



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

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## **Pharmacy Based**

### **User Manual Infusion Order**

<b>Version</b>	<b>: 1.5</b>
<b>Document ID</b>	<b>: PB_U. MANUAL_INFUSION ORDER</b>

## **Revision History**

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1.1	05/05/2014	Hasneeta binti Hashim	Shamsul-'Ariza (SA)	Application interface changes (screen)
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## **Verified and Acknowledged By:**

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Name	Role / Designation	Organization	Signature & Date
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## **Peer Review**

Version No	Reviewed / Verified By	List of changes from Previous Version
1.0	Jenny Heng / Maxine Wong (QA)	First submission to MOH
1.1	Jenny Heng / Maxine Wong (QA)	Application interface changes (screen)
1.2	Michelle Foo / Juridah Ayob (QA)	Application interface changes (screen)
1.3	Michelle Foo / Juridah Ayob (QA)	Update to v1.3 based on PhIS & CPS v1.3
1.4	Michelle Foo / Juridah Ayob (QA)	Change to latest update and screenshot version 1.4.1
1.5	Michelle Foo / Juridah Ayob (QA)	Change to latest update and screenshot version 1.5.1



PhIS & CPS Project  
User Manual – IV (Infusion Order)



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Reference ID : PB\_U. MANUAL\_IV-v1.5

Application reference: PhIS & CPS v1.5.1

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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 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

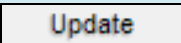



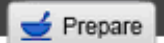



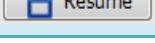
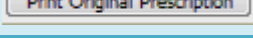
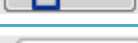


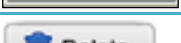


These are the sections within this document:

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

IV Dispensing Module Legend			
	Update Patient's Height and Weight		Print
	Acknowledge Prescription		Calendar
	Preparation		Save and Continue
	Edit Label		Dispense
	Resume		Print Original Prescription
	Hold		Verification
	Confirm		Release/Discard
	Re-Dispense		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

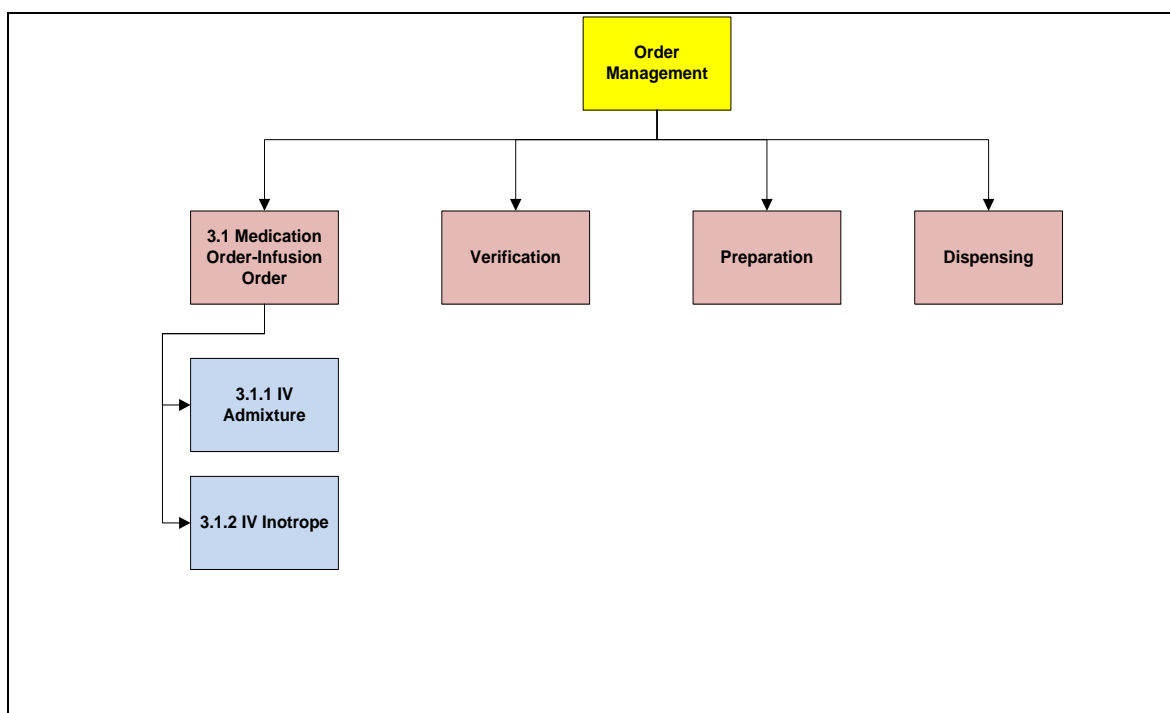


Figure 3.0-1



## Functional Description

Admixture comprises of four (4) 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 deduct after dispensing process. Drug label can be generate 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 transcribe 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.

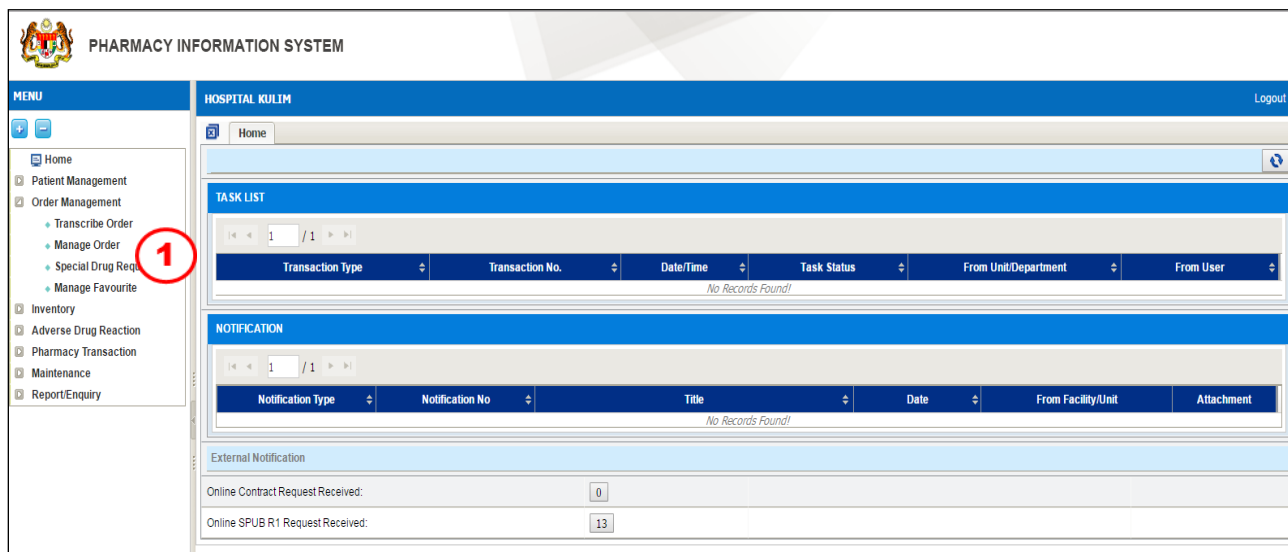


Figure 3.1-1 PhIS Home page

#### STEP 1

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

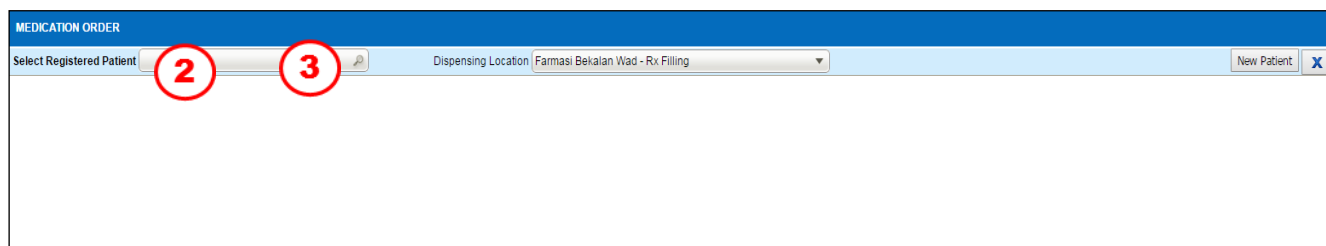


Figure 3.1.1-1 PhIS Home page

#### STEP 2

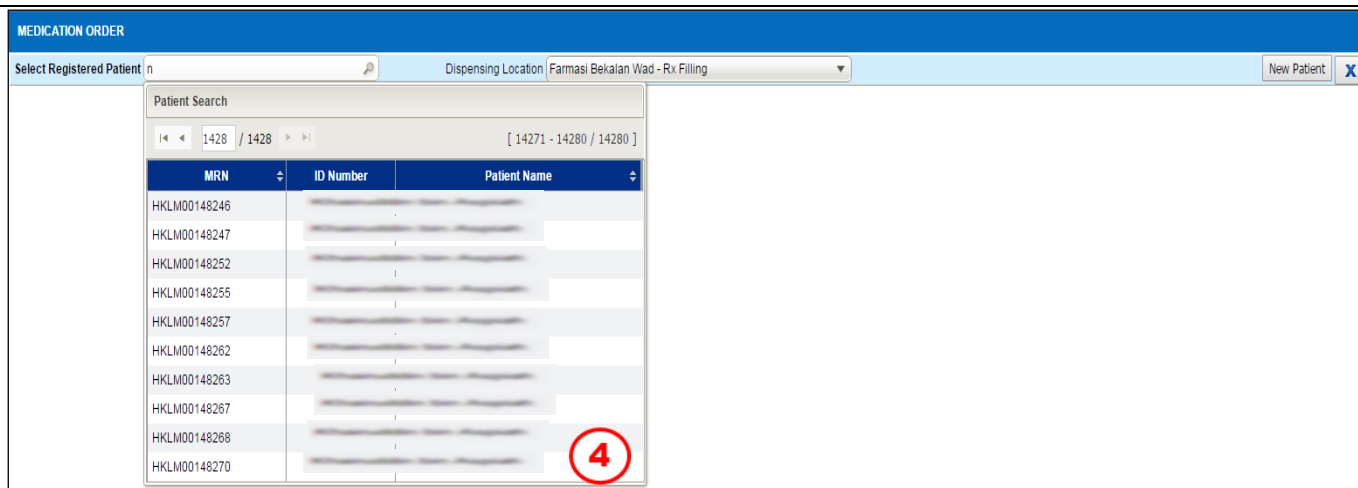
Click on 'Verification' sub-menu

#### STEP 3

Click on the  button to search for patient

#### Note

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

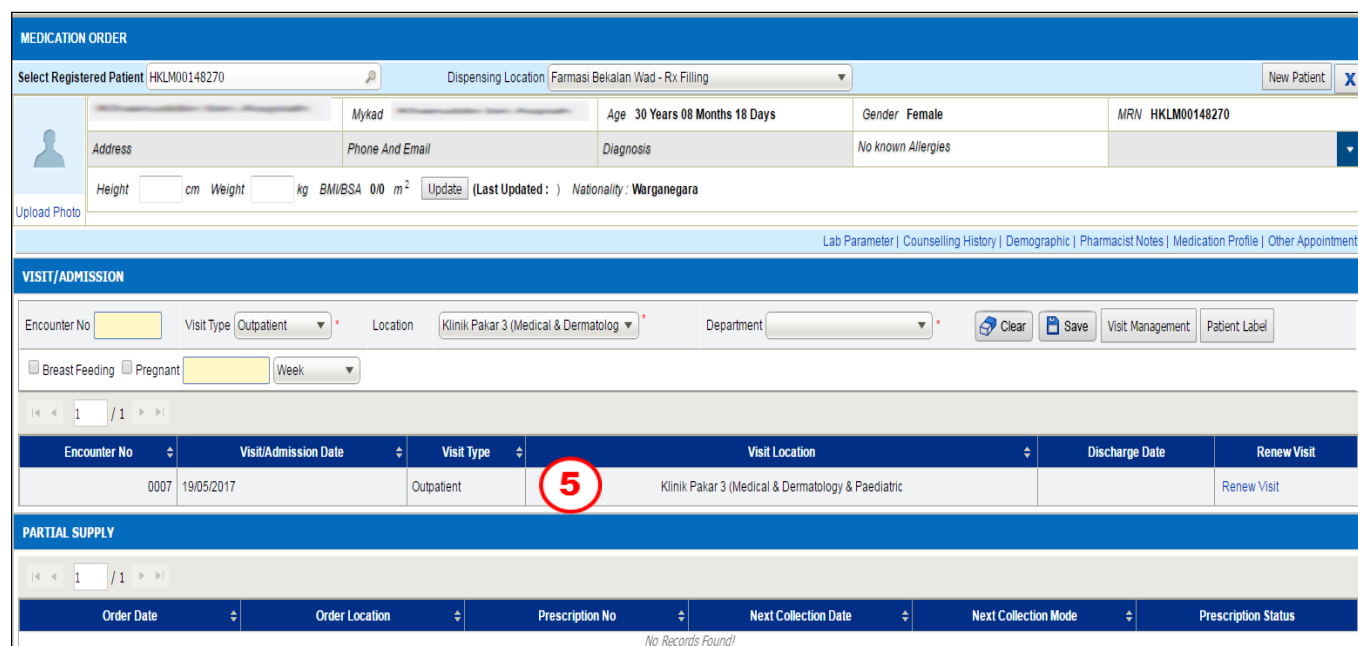


MRN	ID Number	Patient Name
HKLM00148246		
HKLM00148247		
HKLM00148252		
HKLM00148255		
HKLM00148257		
HKLM00148262		
HKLM00148263		
HKLM00148267		
HKLM00148268		
HKLM00148270		

