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

Pharmacy Based

User Manual
Infusion Order

Reference ID   : PB_U. MANUAL_IV-13th E

Application reference: PhIS & CPS v2.6.1

Table of Contents

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 to 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 IV Dispensing sub-module and its key features and functionalities. The primary objective is to guide user through the process of completing PhIS application process.

User will understand the following activities in details:
- Transcribing Infusion Order

- Screening & Verification

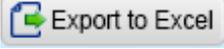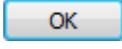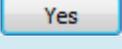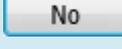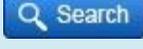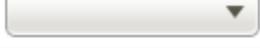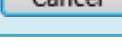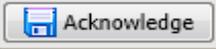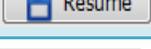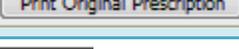- Preparation

- Dispensing

- Release / Discard Batch
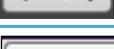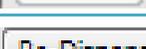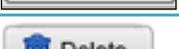
1.3   Organised Sections
These are the sections within this document:
- Section 1 : Introduction

- Section 2 : Application Standard Features

- Section 3 : Infusion Order

- Section 4 : Acronyms

- Section 5 : Links to Clinical Modules

2.0 Application Standard Features

2.1 PhIS Legend

Standard Legend

LOGIN	Login to PhIS	Logout	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 to Excel	Export Report From PDF file to Excel file	OK	OK Button
Yes	Yes Button	No	No Button
	Radio Button		Checkbox
SPUB56565698	System Automatic Generate Record No.	HPSF00088304	Automatically Display/Retrieve Box
	Reset Login Screen	*i*	Show Help
Home	Display Home Tab	Search	Search Record
	Cancel		Dropdown Box
	Search Icon	*	Mandatory Field
	Edit Record		Empty Text Box
Cancel	Cancel Button		

IV Dispensing Module Legend			
Update	Update Patient's Height and Weight	🖨	Print
💾 Acknowledge	Acknowledge Prescription	📅	Calendar
🥣 Prepare	Preparation	💾 Save & Continue	Save and Continue
✏ Edit Label	Edit Label	💊 Dispense	Dispense
💾 Resume	Resume	Print Original Prescription	Print Original Prescription
💾 Hold	Hold	✔ Verify	Verification
Confirm	Confirm	Release/Discard	Release/Discard
Re-Dispense	Re-Dispense	🗑 Delete	Delete

Note

To learn more about Login Information, kindly click Login Information module for descriptive steps.

3.0   Order Management-IV Admixture

Overview

The Order Management-Infusion Order module handles all the information to specify the ordered items as per local drug formulary, MOH and non-MOH including registered and non-registered drugs. This function is to enable data mining. All medication orders must be prescribed by authorised personnel only and be in compliance with guidelines on prescribing in the drug formulary (drug category, discipline / specialty) as defined by MOH.

User Group

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

Functional Diagram
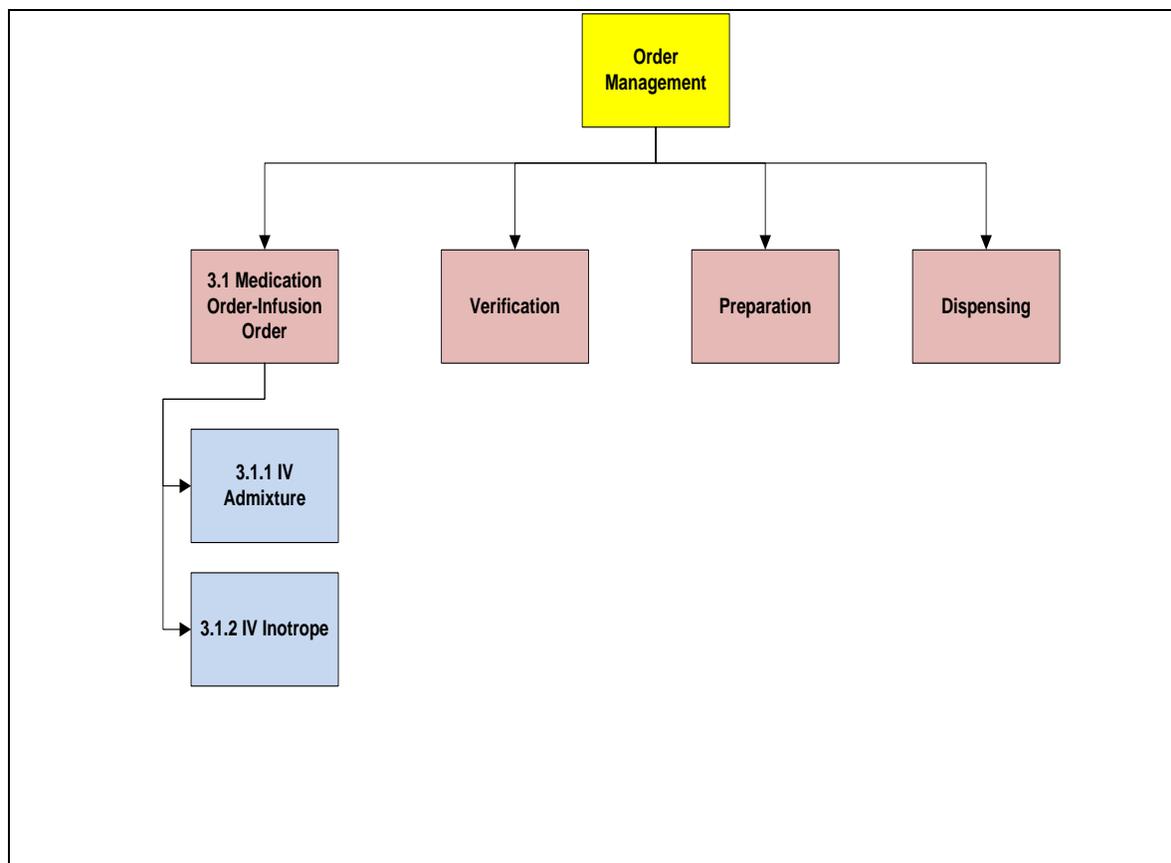
Figure 3.0-1

Functional Description

Admixture comprises of six (6) main functions:

- **Medication Order- Infusion Order**

  To prescribe:

  - IV Admixture

  - Inotrope order

- **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, verification, preparation and dispensing in single workflow.

- **Screening and Verification**
  Screening and verification function is for user to do the checking and verification on the transcribed prescription ordered from prescriber.

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

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

- **IV Discard Batch**

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

3.1 Transcribe Infusion Order

Infusion order is used for transcribing medicine for Inpatient, Emergency and Day Care departments based on facility setup.

