



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

---

## **User Manual Medication Counseling**

<b>Version</b>	<b>: 13<sup>th</sup> Edition</b>
<b>Document ID</b>	<b>: PB_U.MANUAL_MEDICATION COUNSELLING</b>



© 2011-2023 Pharmacy Information System & Clinic Pharmacy System (PhIS & CPS) Project

**CONFIDENTIAL COPYRIGHTED MATERIAL**–The information includes all concepts, comments, recommendations, and material, contained herein shall remain the property of Pharmacy Information System & Clinic Pharmacy System (PhIS & CPS) Project. No portion of this document shall be disclosed, duplicated or used in whole or in part of any purpose other than the purpose of the Pharmacy Information System & Clinic Pharmacy System (PhIS & CPS) Project execution only

Reference ID : PB\_U. MANUAL\_MEDICATION COUNSELLING-13<sup>th</sup> E

Application reference: PhIS & CPS v2.6.1



## Table of Contents

1.0	Introduction .....	1
1.1	Overview of PhIS .....	1
1.2	Purpose and Objectives .....	1
1.3	Organized Sections .....	1
2.0	Application Standard Features .....	2
2.1	PhIS Legend .....	2
3.0	Medication Counselling .....	4
3.1	View Order Record .....	5
3.1.1	View Individual Order Record .....	5
3.1.2	Order - Individual .....	10
3.1.3	Individual Order – Reschedule Appointment .....	16
3.1.4	Individual Order – Cancel Appointment .....	20
3.1.5	View Existing Group Order .....	21
3.1.6	Order - Group .....	24
3.1.7	Group Order – Reschedule Appointment, Add & Delete patient for Counselling .....	31
3.1.8	Group Order – Cancel Appointment .....	36
3.2	Reporting .....	39
3.2.1	View Existing Individual Reporting .....	39
3.2.2	Individual Reporting .....	42
3.2.3	Individual Follow Up Required .....	51
3.2.4	View Existing Group Reporting .....	54
3.2.5	Group Reporting .....	57
4.0	Acronyms .....	61
5.0	Links to Clinical Modules .....	61

## 1.0 Introduction

### 1.1 Overview of PhIS

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

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

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

### 1.2 Purpose and Objectives

This user manual outlines the Medication Counselling 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:

- Order
- Reporting
- Counselling Material

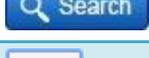
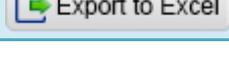
### 1.3 Organized Sections

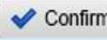
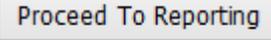
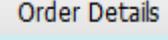
These are the sections within this document:

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

## 2.0 Application Standard Features

### 2.1 PhIS Legend

Standard Legend			
	Login to PhIS		Logout from PhIS
	Change Login Password		Reset Login Screen
	Expand Menu		Collapse Menu
	Display Home Tab		Expand Module
	Collapse Module		Close All Open Tabs
	Refresh Screen		Search Record
	Add/Create New Record		Show Help
	Print	*	Mandatory Field
	Calendar Icon		Search Icon
	Close Window		Radio Button
<input type="checkbox"/>	Checkbox		Edit Record
	Cancel		Delete Record
	Save		Export and Open Report in Excel Format

<b>Medication Counselling Module Legend</b>			
	Upload		Confirm
	Schedule Time		Save & Continue
	Add / Update		Delete
	Expand button		Print Malay language
	Proceed to Reporting		Order Details

**Note**

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

### 3.0 Medication Counselling

#### Overview

The Medication Counselling module is provided to all the patients. The ultimate goal to be achieved during patient medication counseling is to provide information directed at encouraging safe and appropriate use of medication.

#### User Group

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

#### Functional Diagram

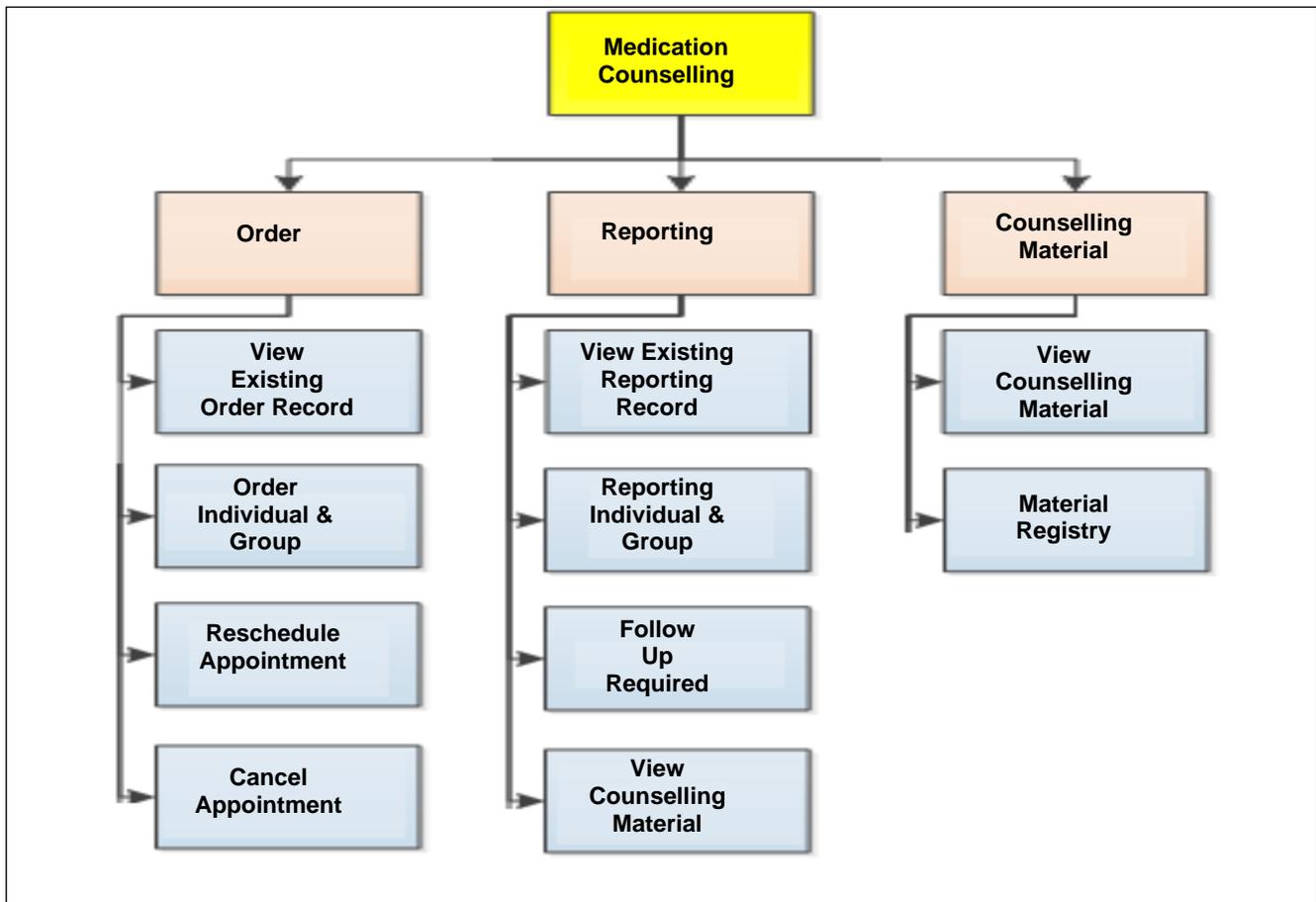


Figure 3.0-1

#### Functional Description

Medication Counselling comprises of three (3) main functions:

- **Order**  
This function enables user to capture individual and group order and schedule appointment date and time.
- **Reporting**  
This function enables user to perform reporting for individual and group. It also supports the viewing and printing of counselling material.
- **Material**  
This function provides user the capability to view and download counselling material.

### 3.1 View Order Record

#### 3.1.1 View Individual Order Record

This function is used to retrieve and view individual order.

Figure 3.1.1-1 Order Listing Page

**Note**

- PhIS Screen menu/sub menu will be displayed according to user access rights
- To view individual order record, select counselling category as 'Individual'
- User is also able to edit ordered status and schedule the appointment date at medication counselling order screen

**STEP 1**

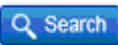
Search for patient record by below criteria: -

No	Field	Description	Remark
a	Counselling Type	Counselling Type	Able to filter and search patient name by counselling Type
b	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
c	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> <li>• Type the MRN either full in or partially: Example: HPSF00001234 or "1234"</li> </ul>
d	Counselling Number	Counselling Number	Able to filter and search patient name by entering counselling number
e	IC No/Other Identification	IC No/Other Identification	Able to filter and search patient name by entering IC No/Other Identification
f	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category

g	Discipline	Discipline (It will list down all active disciplines)	Able to filter and search patient name by discipline
h	Appointment Date From	Date	Able to filter and search patient name by date. Default to current date
i	Appointment Date To	Date	Able to filter and search patient name by date. Default to a month from current date
j	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type
k	Report Status	- All - Ordered - Scheduled - Cancelled - In Progress - Confirmed	Able to filter and search patient name by status
l	Ordered from	Date	Able to filter and search patient name by ordered from date
m	Ordered To	Date	Able to filter and search patient name by ordered to date
n	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
o	To be counselled by	Counsellor name	Able to filter and search by Counsellor name
p	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
q	Virtual Session	-All -Yes -No	Allow to filter and search patient name by Virtual Session
r	Counselled but Not Recruited Info MTAC	-All -Yes -No	Allow to filter and search patient name by counselled but not recruited info MTAC

**Table 3.1.1-1**

**STEP 2**

Click on  button to search for patient

**Note**

Search results of current registered patient list will display:

- Counselling Number
- MRN
- Patient Name
- IC No/Other Identification
- Priority
- Appointment Type
- Appointment Date
- Counselling Location
- MTAC
- Report Status
- Requester
- Request Date
- Virtual Session

**STEP 3**

Double click on the selected patient in the list and Medication Counselling Reporting screen will appear as Figure 3.1.1-2

**MEDICATION COUNSELLING REPORTING (INDIVIDUAL)**
X

	TXX XXXX XXXX	Mykad [REDACTED]	Age 52 Years 04 Months 15 Days	Gender Male	MRN HSM0000006
Address	Phone And Email	Diagnosis	⚠️ Known Allergies[ 1 ]		Vital Sign
Height <input type="text"/> cm	Weight <input type="text"/> kg	BMI/BSA 0/0 m <sup>2</sup>	Update (Last Updated : )		Nationality : Warganegara

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

Counselling No : MC2200004764 | Counselling Type : Bedside | Virtual Session : No

Patient Demographics	<a href="#">i</a> <a href="#">↺</a> <a href="#">↻</a>										
Order Details	<b>4</b> PIC AND SUBTOPIC										
Counselling Reporting	<table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr style="background-color: #0056b3; color: white;"> <th style="width: 5%;">No</th> <th style="width: 30%;">Topic</th> <th style="width: 20%;">Subtopic</th> <th style="width: 20%;">Other Subtopic</th> <th style="width: 25%;">Remarks</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Medication</td> <td>Others</td> <td></td> <td></td> </tr> </tbody> </table>	No	Topic	Subtopic	Other Subtopic	Remarks	1	Medication	Others		
No	Topic	Subtopic	Other Subtopic	Remarks							
1	Medication	Others									
Monitoring Parameter											
Pharmaceutical Care Issue	<b>ASSESSMENT</b>										
CP1	Assessment History										
CP4	<table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <th style="width: 50%;">Social History</th> <th style="width: 50%;">Family History</th> </tr> <tr> <td style="vertical-align: top;">                     Smoking <input type="radio"/> Yes Sticks/Day <input type="text"/> For <input type="text"/>  <input type="radio"/> No  <input type="radio"/> Ex-smoker  <input type="radio"/> Second-hand Smoker                      Pregnancy <input type="radio"/> Yes                 </td> <td style="vertical-align: top;">                     Alcohol Drinking <input type="radio"/> Yes Amount <input type="text"/>  <input type="radio"/> No  <input type="radio"/> Ex-Alcoholic                      Marital Status <input type="text"/>                      No. Of Children <input type="text"/>                      Lives With <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;">                     Drug Abuse <input type="radio"/> Yes <input type="text"/> </td> <td></td> </tr> </table>	Social History	Family History	Smoking <input type="radio"/> Yes Sticks/Day <input type="text"/> For <input type="text"/> <input type="radio"/> No <input type="radio"/> Ex-smoker <input type="radio"/> Second-hand Smoker Pregnancy <input type="radio"/> Yes	Alcohol Drinking <input type="radio"/> Yes Amount <input type="text"/> <input type="radio"/> No <input type="radio"/> Ex-Alcoholic Marital Status <input type="text"/> No. Of Children <input type="text"/> Lives With <input type="text"/>	Drug Abuse <input type="radio"/> Yes <input type="text"/>					
Social History	Family History										
Smoking <input type="radio"/> Yes Sticks/Day <input type="text"/> For <input type="text"/> <input type="radio"/> No <input type="radio"/> Ex-smoker <input type="radio"/> Second-hand Smoker Pregnancy <input type="radio"/> Yes	Alcohol Drinking <input type="radio"/> Yes Amount <input type="text"/> <input type="radio"/> No <input type="radio"/> Ex-Alcoholic Marital Status <input type="text"/> No. Of Children <input type="text"/> Lives With <input type="text"/>										
Drug Abuse <input type="radio"/> Yes <input type="text"/>											
Vital Sign											
MyMAAT											