**Figure 3.1.1-3 Medication Order**

## STEP 4

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



Encounter No	Visit/Admission Date	Visit Type	Visit Location	Discharge Date	Renew Visit
0007	19/05/2017	Outpatient	Klinik Pakar 3 (Medical & Dermatology & Paediatric)		Renew Visit

**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.

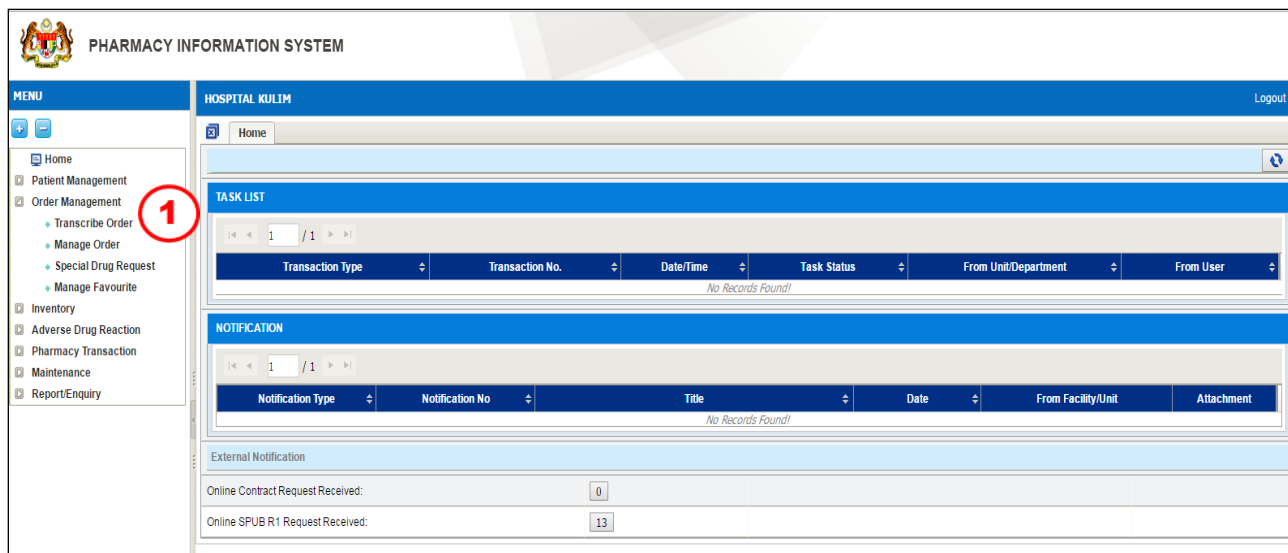
## STEP 5

Double-click on the selected visit and the details will be displayed as per Figure 3.1.1-5



### 3.1.2 New Patient Registration

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



**PHARMACY INFORMATION SYSTEM**

**HOSPITAL KULIM** Logout

Home

**MENU**

- Home
- Patient Management
- Order Management**
  - Transcribe Order
  - Manage Order
  - Special Drug Request
  - Manage Favourite
- Inventory
- Adverse Drug Reaction
- Pharmacy Transaction
- Maintenance
- Report/Enquiry

**TASK LIST**

1 / 1

Transaction Type	Transaction No.	Date/Time	Task Status	From Unit/Department	From User
No Records Found!					

**NOTIFICATION**

1 / 1

Notification Type	Notification No	Title	Date	From Facility/Unit	Attachment
No Records Found!					

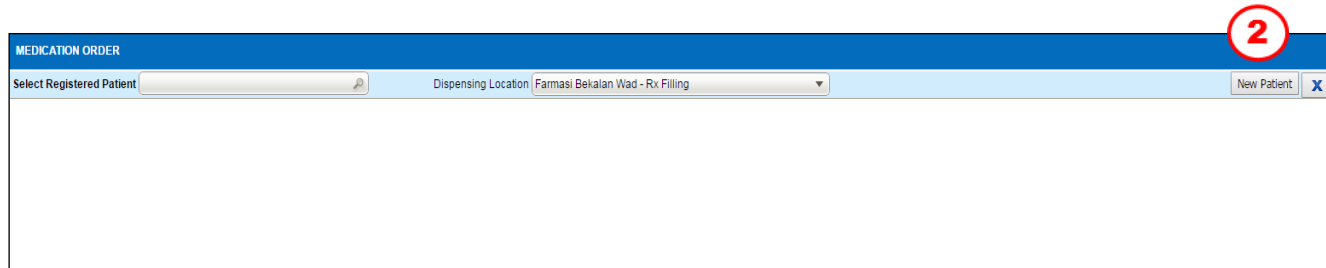
**External Notification**

Online Contract Request Received:	0
Online SPUB R1 Request Received:	13

Figure 3.1.2-1 PhIS Home page

#### STEP 1

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



**MEDICATION ORDER**

Select Registered Patient Dispensing Location: Farmasi Bekalan Wad - Rx Filling New Patient

Figure 3.1.2-2 Transcribe Order Create New Patient

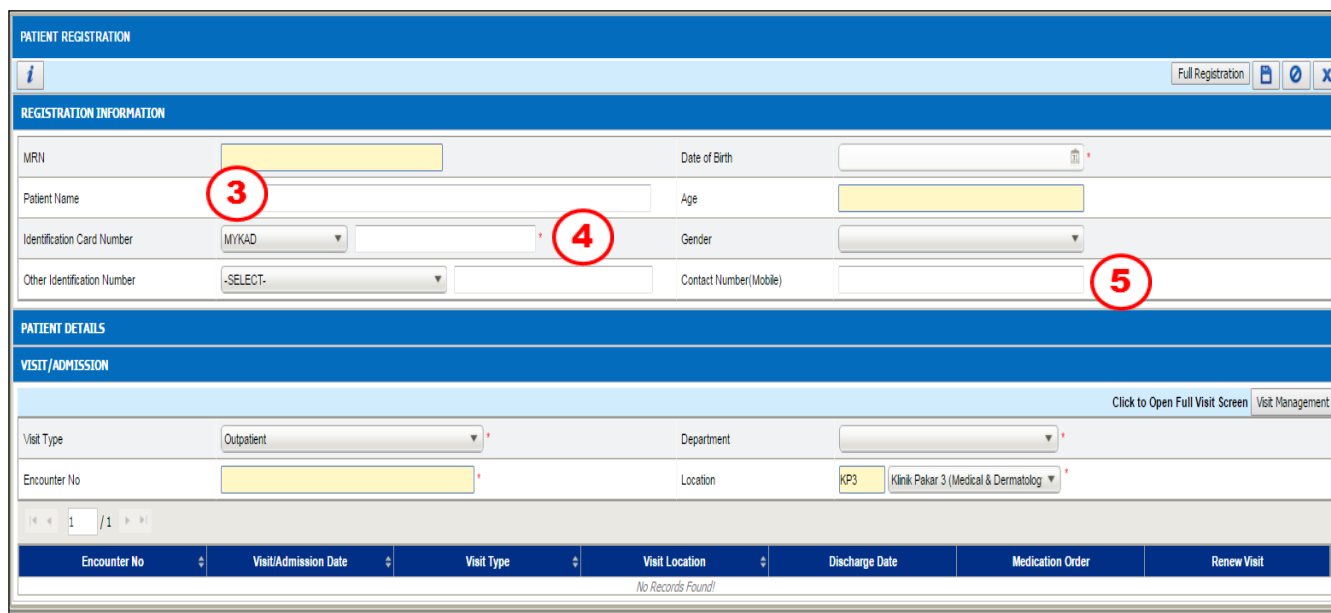


Figure 3.1.2-3 Registration Information

### 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
  - OLD IC
  - PASSPORT
  - PENSION CARD
  - POLICE CARD NUMBER
  - UNKNOWN PATIENT
  - WORK PERMIT
 and enter the relevant number.

### STEP 5

Enter **Contact Number (Mobile)**

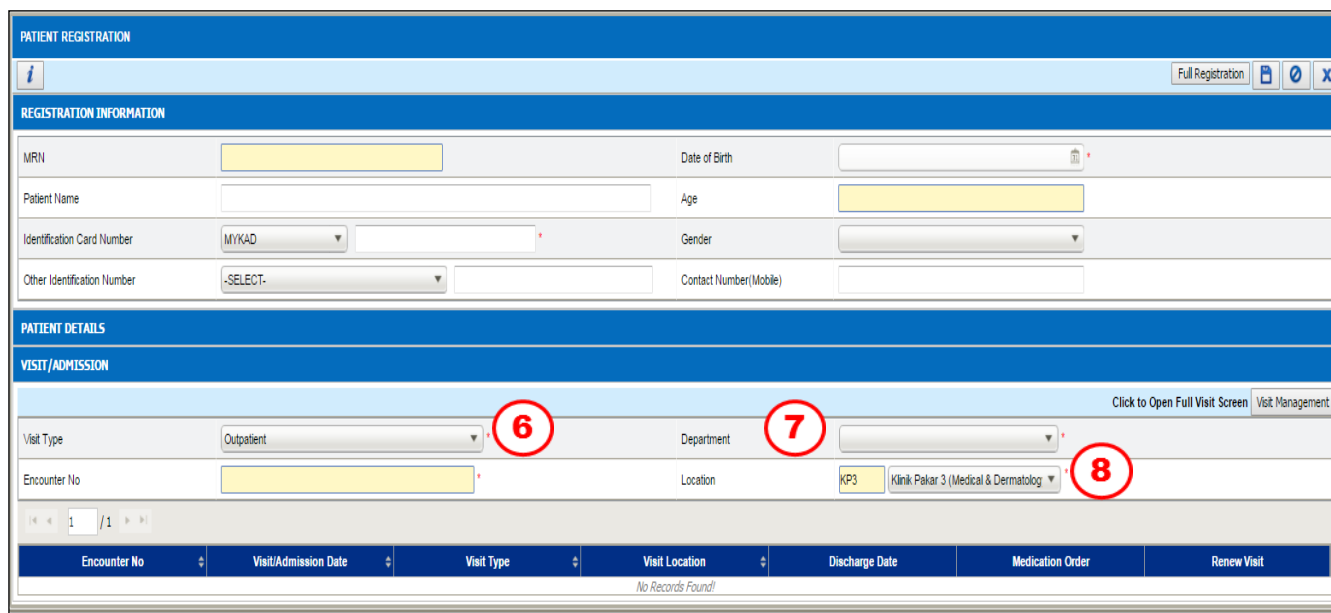


Figure 3.2-4 Visit/Admission

#### STEP 6

Select the **Visit Type** from dropdown box

#### 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

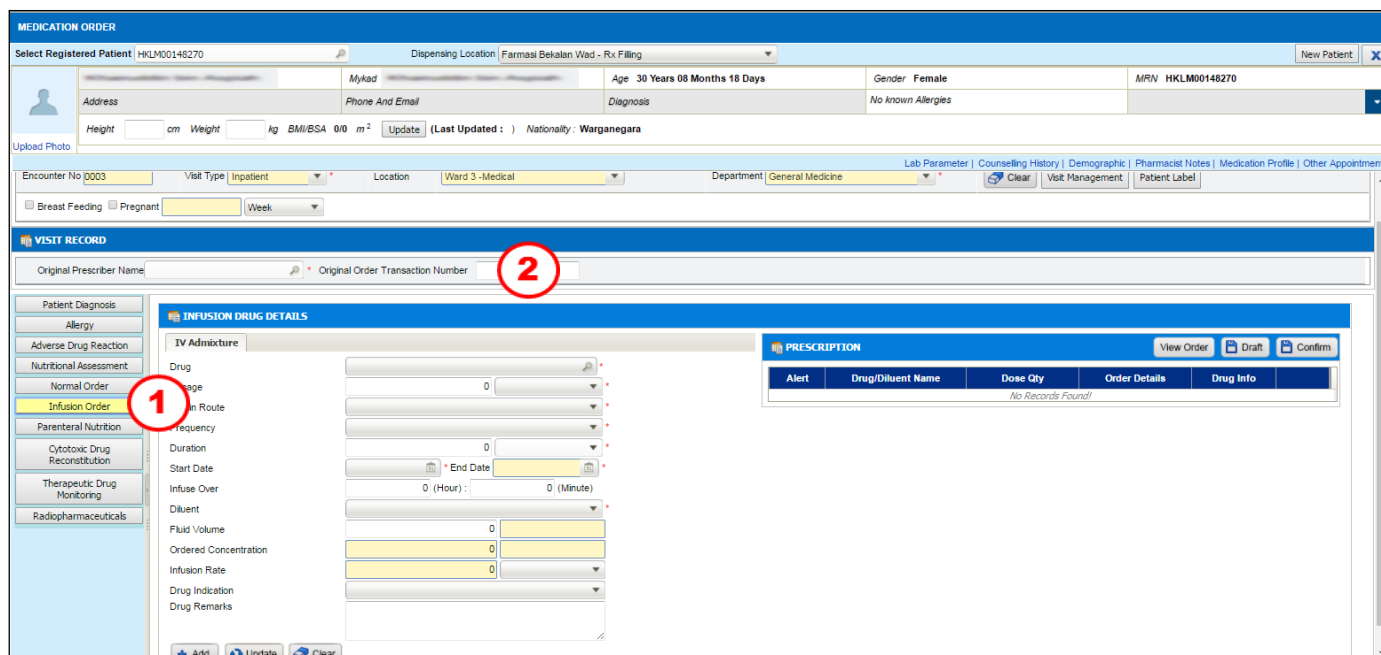
Click on the  button to save the record

#### Note

- After click the save button, system will automatically generate the **MRN** (Medical Record Number) and ,  and  buttons will be enabled.
- Click on the  button to assess 'Visit Management' Screen.
- Another option to register a new patient is to click on the  button located under Patient Quick Registration

## 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.



The screenshot shows the 'MEDICATION ORDER' form. The 'Infusion Order' tab is selected in the left sidebar, indicated by a red circle with the number 1. The 'Original Order Transaction Number' field is highlighted with a red circle and the number 2. The form includes fields for patient information, encounter details, and a section for 'INFUSION DRUG DETAILS' with various input fields for drug, dose, and route.

