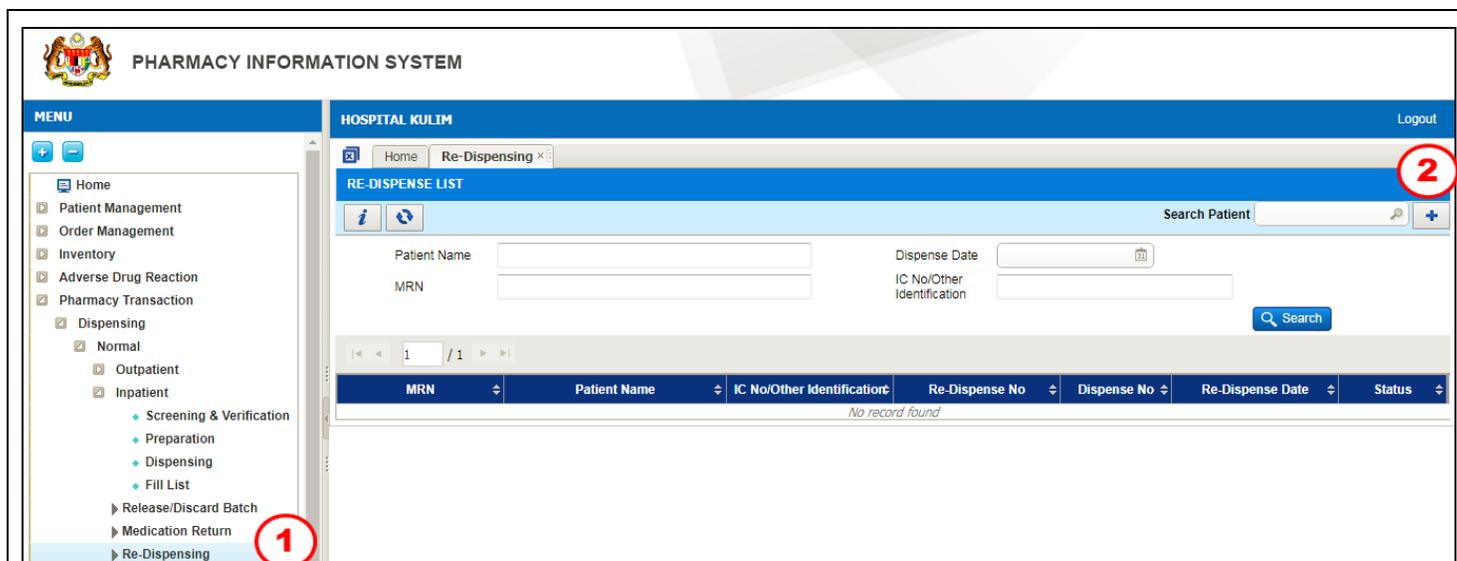


Figure 3.11-1 Re-Dispensing

#### STEP 1

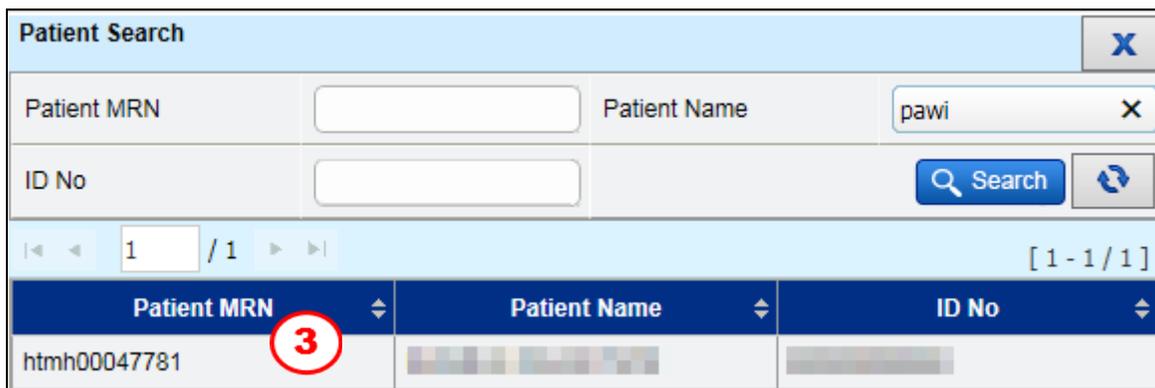
Click on 'Re-Dispensing' sub menu

#### STEP 2

Click on the  button to search patient

#### Note

- Search MRN screen will be displayed as per Figure 3.11-2.
- On this screen, user will be able to search existing patient record by:
  - a) **Patient MRN**
  - b) **ID No**
  - c) **Patient Name**
- Allow to view the list of re-dispense at the listing page as per Figure 3.11-1.
- If need to re-dispense the drug again, click on the selected patient name and continue to proceed dispensing process.