**Figure 3.1.1-2 Medication Counselling Reporting**

**STEP 4**

Click on the Order Details button to view Medication Counselling order details and screen will displayed as figure 3.1.1-3

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

  
[Upload Photo](#)

LXXX XXXX XXXX	Mykad [REDACTED]	Age 39 Years 02 Months 18 Days	Gender Male	MRN HSM0000007
Address	Phone And Email	Diagnosis	Allergy: Need To Be Assessed	Vital Sign
Height <input type="text"/> cm	Weight <input type="text"/> 56 kg	BMI/BSA <input type="text"/> 0/0 m <sup>2</sup>	Update (Last Updated : 08/06/2022 ) Nationality : Warganegara	

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

Counselling No : MC2200004613 | Counselling Type : Methadone Pharmacy | Virtual Session : No

MEDICATION COUNSELLING ORDER

Order Details

Counselling Reporting

Monitoring Parameter

Pharmaceutical Care Issue

CP1

CP4

Vital Sign

MyMAAT

MEDICATION COUNSELLING ORDER

Virtual Session:  Yes  No  
 Counselling Order No:   
 Counselling Category:   
 Discipline:   
 Appointment Type:

Priority:   
 Counselling Location:   
 Appointment Date:   [Schedule Time](#)  
 Counselling Type:   
 Order Date / Time: 01/08/2022 10:48 AM

Ordered By:   
 Counselling Status:

TOPIC AND SUBTOPIC

Topic:   
 Remarks:   

[Add/Update](#)

No	Topic	Subtopic	Other Subtopic	Remarks
1	Methadone Replacement Therapy			

COUNSELLING HISTORY

Appointment Date	Counselling Category	Priority	Discipline	Counselling Type	Appointment Type	Status
11/09/2020	Individual	Routine	Adult Intensive Care	Outpatient	New	<a href="#">Confirmed</a>
14/09/2020	Individual	Routine	Adult Intensive Care	Outpatient	Follow Up	<a href="#">Scheduled</a>
01/08/2022	Individual	Routine	General Medicine	Methadone Pharmacy	New	<a href="#">Scheduled</a>

Figure 3.1.1-3 Medication Counselling Order Details

**Note**

- User is allowed to edit Medication Counselling Order information only for Status Scheduled that display in the Medication Counselling listing Page
- User is able view all the Medication Counselling History for the selected patient at the Counselling History section
- User is allowed to view Counselling Reporting for Counselling History with status confirmed by click on the Confirmed hyperlink and Medication Counselling Reporting screen will appear as figure 3.1.1-4

**MEDICATION COUNSELLING REPORTING (INDIVIDUAL)**
X

	LXXX XXXX XXXX	Mykad [REDACTED]	Age 39 Years 02 Months 18 Days	Gender Male	MRN HSM0000007
Address	Phone And Email	Diagnosis	Allergy: Need To Be Assessed		Vital Sign <span style="float: right;">▼</span>

Height  cm Weight  56 kg BMI/BSA 0/0 m<sup>2</sup> Update (Last Updated : 08/06/2022 ) Nationality : Warganegara

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

Counselling No : MC2000004358 | Counselling Type : Outpatient | Virtual Session : : No

Patient Demographics

Order Details

Counselling Reporting

Monitoring Parameter

Pharmaceutical Care Issue

CP1

CP4

Vital Sign

MyMAAT

**TOPIC AND SUBTOPIC**

No	Topic	Subtopic	Other Subtopic	Remarks
1	Medication		vancomycin	

**ASSESSMENT**

Assessment History

**Social History**

Smoking  Yes Sticks/Day  For

No

Ex-smoker

Second-hand Smoker

Pregnancy  Yes

Alcohol Drinking  Yes Amount  100ml per week

No

Ex-Alcoholic

Drug Abuse  Yes

**Family History**

Marital Status

No. Of Children  2

Lives With  Family Members ▼

**Figure 3.1.1-4 Medication Counselling Reporting**

### 3.1.2 Order - Individual

This function will allow user to order counselling for individual and add details such as counselling topics, appointment type, counselling location and schedule appointment date.

Figure 3.1.2-1 Medication Counselling - Order Listing Page

**STEP 1**

Click on 'Pharmacy Transaction' follow by 'Clinical' and then click on 'Medication Counselling' sub menu

**STEP 2**

Click on the button to search for registered patient at the **Select Registered Patient** field

Figure 3.1.2-2 Patient Search

**Note**

- Search MRN screen will be displayed as shown in Figure 3.1.2-2.
- On this screen, user will be able to search existing Patient records by:
  - Patient MRN
  - Patient Name
  - ID No

**STEP 3**

Search for patient record by below criteria :-

No	Field	Description	Remark
a	Patient MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> <li>• Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i></li> </ul>
b	ID No	Identification Number	Allow to search by full or partial ID Number
c	Patient Name	Patient's name	Allow to search by full or partial patient name

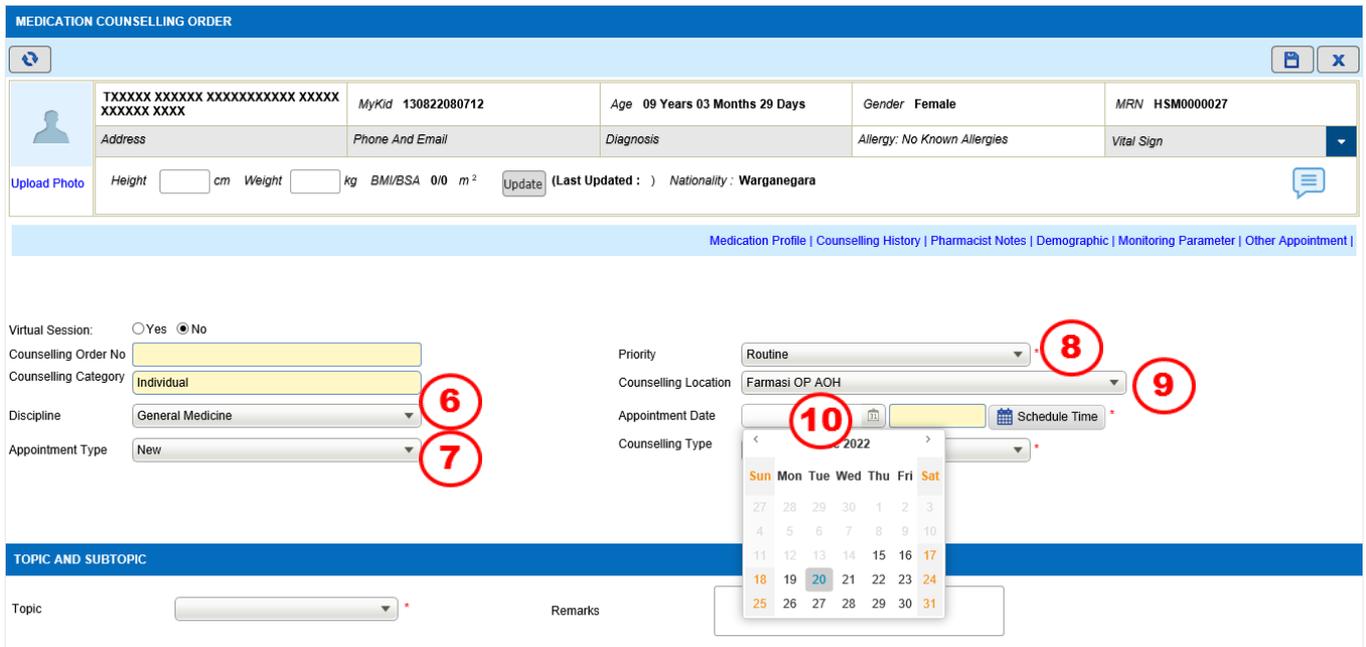
**Table 3.1.2-1**

**STEP 4**

Click on the  button to search for patient

**STEP 5**

Double click on the selected patient's name



The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. Key fields are highlighted with red circles and numbers:

- 6**: Counselling Category (Individual)
- 7**: Appointment Type (New)
- 8**: Priority (Routine)
- 9**: Counselling Location (Farmasi OP AOH)
- 10**: Appointment Date (Calendar view showing 20/01/2022)

Other visible fields include: MyKid (130822080712), Age (09 Years 03 Months 29 Days), Gender (Female), MRN (HSM0000027), Address, Phone And Email, Diagnosis, Allergy (No Known Allergies), Vital Sign, Height, Weight, BMI/BSA, and Nationality (Warganegara).

**Figure 3.1.2-3 Medication Counselling Order**

**Note**

- Once user clicks on the selected patient name, the Medication Counselling Order Screen will be displayed as shown in Figure 3.1.2-3.
- **Counselling Category** will be automatically defaulted as Individual.



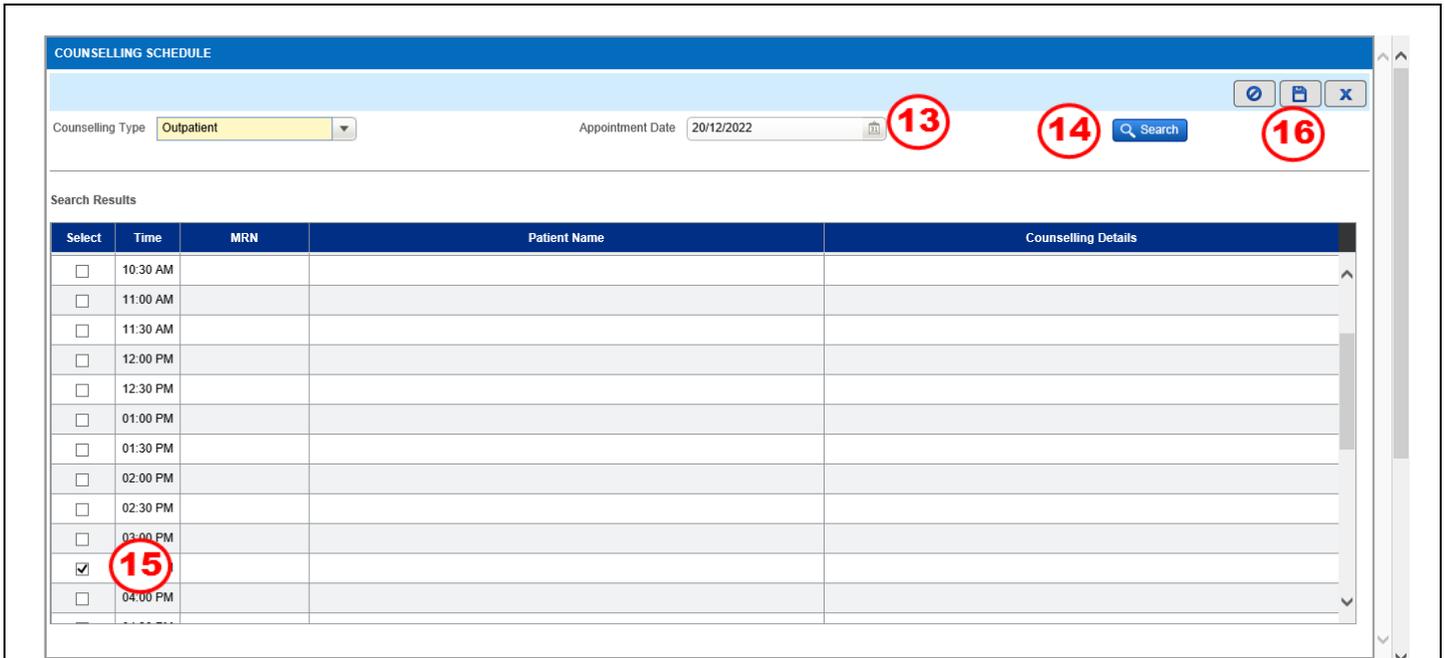


Figure 3.1.2-5 Counselling Schedule

**STEP 13**

User is allowed to edit **Appointment Date** by click on the  button and select the date