3.1.1 Search Registered Patient

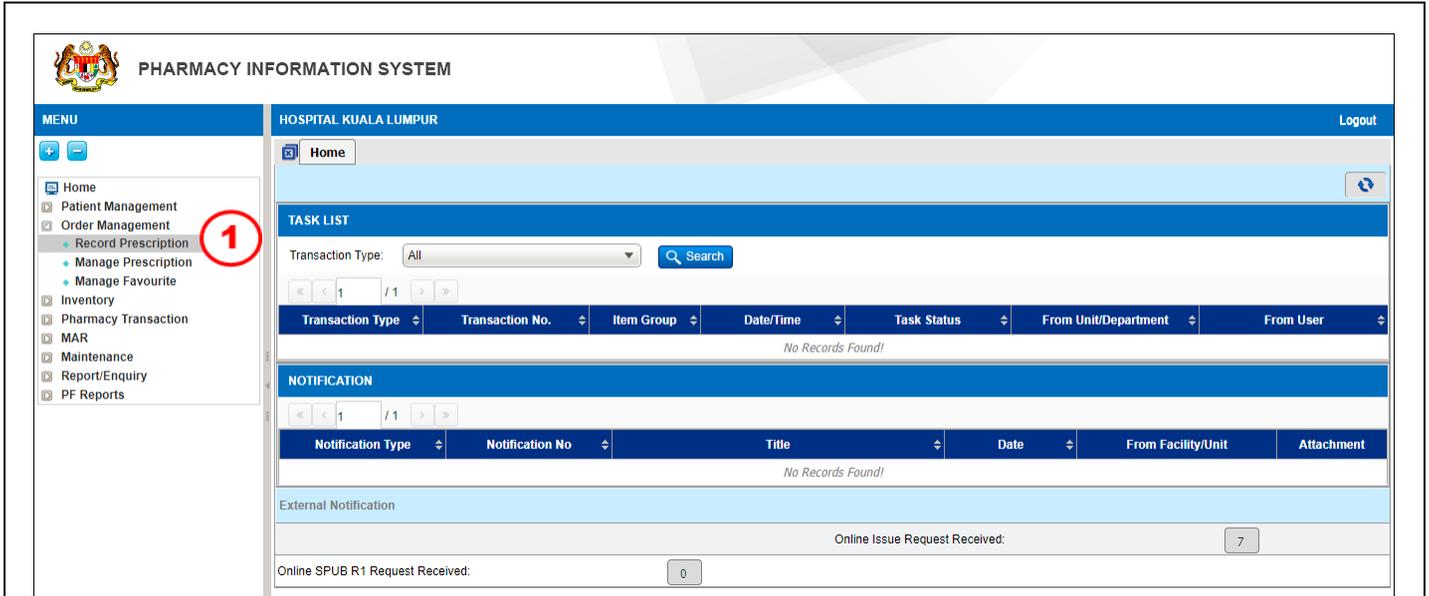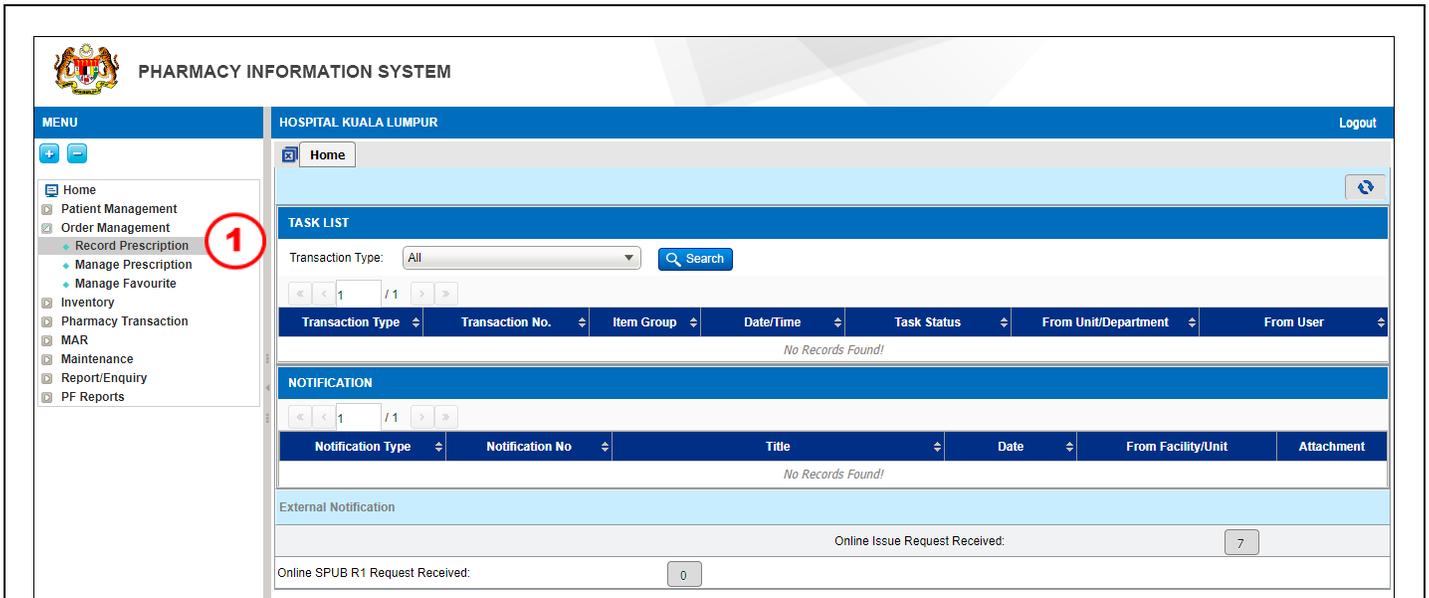To view an existing patient record, please perform the steps below.

Figure 3.1.1-1 PhIS Home Page

STEP 1

Click on 'Order Management' menu followed by 'Record Prescription' and screen will be displayed as per Figure 3.1.1-1

Note

- *If the patient is not registered, click on the* New Patient *button and the Patient Registration screen will be displayed.*
- *User able to view patient visit by click on* Visit Management *button and Visit Management screen will be displayed*

Figure 3.1.1-2 Medication Order

STEP 2

Click on the select registered patient and then click on 🔍 button to search patient