**Patient Search** [X]

Patient MRN  Patient Name  [X]

ID No  [Search] [Refresh]

[< < 1 / 1 > >] [1 - 1 / 1]

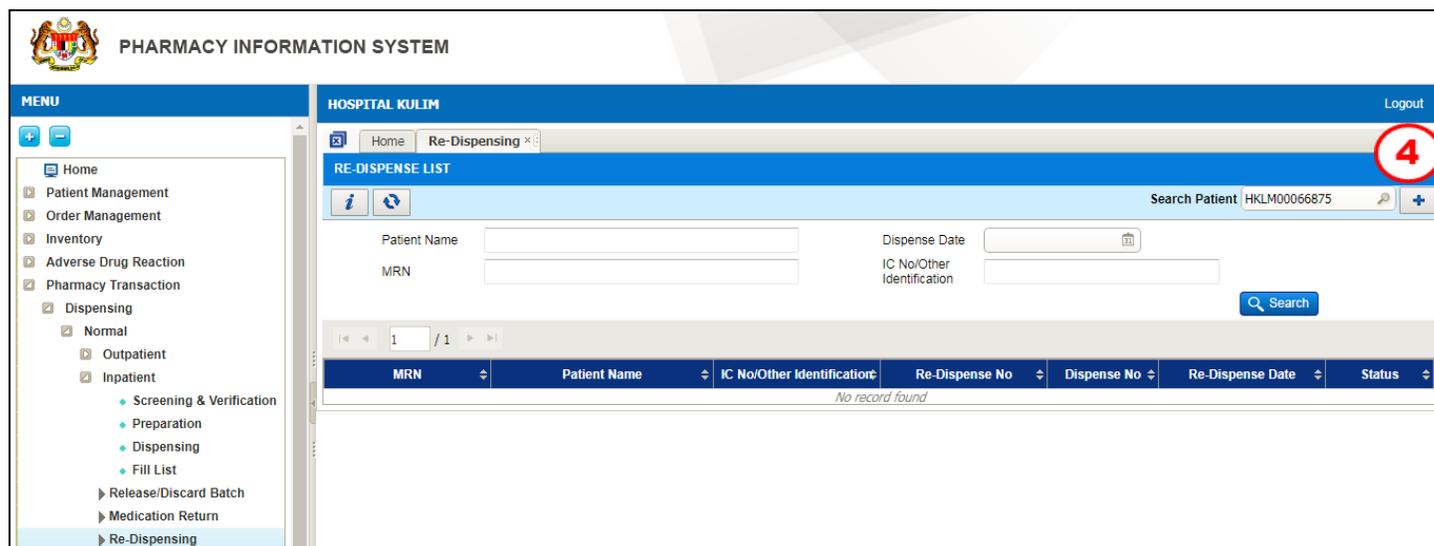
| Patient MRN  | Patient Name | ID No      |
|--------------|--------------|------------|
| htmh00047781 | [Redacted]   | [Redacted] |

**3**

Figure 3.11-2 Search Patient

**STEP 3**

Click on the selected patient's name



**PHARMACY INFORMATION SYSTEM**

**MENU**

- Home
- Patient Management
- Order Management
- Inventory
- Adverse Drug Reaction
- Pharmacy Transaction
  - Dispensing
    - Normal
      - Outpatient
      - Inpatient
        - Screening & Verification
        - Preparation
        - Dispensing
        - Fill List
      - Release/Discard Batch
      - Medication Return
      - Re-Dispensing

**HOSPITAL KULIM** [Logout]

Home Re-Dispensing [X]

**RE-DISPENSE LIST** [4]

Search Patient  [Search]

Patient Name  Dispense Date

MRN  IC No/Other Identification

[Search]

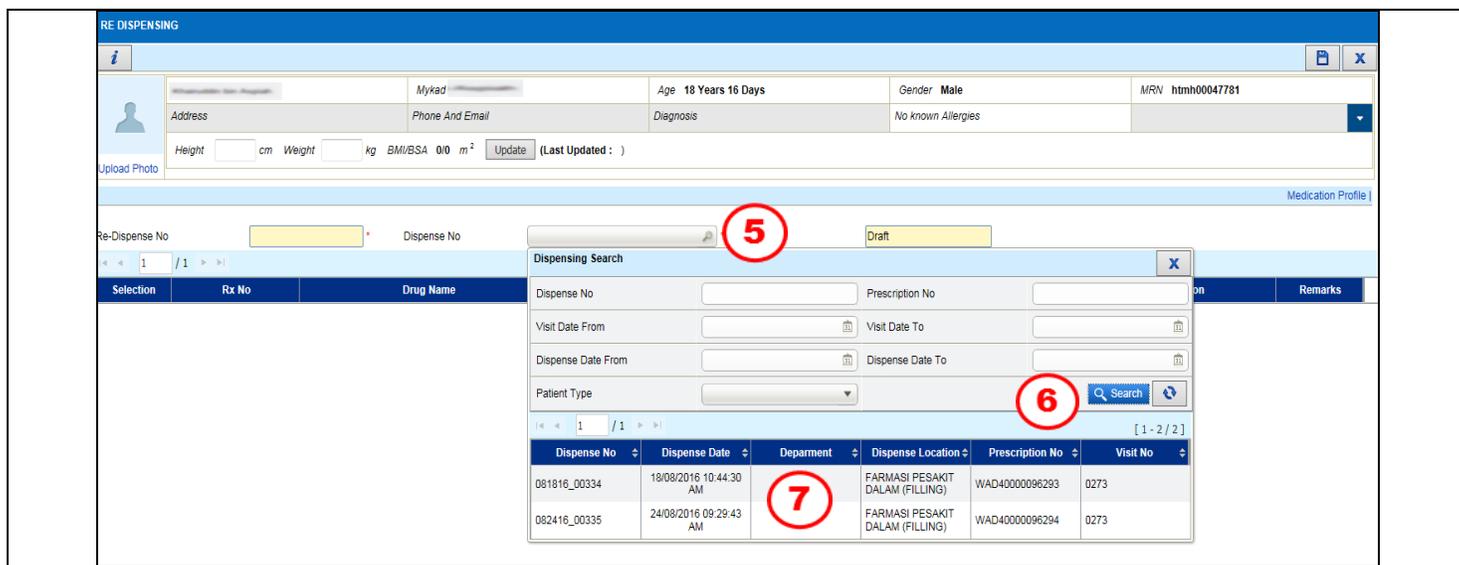
[< < 1 / 1 > >]