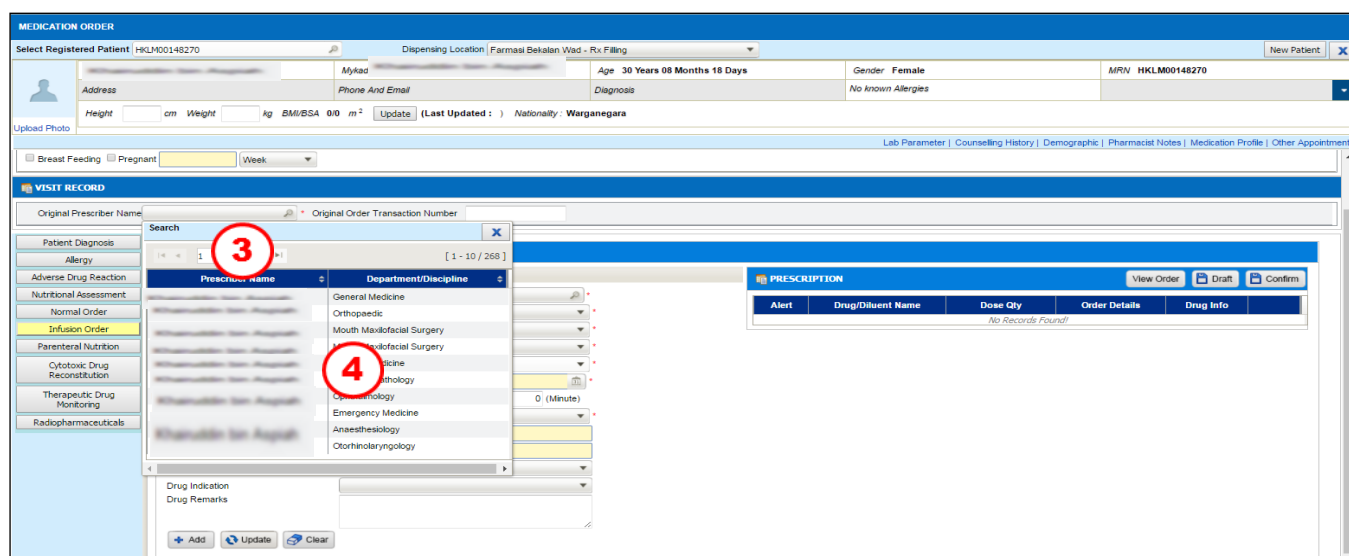
Figure 3.2-1 Medication Order

### STEP 1

Click on the *Infusion Order* tab

### STEP 2

Enter *Original Order Transaction Number*




The screenshot shows the 'MEDICATION ORDER' form with the 'Original Order Transaction Number' field highlighted by a red circle with the number 3. Below the field, a search results table is displayed, showing a list of prescriptions with columns for 'Prescription name' and 'Department/Discipline'. The first result is highlighted, and a red circle with the number 4 points to it. The table lists various medical departments and their corresponding prescriptions.

Figure 3.2-2 Medication Order

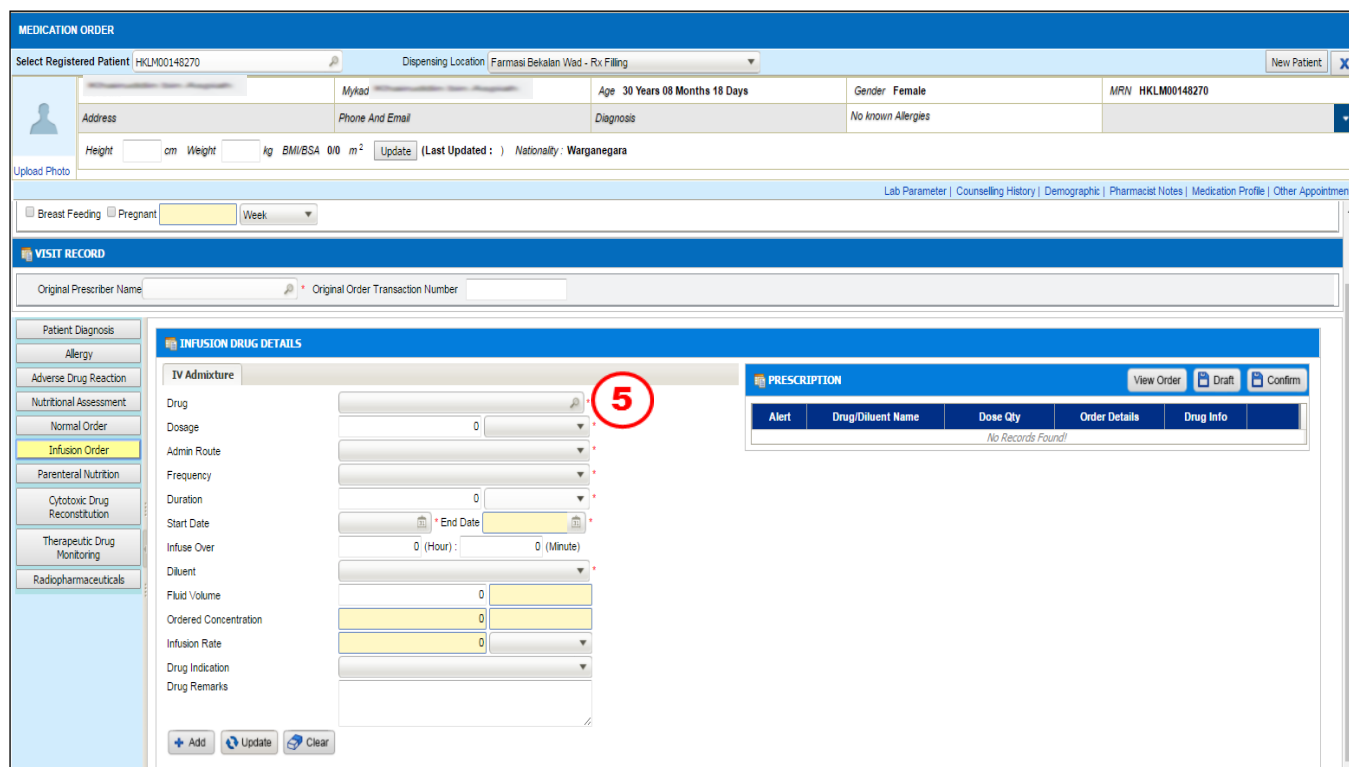


## STEP 3

Click on the  button to search **Original Prescriber Name**

## STEP 4

Double click on the selected prescriber



**MEDICATION ORDER**

Select Registered Patient: HKLM00148270 | Dispensing Location: Farmasi Bekalan Wad - Rx Filling | New Patient X

Mykad: [Redacted] | Age: 30 Years 08 Months 18 Days | Gender: Female | M/RN: HKLM00148270

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

Upload Photo

☐ Breast Feeding ☐ Pregnant | Week: [Redacted]

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

**VISIT RECORD**

Original Prescriber Name: [Redacted] | Original Order Transaction Number: [Redacted]

**INFUSION DRUG DETAILS**

IV Admixture

Drug: [Redacted] (5) | Dosage: 0 | Admin Route: [Redacted] | Frequency: [Redacted] | Duration: 0 | Start Date: [Redacted] | End Date: [Redacted] | Infuse Over: 0 (Hour) : 0 (Minute) | Diluent: [Redacted] | Fluid Volume: 0 | Ordered Concentration: 0 | Infusion Rate: 0 | Drug Indication: [Redacted] | Drug Remarks: [Redacted]

+ Add | Update | Clear

**PRESCRIPTION**

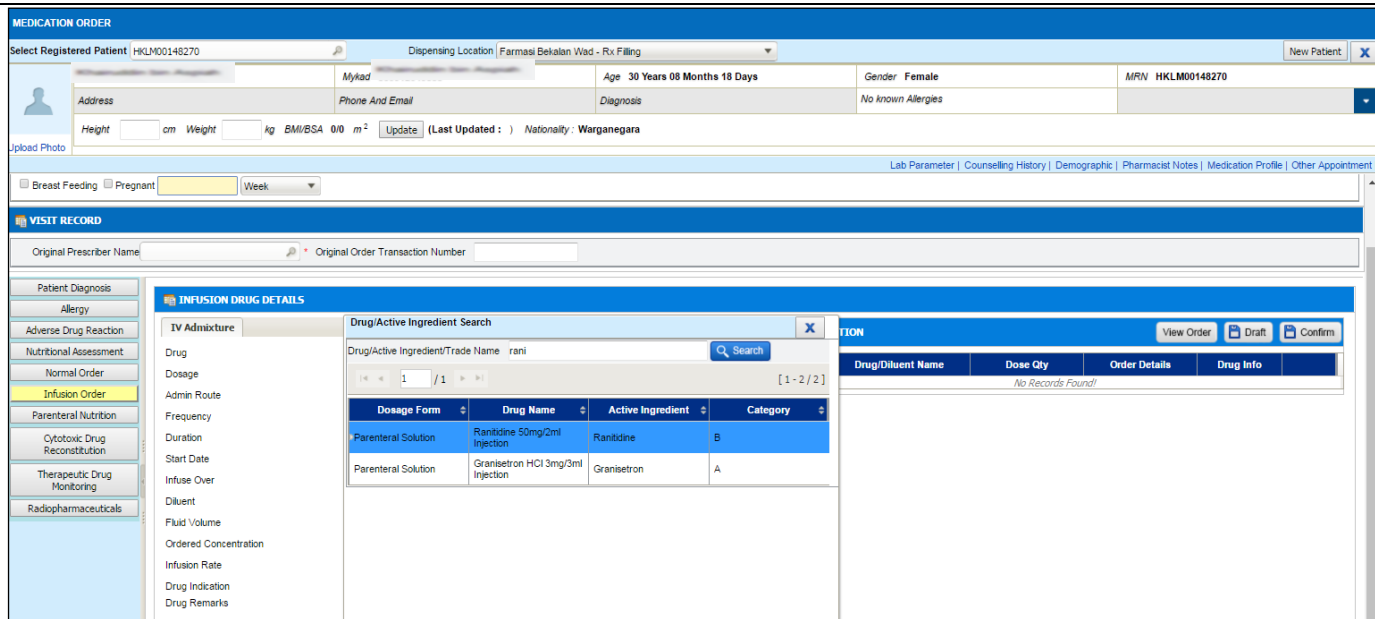
View Order | Draft | Confirm

Alert	Drug/Diluent Name	Dose Qty	Order Details	Drug Info
No Records Found!				