Note

User able to change dispensing location by click on dropdown Dispensing Location Farmasi Klinik Pakar - Rx Filling *button.*
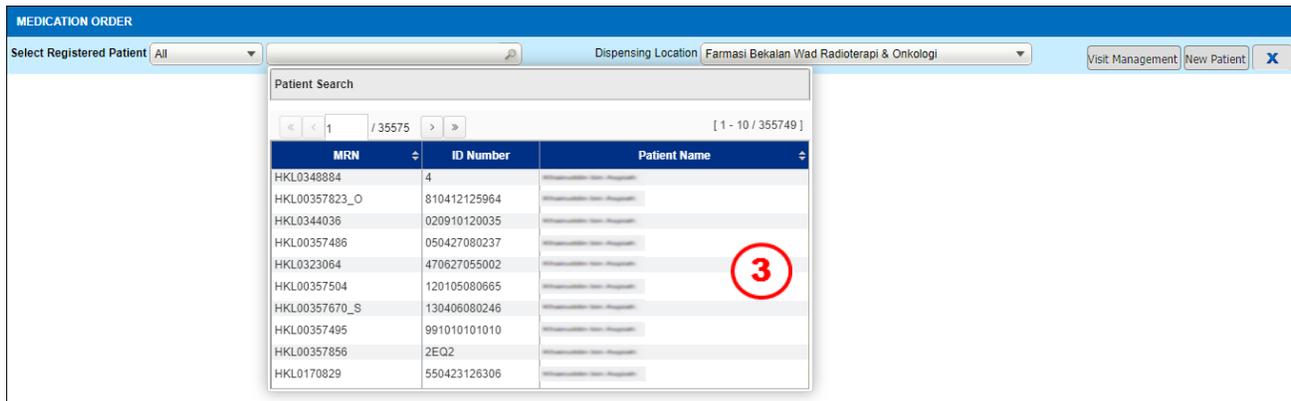
Figure 3.1.1-3 Medication Order

STEP 3
Double-click on the selected patient and the details will be displayed as per Figure 3.1.1-4
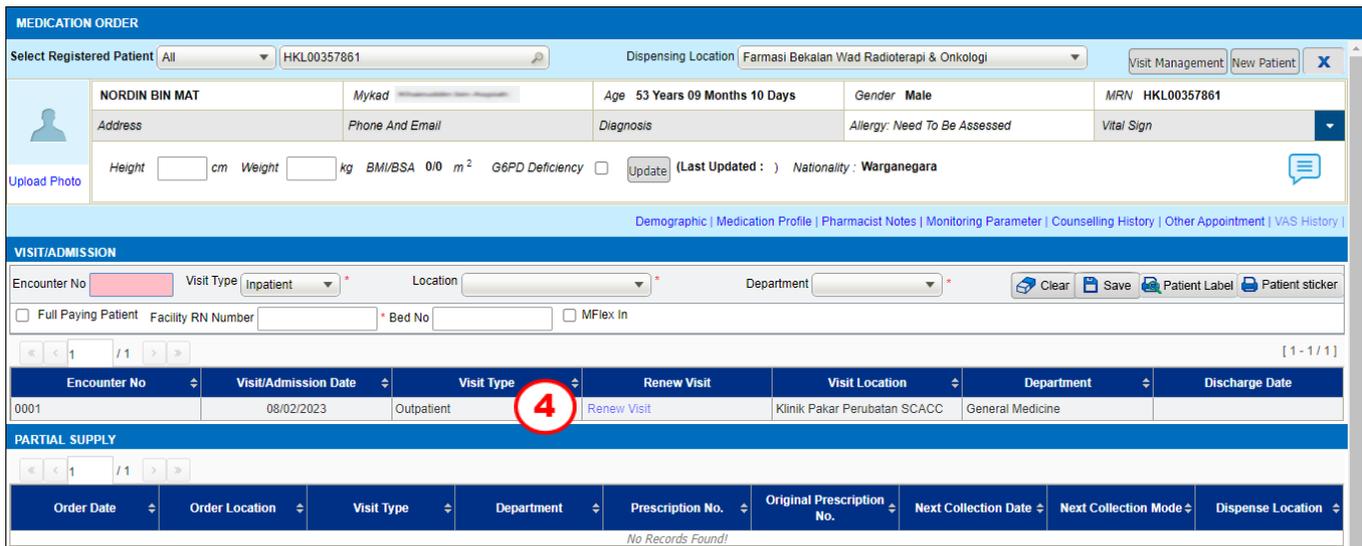
Figure 3.1.1-4 Medication Order

Note
- *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* Visit Management *to assess 'Visit Management' Screen.*

STEP 4
Double-click on the selected visit and the details will be displayed as per Figure 3.1.1-6

Note
Once double click on visit details system will pop up message to declare allergy for the patient as shown in Figure 3.1.1-5

Figure 3.1.1-5 Information Message

Figure 3.1.1-6 Medication Order

3.1.2 New Patient Registration

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

Figure 3.1.2-1 PhIS Home page

STEP 1

Click on 'Order Management' menu followed by 'Record Prescription' and screen will be displayed as per Figure 3.1.2-1

Figure 3.1.2-2 Transcribe Order Create New Patient

STEP 2

Click on New Patient button to create new patient
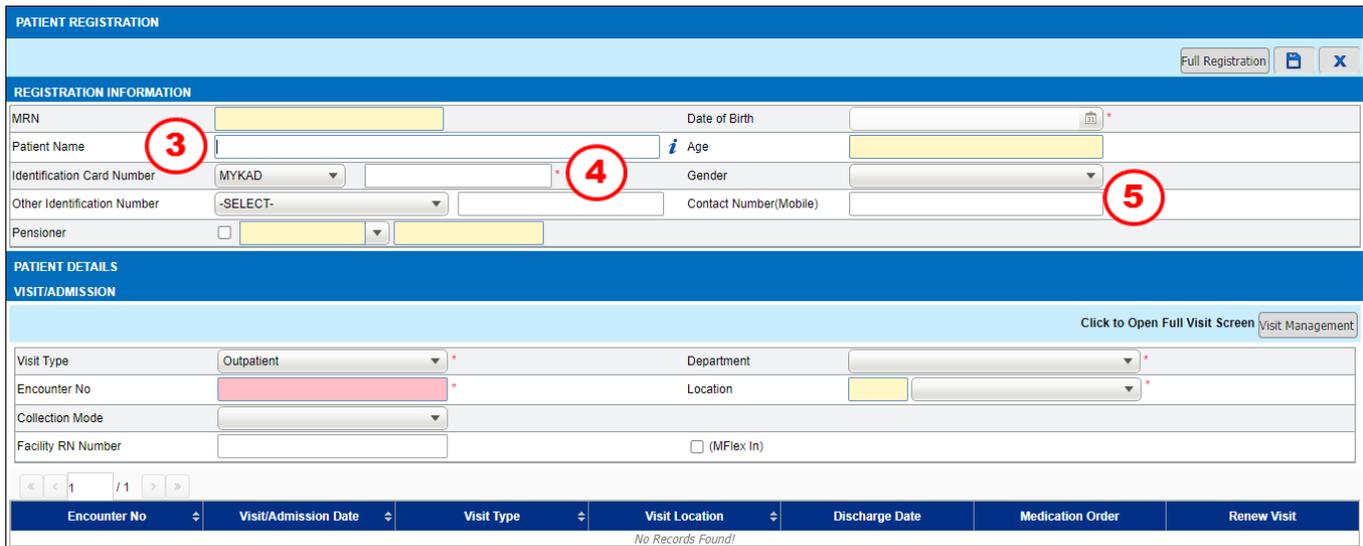
Figure 3.1.2-3 Registration Information

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*
    - *MYKAS*
    - *MYPR*
    - *OLD IC*
    - *OTHERS*
    - *PASSPORT*
    - *PENSION CARD*
    - *POLICE CARD NUMBER*
    - *UNHCR*
    - *UNKNOWN PATIENT*
    - *WORK PERMIT*
    and enter the relevant number.