**STEP 14**

Click on the  button to search the time for appointment date that has been selected

**STEP 15**

Click on time slot  checkbox to select time for counselling

**STEP 16**

Click on the  button to save record

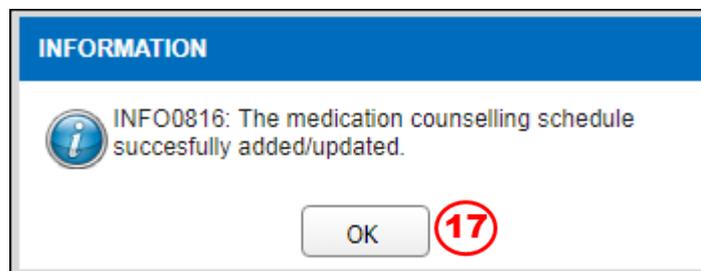
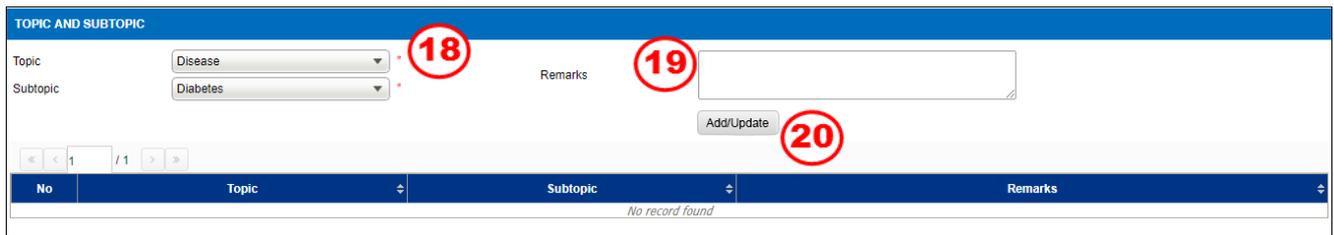


Figure 3.1.2-6 Information alert message

**STEP 17**

Click on the  button to confirm save record



No	Topic	Subtopic	Remarks
No record found			

Figure 3.1.2-7 Topic and Subtopic section

### STEP 18

Select **Topic** from the dropdown box

- Device
- Disease
- Radiopharmaceutical
- Chemotherapy
- Medication
- Methadone Replacement Therapy
- Smoking Cessation
- Stroke

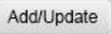
### Note

- *Subtopic only appears if user selects topic as below:*
  - *Device*
  - *Disease*
  - *Medication*
  - *Pain*
  - *Radiopharmaceutical*
- *If user select Subtopic as Others, Others Subtopic field will be enabled for user to key in*

### STEP 19

Enter **Remarks** if applicable

### STEP 20

Click on the  button to add record as shown in Figure 3.1.2-7

MEDICATION COUNSELLING ORDER

21

	TXXXXX XXXXXX XXXXXXXXXXXX XXXXX XXXXXX XXXX	MyKid	Age 09 Years 03 Months 29 Days	Gender Female	MRN HSM0000027
Address		Phone And Email	Diagnosis	Allergy: No Known Allergies	
Height <input type="text"/> cm Weight <input type="text"/> kg BMI/BSA 0/0 m <sup>2</sup>		Update (Last Updated : )		Nationality : Warganegara	

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

Virtual Session:  Yes  No

Counselling Order No:

Counselling Category:

Discipline:

Appointment Type:

Priority:

Counselling Location:

Appointment Date:

Counselling Type:

TOPIC AND SUBTOPIC

Topic:  Remarks:

No	Topic	Subtopic	Other Subtopic	Remarks
1	Device	Inhaler	Inhaler	

Figure 3.1.2-8 Select Medication Counselling Order

**STEP 21**

Click on the button to save record

Figure 3.1.2-9 Order successfully added/updated

**STEP 22**

Click on the  button to confirm the record

**Note**

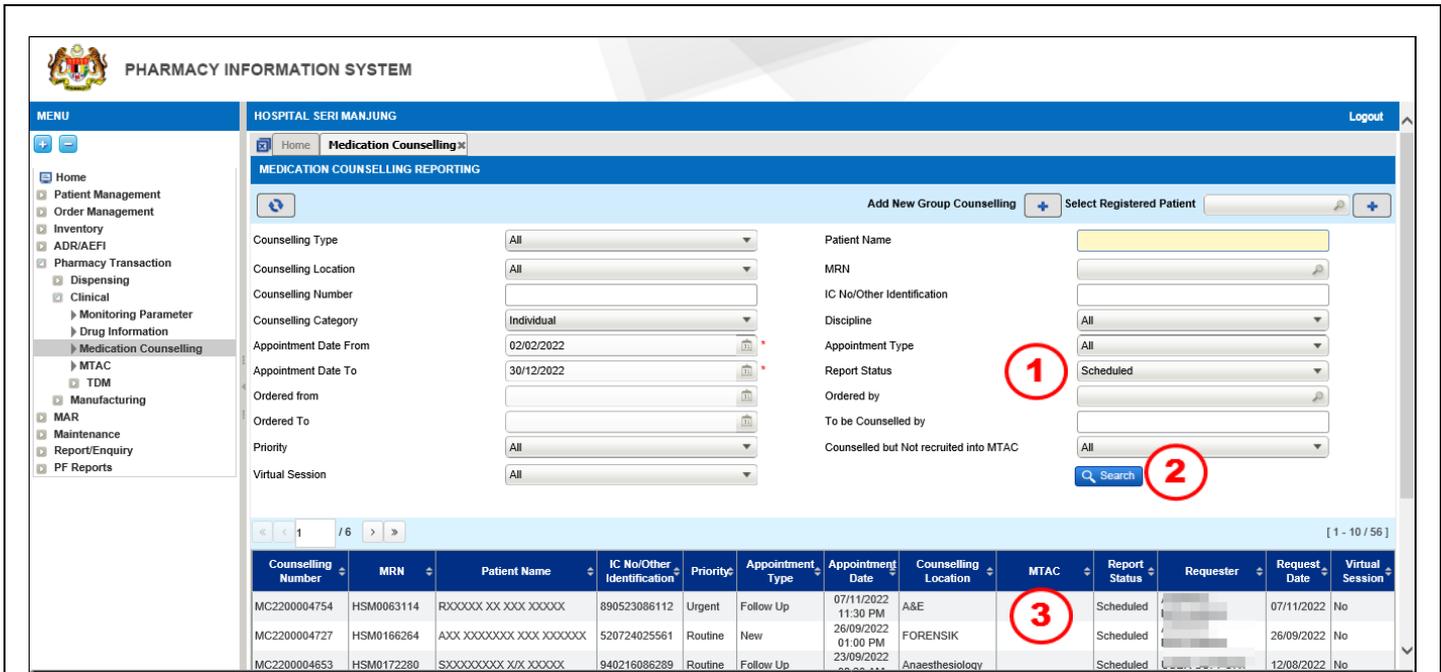
- Medication Counselling No. Will be automatically generated for future reference.
- User can click  button to proceed to reporting of that current individual

PB\_U. MANUAL\_MEDICATION\_COUNSELLING-13<sup>th</sup> E

Page 15

### 3.1.3 Individual Order – Reschedule Appointment

This function is used to edit Medication Counselling order and to reschedule appointment to another date and time. Reschedule appointment only can be performing before reporting stage.



**PHARMACY INFORMATION SYSTEM**

HOSPITAL SERI MANJUNG

Home Medication Counselling

MEDICATION COUNSELLING REPORTING

Add New Group Counselling + Select Registered Patient

Counselling Type: All  
 Counselling Location: All  
 Counselling Number:   
 Counselling Category: Individual  
 Appointment Date From: 02/02/2022  
 Appointment Date To: 30/12/2022  
 Ordered from:   
 Ordered To:   
 Priority: All  
 Virtual Session: All

Patient Name:   
 MRN:   
 IC No/Other Identification:   
 Discipline: All  
 Appointment Type: All  
 Report Status: Scheduled  
 Ordered by:   
 To be Counsellor by:   
 Counsellor but Not recruited into MTAC: All

Search

Counselling Number	MRN	Patient Name	IC No/Other Identification	Priority	Appointment Type	Appointment Date	Counselling Location	MTAC	Report Status	Requester	Request Date	Virtual Session
MC2200004754	HSM0063114	RXXXXX XX XXX XXXXX	890523086112	Urgent	Follow Up	07/11/2022 11:30 PM	A&E	3	Scheduled		07/11/2022	No
MC2200004727	HSM0166264	AJXX XXXXXXXX XXX XXXXXX	520724025561	Routine	New	26/09/2022 01:00 PM	FORENSIK		Scheduled		26/09/2022	No
MC2200004653	HSM0172280	SXXXXXXXX XX XXXXX	940216086289	Routine	Follow Up	23/09/2022 08:00 PM	Anaesthesiology		Scheduled		12/08/2022	No

Figure 3.1.3-1 Search Patient

**Note**

Record with Report Status as Schedule is allowed to do reschedule

**STEP 1**

Select **Report Status** as Scheduled

**STEP 2**

Click on the  button and list of patient's name will be displayed

**STEP 3**

Double click on the selected patient's name and Medication Counselling reporting screen will appear as figure 3.1.3-2



**MEDICATION COUNSELLING REPORTING (INDIVIDUAL)**

XXXXXXXX XX XXX XXXXXX    Mykad    Age 33 Years 07 Months 07 Days    Gender Female    MRN HSM0063114

Address    Phone And Email    Diagnosis    Allergy: No Known Allergies    Vital Sign

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

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

Counselling No : MC2200004754 | Counselling Type : Bedside | Virtual Session : No

**MEDICATION COUNSELLING ORDER**

Order Details

Counselling Reporting

Monitoring Parameter

Pharmaceutical Care Issue

CP1

CP4

Vital Sign

MyMAAT

Virtual Session:  Yes  No

Counselling Order No: MC2200004754

Counselling Category: Individual

Discipline: General Medicine

Appointment Type: Follow Up

Ordered By: [Name]

Counselling Status: Sch [Status]

Priority: Urgent

Counselling Location: A&E

Appointment Date: 07/11/2022 11:30 PM

Counselling Type: Bedside

Order Date / Time: 07/11/2022 02:49 PM

Figure 3.1.3-4 Change Schedule date and time

**STEP 6**

Click on the to change the date, if applicable

**STEP 7**

Click on the  button and system will display the Counselling Schedule screen as shown in Figure 3.1.3-5

**COUNSELLING SCHEDULE**

Counselling Type: Outpatient    Appointment Date: 20/12/2022   

Search Results

Select	Time	MRN	Patient Name	Counselling Details
<input type="checkbox"/>	02:00 PM			
<input type="checkbox"/>	02:30 PM			
<input type="checkbox"/>	03:00 PM			
<input type="checkbox"/>	03:30 PM	HSM0000027	TXXXXX XXXXXX XXXXXXXXXXXX XXXXX XXXXXX XXXX	Device
<input checked="" type="checkbox"/>	04:00 PM			
<input type="checkbox"/>	05:00 PM			
<input type="checkbox"/>	05:30 PM			
<input type="checkbox"/>	06:00 PM			
<input type="checkbox"/>	06:30 PM			
<input type="checkbox"/>	07:00 PM			
<input type="checkbox"/>	07:30 PM			

Figure 3.1.3-5 Counselling Schedule

**STEP 8**

Click on time slot  checkbox to select time for counselling

**STEP 9**

Click on the button to save record

**Note**

Scheduled Time will be updated after saved as figure 3.1.3-6

MEDICATION COUNSELLING ORDER
10

Virtual Session:  Yes  No

Counselling Order No:

Counselling Category:

Discipline:

Appointment Type:

Ordered By:

Counselling Status:

Priority:

Counselling Location:

Appointment Date:

Counselling Type:

Order Date / Time: 20/12/2022 01:54 PM

TOPIC AND SUBTOPIC

Topic:  Remarks:

1 / 1

No	Topic	Subtopic	Other Subtopic	Remarks
1	Device	Inhaler		Inhaler

Figure 3.1.3-6 Medication Counselling Order

**STEP 10**

Click on the  button to save the record

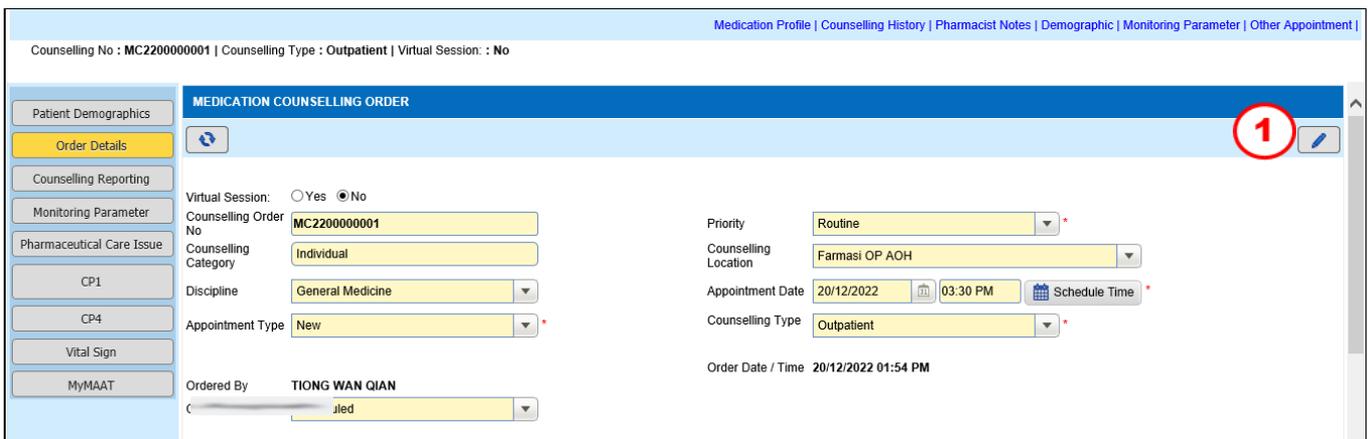
**Note**

User also is allowed to edit for below information:

- Discipline
- Appointment Type
- Priority
- Counselling Location
- Counselling Type
- Topic and Subtopic

### 3.1.4 Individual Order – Cancel Appointment

This function is used to cancel appointment for individual counseling.