Figure 3.2-3 Medication Order

## STEP 5

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



**MEDICATION ORDER**

Select Registered Patient: HKLM00148270 Dispensing Location: Farmasi Bekalan Wad - Rx Filling New Patient: X

Address: Mykad Age: 30 Years 08 Months 18 Days Gender: Female MRN: HKLM00148270  
Phone And Email: No known Allergies

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

Upload Photo

Breast Feeding: ☐ Pregnant: ☐ Week:

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

**VISIT RECORD**

Original Prescriber Name: Original Order Transaction Number:

**INFUSION DRUG DETAILS**

IV Admixture: Drug/Active Ingredient Search

Drug/Active Ingredient/Trade Name: rani Search

1 / 1 [1 - 2 / 2]

Dosage Form	Drug Name	Active Ingredient	Category
Parenteral Solution	Rantidine 50mg/2ml Injection	Rantidine	B
Parenteral Solution	Granisetron HCl 3mg/3ml Injection	Granisetron	A

View Order | Draft | Confirm

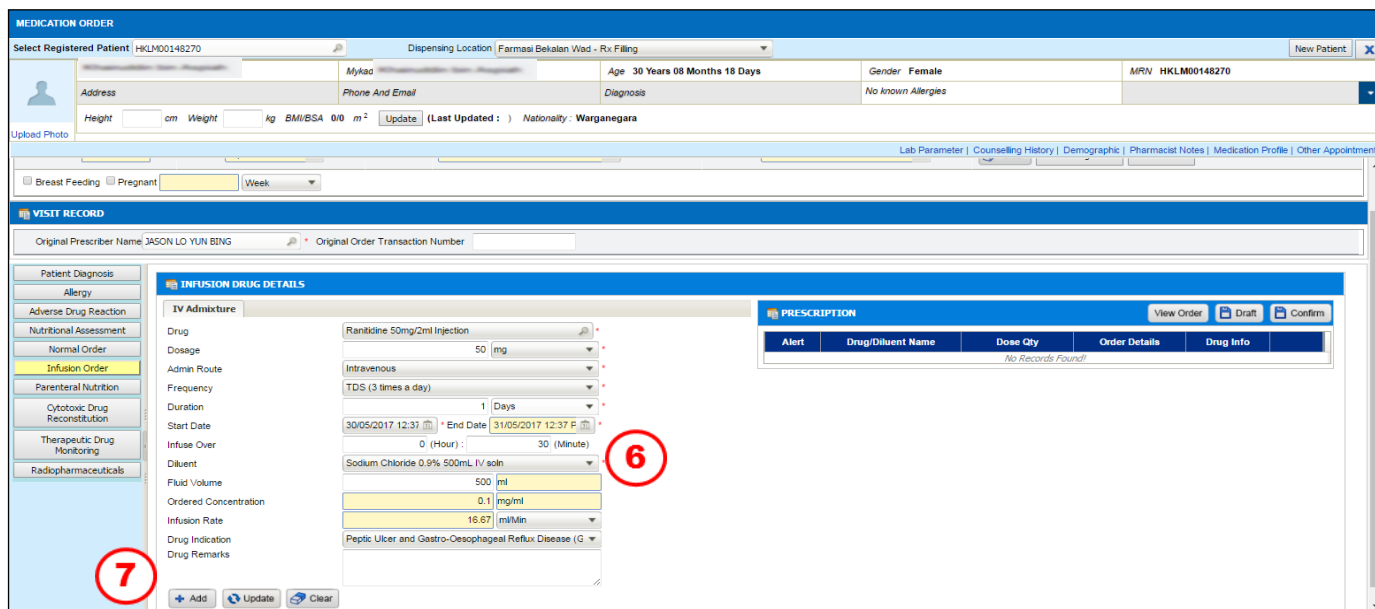
Drug/Diluent Name | Dose Qty | Order Details | Drug Info

No Records Found!

**Figure 3.2-4 Drug/Active Ingredient Search**

## Note

Double click on the selected drug.



**MEDICATION ORDER**

Select Registered Patient: HKLM00148270 Dispensing Location: Farmasi Bekalan Wad - Rx Filling New Patient: X

Address: Mykad Age: 30 Years 08 Months 18 Days Gender: Female MRN: HKLM00148270  
Phone And Email: No known Allergies

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

Upload Photo

Breast Feeding: ☐ Pregnant: ☐ Week:

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

**VISIT RECORD**

Original Prescriber Name: JASON LO YUN BING Original Order Transaction Number:

**INFUSION DRUG DETAILS**

IV Admixture:

Drug: Rantidine 50mg/2ml Injection

Dosage: 50 mg

Admin Route: Intravenous

Frequency: TDS (3 times a day)

Duration: 1 Days

Start Date: 30/05/2017 12:37 End Date: 31/05/2017 12:37

Infuse Over: 0 (Hour) : 30 (Minute)

Diluent: Sodium Chloride 0.9% 500mL IV soln

Fluid Volume: 500 ml

Ordered Concentration: 0.1 mg/ml

Infusion Rate: 16.67 ml/Min

Drug Indication: Peptic Ulcer and Gastro-Oesophageal Reflux Disease (G

Drug Remarks:

Add Update Clear

**PRESCRIPTION**

View Order | Draft | Confirm

Alert | Drug/Diluent Name | Dose Qty | Order Details | Drug Info

No Records Found!

**Figure 3.2-5 Infusion Drug Details**

## Note

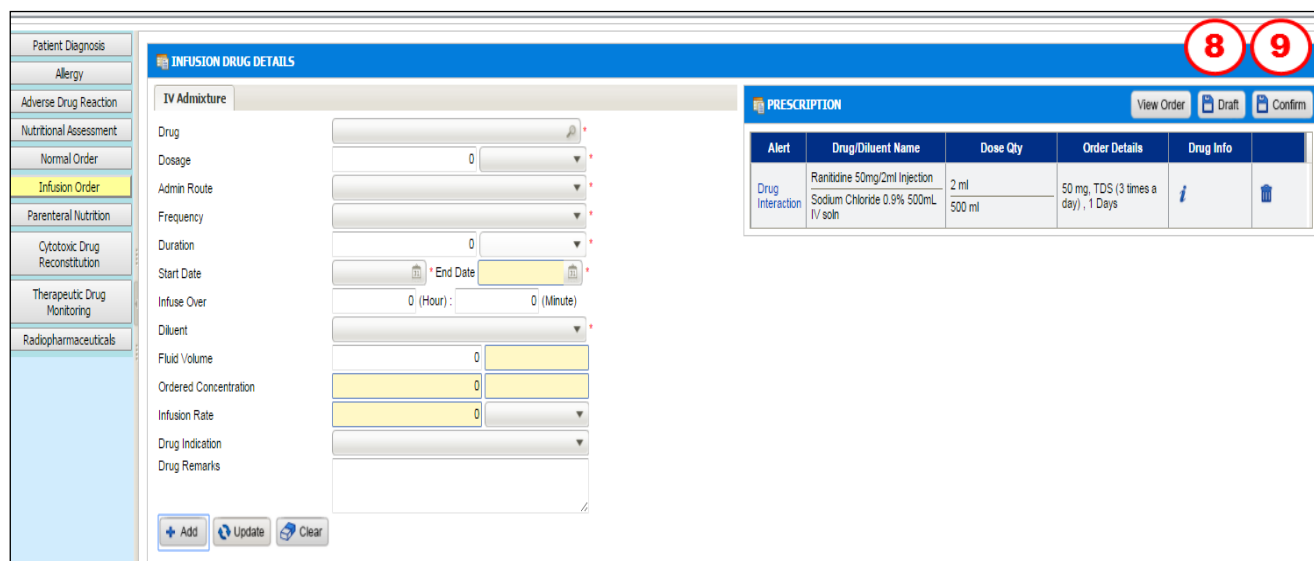
- End Date is defaulted by the system according to duration.
- Information on IV Admixture screen will be automatically displayed and calculated based on the master setup.
- Infusion Rate = Fluid Volume / Infuse Over
- Strength = Dosage / Fluid Volume.

## STEP 6

Select diluents from drop down menu


## STEP 7

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




**Figure 3.2-6 Infusion Drug Details**

## STEP 8

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

## STEP 9


Click on the  button to confirmed the prescription

## Note

- Click on the  button to view order details as per Figure 3.2-7.

ORDER DETAILS						
Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status
Ranitidine 50mg/2ml Injection	50 mg	2 ml	0.1 mg/mL, TDS (3 times a day) , 1 Days	3 amp		DRAFT
Sodium Chloride 0.9% 500mL IV soln		500 ml		3 bott		

**Figure 3.2-7 Order Details**

- Click on the  button to view prescription details as per Figure 3.2-8.

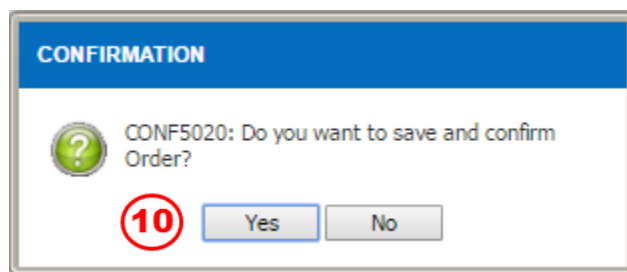
**Ministry of Health, Malaysia  
Hospital Kulim**

Patient Name :  Patient ID :   
 Age : 30 Years 08 Months 18 Days MRN: HKLM00148270  
 Gender : Female Weight:  
 Location: Ward 3 -Medical Height:  
 Prescription #: W30000218417 Order Date/Time: 30/05/2017 01:09 PM  
 Allergy:

Drug Name	Route	Dosage	Frequency	Start Date	End Date	Duration
Ranitidine 50mg/2ml Injection	Intravenous	50mg	TDS (3 times a day)	30/05/2017	31/05/2017	1Days

**Prescribed by** JASON LO YUN BING  
**Designation :** Pegawai Perubatan

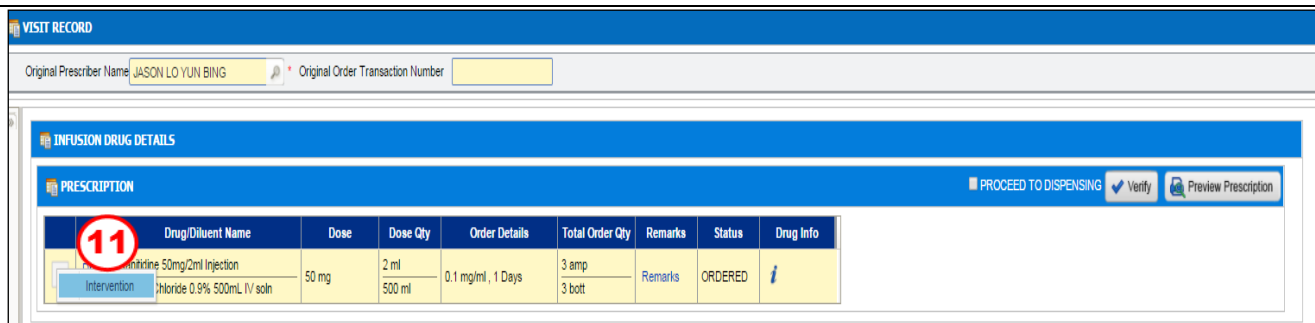
**Figure 3.2-8 Prescription Details**



**Figure 3.2-9 Confirmation**

**STEP 10**

Click on the  button to save and confirm order and new screen will display as per Figure 3.2-9



**VISIT RECORD**

Original Prescriber Name: JASON LO YUN BING Original Order Transaction Number: [ ]

**INFUSION DRUG DETAILS**

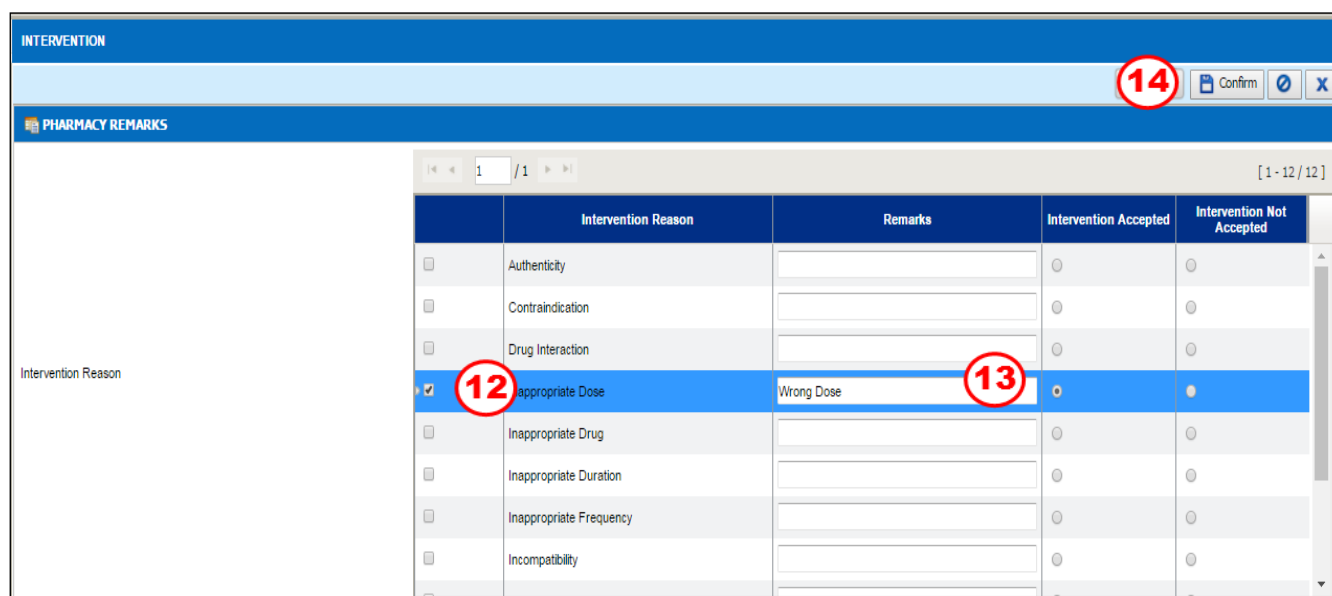
**PRESCRIPTION** [PROCEED TO DISPENSING] [Verify] [Preview Prescription]

	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status	Drug Info
1	Chloride 50mg/2ml Injection	50 mg	2 ml	0.1 mg/ml, 1 Days	3 amp	Remarks	ORDERED	i
Intervention	Chloride 0.9% 500mL IV soln	500 ml			3 bott			