STEP 5
Enter *Contact Number (Mobile)*

Figure 3.1.2-4 Visit/Admission

STEP 6

Select the **Visit Type** from dropdown box
- Daycare
- Emergency
- Inpatient
- Outpatient
- Outsource
- PAC
- SPUB
- Walk-In

Note

- *User able to use* (MFlex In) *checkbox. (MFlex In) is not necessary used to create new visit for Methadone patient but it's used to indicate that this patient as Methadone patient.*
- *User able to select collection mode as:*
  - *Appointment Card*
  - *Email and Take*
  - *Fax and Take*
  - *Normal Collection*
  - *Others*
  - *Comm. Apps in Smart Phone*
  - *Telephone And Take*
  - *UMP*
  - *Locker4U*
  - *Leave and Collect*
  - *Walk-in/Without Appointment*

STEP 7
Select the **Department** from dropdown box:

Note
Department will tie to the selected visit type.

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

Note

- *After clicking the save button, system will automatically generate the **MRN** (Medical Record Number) and ✚ , ✏ and 🗑 buttons will be enabled.*
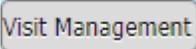
- *Click on the* Visit Management *button to assess 'Visit Management' Screen.*

- *Another option to register a new patient is to click on the* New Patient Registration *button located under Patient Quick Registration*

Figure 3.1.2-5 Medication Order

3.2 Infusion Transcribe Order, Verify, Prepare and Dispense

A function for a pharmacist to order injectable medication that required further dilution before administration. However, it only applicable for medication that are diluted by pharmacist department. If the dilution is prepared by nursing personnel, please use normal order function.

Figure 3.2-1 Medication Order

STEP 1
Click on the *Infusion Order* tab

STEP 2
Enter **Facility RN Number**

STEP 3
Click on the [magnifier] button to search *Original Prescriber Name* as shown in Figure 3.2-2

STEP 4
Enter *Original Prescription Serial Number*

Figure 3.2-2 List of Prescriber Name

STEP 5
Double click on the selected prescriber

Figure 3.2-3 Medication Order

STEP 6

Click on the 🔍 button new window will display as per Figure 3.2-4

Drug/Active Ingredient Search			X

Drug/Active Ingredient/Trade Name [   ] 🔍 Search

« ‹ 1 / 8 › »   [1 - 20 / 145]

Dosage Form ⇕	Drug Name ⇕	Active Ingredient ⇕	Category ⇕
Parenteral Solution	Erythromycin Lactobionate 500 mg Injection	Erythromycin	A*
Parenteral Solution	Cefotaxime 500mg Injection	Cefotaxime	A
Parenteral Solution	Chloramphenicol 1g Injection	Chloramphenicol	B
Parenteral Solution	Calcitonin (Synthetic Salmon) 50 IU Injection	Calcitonin	A*
Powder for IV Soln	Desferrioxamine 500mg Injection	Deferoxamine (Desferrioxamine)	A
Parenteral Solution	Meropenem 500mg Injection	Meropenem	A*
Parenteral Solution	Meropenem 1000mg Injection (1g)	Meropenem	A*
Parenteral Solution	Ertapenem 1g Injection	Ertapenem	A*
Parenteral Solution	Cefotaxime 1g Injection	Cefotaxime	A
Powder for IV Soln	Alteplase 50mg/50ml Powder for Injection (rTPA)	Alteplase	A
Parenteral Solution	Ceftriaxone 1g Injection	Ceftriaxone	A
Parenteral Solution	Calcitonin (synthetic Salmon) 100 IU Injection	Calcitonin	A*
Parenteral Solution	Cefuroxime 750mg Injection	Cefuroxime	A
Parenteral Solution	Imipenem 500mg+Cilastatin Injection	Imipenem+ cilastatin	A*
Parenteral Solution	Doripenem 500mg/10ml Injection	Doripenem	A*
Parenteral Solution	Clarithromycin 500mg Injection	Clarithromycin	A*

Figure 3.2-4 Drug/Active Ingredient Search

Note
Double click on the selected drug.

Figure 3.2-5 Infusion Drug Details

Note
- *End Date is defaulted by the system according to duration.*
- *Information on IV Admixture screen will be automatically displayed and calculated based on the master setup.*
- *Infusion Rate = Fluid Volume/ Infuse Over*
- *Strength = Dosage / Fluid Volume.*

STEP 7
Select diluents from drop down menu

STEP 8

Click on the [+ Add] button to add drug in prescription section as per Figure 3.2-6

Figure 3.2-6 Infusion Drug Details

STEP 9

Click on the [Draft] button to save the prescription and screen will display one new button as per Figure 3.2-7

Figure 3.2-7 Infusion Drug Details

STEP 10

Click on the [Confirm] button to confirm the prescription

Note
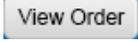
- *Click on the* View Order *button to view order details as per Figure 3.2-8.*

ORDER DETAILS ⊠

Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status
Cefotaxime 500mg Injection	500 mg	5 ml	5 mg/ml, Q6H , 1 Days	4 vial		DRAFT
Dextrose 5% 100ml IV soln		100 ml		4 bott		

Figure 3.2-8 Order Details

- *Once click on confirm button, record will be display as shown in Figure 3.2-9*

MEDICATION ORDER

Select Registered Patient All ▼ HKL00357861 🔍   Dispensing Location Farmasi Bekalan Wad Radioterapi & Onkologi ▼   Visit Management | New Patient | ⊠

	NORDIN BIN MAT	Mykad	Age 53 Years 09 Months 10 Days	Gender Male	MRN HKL00357861
	Address	Phone And Email	Diagnosis	Allergy: Need To Be Assessed	Vital Sign ▼

Upload Photo   Height [   ] cm Weight [   ] kg BMI/BSA 0/0 m^2 G6PD Deficiency ☐ Update (Last Updated :) Nationality : **Warganegara** 💬

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

VISIT/ADMISSION

Encounter No 0001   Visit Type Outpatient ▼ *   Location Klinik Pakar Perubatan SCAC ▼ *   Department General Medicine ▼ *   Clear | Patient Label | Patient sticker