| MRN             | Patient Name | IC No/Other Identification | Re-Dispense No | Dispense No | Re-Dispense Date | Status |
|-----------------|--------------|----------------------------|----------------|-------------|------------------|--------|
| No record found |              |                            |                |             |                  |        |

Figure 3.11-3 Re- Dispensing

**STEP 4**

Click on the  button to add new re-dispensing record as Figure 3.11-3



RE DISPENSING

Mykad: [redacted] Age: 18 Years 16 Days Gender: Male MRN: htmh00047781

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

Height: [redacted] cm Weight: [redacted] kg BMI/BSA: 0/0 m<sup>2</sup> Update (Last Updated: )

Re-Dispense No: [redacted] Dispense No: [redacted] (5) Draft

Dispensing Search (6)

| Dispense No  | Dispense Date          | Department | Dispense Location               | Prescription No | Visit No |
|--------------|------------------------|------------|---------------------------------|-----------------|----------|
| 081816_00334 | 18/09/2016 10:44:30 AM | (7)        | FARMASI PESAKIT DALAM (FILLING) | WAD40000096293  | 0273     |
| 082416_00335 | 24/09/2016 09:29:43 AM |            | FARMASI PESAKIT DALAM (FILLING) | WAD40000096294  | 0273     |

Figure 3.11-4 Re-Dispensing

**STEP 5**

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

**STEP 6**

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

- 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 **Dispense No**

**RE DISPENSING**

Dispensing Location: FARMASI KLINIK PAKAR [Edit Label] [Re-Dispense]

MyKad: [Redacted] Age: 18 Years 05 Months 23 Days Gender: Female MRN: 000020

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

Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 0/0 m<sup>2</sup> Update (Last Updated: ) Nationality: Warganegara

Re-Dispense No: RD011019\_00001 Dispense No: 100119\_00001 Status: Draft

| Selection                           | Rx No          | Drug Name                 | Order Details         | Order Qty | Disp Qty  | Disp No      | Re-Disp Qty | Reason | Remarks |
|-------------------------------------|----------------|---------------------------|-----------------------|-----------|-----------|--------------|-------------|--------|---------|
| <input type="checkbox"/>            | PSYC0001817770 | Paracetamol 500 mg Tablet | 2 tablet, PRN, 5 Days | 10 tablet | 10 tablet | 100119_00001 | 0           |        | Remarks |
| <input checked="" type="checkbox"/> | PSYC0001817770 | Alprazolam 0.5 mg Tablet  | 0.5 mg, ON, 5 Days    | 5 tablet  | 5 tablet  | 100119_00001 | 0           |        | Remarks |

Figure 3.11-5 Re- Dispensing

**STEP 8**

Click at the Selection  checkbox for selected drug

**STEP 9**

Enter the *Re-Disp Qty*

**STEP 10**

Enter the *Reason*

**Note**

Reason consist of:

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

**STEP 11**

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

**STEP 12**

Click on the **Re-Dispense** button



**Figure 3.11-6 Confirmation Alert Message**

**STEP 13**

Click on the  button

### 3.12 FPP Medication Summary

Function is to view Full Paying Patients details and update FPP supply for patient. User able to print Invoice for the finalized FPP Medication summary.