Figure 3.2-10 Infusion Drug Details

### STEP 11

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



**INTERVENTION** [14] [Confirm] [X]

**PHARMACY REMARKS**

Intervention Reason

Intervention Reason	Remarks	Intervention Accepted	Intervention Not Accepted
<input type="checkbox"/> Authenticity		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Contraindication		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Drug Interaction		<input type="radio"/>	<input type="radio"/>
<input checked="" type="checkbox"/> <b>12</b> Inappropriate Dose	Wrong Dose <b>13</b>	<input checked="" type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Inappropriate Drug		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Inappropriate Duration		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Inappropriate Frequency		<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Incompatibility		<input type="radio"/>	<input type="radio"/>

Figure 3.2-11 Intervention

### STEP 12

Select **Intervention Reason** from the table

### STEP 13

Select **Intervention Status** as follow:

- Accepted
- Not Accepted

### STEP 14

Click on the  button to confirm **Modify Order**

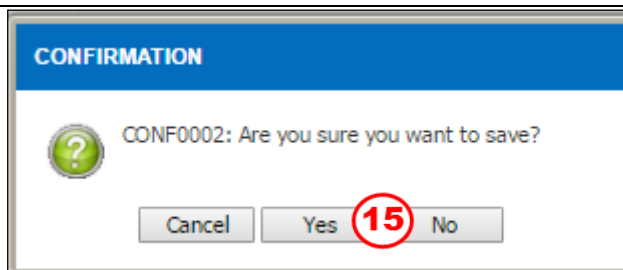


Figure 3.2-12 Confirmation Alert Message

#### STEP 15

Click on the  button to confirm the intervention

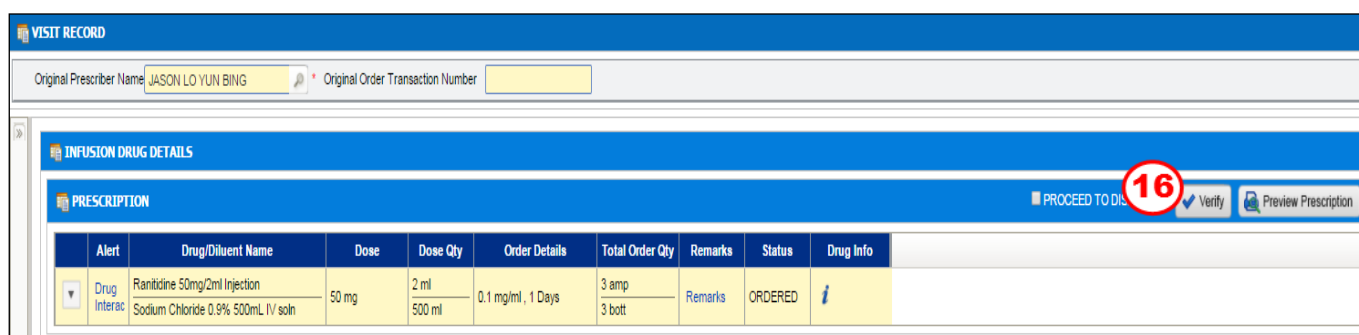


Figure 3.2-13 Medication Order : Verify

#### STEP 16

Click on the  button and will displayed alert message as per Figure 3.2-14

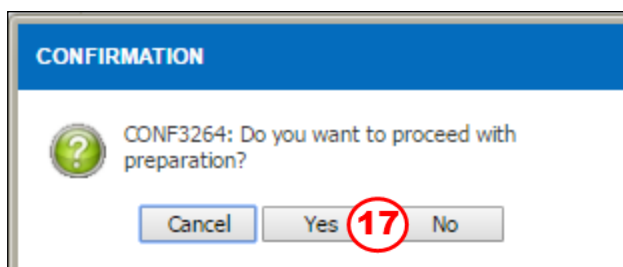


Figure 3.2-14 Alert Confirmation Message

#### STEP 17

Click on the  button to proceed verification and IV Preparation screen will be displayed as per Figure 3.2-15

IV PREPARATION

NURAIN

Address

Height  cm Weight  kg BMI/BSA  m<sup>2</sup>  (Last Updated : ) Nationality: Warganegara

Mykad: 860912049888

Phone And Email

Age: 30 Years 08 Months 18 Days

Diagnosis

Gender: Female

No known Allergies

MRN: HKLM00148270

Encounter No: 0003 Admission Date: 30/05/2017 Visit Location: Ward 3 -Medical Order By: JASON LO YUN BING Transcribed By: SARAVANAPRIYA THILLAINAM

Lab Parameter

Counseling History

Demographic

Pharmacist Notes

Medication Profile

Other Appointment

PHARMACY ORDER

Supervised By

PRESCRIPTION

1 / 1

[1 - 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	Ranitidine 50mg/2ml Injection Sodium Chloride 0.9% 500mL IV soln	50 mg	2 ml 500 ml	0.1 mg/ml, TDS (3 times a day) , 1 Days	3 amp 3 bott	3	0 amp 0 bott	3 amp 3 bott	<input type="button" value="Details"/>	0 amp 0 bott	Remarks	VERIFIED	Drug Info

Figure 3.2-15 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**

PHARMACY ORDER

Supervised By

PRESCRIPTION

1 / 1

[1 - 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	Ranitidine 50mg/2ml Injection Sodium Chloride 0.9% 500mL IV soln	50 mg	2 ml 500 ml	0.1 mg/ml, TDS (3 times a day) , 1 Days	3 amp 3 bott	3	0 amp 0 bott	3 amp 3 bott	<input type="button" value="Details"/>	0 amp 0 bott	Remarks	VERIFIED	Drug Info

Alternate Drug

Intervention

Hold Order

Figure 3.2-16 IV Preparation Screen







### Note

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

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

INTERVENTION

History Confirm X

PHARMACY REMARKS

1 / 1 [ 1 - 12 / 12 ]

	Intervention Reason	Remarks	Intervention Accepted	Intervention Not Accepted
<input type="checkbox"/>	Incompatibility		<input type="radio"/>	<input type="radio"/>
<input checked="" type="checkbox"/>	Others	wrong dose	<input checked="" type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Polypharmacy		<input type="radio"/>	<input type="radio"/>

MODIFY ORDER

Drug NameGentamicin 80mg/2ml Inj  
Dosage80 \* mg  
Drug Volume2 \* ml  
Ordered Concentration0.8 mg/ml  
FrequencyOD \*  
Infuse Over2 \* (Hour) 30 \* (Minute)  
Duration1 \* Days  
Start Date27/10/2014 \*  
Remarks


Dosage FormParenteral Solution  
Admin RouteIntravenous Infusion  
DiluentSodium Chloride 0.9% 100mL IV soln \*  
Diluent Volume100 \* ml  
Total Volume102 \* ml  
Infusion Rate40 ml/Hour  
End Date28/10/2014  
Update BySuraya Abdul Halim  
Updated Date27/10/2014

Figure 3.2-21 Intervention

### Note


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

CONFIRMATION


CONF0002: Are you sure you want to save?

Cancel Yes No

Figure 3.2-22 Alert Confirmation Message

- Click on the  button to view intervention history listing.

INTERVENTION REASON HISTORY LISTING			
<div> <div> <div>1</div> <div>/ 1</div> </div> <div> <div>[1 - 1 / 1]</div> </div> </div>			
Date/Time	Intervention Reason	Remarks	Updated By
27/10/2014 05:06 PM	Others	wrong drugs	Suraya Abdul Halim

### Figure 3.2-23 Intervention Reason History Listing

### IV PREPARATION

Print Original Prescription
X

	<b>AZLEEN BINTI ISMAIL</b>	Mykad 750509145804	Age 39 Years 05 Months 18 Days	Gender Female	MRN HPSF00032191
	Address	Phone And Email	Diagnosis	No known Allergies	
	Height 158 cm Weight 57 kg BMI/BSA 22.8 / 1.6 m <sup>2</sup>	Update (Last Updated : 27/10/2014 )			

Upload Photo

Lab Results Counselling History Demographic Pharmacist Notes Medication Profile Other Appointment

Encounter No: 0847 Admission Date: 27/10/2014 Visit Location: WAD 9 (MED - P) Order By: Dr. Syafiq Affandi Baharin Transcribed By: Suraya Abdul Halim

### PHARMACY ORDER

Supervised By

### PRESCRIPTION

Prepare
 Worksheet
 Label


<< 1 / 1 >>
[ 1 - 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 Intervention Gentamicin 80mg/2ml Inj Sodium Chloride 0.9% 100mL	80 mg	2 ml 100 ml	0.8 mg/ml, OD , 1 Days	1 amp 1 bott	1	0 amp 0 bott	1 amp 1 bott	Details	0 amp 0 bott	Remarks	VERIFIED	Drug Info
Alternate Drug Intervention Hold Order													

### Figure 3.2-24 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.

HOLD ORDER - PHARMACIST REMARKS

History

Hold

X

Hold Reason

Hold Remarks

### Figure 3.2-25 Hold Order-Pharmacist Remarks

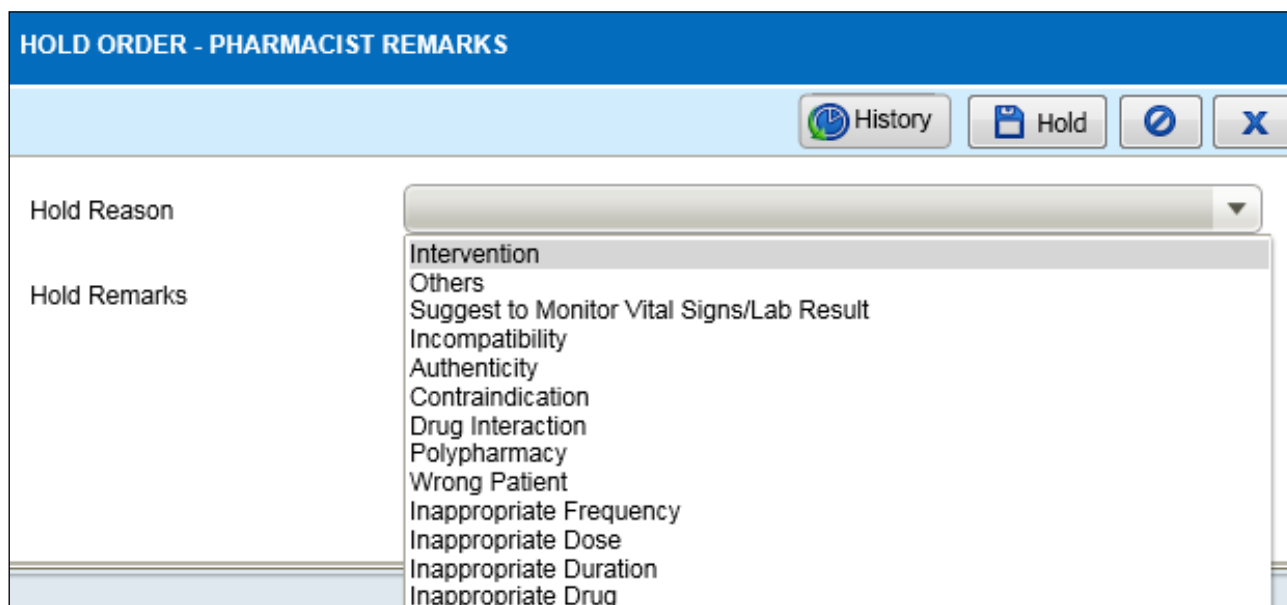


Figure 3.2-26 Hold Order-Pharmacist Remarks

**Note**

Select **Hold Reason** from 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

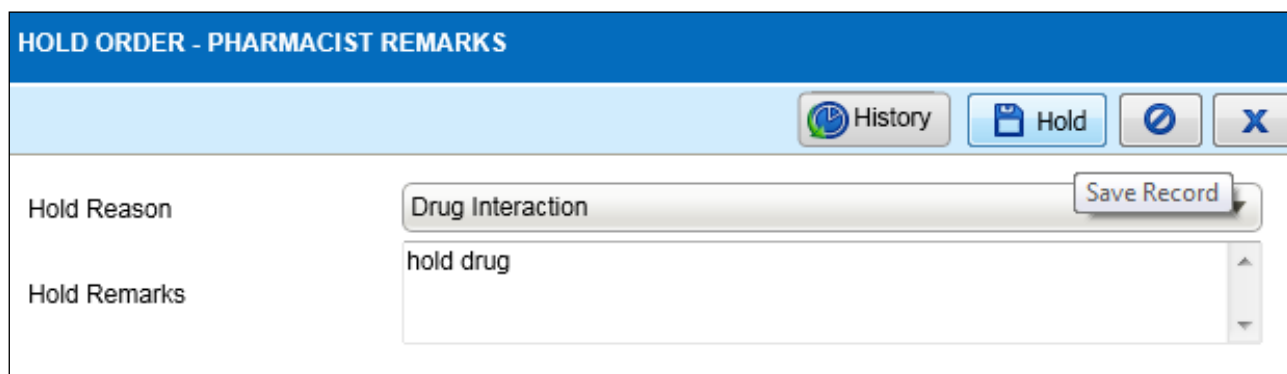

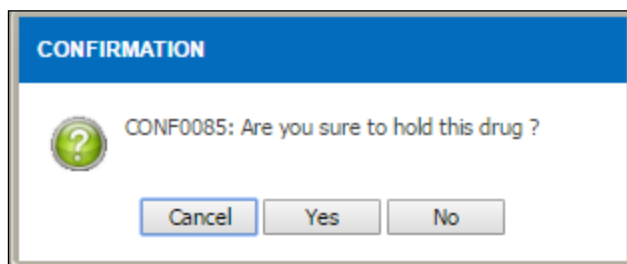


Figure 3.2-27 Hold Order-Pharmacist Remarks

**Note**

Click on the  **Hold** button to proceed hold transaction



**Figure 3.2-28 Alert Confirmation Message**

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

**IV PREPARATION**

Print Original Prescription

**Patient Information:**  
 AZLEEN BINTI ISMAIL, Mykad 750509145804, Age 39 Years 05 Months 18 Days, Gender Female, MRN HPSF00032191  
 Address, Phone And Email, Diagnosis, No known Allergies