Facility RN Number RN0023AW * ☐ MFlex In

VISIT RECORD

Original Prescriber Name [   ] 🔍 * Original Prescription Serial Number AE228977 *
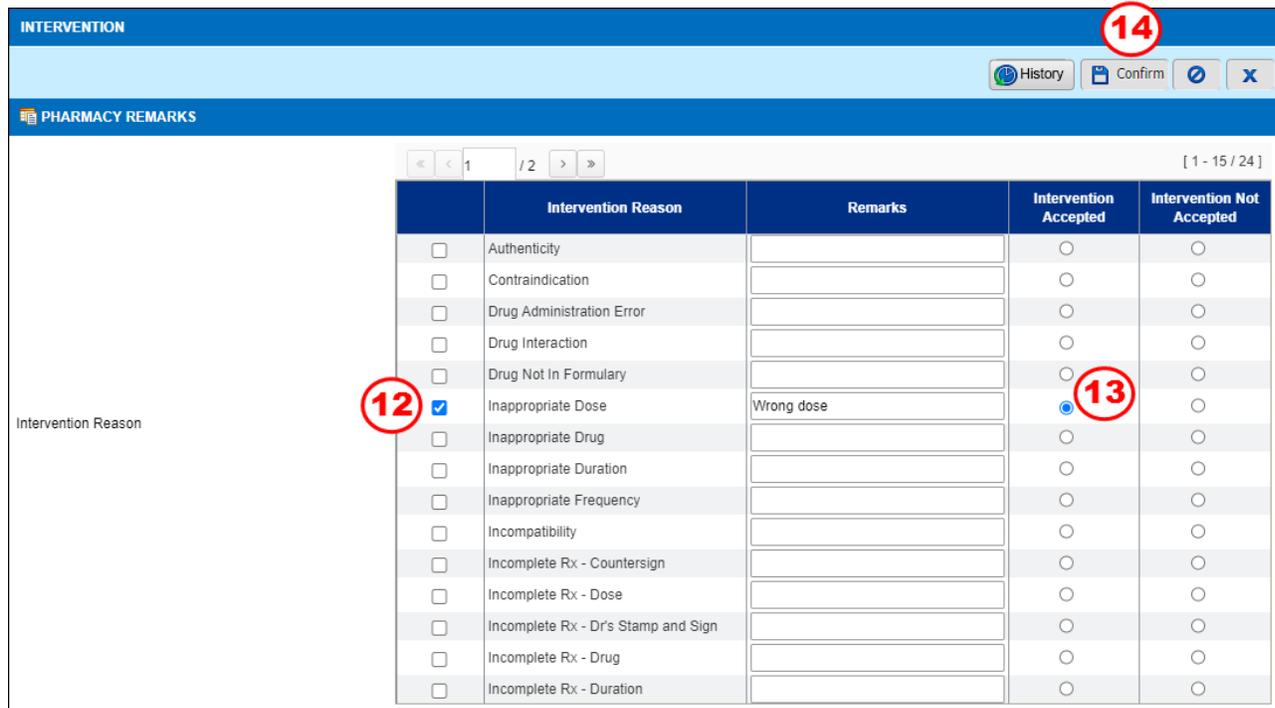
PRESCRIPTION   ✔ Verify | Preview Prescription

	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status	Drug Info
▼	Drug Interaction	Cefotaxime 500mg Injection	500 mg	5 ml	5 mg/ml , 1 Days	4 vial	Remarks	ORDERED	ℹ
		Dextrose 5% 100ml IV soln		95 ml		4 bott			

Figure 3.2-9 Infusion Drug Detail

- *Click on the* Preview Prescription *button to view prescription detail as per Figure 3.2-10*

- *Preview prescription button enable after user save the order*

Figure 3.2-10 Preview Prescription

Figure 3.2-11 Infusion Drug Detail

STEP 11

Right click on the ▼ button and select *Intervention.*

Figure 3.2-12 Intervention

STEP 12
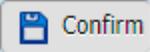Select *Intervention Reason* from the table

STEP 13
Select *Intervention Status* as follow:
    a) Accepted
    b) Not Accepted

STEP 14

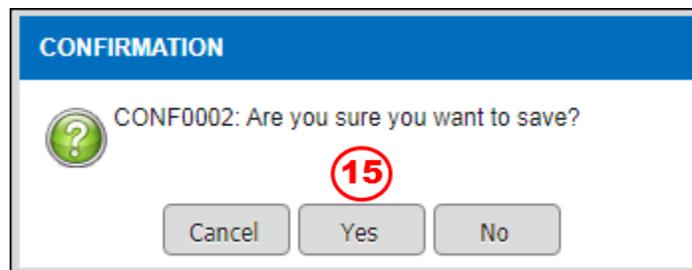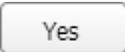Click on the [Confirm] button to confirm *Modify Order*

Figure 3.2-13 Confirmation Alert Message

STEP 15

Click on the [Yes] button to confirm the intervention

Figure 3.2-14 Infusion Drug Detail

STEP 16

Click on the Verify button and will display alert message as per Figure 3.2-15
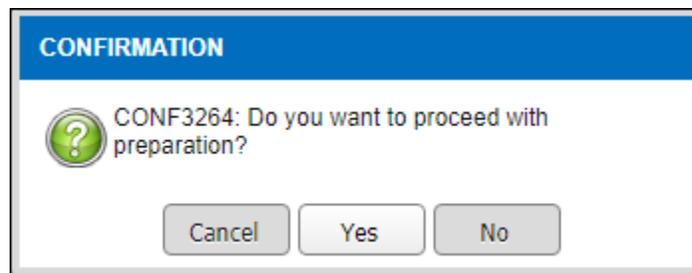
Figure 3.2-15 Confirmation Alert Message

STEP 17

Click on the Yes button to proceed verification and IV Preparation screen will be displayed as per Figure 3.2-16

Figure 3.2-16 IV Preparation Screen

Note

Alternate Drug

- This function allow user to select different drug with the same active ingredient and same administration route.

  Click on the ▼ button to select **Alternate Drug/ Intervention/Hold Order**

Figure 3.2-17 IV Preparation Screen

Figure 3.2-18 Alternate Drug Details

Note

- Alternate drug screen consist of three (3) section which are:

a) Alternate Drug Details
  - **Location, Dosage Form, Route, Order Details, Ordered Drug Code, Ordered Drug Description, Alternate Drug Name and Alternate Drug Order Qty(Total Order Qty: 0.00)** will be retrive from medication order and drug master setup.
  - Select **Alternate Drug Name** from dropdown box.

b) Batch Details
- *Selected drug name will be listed based on drug master setup.*

c) Diluent Batch Detail
- *Selected drug name will be listed based on drug master setup.*
- *Select* **Diluent** *from dropdown box.*
- *Type* **Qty to Dispense**

- *Click on the* [💾] *button to confirm alternate.*
- *After did alternate, selected drug will be change to green colour as figure 3.2-19.*

Figure 3.2-19 Alternate Drug Details

Figure 3.2-20 IV Preparation

Note

Intervention

- *This function allow user to modify drugs details frequency, duration and form. This function is available in verification screen and preparation screen.*