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

Counselling No : MC220000001 | Counselling Type : Outpatient | Virtual Session : No

**MEDICATION COUNSELLING ORDER**

Order Details [edit icon]

Virtual Session:  Yes  No

Counselling Order No: MC220000001

Counselling Category: Individual

Discipline: General Medicine

Appointment Type: New

Ordered By: TIONG WAN QIAN

Priority: Routine

Counselling Location: Farmasi OP AOH

Appointment Date: 20/12/2022 03:30 PM [Schedule Time]

Counselling Type: Outpatient

Order Date / Time: 20/12/2022 01:54 PM

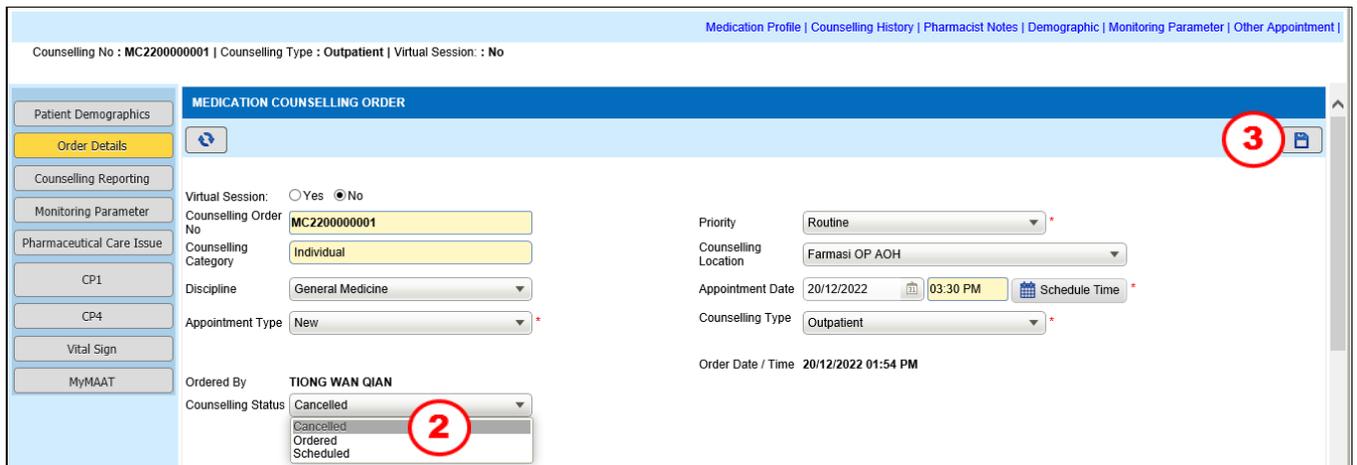
Figure 3.1.4-1 Medication Counselling Order

**Note**

Repeat **STEP 1 to 5** in section [3.1.3](#) before performing cancellation of appointment

**STEP 1**

Click on the  button to edit counseling order



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

Counselling No : MC220000001 | Counselling Type : Outpatient | Virtual Session : No

**MEDICATION COUNSELLING ORDER**

Order Details [edit icon]

Virtual Session:  Yes  No

Counselling Order No: MC220000001

Counselling Category: Individual

Discipline: General Medicine

Appointment Type: New

Ordered By: TIONG WAN QIAN

Counselling Status: **Cancelled**

Priority: Routine

Counselling Location: Farmasi OP AOH

Appointment Date: 20/12/2022 03:30 PM [Schedule Time]

Counselling Type: Outpatient

Order Date / Time: 20/12/2022 01:54 PM

Figure 3.1.4-2 Medication Counselling Order

**STEP 2**

Select **Counselling Status** as Cancelled from the dropdown box

**STEP 3**

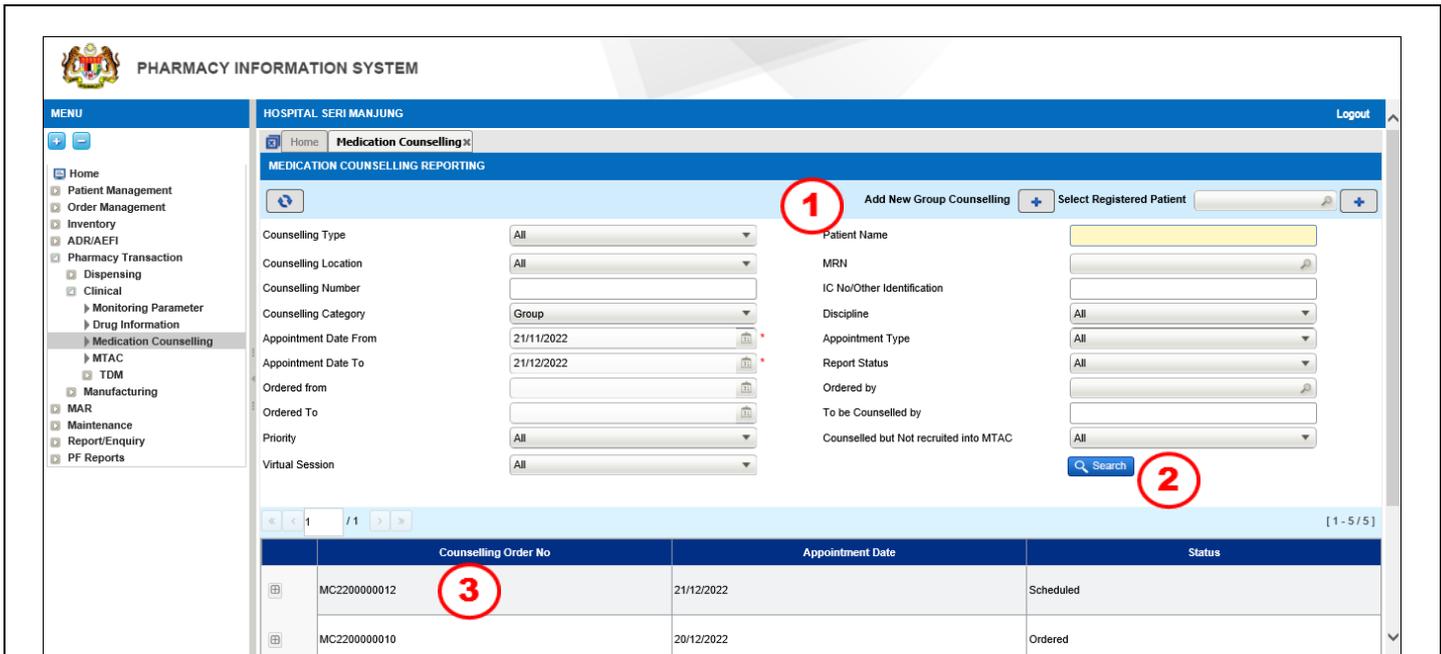
Click on the  button to proceed with cancellation

**Note**

Report Status will be updated as Cancelled and no editing is allowed

### 3.1.5 View Existing Group Order

This function is used to view existing group order.



The screenshot displays the 'MEDICATION COUNSELLING REPORTING' interface. It includes a left-hand menu with categories like Patient Management, Order Management, and Medication Counselling. The main area features several filter fields: Counselling Type (All), Counselling Location (All), Counselling Number, Counselling Category (Group), Appointment Date From (21/11/2022), Appointment Date To (21/12/2022), MRN, IC No/Other Identification, Discipline (All), Appointment Type (All), Report Status (All), Ordered by, To be Counselling by, and Counselling but Not recruited into MTAC (All). A table at the bottom lists counselling orders with columns for Counselling Order No, Appointment Date, and Status. The first row is highlighted with a red circle '3'.

Figure 3.1.5-1 Medication Counselling – Order Landing Screen

**Note**

To view group order records, select counselling category as 'Group'

**STEP 1**

Search for patient record by below criteria: -

No	Field	Description	Remark
a	Counselling Type	Counselling Type	Able to filter and search patient name by counselling Type
b	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
c	MRN	Patient Medical Record Number	Search option: • Type the MRN either full in or partially: <i>Example: HPSF00001234 or "1234"</i>
d	Counselling Number	Counselling Number	Able to filter and search patient name by entering counselling number
e	IC No/Other Identification	IC No/Other Identification	Able to filter and search patient name by entering IC No/Other Identification
f	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category
g	Discipline	Discipline (It will list down all active disciplines)	Able to filter and search patient name by discipline
h	Appointment Date From	Date	Able to filter and search patient name by date. Default to current date
i	Appointment Date To	Date	Able to filter and search patient name by date. Default to a month from current date
j	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type

k	Report Status	-All -Ordered -Scheduled -Cancelled -In Progress -Confirmed	Able to filter and search patient name by status
l	Ordered from	Date	Able to filter and search patient name by ordered from date
m	Ordered To	Date	Able to filter and search patient name by ordered to date
n	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
o	To be counselled by	Counsellor name	Able to filter and search by Counsellor name
p	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
q	Virtual Session	-All -Yes -No	Allow to filter and search patient name by Virtual Session
r	Counselled but Not Recruited Info MTAC	-All -Yes -No	Allow to filter and search patient name by counselled but not recruited info MTAC

**Table 3.1.5-1 Patient Search Criteria**

**STEP 2**

Click on  button to search for patient

**Note**

- Search results of current registered patient list will display:
  - Counselling Order No
  - Appointment Date
  - Status
- Click on the  button to expand and view patient MRN and patient name for group counselling

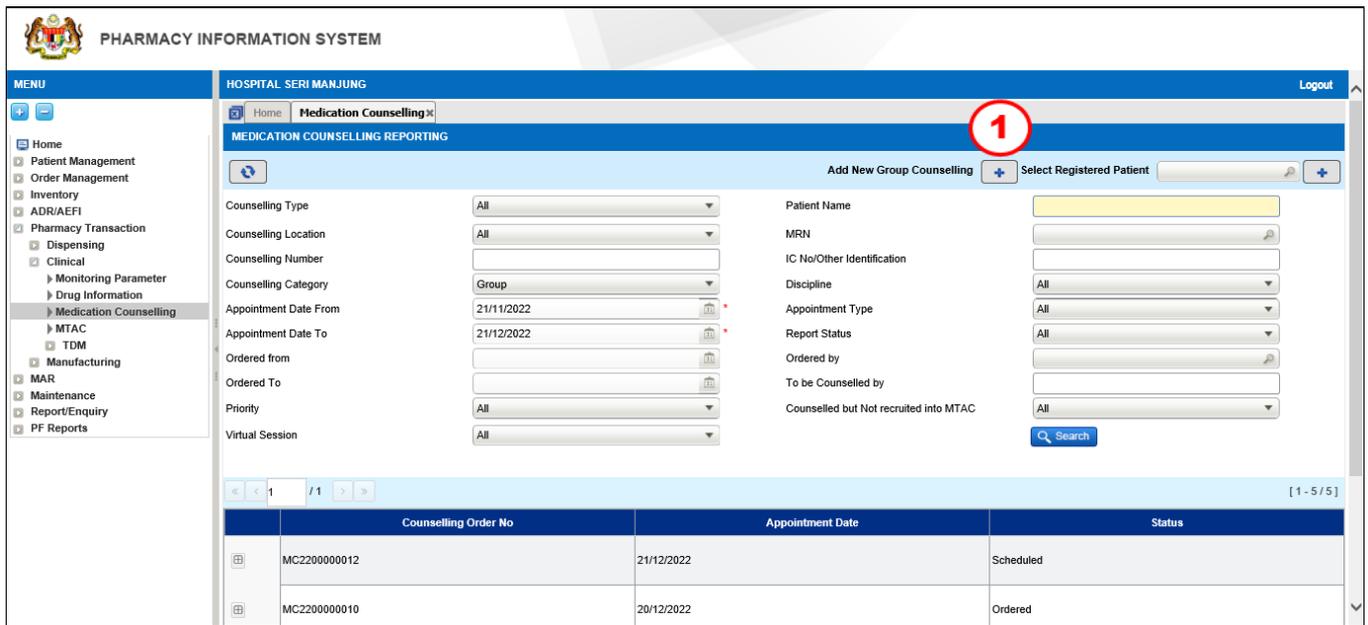
**STEP 3**

Double click on the selected counselling order no as shown in Figure 3.1.5-1, patient detailed information will appear as shown in per Figure 3.1.5-2



### 3.1.6 Order - Group

This function allows user to order Medication Counselling Order by group.