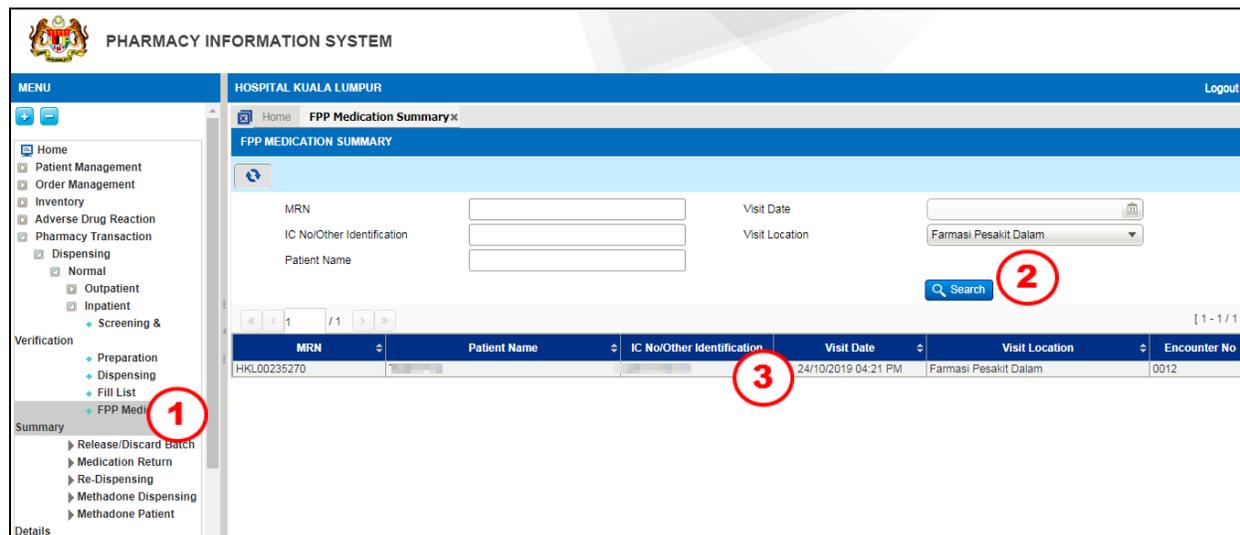


Figure 3.12-1 FPP Listing Page

#### STEP 1

Click on 'FPP Medication Summary' sub menu

#### STEP 2

Click on the  button to search patient

#### STEP 3

Select the patient to view FPP Medication Summary as shown in Figure 3.12-2

| FPP DRUG DETAILS               |  |                         |                             |                             |           |
|--------------------------------|--|-------------------------|-----------------------------|-----------------------------|-----------|
| MRN                            | HSM00211660  | Patient Name            |                             |                             |           |
| Visit Date                     | 10/10/2019   |                         |                             |                             |           |
| Drug Name                      | Order Details  | Supplied Quantity (SKU) | Administered Date From - To | Administered Quantity (SKU) | Cost (RM) |
| Atorvastatin 20 mg Tablet      | 20 mg, ON, ORAL, 10/10/2019 07:04 PM - 15/10/2019 07:04 PM     | 5 tablet                |                             | 5 tablet                    | 17.50     |
| Atorvastatin 40 mg Tablet      | 40 mg, ON, ORAL, 10/10/2019 07:26 PM - 17/10/2019 07:26 PM     | 7 tablet                |                             | 0 tablet                    | 0.00      |
| Ferrous Fumarate 200 mg Tablet | 200 mg, OD, ORAL, 10/10/2019 07:23 PM - 17/10/2019 07:23 PM    | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Folic Acid 5 mg Tablet         | 5 mg, OD, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM      | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Paracetamol 500 mg Tablet      | 1000 mg, PRN3, ORAL, 10/10/2019 07:01 PM - 15/10/2019 07:01 PM | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Paracetamol 500 mg Tablet      | 1000 mg, PRN3, ORAL, 10/10/2019 07:22 PM - 17/10/2019 07:22 PM | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Warfarin Sodium 5 mg Tablet    | 5 mg, OV, ORAL, 10/10/2019 07:25 PM - 17/10/2019 07:25 PM      | 7 mg                    |                             | 0 mg                        | 0.00      |
| Warfarin Sodium 5 mg Tablet    | 5 mg, OV, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM      | 5 mg                    |                             | 5 mg                        | 4.50      |
| Total                          |  |                         |                             |                             | 22.00     |

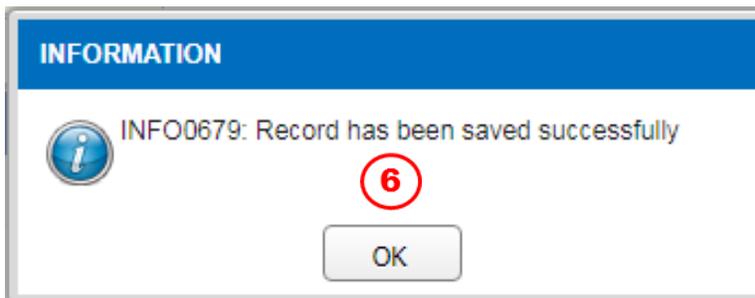
Figure 3.12-2 FPP Drug Details

**STEP 4**

Edit Administered Quantity based on supplied quantity

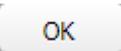
**STEP 5**

Click  button to save record and pop up will display as per figure 3.12.3



**Figure 3.12-3 Information**

**STEP 6**

Click  button to save record and Total price will display as per figure 3.12.4

| FPP DRUG DETAILS               |  |                         |                             |                             |           |
|--------------------------------|--|-------------------------|-----------------------------|-----------------------------|-----------|
| MRN                            | Patient Name   |                         |                             |                             |           |
| Visit Date                     |  |                         |                             |                             |           |
| Drug Name                      | Order Details  | Supplied Quantity (SKU) | Administered Date From - To | Administered Quantity (SKU) | Cost (RM) |
| Atorvastatin 20 mg Tablet      | 20 mg, ON, ORAL, 10/10/2019 07:04 PM - 15/10/2019 07:04 PM     | 5 tablet                |                             | 5 tablet                    | 17.50     |
| Atorvastatin 40 mg Tablet      | 40 mg, ON, ORAL, 10/10/2019 07:26 PM - 17/10/2019 07:26 PM     | 7 tablet                |                             | 5 tablet                    | 35.00     |
| Ferrous Fumarate 200 mg Tablet | 200 mg, OD, ORAL, 10/10/2019 07:23 PM - 17/10/2019 07:23 PM    | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Folic Acid 5 mg Tablet         | 5 mg, OD, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM      | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Paracetamol 500 mg Tablet      | 1000 mg, PRN3, ORAL, 10/10/2019 07:01 PM - 15/10/2019 07:01 PM | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Paracetamol 500 mg Tablet      | 1000 mg, PRN3, ORAL, 10/10/2019 07:22 PM - 17/10/2019 07:22 PM | Ward Stock              |                             | 0 tablet                    | 0.00      |
| Warfarin Sodium 5 mg Tablet    | 5 mg, OV, ORAL, 10/10/2019 07:25 PM - 17/10/2019 07:25 PM      | 7 mg                    |                             | 0 mg                        | 0.00      |
| Warfarin Sodium 5 mg Tablet    | 5 mg, OV, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM      | 5 mg                    |                             | 5 mg                        | 4.50      |
| Total                          |  |                         |                             |                             | 57.00     |