Height 158 cm, Weight 57 kg, BMI/BSA 22.8 / 1.6 m<sup>2</sup>, Update (Last Updated : 27/10/2014)

Encounter No: 0847, Admission Date: 27/10/2014, Visit Location: WAD 9 (MED - P), Order By: Dr. Syafiq Affandi Baharin, Transcribed By: Suraya Abdul Halim

**PHARMACY ORDER**  
Supervised By

**PRESCRIPTION**  
Prepare Worksheet Label

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 Interac	Gentamicin 80mg/2ml Inj Sodium Chloride 0.9% 100mL IV soln	80 mg	2 ml 100 ml	0.8 mg/ml, OD , 1 Days	1 amp 1 bott	1	0 amp 0 bott	1 amp 1 bott	Details	0 amp 0 bott	Remarks	VERIFIED HOLD	Drug Info

**Figure 3.2-29 IV Preparation**

**Note**

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

**IV PREPARATION**

Print Original Prescription

**Patient Information:**  
 AZLEEN BINTI ISMAIL, Mykad 750509145804, Age 39 Years 05 Months 18 Days, Gender Female, MRN HPSF00032191  
 Address, Phone And Email, Diagnosis, No known Allergies

Height 158 cm, Weight 57 kg, BMI/BSA 22.8 / 1.6 m<sup>2</sup>, Update (Last Updated : 27/10/2014)

Encounter No: 0847, Admission Date: 27/10/2014, Visit Location: WAD 9 (MED - P), Order By: Dr. Syafiq Affandi Baharin, Transcribed By: Suraya Abdul Halim

**PHARMACY ORDER**  
Supervised By

**PRESCRIPTION**  
Prepare Worksheet Label


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	Gentamicin 80mg/2ml Inj Sodium Chloride 0.9% 100mL	80 mg	2 ml 100 ml	0.8 mg/ml, OD , 1 Days	1 amp 1 bott	1	0 amp 0 bott	1 amp 1 bott	Details	0 amp 0 bott	Remarks	VERIFIED HOLD	Drug Info

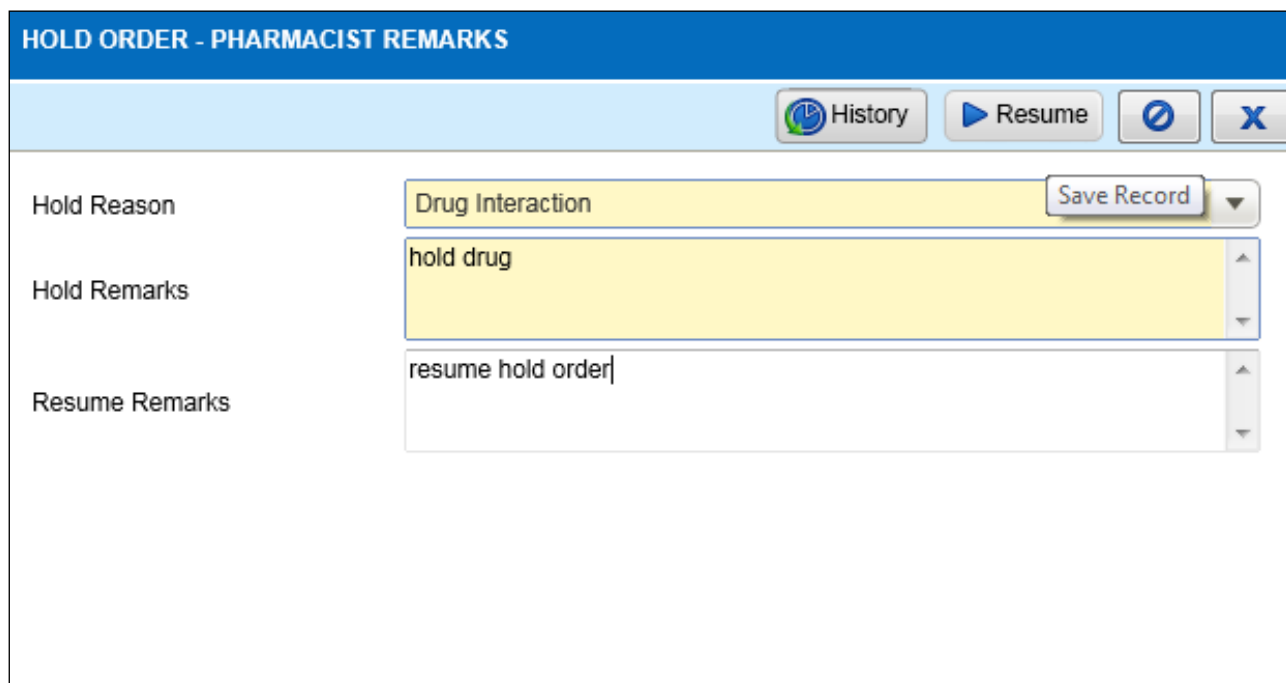
Alternate Drug Intervention  
Resume Order

**Figure 3.2-30 IV Preparation**

**Note**

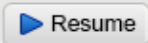
**Resume Order**

Click on the  button and select **Resume Order**

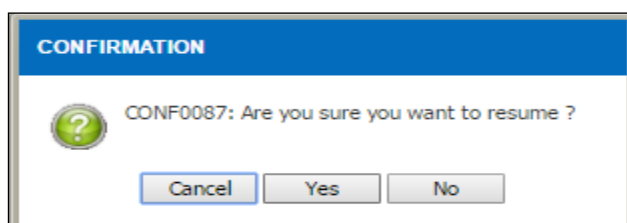


**Figure 3.2-31 Hold Order-Pharmacist Remarks**


**Note**

- Click on the  button to resume hold order.
- Enter **Resume Remarks** if required.

Click on the  button to release drug from hold.



**Figure 3.2-32 Alert Confirmation Message**



AZLEEN BINTI ISMAIL

Mykad 750509145804

Age 39 Years 05 Months 18 Days

Gender Female

MRN HPSF00032191

Address

Phone And Email

Diagnosis

No known Allergies

Height 158 cm

Weight 57 kg

BMI/BSA 22.8 / 1.6 m<sup>2</sup>

Update (Last Updated : 27/10/2014 )

Upload Photo

[Lab Results](#)
[Counselling History](#)
[Demographic](#)
[Pharmacist Notes](#)
[Medication Profile](#)
[Other Appointment](#)

Encounter No: 0847

Admission Date: 27/10/2014

Visit Location: WAD 9 (MED - P)

Order By: Dr. Syafiq Affandi Baharin

Transcribed By: Suraya Abdul Halim

PHARMACY ORDER

Supervised By

PRESCRIPTION

[Prepare](#)
[Worksheet](#)
[Label](#)

1 / 1

[ 1 - 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	Gentamicin 80mg/2ml Inj Sodium Chloride 0.9% 100mL IV soln	80 mg	2 ml 100 ml	0.8 mg/ml, OD , 1 Days	1 amp 1 bott	18 0	1 amp 0 bott	1 amp 1 bott	<a href="#">Details</a>	0 amp 0 bott	Remarks	VERIFIED	Drug Info

Double click to view order details

Figure 3.2-33 IV Preparation

## STEP 18

Click on **Prepare Qty** "0" hyperlink to do allocation from displayed window as per figure 3.2-33

ITEM BATCH DETAILS

Drug Code

J01GB03183P3003XX

Drug Name

Gentamicin 80mg/2ml Inj

Order Details

80 mg, OD , 1 Days

Default SKU

ampoule

Dispense UOM

ampoule

BATCH DETAIL

1 / 1

[ 1 - 1 / 1 ]

Batch No.	Expiry Date	Available Qty	UOM Qty	Allocate Qty
130180T	01/01/2016	9959	1	1

Total Location Quantity

9998

Total Allocated Quantity

1

Figure 3.2-34 Item Batch Details

## STEP 19

Click on selected Batch and enter **Allocate Qty**

ITEM BATCH DETAILS
20
22

Drug Code: J01GB03183P3003XX

Drug Name: Gentamicin 80mg/2ml Inj

Order Details: 80 mg, OD, 1 Days

Default SKU: ampoule

Dispense UOM: ampoule

[Save Record](#)

BATCH DETAIL

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

Batch No.	Expiry Date	Available Qty	UOM Qty	Allocate Qty
130180T	01/01/2016	9959	1	1

Total Location Quantity: 9998


Total Allocated Quantity: 1

Figure 3.2-35 Item Batch Details

#### STEP 20

Click on the  button to proceed allocation

CONFIRMATION



CONF0002: Are you sure you want to save?

Cancel
21
Yes
No

Figure 3.2-36 Alert Confirmation Message

#### STEP 21

Click on the Yes button

#### STEP 22

Click on the  button to close window

IV PREPARATION
[Print Original Prescription](#)

**AZLEEN BINTI ISMAIL**

Address:   
 Height: 158 cm Weight: 57 kg BMI/BSA: 22.8 / 1.6 m<sup>2</sup>

Mykad: 750509145804

Phone And Email:   
 Age: 39 Years 05 Months 18 Days

Gender: Female

Diagnosis:   
 (Last Updated: 27/10/2014)

MRN: HPSF00032191

No known Allergies

Encounter No: 0847

Admission Date: 27/10/2014

Visit Location: WAD 9 (MED - P)

Order By: Dr. Syafiq Affandi Baharin

Transcribed By: Suraya Abdul Halim

PHARMACY ORDER

Supervised By:

PRESCRIPTION

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

Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare mixture	Prev Disp Qty	Remarks	Status	Drug Info
Drug Interac	Gentamicin 80mg/2ml Inj	80 mg	2 ml	0.8 mg/ml, OD, 1 Days	1 amp	1	1 amp	1 amp	23 <td>0 amp</td> <td>Remarks</td> <td>VERIFIED</td> <td>Drug Info</td>	0 amp	Remarks	VERIFIED	Drug Info
	Sodium Chloride 0.9% 100mL IV soln	100 ml	100 ml		1 bott		1 bott	1 bott	<a href="#">Details</a>	0 bott			

Figure 3.2-37 IV Preparation

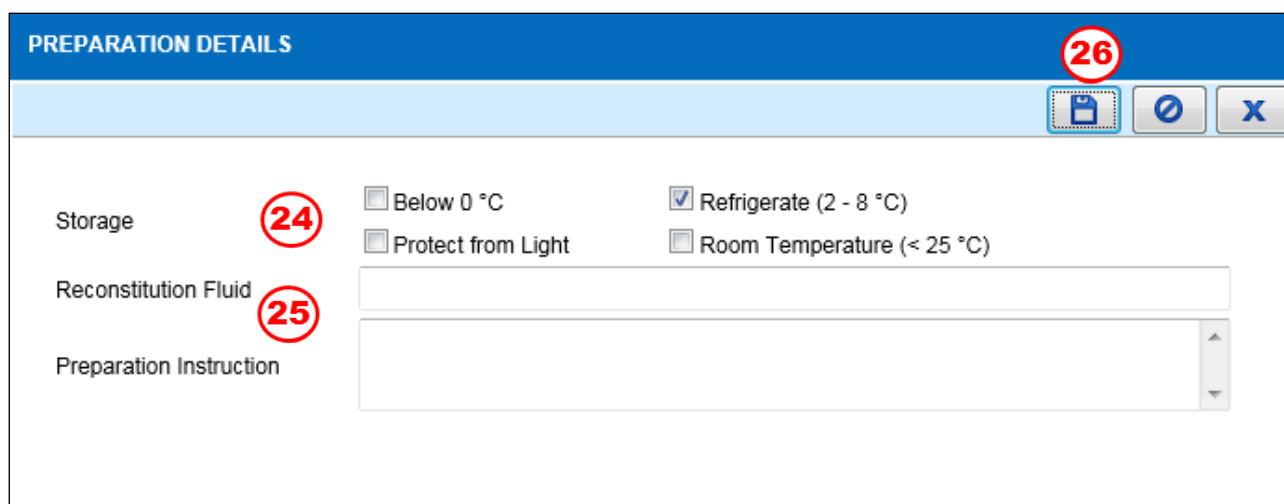


### STEP 23

Select on the  **Details** checkbox on Prepare Admixture column

#### Note

After select the checkbox pop window will displayed as Figure 3.2-38



The figure shows a 'PREPARATION DETAILS' window. At the top right, there is a red circle with the number 26 next to a save icon. Below this, there are three checkboxes for 'Storage': 'Below 0 °C' (unchecked), 'Refrigerate (2 - 8 °C)' (checked), and 'Protect from Light' (unchecked). There is also a checkbox for 'Room Temperature (< 25 °C)' (unchecked). Below the storage options, there is a text input field for 'Reconstitution Fluid' with a red circle 25 next to it. Below that is a text area for 'Preparation Instruction' with a red circle 24 next to it.