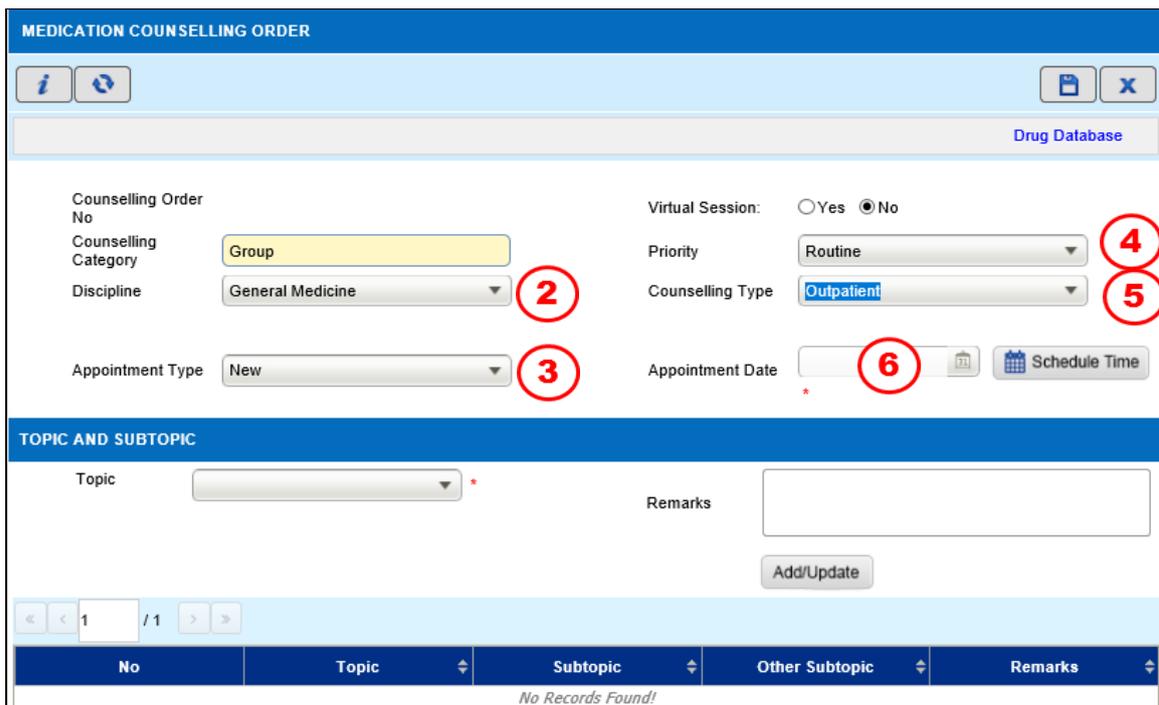


Counselling Order No	Appointment Date	Status
MC2200000012	21/12/2022	Scheduled
MC2200000010	20/12/2022	Ordered

Figure 3.1.6-1 Medication Counselling – Order Listing Page

#### STEP 1

Click on the  button to **Add New Group Counselling**



No	Topic	Subtopic	Other Subtopic	Remarks
No Records Found!				

Figure 3.1.6-2 Medication Counselling Order

#### STEP 2

Select **Discipline** from the dropdown box

**STEP 3**

Select **Appointment Type** from the dropdown box

- Follow Up
- New

**STEP 4**

Select **Priority** from the dropdown box

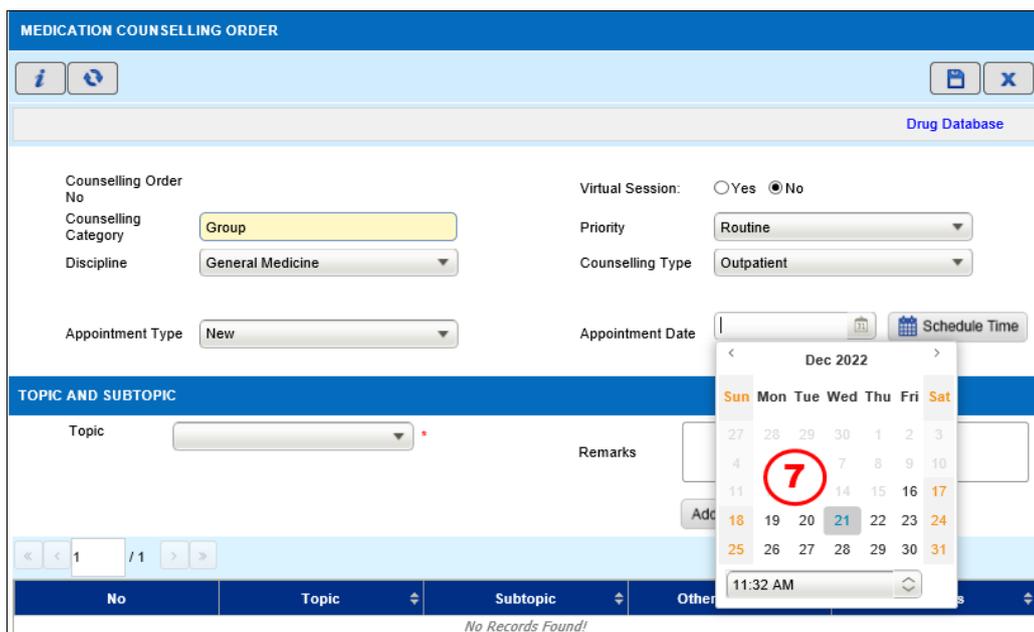
- Routine
- Urgent

**STEP 5**

Select **Counselling Type** from the dropdown box

**STEP 6**

Click on the  button and calendar appear as shown in Figure 3.1.6-3



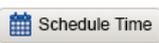
The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. The 'Appointment Date' field is active, and a calendar for December 2022 is displayed. The date '21' is circled in red with the number '7'. The 'Schedule Time' button is circled in red with the number '8'. The form also shows fields for 'Counselling Order No', 'Counselling Category' (Group), 'Discipline' (General Medicine), 'Appointment Type' (New), 'Virtual Session' (No), 'Priority' (Routine), and 'Counselling Type' (Outpatient). The 'TOPIC AND SUBTOPIC' section is visible at the bottom, with a 'Topic' dropdown and a 'Remarks' field.

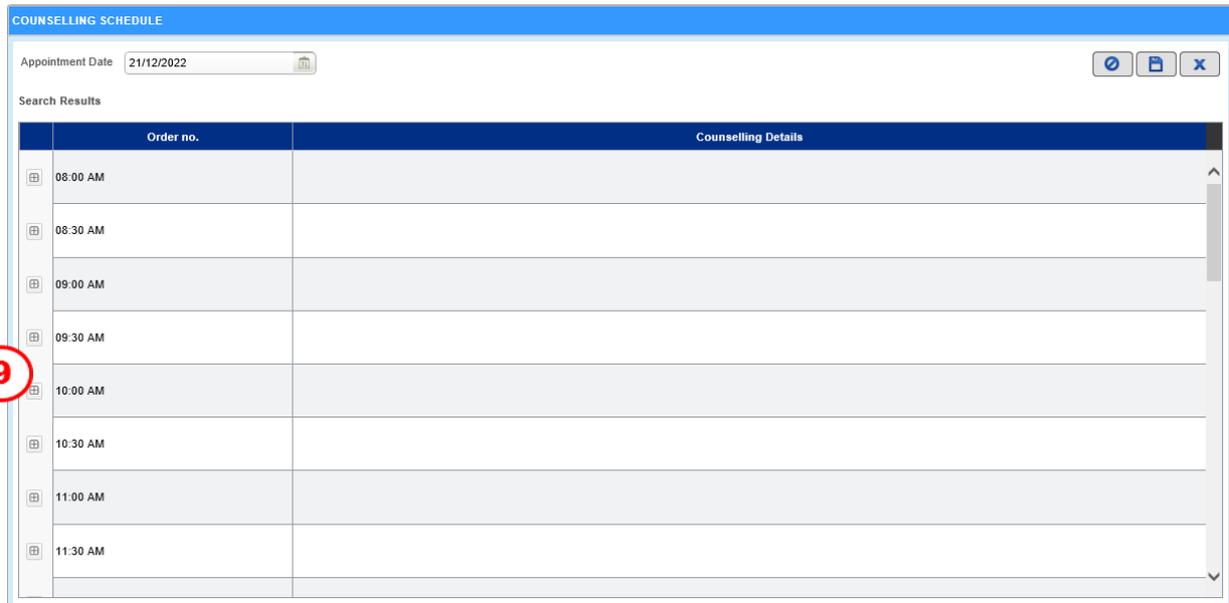
**Figure 3.1.6-3 Medication Counselling Order**

**STEP 7**

Select **Appointment Date** and time from the calendar. User can set appointment for 5 days backdated.

**STEP 8**

Click on the  button and system will display the Counselling Schedule screen as shown in Figure 3.1.6-4



Order no.	Counselling Details
08:00 AM	
08:30 AM	
09:00 AM	
09:30 AM	
10:00 AM	
10:30 AM	
11:00 AM	
11:30 AM	

Figure 3.1.6-4 Counselling Schedule

**STEP 9**

Double click on time slot to select time for counselling.

**Note**

User can select Appointment Date from the calendar at the Counselling Schedule screen.



No.	MRN No.	IC No.	Other Identification	Patient Name
No Records Found!				

Figure 3.1.6-5 Patient List

**Note**

Patient will be displayed as shown in Figure 3.1.6-5.

**STEP 10**

Click on the  button to search for patient

Figure 3.1.6-6 Patient List

**STEP 11**

Search for patient record by below criteria: -

No	Field	Description	Remark
a	Patient MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i>
b	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
c	Patient Name	Patient's name	Allow to search by full or partial patient name

Table 3.1.6-1

**STEP 12**

Click on the  button to search for patient

**STEP 13**

Double click on the selected patient's name

Figure 3.1.6-7 Patient List

**STEP 14**

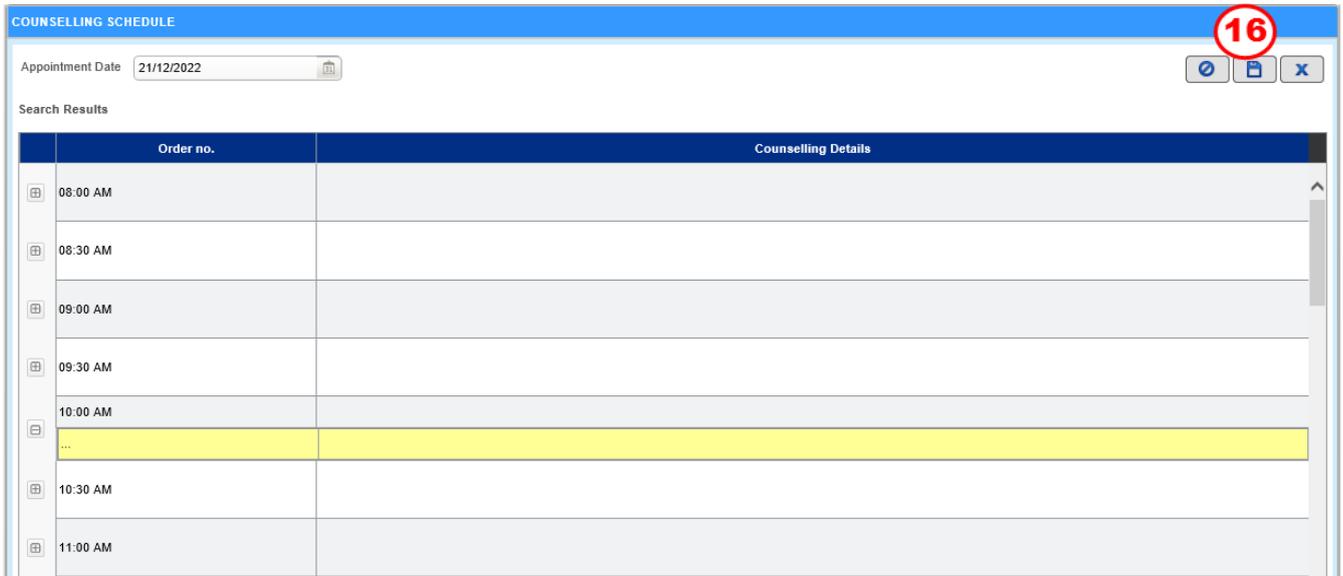
Click on the  button to add patient for counselling

**Note**

- User can add more than one patient name for group counseling by repeating step 10 to step 14.
- Click on check box of patient on the list and click on the  button to delete patient from the list.