**Figure 3.12-4 FPP Drug Details**

**STEP 7**

Click  button to print FPP invoice

(FULL PAYING PATIENT)

**KEMENTERIAN KESIHATAN MALAYSIA**  
**Hospital Seri Manjung**

**Invoice**

Patient Name : ██████████ Date : 24/10/2019 04:54 PM

Age : 73 Years 04 Months Patient ID : ██████████

Gender : Lelaki MRN : HSM00211660

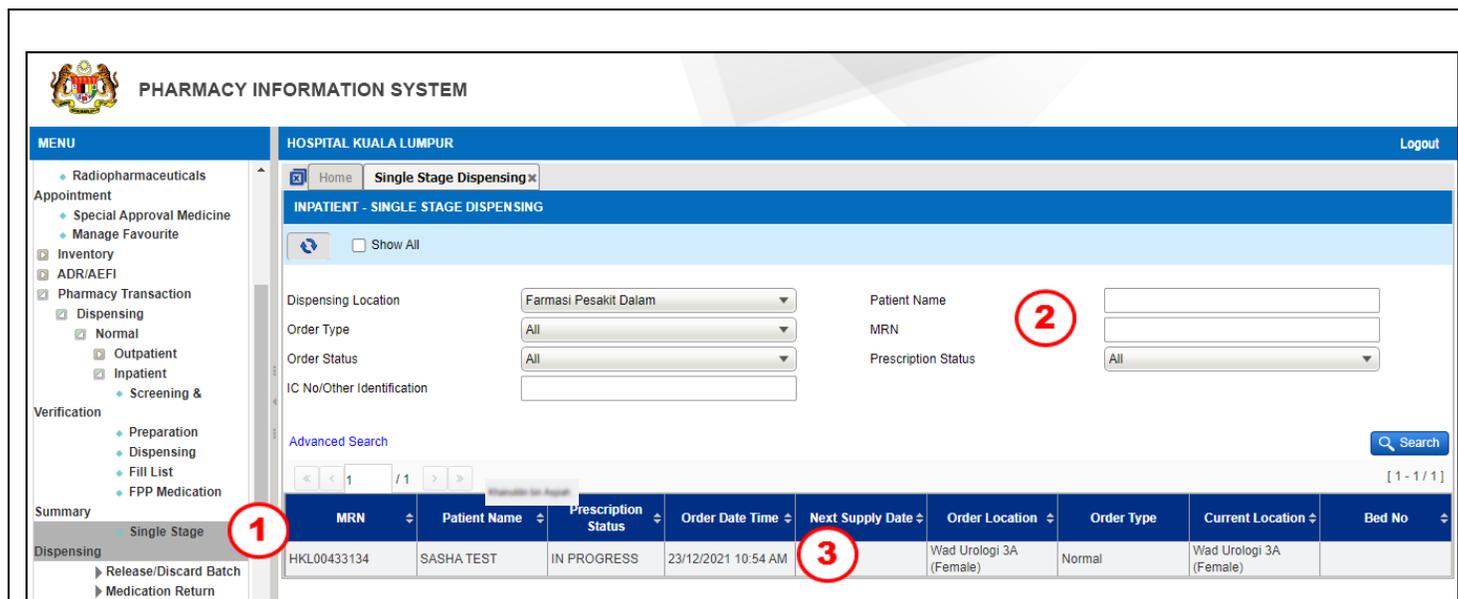
Room No/Bed No : \_\_\_\_/\_\_\_\_ Location : WAD 3

| No | Drug Name                      | Cost | Quantity   | Amount |
|----|--------------------------------|------|------------|--------|
| 1  | Atorvastatin 20 mg Tablet      | 3.50 | 5          | 17.50  |
| 2  | Atorvastatin 40 mg Tablet      | 7.00 | 5          | 35.00  |
| 3  | Ferrous Fumarate 200 mg Tablet | 0.10 | 0          | 0.00   |
| 4  | Folic Acid 5 mg Tablet         | 0.10 | 0          | 0.00   |
| 5  | Paracetamol 500 mg Tablet      | 0.10 | 0          | 0.00   |
| 6  | Paracetamol 500 mg Tablet      | 0.10 | 0          | 0.00   |
| 7  | Warfarin Sodium 5 mg Tablet    | 0.90 | 0          | 0.00   |
| 8  | Warfarin Sodium 5 mg Tablet    | 0.90 | 0          | 0.00   |
|    |                                |      | Total : RM | 57.00  |