- *Right click on the* [▼] *button and select* **Intervention**

Figure 3.2-21 Intervention

___

Note

Select **Invervention Reason** *and enter remarks from the table*

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

Figure 3.2-22 Intervention

Note

- *Select on **Accepted** radio button*

- *Pharmacist will select the **Intervention Status** radio button after confirming the intervention status from prescriber.*

Figure 3.2-23 Alert Confirmation Message

- *Click on the* **History** *button to view intervention history listing.*

Figure 3.2-24 Intervention Reason History Listing

Figure 3.2-25 IV Preparation

Note

Hold Order

- *These functions allow Pharmacist to hold medication from being prepared or dispense; may resume the medication order to continue dispensing.*

- *Right click on the* ▼ *button and select* **Hold Order** *and new screen will be displayed as per Figure 3.2-27.*

Figure 3.2-26 Hold Order-Pharmacist Remarks
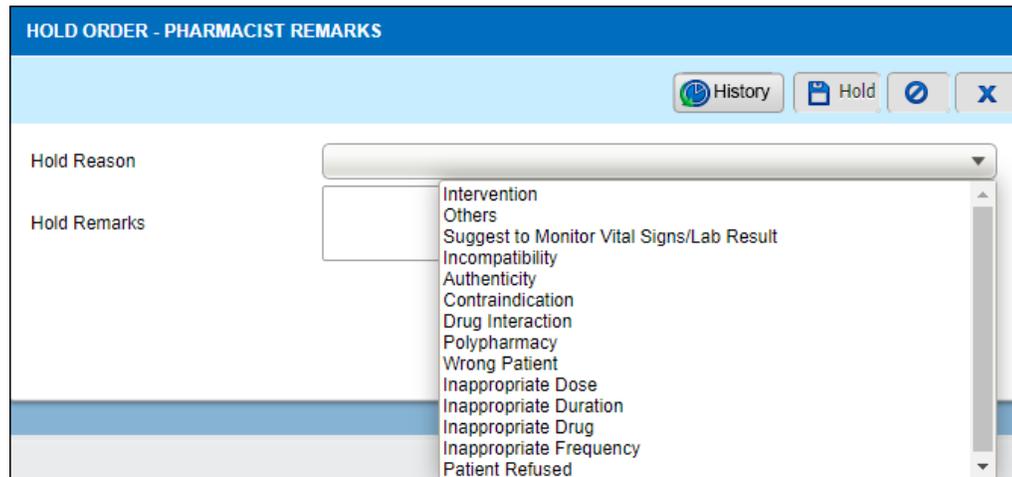
HOLD ORDER - PHARMACIST REMARKS

History | Hold | ⊘ | X

Hold Reason [▼]

Hold Remarks

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

Figure 3.2-27 Hold Order-Pharmacist Remarks

Note

Select **Hold Reason** *from dr op down box:*

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

HOLD ORDER - PHARMACIST REMARKS

History | Hold | ⊘ | X
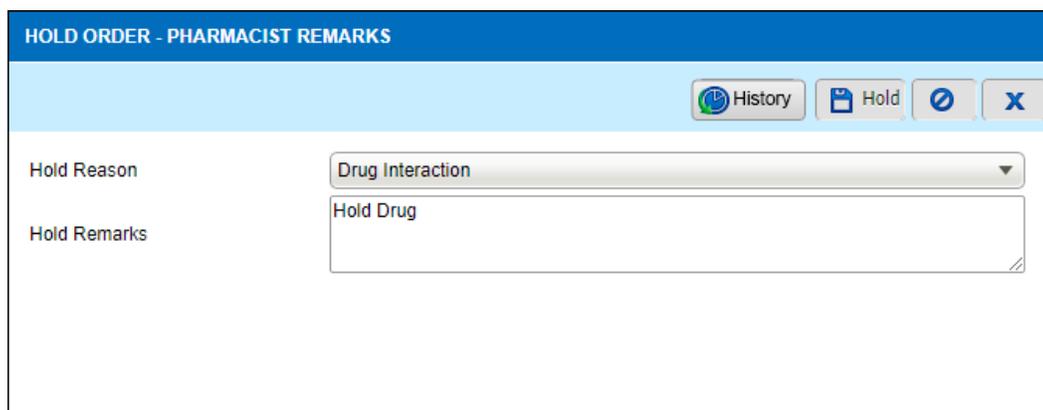
Hold Reason [Drug Interaction ▼]

Hold Remarks [Hold Drug]

Figure 3.2-28 Hold Order-Pharmacist Remarks

Note

Click on the [Hold] button to proceed hold transaction

Figure 3.2-29 Alert Confirmation Message

- *Click on the* [Yes] *button to confirm the hold order.*

Figure 3.2-30 IV Preparation

<u>**Note**</u>

- *Status will be diaplayed as* **VERIFIED HOLD**.

Figure 3.2-31 IV Preparation

**Note**

**Resume Order**

Click on the ▼ _button and select **Resume Order**_

Figure 3.2-32 Hold Order-Pharmacist Remarks

**Note**

- _Click on the_ ▶ Resume _button to resume hold order._

- _Enter **Resume Remarks** if required._

- _Click on the_ Yes _button to release drug from hold._

Figure 3.2-33 Alert Confirmation Message

Figure 3.2-34 IV Preparation

STEP 17

Click on *Prepare Qty* "0" hyperlink to do allocation from displayed window as per figure 3.2-35

Figure 3.2-35 Item Batch Details

STEP 18

Click on selected Batch and enter *Allocate Qty*

Figure 3.2-36 Item Batch Details

STEP 19

Click on the [save] button to proceed allocation

Figure 3.2-37 Alert Confirmation Message

STEP 20

Click on the [Yes] button

Figure 3.2-38 IV Preparation

STEP 21
Select on the ☑ *Details* checkbox on Prepare Admixture column

Note
After select the checkbox pop window will displayed as Figure 3.2-39

PREPARATION DETAILS ㉔

Storage ㉒	☐ Below 0 °C ☐ Protect from Light	☑ Refrigerate (2 - 8 °C) ☐ Room Temperature (< 25 °C)	