**STEP 15**

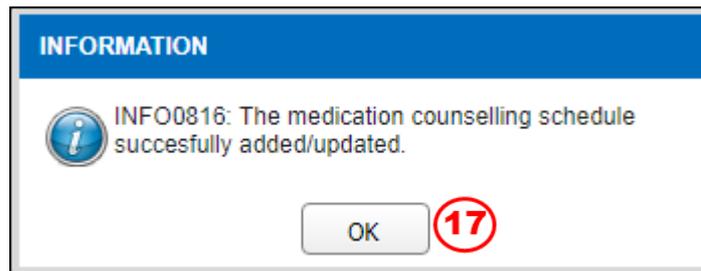
Click on the  button to close the window after adding more than one patient



**Figure 3.1.6-8 Counselling Schedule**

**STEP 16**

Click on the  button to save record



**Figure 3.1.6-9Information alert message**

**STEP 17**

Click on the  button to confirm save record

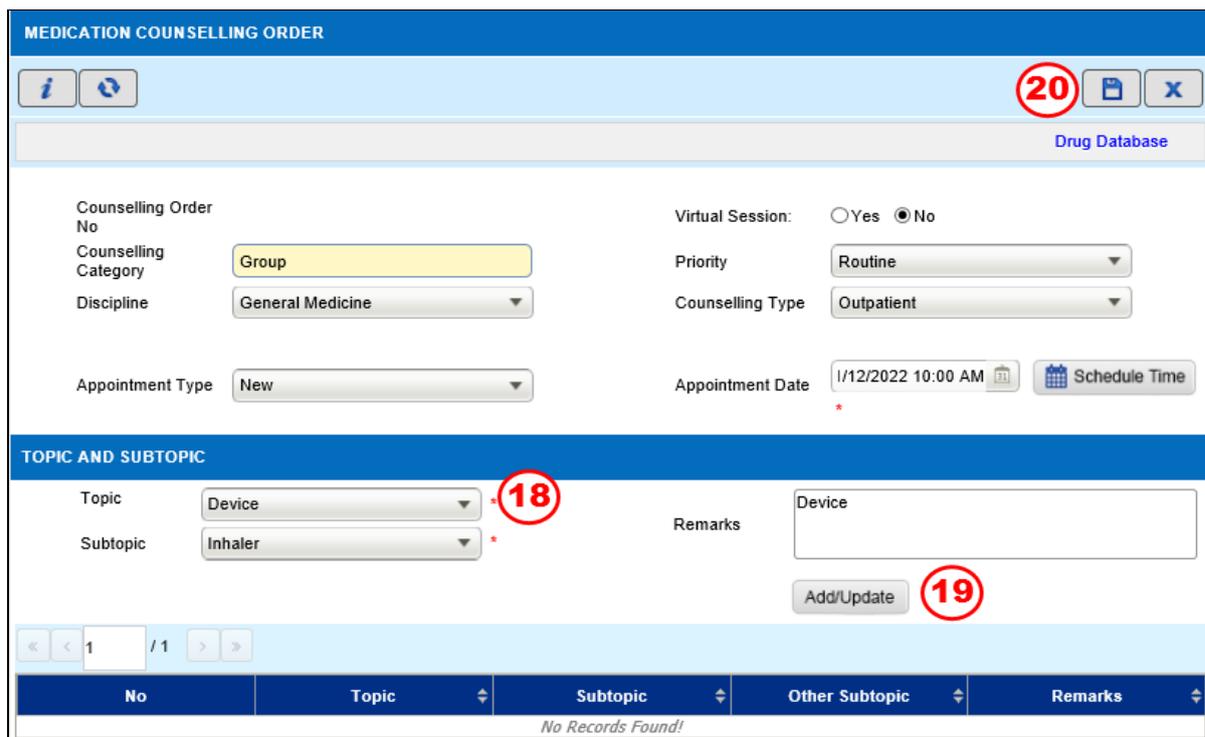


Figure 3.1.6-10 Medication Counselling Order

**STEP 18**

Select **Topic** from the dropdown box

- Device
- Disease
- Radiopharmaceutical
- Chemotherapy
- Medication
- Methadone Replacement Therapy
- Smoking Cessation
- Stroke

**Note**

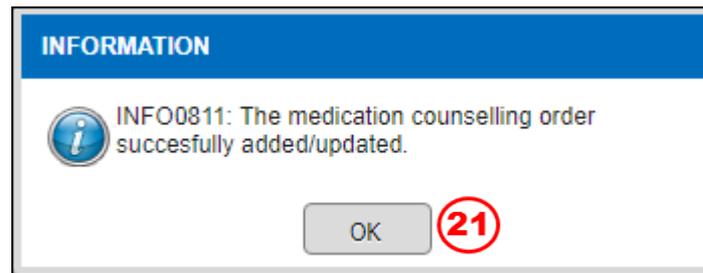
- *Subtopic only appears if user selects topic as below:*
  - *Device*
  - *Disease*
  - *Medication*
  - *Pain*
  - *Radiopharmaceutical*
- *If user select Subtopic as Others, Others Subtopic field will be enabled for user to key in*

**STEP 19**

Click on the  button to add topic and subtopic into the list

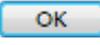
**STEP 20**

Click on the  button to save record

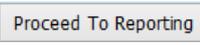


**Figure 3.1.6-11 Information alert message**

**STEP 21**

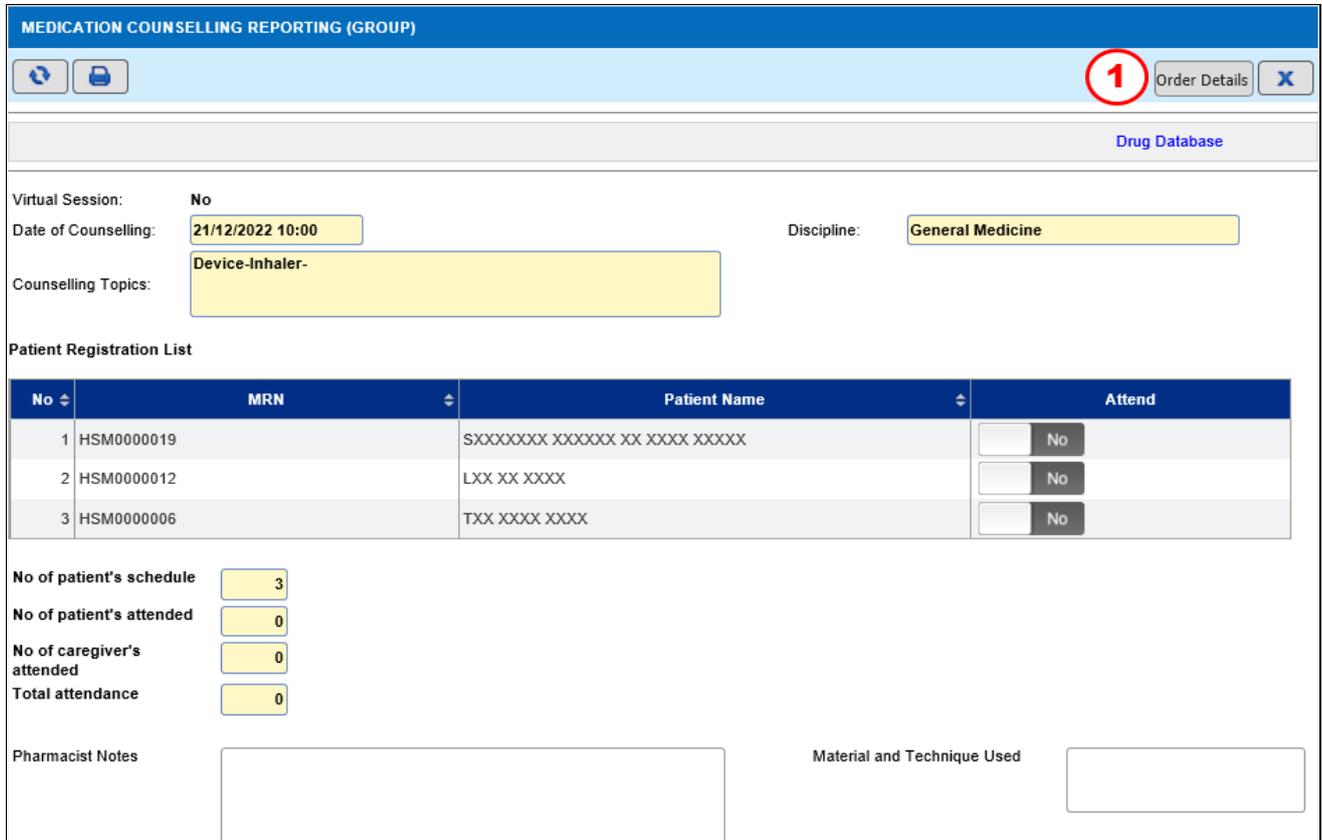
Click on the  button to confirm save record

**Note**

- *Counselling Order No. Will be automatically generated for future reference.*
- *User can click  button to proceed to for reporting*

### 3.1.7 Group Order – Reschedule Appointment, Add & Delete patient for Counselling

This function is used to edit Medication Counselling order and to reschedule appointment to another date and time. It can also be used to add and delete patient from order.



**MEDICATION COUNSELLING REPORTING (GROUP)**

Virtual Session: **No**

Date of Counselling: **21/12/2022 10:00** Discipline: **General Medicine**

Counselling Topics: **Device-Inhaler-**

**Patient Registration List**

No	MRN	Patient Name	Attend
1	HSM0000019	SXXXXXXXX XXXXXX XX XXXX XXXXX	<input type="checkbox"/> No
2	HSM0000012	LXX XX XXXX	<input type="checkbox"/> No
3	HSM0000006	TXX XXXX XXXX	<input type="checkbox"/> No

No of patient's schedule: **3**

No of patient's attended: **0**

No of caregiver's attended: **0**

Total attendance: **0**

Pharmacist Notes:

Material and Technique Used:

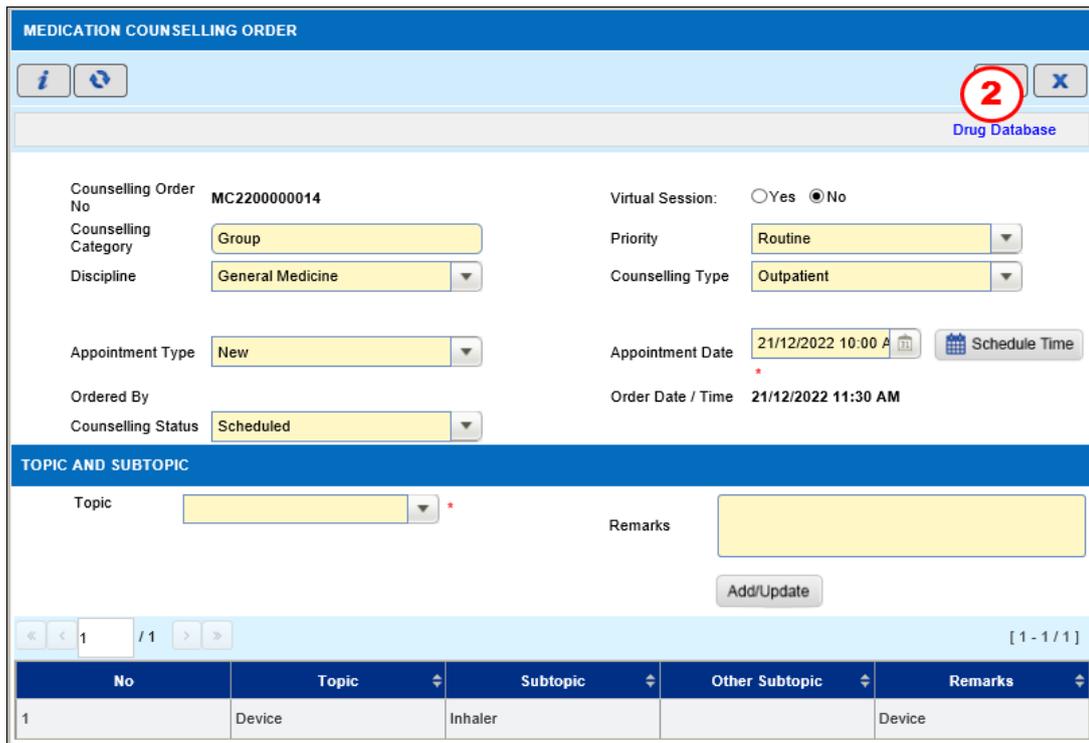
**Figure 3.1.7-1 Medication Counselling Reporting (Group)**

**Note**

Repeat step 1 to 3 as in section [3.1.5 View Existing Group Order](#) record before performing Group Order – Reschedule Appointment, Add & Delete Patient for Counselling steps.