Figure 3.12-5 FPP Invoice

### 3.13 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.



The screenshot shows the 'PHARMACY INFORMATION SYSTEM' interface for 'HOSPITAL KUALA LUMPUR'. The left-hand menu has 'Single Stage Dispensing' highlighted with a red circle '1'. The main area contains search filters for 'Dispensing Location' (Farmasi Pesakit Dalam), 'Order Type' (All), 'Order Status' (All), 'Patient Name', 'MRN', and 'Prescription Status' (All). A red circle '2' is around the 'Patient Name' input field. Below the filters is an 'Advanced Search' button and a pagination indicator '[ 1 - 1 / 1 ]'. A table below displays a list of records with columns: MRN, Patient Name, Prescription Status, Order Date Time, Next Supply Date, Order Location, Order Type, Current Location, and Bed No. A red circle '3' is around the 'Next Supply Date' column header. The first row of data shows MRN: HKL00433134, Patient Name: SASHA TEST, Prescription Status: IN PROGRESS, Order Date Time: 23/12/2021 10:54 AM, Next Supply Date: (blank), Order Location: Wad Urologi 3A (Female), Order Type: Normal, Current Location: Wad Urologi 3A (Female), and Bed No: (blank).

Figure 3.13-1 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   | Able to filter and search patient's record by                     |



|   |                                 |   |   |
|---|---------------------------------|---|---|
|   |                                 | -Normal<br>-SPUB<br>-Discharge  | order type  |
| e | MRN                             | Patient Medical Record Number   | Search option:<br><br>• Type the MRN either full or partial:<br><i>Example: HPSF00001234 or "1234"</i>  |
| f | Mode of Services                | <ul style="list-style-type: none"> <li>- SMS and Take</li> <li>- Fax and Take</li> <li>- Email and Take</li> <li>- Appointment Card</li> <li>- UMP</li> <li>- Telephone and Take</li> <li>- Others</li> <li>- Normal Collection</li> <li>- Leave and collect</li> <li>- Home Visit</li> <li>- Comm. Apps in Smart Phone</li> <li>- Locker4U</li> <li>- Walk-In/Without Appointment</li> </ul> | Able to filter and search patient's record by mode of services  |
| g | Order Status                    | <ul style="list-style-type: none"> <li>-All</li> <li>-Normal</li> <li>-SPUB</li> <li>-Discharge</li> <li>-Referred Patient</li> </ul>   | <p>All -Type of search from range Normal, SPUB,Discharge and Referred Patient</p> <p>Normal – Prescription from normal order</p> <p>SPUB - Prescription from SPUB order</p> <p>Discharge - Prescription from Discharge order</p> <p>Referred Patient – Prescription from referred patient</p> |
| h | IC No/Other Identification      | Identification Number   | Allow to search by full or partial ID Number  |
| i | Prescription Status             | <ul style="list-style-type: none"> <li>-All</li> <li>-Hold</li> <li>-Expired</li> </ul>   | 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 |                     |   |   |
|-----------------|---------------------|---|---|
| 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<br>- Clinic<br>- Day Care<br>- ER<br>- Nursing Unit<br>- 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<br>- Normal<br>- Express<br>- Special<br>- 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            |
| h               | Recorded by         |   | Search patient by recorded by name                                |

Table 3.13-1

## 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 3.13-2

## STEP 4

Enter the next collection date if applicable

SINGLE STAGE DISPENSING

|            |                                |               |                    |
|------------|--------------------------------|---------------|--------------------|
| Mykad      | Age 30 Years 04 Months 02 Days | Gender Female | MRN HKL00433134    |
| Address    | Phone And Email                | Diagnosis     | No known Allergies |
| Vital Sign |                                |               |                    |

|               |              |                                    |                                     |                           |
|---------------|--------------|------------------------------------|-------------------------------------|---------------------------|
| Height 160 cm | Weight 60 kg | BMI/BSA 23.4 / 1.63 m <sup>2</sup> | Update (Last Updated : 23/12/2021 ) | Nationality : Warganegara |
|---------------|--------------|------------------------------------|-------------------------------------|---------------------------|

Demographic | Medication Profile | Pharmacist Notes | MTAC History | Monitoring Parameter | Counselling History | Other Appointment | VAS History |

Encounter No: 0001

Actual Admission Date: 14/12/2021

Attending Practitioner:

Visit Location: Wad Urologi 3A (Female)

Rx No: UN3A0001883146

Ordered By:

Original Prescription Serial No: 1222

PHARMACY ORDER

|                                    |   |   |
|------------------------------------|---|---|
| Dispense At: Pharmacy Counter      | Remarks:  | <input type="checkbox"/> SPUB <input type="text" value="SPUB R1 Form"/> |
| Dispense Method: Normal Collection |   | Supply Duration: <input type="text" value="0"/> Day                     |
| Witness By:                        | <input type="checkbox"/> Drug Counselling Required? |   |

4

|                                  |                  |                       |   |
|----------------------------------|------------------|-----------------------|---|
| Next Collection Date: 24/12/2021 | Total Patient: 0 | Next Collection Mode: | Next Collection Location: Farmasi Pesakit Dalam |
|----------------------------------|------------------|-----------------------|---|