Figure 3.2-38 Preparation Details

### STEP 24

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

### STEP 25

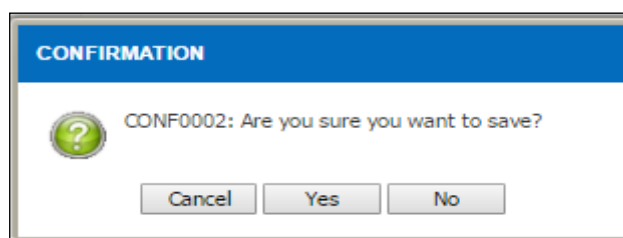
Enter **Reconstitution Fluid & Preparation Instruction** if applicable

### STEP 26

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.




The figure shows a 'CONFIRMATION' dialog box. It has a blue header with the word 'CONFIRMATION'. Below the header, there is a green question mark icon and the text 'CONF0002: Are you sure you want to save?'. At the bottom, there are three buttons: 'Cancel', 'Yes', and 'No'.


Figure 3.2-39 Alert Confirmation Details

### STEP 27

Click on  button to proceed worksheet



Print Original Prescription



AZLEEN BINTI ISMAIL
Mykad 750509145804
Age 39 Years 05 Months 18 Days
Gender Female
MRN HPSF00032191

Address
Phone And Email
Diagnosis
No known Allergies

Height 158 cm
Weight 57 kg
BMI/BSA 22.8 / 1.6 m<sup>2</sup>
Update (Last Updated : 27/10/2014 )

Upload Photo

Lab Results
Counselling History
Demographic
Pharmacist Notes
Medication Profile
Other Appointment

Encounter No: 0847
Admission Date: 27/10/2014
Visit Location: WAD 9 (MED - P)
Order By: Dr. Syafiq Affandi Baharin
Transcribed By: Suraya Abdul Halim

PHARMACY ORDER

Supervised By

28

PRESCRIPTION

Prepare
Worksheet
Label

Generate WorkSheet

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 Interac	Gentamicin 80mg/2ml Inj	80 mg	2 ml	0.8 mg/ml, OD , 1 Days	1 amp	1	1 amp	1 amp	Details	0 amp	Remarks	VERIFIED	Drug Info
	Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		1 bott	1 bott		0 bott			

Figure 3.2-40 IV Preparation

## STEP 28

Click on the  Worksheet button to view and print

IV WORKSHEET

MINISTRY OF HEALTH
Hospital Pakar Sultanah Fatimah, Muar

Date of preparation : 27/10/2014
Worksheet Id: 14-10-0001

MRN HPSF00032191
ID No 750509145804
Order Location WAD 9 (MED - P)
Order Date 27/10/2014

Name AZLEEN BINTI ISMAIL
Rx. No. FBW0000017697
Ordered By Dr. Syafiq Affandi Baharin

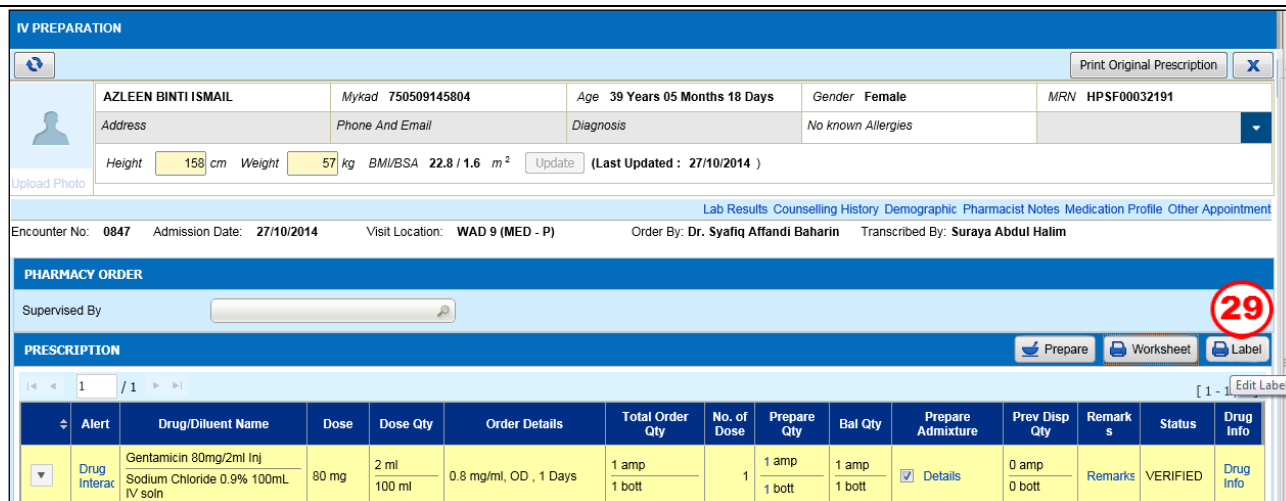
No	ROA	Preparation Name	Material Used								Storage
			Ingredient Name	Dose	Dose Volume	No of Dose	Total Qty	Preparation Qty	Batch No	Expiry Date	
1	INF	Gentamicin 0.8 mg/ml	Gentamicin 80mg/2ml Inj	80 mg	2 ml	1	2 ml	1 amp	130180T	01/01/2016	Refrigerate (2 - 8 °C)
			-								
			Sodium Chloride 0.9% 100mL IV soln		100 ml		100 ml	1 bott	DMHPSF 14	31/03/2015	

Instruction: Please Refer to SOP

Reference:

Worksheet generated by	Worksheet & label checked	Prepared by	Final Product Checked by	Supervised by
Suraya Abdul Halim				
Date: 27/10/2014	Date:	Date:	Date:	Date: 27/10/2014

Figure 3.2-41 Sample of IV Worksheet



**IV PREPARATION**

Print Original Prescription X

**Patient Details:**  
 AZLEEN BINTI ISMAIL | Mykad 750509145804 | Age 39 Years 05 Months 18 Days | Gender Female | MRN HPSF00032191  
 Address | Phone And Email | Diagnosis | No known Allergies  
 Height 158 cm | Weight 57 kg | BMI/BSA 22.8 / 1.6 m<sup>2</sup> | Update (Last Updated : 27/10/2014 )

Encounter No: 0847 | Admission Date: 27/10/2014 | Visit Location: WAD 9 (MED - P) | Order By: Dr. Syafiq Affandi Baharin | Transcribed By: Suraya Abdul Halim

**PHARMACY ORDER**

Supervised By

**PRESCRIPTION**

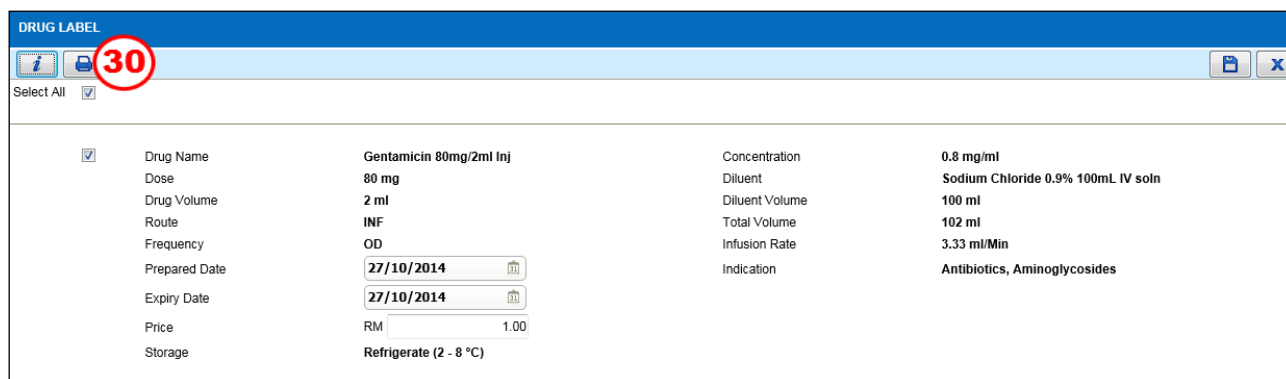
Prepare Worksheet Label

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 Interac	Gentamicin 80mg/2ml Inj Sodium Chloride 0.9% 100mL IV soln	80 mg	2 ml 100 ml	0.8 mg/ml, OD , 1 Days	1 amp 1 bott	1	1 amp 1 bott	1 amp 1 bott	<input checked="" type="checkbox"/> Details	0 amp 0 bott	Remarks	VERIFIED	Drug Info

Figure 3.2-42 IV Preparation

## STEP 29

Click on  button and window will displayed as per Figure 3.2.43



**DRUG LABEL**

Select All ☒


<input checked="" type="checkbox"/>	Drug Name	Gentamicin 80mg/2ml Inj	Concentration	0.8 mg/ml
	Dose	80 mg	Diluent	Sodium Chloride 0.9% 100mL IV soln
	Drug Volume	2 ml	Diluent Volume	100 ml
	Route	INF	Total Volume	102 ml
	Frequency	OD	Infusion Rate	3.33 ml/Min
	Prepared Date	27/10/2014	Indication	Antibiotics, Aminoglycosides
	Expiry Date	27/10/2014		
	Price	RM 1.00		
	Storage	Refrigerate (2 - 8 °C)		

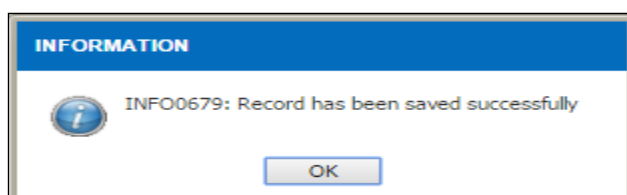
Figure 3.2-43 Drug Label

## STEP 30

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  button to save record.



**INFORMATION**

INFO0679: Record has been saved successfully

OK

Figure 3.2-44 Alert Information Message

IV Admixture Pharmacy	
Hospital Pakar Sultanah Fatimah, Muar	
Patient Name: AZLEEN BINTI ISMAIL	
MRN: HPSF00032191	WAD 9 (MED - P)
Drug Name: Gentamicin 80mg/2ml Inj	Bed No:
Dose: 80 mg / 2 ml (Conc: 0.8 mg/ml)	
in 100 ml Sodium Chloride 0.9% 100mL IV soln	
Route: INF	Freq: OD Infuse Rate: 3.33 ml/Min
Prepared Date: 27/10/2014	Exp Date: 27/10/2014
Indication: Antibiotics, Aminoglycosides	Price: RM 1.00
Storage: Refrigerate (2 - 8 °C)	

Figure 3.2-45 Sample of Drug Label

**Note**

Sample of IV Admixture Label as per Figure 3.2-46

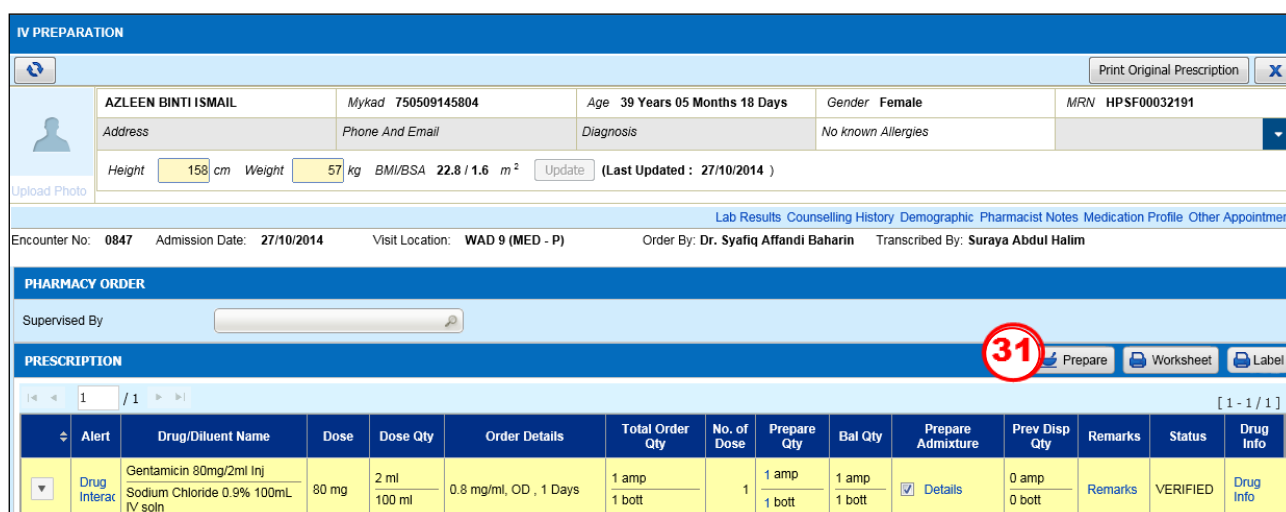


Figure 3.2-46 IV Preparation

**STEP 31**

Click on the  button to proceed preparation

**Note**

After allocate quantity **Prepare Qty** column will be retrieve reserved quantity from item batch.