**STEP 1**

Click on the **Order Details** button and Medication Counselling Order screen will appear as Figure 3.1.7-2



**MEDICATION COUNSELLING ORDER**

Drug Database

Counselling Order No: MC2200000014  
 Virtual Session:  Yes  No  
 Counselling Category: Group  
 Priority: Routine  
 Discipline: General Medicine  
 Counselling Type: Outpatient  
 Appointment Type: New  
 Appointment Date: 21/12/2022 10:00 A  
 Ordered By:  
 Order Date / Time: 21/12/2022 11:30 AM  
 Counselling Status: Scheduled

**TOPIC AND SUBTOPIC**

Topic: [Dropdown] \*  
 Remarks: [Text Area]  
 Add/Update

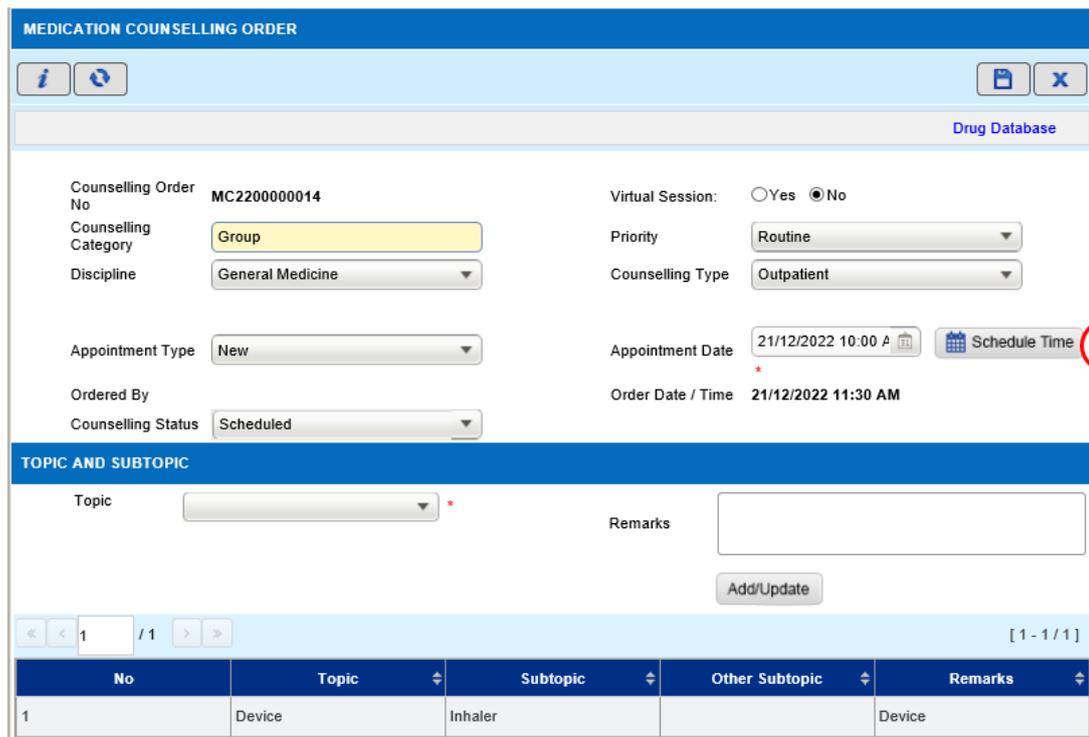
[1 - 1 / 1]

No	Topic	Subtopic	Other Subtopic	Remarks
1	Device	Inhaler		Device

Figure 3.1.7-2 Medication Counselling Order

**STEP 2**

Click on the  button to proceed to reschedule process



**MEDICATION COUNSELLING ORDER**

Drug Database

Counselling Order No: MC2200000014  
 Virtual Session:  Yes  No  
 Counselling Category: Group  
 Priority: Routine  
 Discipline: General Medicine  
 Counselling Type: Outpatient  
 Appointment Type: New  
 Appointment Date: 21/12/2022 10:00 A  
 Ordered By:  
 Order Date / Time: 21/12/2022 11:30 AM  
 Counselling Status: Scheduled

**TOPIC AND SUBTOPIC**

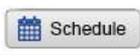
Topic: [Dropdown] \*  
 Remarks: [Text Area]  
 Add/Update

[1 - 1 / 1]

No	Topic	Subtopic	Other Subtopic	Remarks
1	Device	Inhaler		Device

Figure 3.1.7-3 Medication Counselling Order

**STEP 3**

Click on the  button and system will display the Counselling Schedule screen as shown in Figure 3.1.7-4

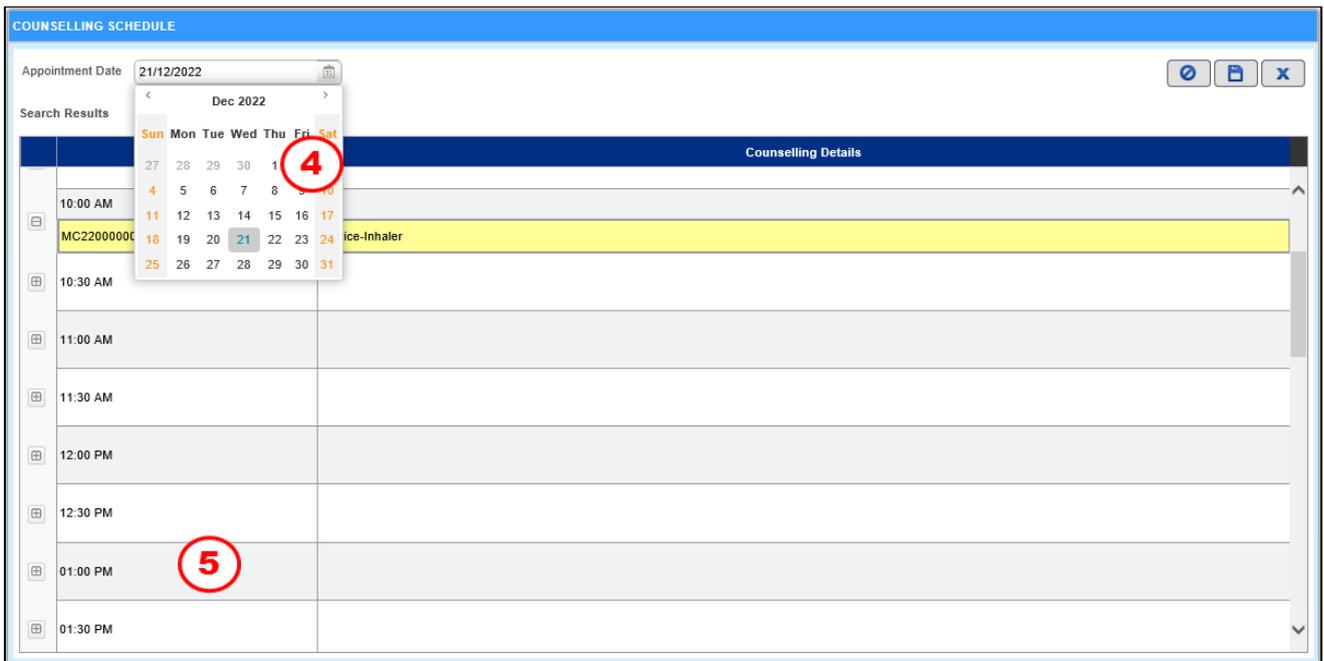


Figure 3.1.7-4 Medication Counselling Order

**STEP 4**

Click on the **Appointment Date**  button and select date

**STEP 5**

Double click on time slot to select time for counselling and Patient List screen will displayed as figure 3.1.7-5



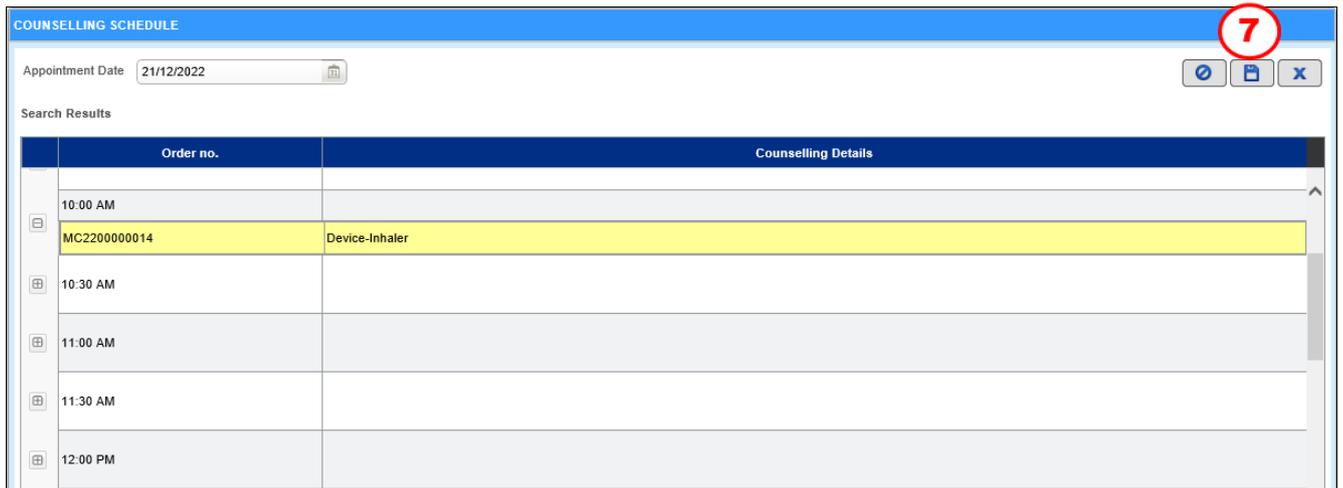
Figure 3.1.7-5 Patient List

**Note**

- User is allowed to add new patient by following **STEP 10 to 14** in section [3.1.6 Order - Group](#)
- User is allowed to delete patient list by check on the selected patient  checkbox, followed by clicking on the  button to delete patient from counselling.

**STEP 6**

Click on the  button to close the record and system will display the Counselling Schedule screen as shown in Figure 3.1.7-6



Order no.	Counselling Details
10:00 AM	
MC220000014	Device-Inhaler
10:30 AM	
11:00 AM	
11:30 AM	
12:00 PM	

Figure 3.1.7-6 Counselling Schedule

**STEP 7**

Click on the  button to save the record

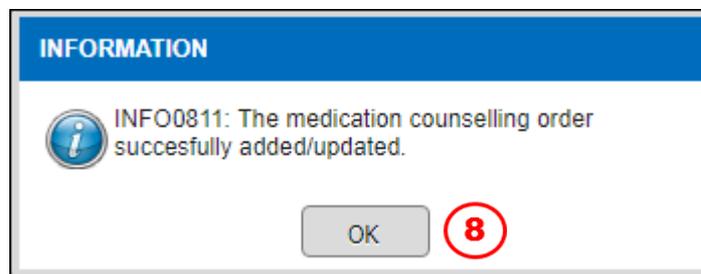
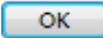


Figure 3.1.7-7 Information alert message

**STEP 8**

Click on the  button to confirm save record and system will display the Counselling Order screen as shown in Figure 3.1.7-8

**MEDICATION COUNSELLING ORDER**

9

[Drug Database](#)

<p>Counselling Order No: <b>MC2200000014</b></p> <p>Counselling Category: <span style="border: 1px solid #ccc; padding: 2px;">Group</span></p> <p>Discipline: <span style="border: 1px solid #ccc; padding: 2px;">General Medicine</span></p> <p>Appointment Type: <span style="border: 1px solid #ccc; padding: 2px;">New</span></p> <p>Ordered By: _____</p> <p>Counselling Status: <span style="border: 1px solid #ccc; padding: 2px;">Scheduled</span></p>	<p>Virtual Session: <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Priority: <span style="border: 1px solid #ccc; padding: 2px;">Routine</span></p> <p>Counselling Type: <span style="border: 1px solid #ccc; padding: 2px;">Outpatient</span></p> <p>Appointment Date: <span style="border: 1px solid #ccc; padding: 2px;">21/12/2022 01:00 F</span> <span style="border: 1px solid #ccc; padding: 2px;">Schedule Time</span></p> <p>Order Date / Time: <b>21/12/2022 11:30 AM</b></p>
--	---

**TOPIC AND SUBTOPIC**

Topic:   \*      Remarks:

Add/Update

1 / 1 
[ 1 - 1 / 1 ]

No	Topic	Subtopic	Other Subtopic	Remarks
1	Device	Inhaler		Device

**Figure 3.1.7-8 Medication Counselling Order**

**STEP 9**

Click on the button to save the record

**Note**

- Counselling Schedule will display new rescheduled appointment date and time.
- Order No will remain the same.