PRESCRIPTION

| Drug Name                                    | Order Detail  | Order Qty  | Reserve Qty   | POMs Received | Dispense UOM Qty    | Balance               | Remarks                 | Drug Counselling                                | Prev Disp Qty | Extemporaneous | Prescrib Name                  |
|--|---|------------|---|---------------|---------------------|-----------------------|-------------------------|---|---------------|----------------|--------------------------------|
| Paracetamol 500 mg Tablet                    | 1000 mg, PRN4, Oral, 7 Days<br>23/12/2021 10:54 AM - 30/12/2021 10:54 AM  | 20 tablet  | 20 <input type="checkbox"/> POMs<br><a href="#">Alternate</a> | 0 tablet      | 20 tablet           | 0 tablet (0 day(s))   | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 tablet      |                | Dr Shekin Mishael / Zakaria An |
| Chlorpheniramine Maleate 4mg Tablet          | 4 mg, ON, Oral, 7 Days<br>23/12/2021 10:54 AM - 30/12/2021 10:54 AM   | 7 tablet   | 1 <input type="checkbox"/> POMs<br><a href="#">Alternate</a>  | 0 tablet      | 1 tablet            | 6 tablet (6 day(s))   | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 tablet      |                | Dr Shekin Mishael / Zakaria An |
| Mefenamic Acid 250 mg Capsule                | 250 mg, PRN3, Oral, 7 Days<br>23/12/2021 10:55 AM - 30/12/2021 10:55 AM   | 21 capsule | 0 <input checked="" type="checkbox"/> POMs                    | 0 capsule     | 0 capsule           | 21 capsule (7 day(s)) | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 capsule     |                | Dr Shekin Mishael / Zakaria An |
| Insulin regular (Actrapid) 100 IU/mL Penfill | 10 IU (09:03 AM), 6 IU (01:05 PM), 6 IU (09:30 PM), Subcutaneous, 7 Days<br>23/12/2021 10:55 AM - 30/12/2021 10:55 AM | 1 penfill  | 1 <input type="checkbox"/> POMs<br><a href="#">Alternate</a>  | 0 penfill     | 1 penfill cartridge | 0 penfill (0 day(s))  | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 penfill     |                | Dr Shekin Mishael / Zakaria An |

Figure 3.13-2 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.

PB\_U. MANUAL\_INPATIENT PHARMACY-12<sup>th</sup> E

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• **SPUB R1 Form**

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.

**SINGLE STAGE DISPENSING**

Patient Label Record Prescription Medication Counselling MTAC Order Intervened Prescription Original Prescription CP4

Mykad Age 30 Years 04 Months 02 Days Gender Female MRN HKL00433134  
Address Phone And Email Diagnosis No known Allergies Vital Sign  
Height 160 cm Weight 60 kg BMI/BSA 23.4 / 1.63 m<sup>2</sup> Update (Last Updated : 23/12/2021) Nationality : Warganegara

Demographic | Medication Profile | Pharmacist Notes | MTAC History | Monitoring Parameter | Counselling History | Other Appointment | VAS History

Encounter No: 0001 Actual Admission Date: 14/12/2021 Attending Practitioner: Visit Location: Wad Urologi 3A (Female) UN3A0001883146 Ordered By:

**PHARMACY ORDER**

Dispense At: Pharmacy Counter Remarks:  SPUB SPUB R1 Form  
Dispense Method: Normal Collection Supply Duration: 0 Day  
Witness By:  Drug Counselling Required?  
Next Collection Date: 24/12/2021 Total Patient: 0 Next Collection Mode:  
Next Dispense At: Pharmacy Counter Next Collection Location: Farmasi Pesakit Dalam

**PRESCRIPTION** ENGLISH Release/Discard Invoice Worksheet Worksheet Balance Medication Sheet Balance Medication Sheet Label IP Label OP Label Full Supply Allocate Dispense

| Drug Name                                     | Order Detail  | Order Qty  | Reserve Qty   | POMs Received | Dispense UOM Qty    | Balance               | Remarks                 | Drug Counselling                                | Prev Disp Qty | Extemporaneous | Prescrib Name                |
|---|---|------------|---|---------------|---------------------|-----------------------|-------------------------|---|---------------|----------------|------------------------------|
| Paracetamol 500 mg Tablet                     | 1000 mg, PRN4, Oral, 7 Days<br>23/12/2021 10:54 AM - 30/12/2021 10:54 AM  | 20 tablet  | 20 <input type="checkbox"/> POMs<br><a href="#">Alternate</a> | 0 tablet      | 20 tablet           | 0 tablet (0 day(s))   | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 tablet      |                | Dr Shekin Mishael Zakaria An |
| Chlorpheniramine Maleate 4mg Tablet           | 4 mg, ON, Oral, 7 Days<br>23/12/2021 10:54 AM - 30/12/2021 10:54 AM   | 7 tablet   | 1 <input type="checkbox"/> POMs<br><a href="#">Alternate</a>  | 0 tablet      | 1 tablet            | 6 tablet (6 day(s))   | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 tablet      |                | Dr Shekin Mishael Zakaria An |
| Mefenamic Acid 250 mg Capsule                 | 250 mg, PRN3, Oral, 7 Days<br>23/12/2021 10:55 AM - 30/12/2021 10:55 AM   | 21 capsule | 0 <input checked="" type="checkbox"/> POMs                    | 0 capsule     | 0 capsule           | 21 capsule (7 day(s)) | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 capsule     |                | Dr Shekin Mishael Zakaria An |
| Insulin regular (Actrapid) 100 IU/ mL Penfill | 10 IU (09:03 AM), 6 IU (01:05 PM), 6 IU (09:30 PM), Subcutaneous, 7 Days<br>23/12/2021 10:55 AM - 30/12/2021 10:55 AM | 1 penfill  | 1 <input type="checkbox"/> POMs<br><a href="#">Alternate</a>  | 0 penfill     | 1 penfill cartridge | 0 penfill (0 day(s))  | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 penfill     |                | Dr Shekin Mishael Zakaria An |

Figure 3.13-3 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 button is click. However, user can manually change the

quantity by clicking on the hyperlink number in Reserve Qty column.