Reconstitution Fluid ㉓

Preparation Instruction
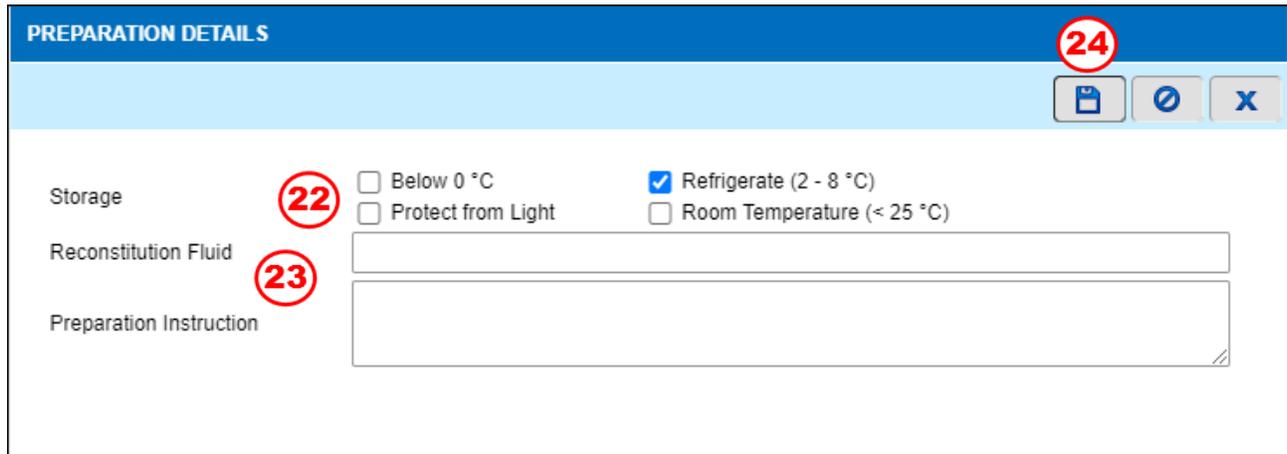
Figure 3.2-39 Preparation Details

STEP 22
Select **Storage** checkbox as *Below/ Refrigerate/ Protected from Light or Room Temperature*

STEP 23
Enter *Reconstitution Fluid* & *Preparation Instruction* if applicable

STEP 24
Click on the 🖫 button to save record

Note
- *Storage condition and reconstitution fluid will default value as setup in Drug Master (if any).*
- *Preparation Instruction also can default in Drug Master.*

CONFIRMATION

CONF0002: Are you sure you want to save?

㉕

Cancel | Yes | No
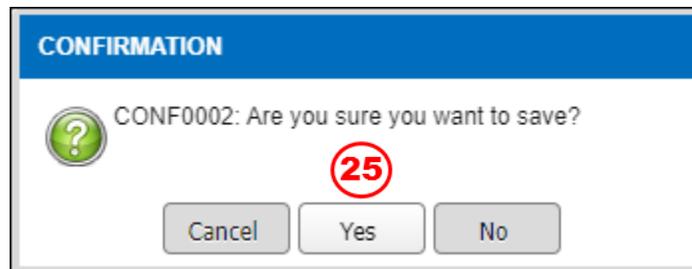
Figure 3.2-40 Alert Confirmation Details
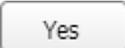
STEP 25
Click on Yes button to proceed worksheet

Figure 3.2-41 IV Preparation

STEP 26

Click on the Worksheet button to view and print

IV WORKSHEET

MINISTRY OF HEALTH

HOSPITAL KUALA LUMPUR

Date of preparation :	14/02/2023		Worksheet Id:	23-02-0001

MRN	HKL0323064	Name	0 XX XXXX
ID No	470627055002	Rx. No.	FMET0001370928
Order Location	Farmasi Methadone	Ordered By	
Order Date	03/06/2022		

No	ROA	Preparation Name	Ingredient Name	Dose	Dose Volume	No of Dose	Total Qty	Preparation Qty	Batch No	Expiry Date	Storage
1	IVB	Granisetron 3 mg/ml	Granisetron HCl 3mg/3ml Injection	3 mg	3 ml	0	0 ml	1 amp	Q23344	02/09/2027	Refrigerate (2 - 8 °C)
			test								
			Sodium Chloride 0.9%, 50ml IV Solution		1 ml			1 EA	P092122	18/04/2025	

Instruction: Please Refer to SOP

best

Reference:

Worksheet generated by	Worksheet & label checked by	Prepared by	Final Product Checked by	Supervised by
Date: 14/02/2023	Date:	Date:	Date:	Date: 14/02/2023

Figure 3.2-42 Sample of IV Worksheet

IV PREPARATION

0 XX XXXX	Mykad	Age 75 Years 07 Months 17 Days	Gender Female	MRN HKL0323064
Address	Phone And Email	Diagnosis	Allergy: No Known Allergies	Vital Sign

Height 177 cm Weight 77 kg BMI/BSA 24.6 / 1.95 m² Update (Last Updated : 03/06/2022) Nationality : Warganegara

Upload Photo

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

Encounter No: 1782 Actual Visit Date: 03/06/2022 Visit Location: Farmasi Methadone Order By: Ordered By:

PHARMACY ORDER

Supervised By

PRESCRIPTION   Prepare | Worksheet | Label
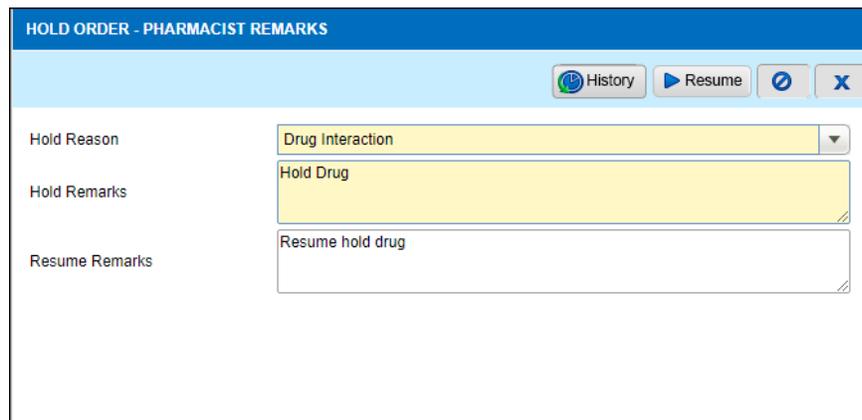
1 / 1

	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status	Drug Info
▼	Drug Interaction	Granisetron HCl 3mg/3ml Injection / Sodium Chloride 0.9%, 50ml IV Solution	3 mg	3 ml / 1 ml	3 mg/ml, Single Dose , 1 Days	1 amp / 1 EA	0	1 amp / 1 EA	1 amp / 1 EA	☑ Details	0 amp / 0 EA	Remarks	VERIFIED	Drug Info