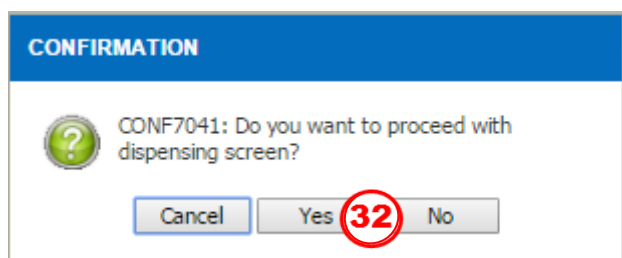
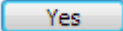
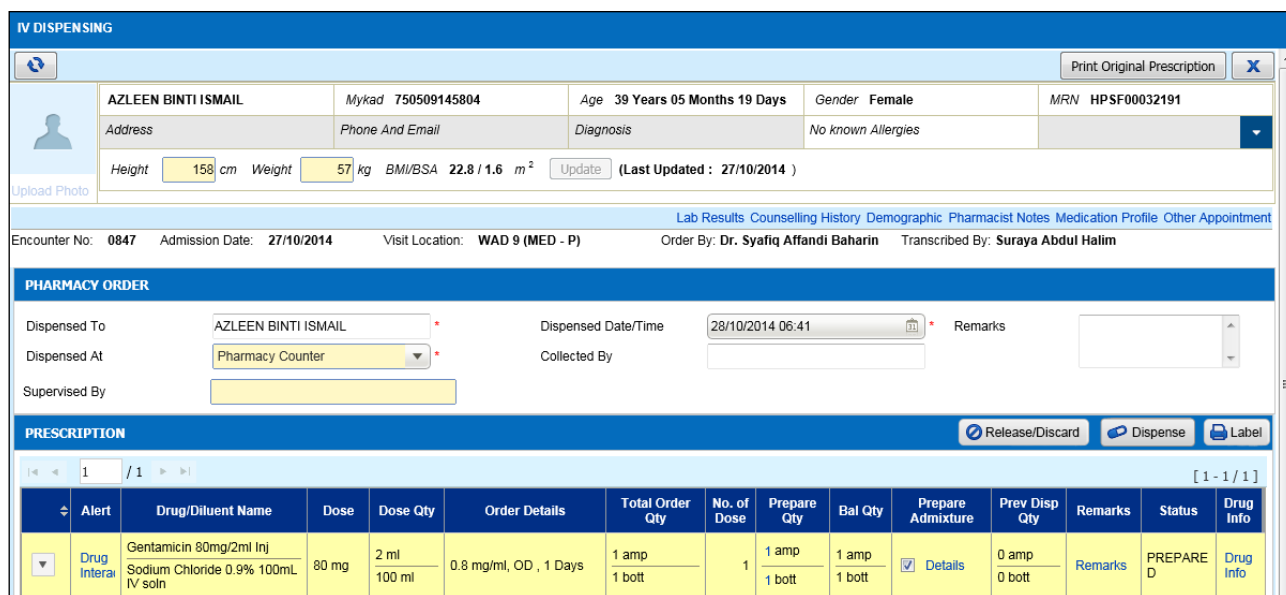


Figure 3.2-47 Alert Confirmation Message

## STEP 32

Click on the  button to proceed dispensing and new screen will be displayed as per Figure 3.2-48



**IV DISPENSING**

Print Original Prescription

**Patient Information:**  
 Name: AZLEEN BINTI ISMAIL, Mykad: 750509145804, Age: 39 Years 05 Months 19 Days, Gender: Female, MRN: HPSF00032191  
 Address: [Empty], Phone And Email: [Empty], Diagnosis: [Empty], No known Allergies  
 Height: 158 cm, Weight: 57 kg, BMI/BSA: 22.8 / 1.6 m<sup>2</sup>, Update (Last Updated: 27/10/2014)

**Encounter Details:**  
 Encounter No: 0847, Admission Date: 27/10/2014, Visit Location: WAD 9 (MED - P), Order By: Dr. Syafiq Affandi Baharin, Transcribed By: Suraya Abdul Halim

**PHARMACY ORDER**

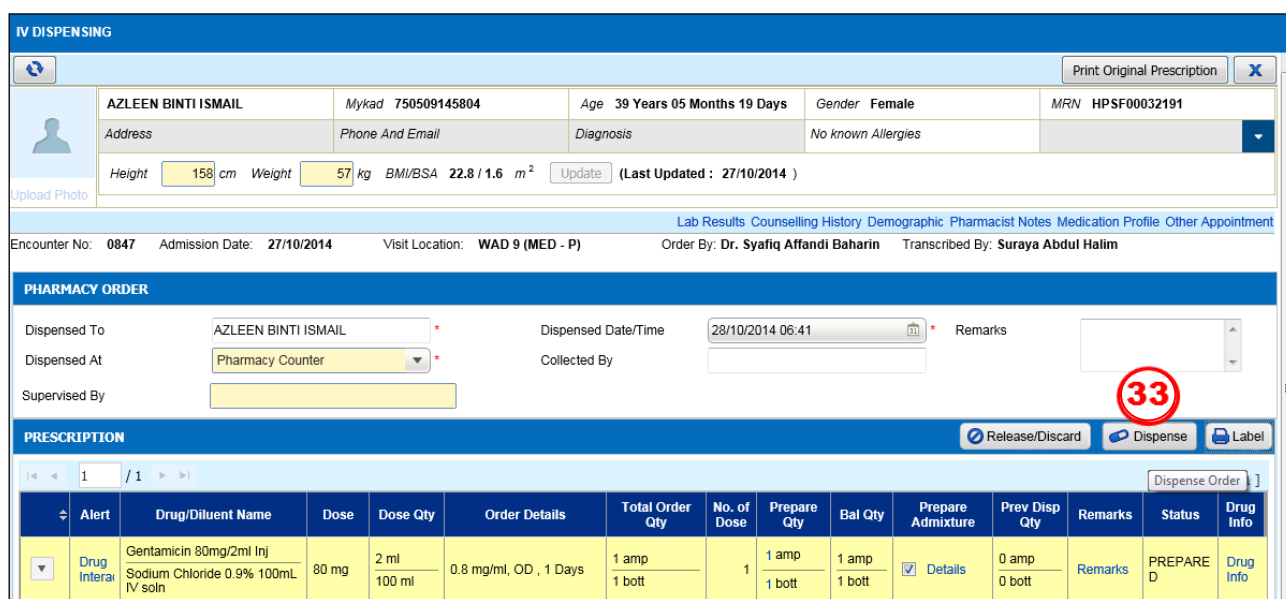
Dispensed To: AZLEEN BINTI ISMAIL, Dispensed Date/Time: 28/10/2014 06:41, Remarks: [Empty]  
 Dispensed At: Pharmacy Counter, Collected By: [Empty]  
 Supervised By: [Empty]

**PRESCRIPTION**

Release/Discard, Dispense, Label

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 Interact	Gentamicin 80mg/2ml Inj	80 mg	2 ml	0.8 mg/ml, OD, 1 Days	1 amp	1	1 amp	1 amp	Details	0 amp	Remarks	PREPARE D	Drug Info
	Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		1 bott	1 bott		0 bott			

Figure 3.2-48 IV Dispensing



**IV DISPENSING**

Print Original Prescription

**Patient Information:**  
 Name: AZLEEN BINTI ISMAIL, Mykad: 750509145804, Age: 39 Years 05 Months 19 Days, Gender: Female, MRN: HPSF00032191  
 Address: [Empty], Phone And Email: [Empty], Diagnosis: [Empty], No known Allergies  
 Height: 158 cm, Weight: 57 kg, BMI/BSA: 22.8 / 1.6 m<sup>2</sup>, Update (Last Updated: 27/10/2014)

**Encounter Details:**  
 Encounter No: 0847, Admission Date: 27/10/2014, Visit Location: WAD 9 (MED - P), Order By: Dr. Syafiq Affandi Baharin, Transcribed By: Suraya Abdul Halim

**PHARMACY ORDER**

Dispensed To: AZLEEN BINTI ISMAIL, Dispensed Date/Time: 28/10/2014 06:41, Remarks: [Empty]  
 Dispensed At: Pharmacy Counter, Collected By: [Empty]  
 Supervised By: [Empty]

**PRESCRIPTION**

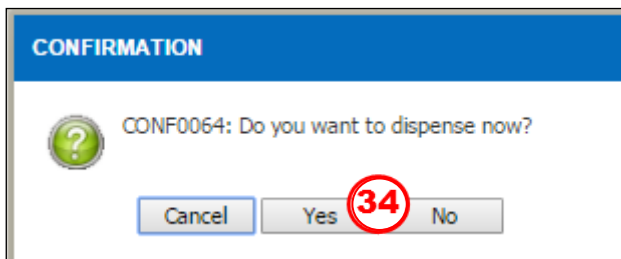
Release/Discard, Dispense, Label

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 Interact	Gentamicin 80mg/2ml Inj	80 mg	2 ml	0.8 mg/ml, OD, 1 Days	1 amp	1	1 amp	1 amp	Details	0 amp	Remarks	PREPARE D	Drug Info
	Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		1 bott	1 bott		0 bott			

Figure 3.2-49 IV Dispensing

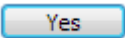
## STEP 33

Click on the  button and alert message will be displayed as per Figure 3.2-49



**Figure 3.2-50 Alert Confirmation Message**

**STEP 34**

Click on the  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.

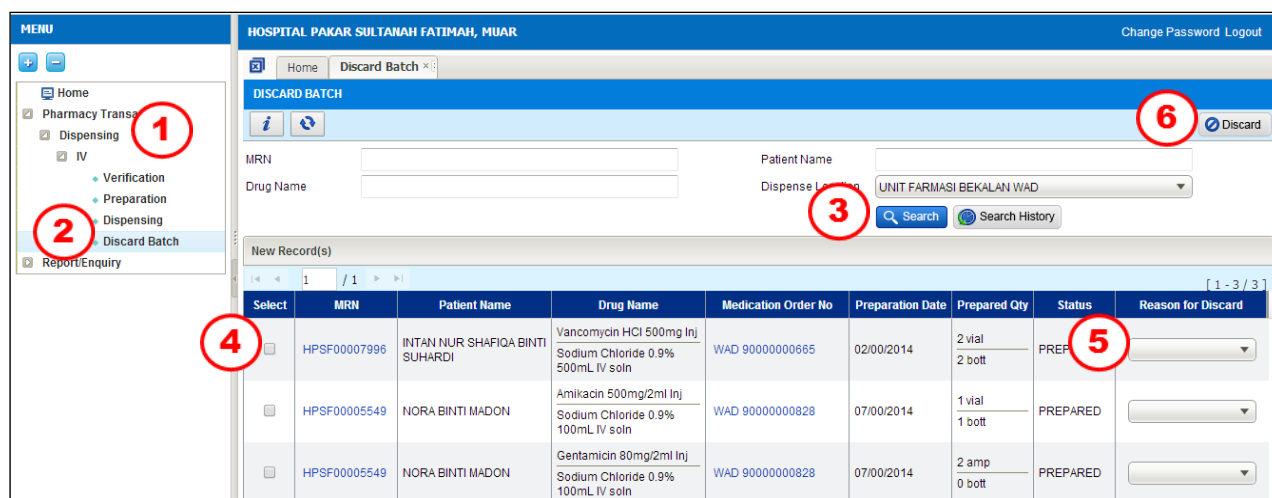


Figure 3.3-1 IV Dispensing : Release/Discard

#### 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: <ul style="list-style-type: none"> <li>Type the MRN either full or partial: Example : HPSF00001234 or "1234"</li> </ul>
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)	Location	Patient visit location	Able to filter and search patient by visit location and prescriber's location.

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 :

- MRN**
- Patient Name**
- Drug Name**
- Dispense Location**

## STEP 3

Click on the  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  or  button to proceed.

### Note

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	<a href="#">Click Here</a>	12	CDR Dispensing	<a href="#">Click Here</a>
2	CDR Order	<a href="#">Click Here</a>	13	Methadone Dispensing	<a href="#">Click Here</a>
3	TDM Order	<a href="#">Click Here</a>	14	PN Dispensing	<a href="#">Click Here</a>
4	PN Order	<a href="#">Click Here</a>	15	Order Management	<a href="#">Click Here</a>
5	IV Order	<a href="#">Click Here</a>	16	Patient Management	<a href="#">Click Here</a>
6	Prepacking	<a href="#">Click Here</a>	17	Radiopharmaceutical	<a href="#">Click Here</a>
7	Galenical	<a href="#">Click Here</a>	18	Outpatient	<a href="#">Click Here</a>
8	MTAC	<a href="#">Click Here</a>	19	Special Drug Request	<a href="#">Click Here</a>
9	ADR & DAC	<a href="#">Click Here</a>	20	MAR	<a href="#">Click Here</a>
10	Medication Counselling	<a href="#">Click Here</a>	21	DICE	<a href="#">Click Here</a>
11	Ward Pharmacy	<a href="#">Click Here</a>	22		