SINGLE STAGE DISPENSING

Print Patient Label
Record Prescription
Medication Counselling
MTAC Order
Intervened Prescription
Original Prescription
CP4

Mykad

Age 30 Years 04 Months 02 Days

Gender Female

MRN HKL00433134

Address

Phone And Email

Diagnosis

No known Allergies

Vital Sign

Height 160 cm

Weight 60 kg

BMI/BSA 23.4 / 1.63 m<sup>2</sup>

Update (Last Updated : 23/12/2021)

Nationality : Warganegara

Encounter No: 0001

Actual Admission Date: 14/12/2021

Attending Practitioner:

Visit Location: Wad Urologi 3A (Female)

Rx No: UN3A0001883146

Ordered By:

Original Prescription Serial No: 1222

[Medication Profile](#)

[Pharmacist Notes](#)

[MTAC History](#)

[Monitoring Parameter](#)

[Counselling History](#)

[Other Appointment](#)

[VAS History](#)

PHARMACY ORDER

Dispense At: Pharmacy Counter

Dispense Method: Normal Collection

Witness By:

Remarks:

Supply Duration: 0 Day

SPUB  SPUB R1 Form

Next Collection Date: 24/12/2021

Total Patient: 0

Next Collection Mode:

Next Dispense At: Pharmacy Counter

Next Collection Location: Farmasi Pesakit Dalam

PRESCRIPTION

ENGLISH

Release/Discard

Invoice

Worksheet

Balance Medication Sheet

Label

IP Label

OP Label

Full Supply

Allocate

Dispense

| # | Drug Name                                    | Order Detail  | Order Qty  | Reserve Qty  | POMs Received | Dispense UOM Qty    | Balance               | Remarks                 | Drug Counselling                                | Prev Disp Qty | Extemporaneous | # |
|---|--|---|------------|--|---------------|---------------------|-----------------------|-------------------------|---|---------------|----------------|---|
|   | Paracetamol 500 mg Tablet                    | 1000 mg, PRN4, Oral, 7 Days<br>23/12/2021 10:54 AM - 30/12/2021 10:54 AM  | 20 tablet  | 20 <input type="checkbox"/> <input type="checkbox"/> POMs<br><a href="#">Alternate</a> | 0 tablet      | 20 tablet           | 0 tablet (0 day(s))   | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 tablet      |                | 8 |
|   | Chlorpheniramine Maleate 4mg Tablet          | 4 mg, ON, Oral, 7 Days<br>23/12/2021 10:54 AM - 30/12/2021 10:54 AM   | 7 tablet   | 1 <input type="checkbox"/> <input type="checkbox"/> POMs<br><a href="#">Alternate</a>  | 0 tablet      | 1 tablet            | 6 tablet (6 day(s))   | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 tablet      |                |   |
|   | Mefenamic Acid 250 mg Capsule                | 250 mg, PRN3, Oral, 7 Days<br>23/12/2021 10:55 AM - 30/12/2021 10:55 AM   | 21 capsule | 0 <input type="checkbox"/> <input checked="" type="checkbox"/> POMs                    | 0 capsule     | 0 capsule           | 21 capsule (7 day(s)) | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 capsule     |                |   |
|   | Insulin regular (Actrapid) 100 IU/mL Penfill | 10 IU (09:03 AM), 6 IU (01:05 PM), 6 IU (09:30 PM), Subcutaneous, 7 Days<br>23/12/2021 10:55 AM - 30/12/2021 10:55 AM | 1 penfill  | 1 <input type="checkbox"/> <input type="checkbox"/> POMs<br><a href="#">Alternate</a>  | 0 penfill     | 1 penfill cartridge | 0 penfill (0 day(s))  | <a href="#">Remarks</a> | <input type="checkbox"/> <a href="#">Detail</a> | 0 penfill     |                |   |

**Figure 3.13-4 Single Stage Dispensing**

**STEP 6**

Enter supply duration

**STEP 7**

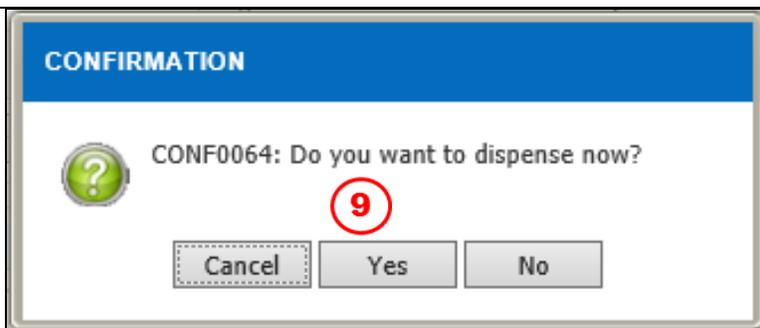
Click on the or button to print

**Note**

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

**STEP 8**

Click on the button to dispense the drug



**Figure 3.13-5 Confirmation Alert Message**

**STEP 9**

Click on the  button to confirm

## 4.0 Acronyms

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

## 5.0 Links to Clinical Modules

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