Figure 3.2-43 IV Preparation

STEP 27

Click on [Label] button and window will displayed as per Figure 3.2.44

DRUG LABEL

Select All ☑

Drug Name	Granisetron HCl 3mg/3ml Injection	
Dose	3 mg	
Drug Volume	3 ml	
Route	IVB	
Frequency	Single Dose	
Prepared Date	14/02/2023	
Expiry Date	14/02/2023	
Price	RM 8.15	
Storage	Refrigerate (2 - 8 °C)	
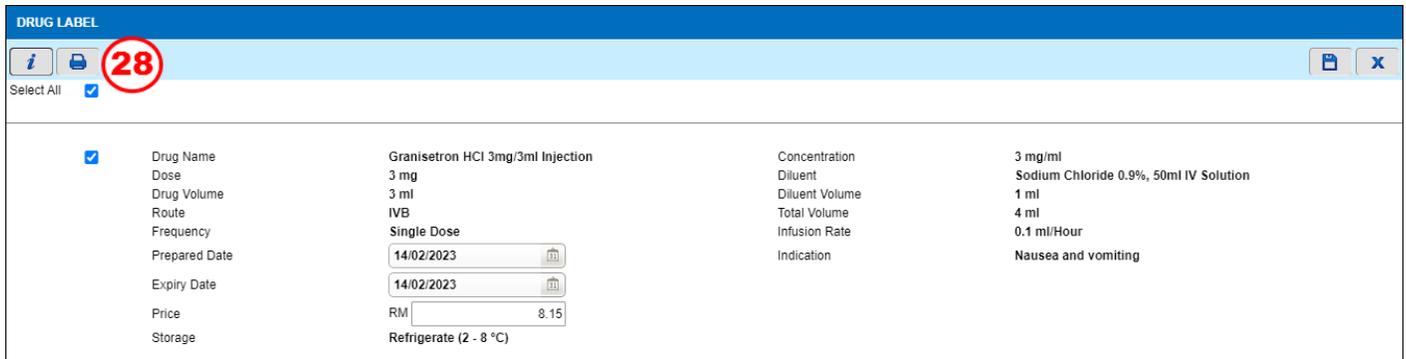
Concentration	3 mg/ml
Diluent	Sodium Chloride 0.9%, 50ml IV Solution
Diluent Volume	1 ml
Total Volume	4 ml
Infusion Rate	0.1 ml/Hour
Indication	Nausea and vomiting

Figure 3.2-44 Drug Label

STEP 28

Click on the [🖨] button to print drug label

Note

- *Select all* ☑ *checkbox will allow to print all drug label in the selected prescription.*

- ***Expiry date*** *can be default based on diluents in Drug Master.*

- *Click on the* [OK] *button to save record.*

INFORMATION

ⓘ INFO0679: Record has been saved successfully

[OK]
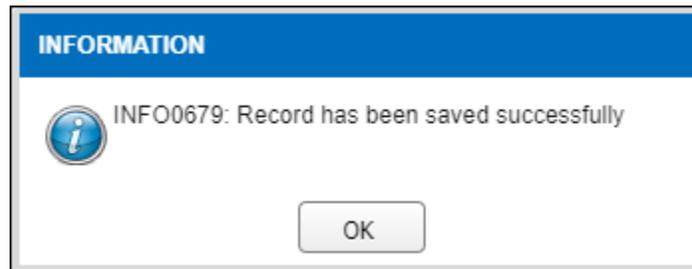
Figure 3.2-45 Alert Information Message

IV Admixture Pharmacy
HOSPITAL KUALA LUMPUR

0 XX XXXX

HKL0323064   Farmasi Methadone   470627055002

| Drug Name: | Granisetron HCl 3mg/3ml | Bed No: |

| Dose: | 3 mg / 3 ml | (Conc: | 3 mg/ml) |
| | in 1 ml | Sodium Chloride 0.9%, 50ml IV Solution | |

| Route: | IVB | Freq: Single Dose | Infuse Rate: 0.1 ml/Hour |

| Prepared Date: | 14/02/2023 | Exp Date: | 14/02/2023 |

| Indication: | Nausea and vomiting | Price: | RM 8.15 |

| Storage: | Refrigerate (2 - 8 °C) | |

Figure 3.2-46 Sample of Drug Label

Note
Sample of IV Admixture Label as per Figure 3.2-47

Figure 3.2-47 IV Preparation

STEP 30

Click on the [Prepare] button to proceed preparation

Note
*After allocate quantity **Prepare Qty** coloumn will be retrive reserved quantity from item batch.*

Figure 3.2-48 Alert Confirmation Message

STEP 31

Click on the [Yes] button to proceed dispensing and new screen will be displayed as per Figure 3.2-49

Figure 3.2-49 IV Dispensing

STEP 32

Click on the [Dispense] button and alert message will be displayed as per Figure 3.2-50

Figure 3.2-50 Alert Confirmation Message

STEP 33
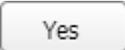
Click on the [Yes] button to dispense

3.3 Release / Discard Batch

A function for pharmacist to release/discard the IV admixture that has been prepared back to Preparation stage. When release batch, drug and diluents quantity will be returned back to inventory. When discard batch, drug and diluents quantity will be deducted from inventory.

Figure 3.3-1 IV Dispensing: Release/Discard

STEP 1
Click on **'Pharmacy Transaction'** menu follow **by ' Dispensing'** and select **'IV'** sub-menu

Note
- *Various search criteria as provided as below:*

No	Field	Description	Remark
a)	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: *Example : HPSF00001234 or "1234"*
b)	Patient Name	Patient Name	Allow to search by patient full name or partial
c)	Drug Name	Drug Name	Allow to search by active ingredient
d)	Dispense Location	Patient visit location	Able to filter and search patient by visit location and prescriber's location.
e)	Prepare Date From	Prepare Date From	Able to filter and search prepare date from
f)	Prepare Date To	Prepare Date To	Able to filter and search prepare date to
g)	IC No/Other Identification	IC Number/Other Identification	Able to filter by IC number or other identification

Table 3.3.1

Note

Search result of patient record list will be displayed:

- *Select*
- *MRN*
- *Patient Name*
- *Drug Name*
- *Medication Order No*
- *Prescription Date*
- *Prepared Qty*
- *Status*
- *Reason For Release / Discard*

STEP 2
Click on **'Release/Discard Batch'** sub-menu

Note
Various search criteria is provided as below :
   a) **MRN**
   b) **Patient Name**
   c) **Drug Name**
   d) **Dispense Location**
   e) **Prepare Date From**
   f) **Prepare Date To**
   g) **IC No/Other Identification**

STEP 3

Click on the [🔍 Search] button

STEP 4

Select ☑ checkbox to discard from the listed drug

STEP 5
Select Reason for Discard from dropdown box. Select either one of these from discard reason drop down menu: -
   - Uncollected
   - Wrong Allocation
   - Change of Regimen
   - Patient Refused
   - Intervention
   - Faulty Product

STEP 6
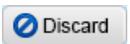
Click on the [↱ Release] or [⊘ Discard] button to proceed.

Note
- [↱ Release] *: System will reset back the allocation quantity but no stock will deduct*
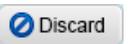
- [⊘ Discard] *: Allocation will discard and stock will be deducted*

- *Once drug already released or discarded, drug will be displayed back in Preparation screen for re-allocation of new batch qty.*

4.0   Acronyms

Abbreviation	Definition
MOH	Ministry Of Health
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
MRN	Medical Record Number
IV	Intravenous
HQ	Headquarters
INJ	Injection
QTY	Quantity
LAB	Laboratory

5.0   Links to Clinical Modules

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