### 3.1.8 Group Order – Cancel Appointment

This function is used to cancel group appointment.

**MEDICATION COUNSELLING REPORTING (GROUP)**

1

[Drug Database](#)

Virtual Session: **No**

Date of Counselling:  Discipline:

Counselling Topics:

**Patient Registration List**

No	MRN	Patient Name	Attend
1	HSM0000019	SXXXXXXXX XXXXXX XX XXXX XXXXX	<input type="checkbox"/> No
2	HSM0000012	LXX XX XXXX	<input type="checkbox"/> No
3	HSM0000006	TXX XXXX XXXX	<input type="checkbox"/> No

No of patient's schedule

No of patient's attended

No of caregiver's attended

Total attendance

Pharmacist Notes

Material and Technique Used

**Figure 3.1.8-1 Medication Counselling Reporting (Group)**

**Note**

**Repeat step 1 to 3 as in section [3.1.5 View Existing Group Order](#) record before performing Group Order – Cancel Appointment**

**STEP 1**

Click on the  button and Medication Counselling Order screen will appear as Figure 3.1.8-2

**MEDICATION COUNSELLING ORDER**




2



[Drug Database](#)

<p>Counselling Order No <b>MC2200000014</b></p> <p>Counselling Category <input type="text" value="Group"/></p> <p>Discipline <input type="text" value="General Medicine"/></p> <p>Appointment Type <input type="text" value="New"/></p> <p>Ordered By <input type="text" value=""/></p> <p>Counselling Status <input type="text" value="Scheduled"/></p>	<p>Virtual Session: <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Priority <input type="text" value="Routine"/></p> <p>Counselling Type <input type="text" value="Outpatient"/></p> <p>Appointment Date <input type="text" value="21/12/2022 10:00 A"/>  <input type="button" value="Schedule Time"/></p> <p>Order Date / Time <b>21/12/2022 11:30 AM</b></p>
--	---

**TOPIC AND SUBTOPIC**

Topic  \*

Remarks

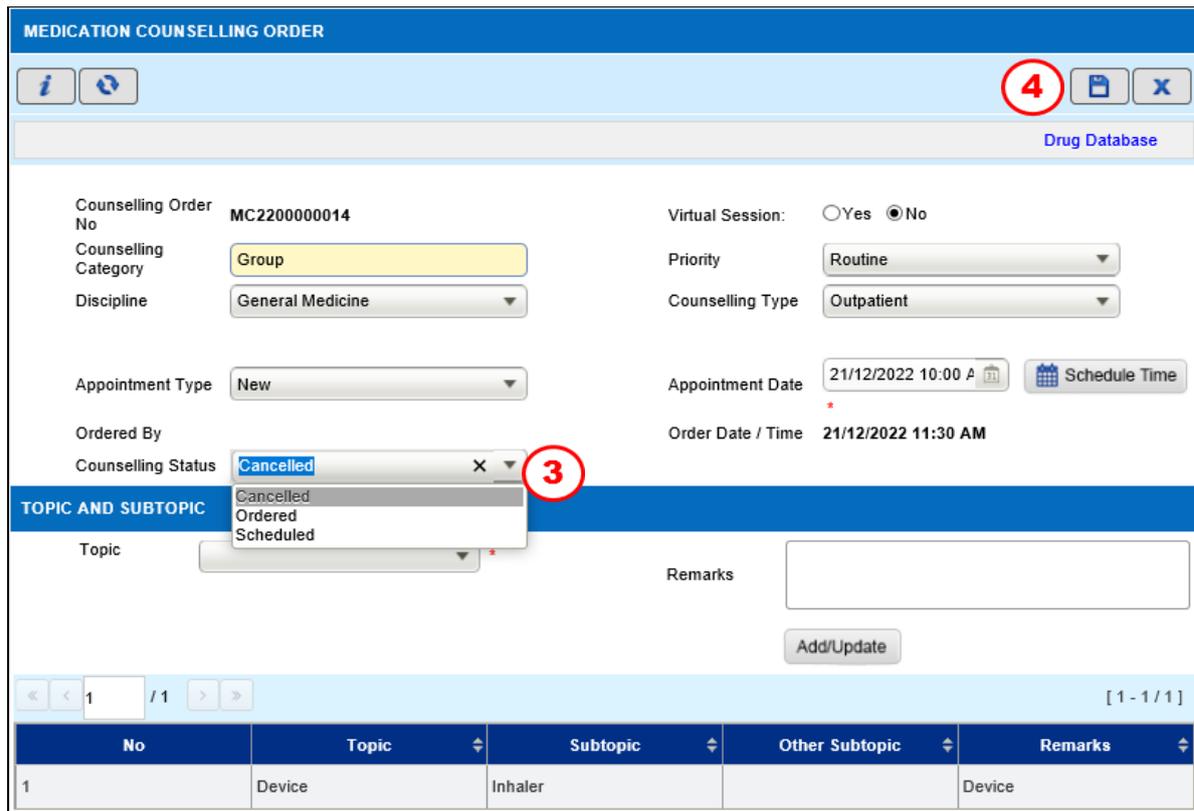
< < 1 / 1 > >
[ 1 - 1 / 1 ]

No	Topic	Subtopic	Other Subtopic	Remarks
1	Device	Inhaler		Device

**Figure 3.1.8-2 Medication Counselling Order**

**STEP 2**

Click on the  button to edit counselling order



No	Topic	Subtopic	Other Subtopic	Remarks
1	Device	Inhaler		Device

Figure 3.1.8-3 Medication Counselling Order

**STEP 3**

Select **Counselling Status** as 'Cancelled' from the Counselling Status dropdown box

**STEP 4**

Click on the  button to save record

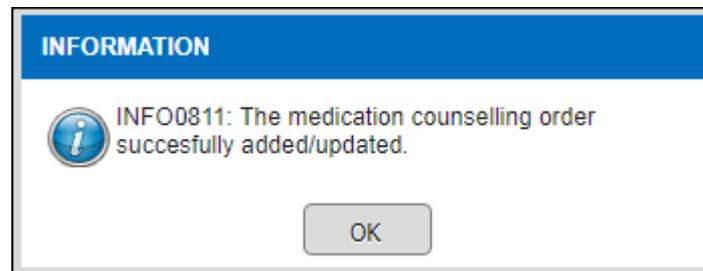
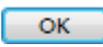


Figure 3.1.8-4 Information alert message

**STEP 5**

Click on the  button to confirm the cancellation

### 3.2 Reporting

This function is used to record reports for medication counselling.

#### 3.2.1 View Existing Individual Reporting

This function allows user to view individual counselling reports.

**PHARMACY INFORMATION SYSTEM**

HOSPITAL SERI MANJUNG

Home Medication Counselling

MEDICATION COUNSELLING REPORTING

Add New Group Counselling + Select Registered Patient

Counselling Type: All  
Counselling Location: All  
Counselling Number: [Field]  
Counselling Category: Individual  
Appointment Date From: 01/01/2022  
Appointment Date To: 03/11/2022  
Ordered from: [Field]  
Ordered To: [Field]  
Priority: All  
Virtual Session: All

Patient Name: [Field]  
MRN: [Field] (1)  
IC No/Other Identification: [Field]  
Discipline: All  
Appointment Type: All  
Report Status: Scheduled  
Ordered by: [Field]  
To be Counselling by: [Field]  
Counselled but Not recruited into MTAC: All (2)

Search [Field] (2)

Counselling Number	MRN	Patient Name	IC No/Other Identification	Priority	Appointment Type	Appointment Date	Counselling Location	MTAC	Report Status	Requester	Request Date	Virtual Session
MC2200004746	H-9	AXX XXX XXXX	85	Routine	New	17/10/2022 10:00 AM	WAD 4		Schedule d	N	17/10/202	No
MC2200004727	H-14	AXX XXX XXXX	5	Routine	New	26/09/2022 01:00 PM	FORENSIK		Schedule d	A	26/09/202	No
MC2200004653	H-10	SXXXXXXXX XXX	9	Routine	Follow Up	23/09/2022 08:30 AM	Anaesthesiolog y		Schedule d	U	12/08/202	No
MC2200004723	H-17	SASHAA TEST 1	1	Routine	New	21/09/2022 02:41 PM			Schedule d	S	21/09/202	No
MC2200004722	H-11	KXXX XXX XXX	6	Routine	New	14/09/2022 12:30 PM	Outpatient Pharmacy		Schedule d	S	14/09/202	No
MC2200004721	H-18	DXXXXXXXX XXXXXXXX	1	Routine	New	13/09/2022	A&E		Schedule d	A	13/09/202	No

Figure3.2.1-1 Reporting Listing Page

**Note**

To view existing individual order records, select Counselling Category as 'Individual' and Status as 'Scheduled'.

**STEP 1**

Search for patient records by below criteria: -

No	Field	Description	Remark
a	Counselling Type	Counselling Type	Able to filter and search patient name by counselling Type
b	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
c	MRN	Patient Medical Record Number	Search option: • Type the MRN either full in or partially: Example: HPSF00001234 or "1234"
d	Counselling Number	Counselling Number	Able to filter and search patient name by entering counselling number
e	IC No/Other Identification	IC No/Other Identification	Able to filter and search patient name by entering IC No/Other Identification
f	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category
g	Discipline	Discipline (It will list down all	Able to filter and search patient name by discipline

		active disciplines)	
h	Appointment Date From	Date	Able to filter and search patient name by date. Default to current date
i	Appointment Date To	Date	Able to filter and search patient name by date. Default to a month from current date
j	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type
k	Report Status	-All -Ordered -Scheduled -Cancelled -In Progress -Confirmed	Able to filter and search patient name by status
l	Ordered from	Date	Able to filter and search patient name by ordered from date
m	Ordered To	Date	Able to filter and search patient name by ordered to date
n	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
o	To be counselled by	Counsellor name	Able to filter and search by Counsellor name
p	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
q	Virtual Session	-All -Yes -No	Allow to filter and search patient name by Virtual Session
r	Counselled but Not Recruited Info MTAC	-All -Yes -No	Allow to filter and search patient name by counselled but not recruited info MTAC

**Table 3.2.1-1**

**STEP 2**

Click on  button to search for patient

**Note**

Search results of current registered patient list will display:

- Counselling Number
- MRN
- Patient Name
- IC No/Other Identification
- Priority
- Appointment Type
- Appointment Date
- Counselling Location
- MTAC
- Report Status
- Requester
- Request Date
- Virtual Session

**STEP 3**

Double click on the selected counselling order no. as shown in Figure 3.2.1-1, and patient detailed information will be displayed as shown in Figure 3.2.1-2

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)



TXX XXXX XXXX

Mykad [REDACTED]

Age 52 Years 04 Months 15 Days

Gender Male

MRN HSM0000006

X

Address

Phone And Email

Diagnosis

⚠️ Known Allergies[ 1 ]

Vital Sign

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

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

Counselling No : MC2200004764 | Counselling Type : Bedside | Virtual Session : No

Patient Demographics

TOPIC AND SUBTOPIC

No	Topic	Subtopic	Other Subtopic	Remarks
1	Medication	Others		

Monitoring Parameter

ASSESSMENT

Assessment History

**Social History**  
 Smoking  Yes Sticks/Day  For   
 No  Ex-smoker  Second-hand Smoker  
 Alcohol Drinking  Yes Amount   
 No  Ex-Alcoholic  
 Pregnancy  Yes  No  Drug Abuse  Yes

**Family History**  
 Marital Status   
 No. Of Children   
 Lives With

**Figure3.2.1-2 Medication Counselling Reporting (Individual)**

### 3.2.2 Individual Reporting

This function allows user to record individual counselling reports.

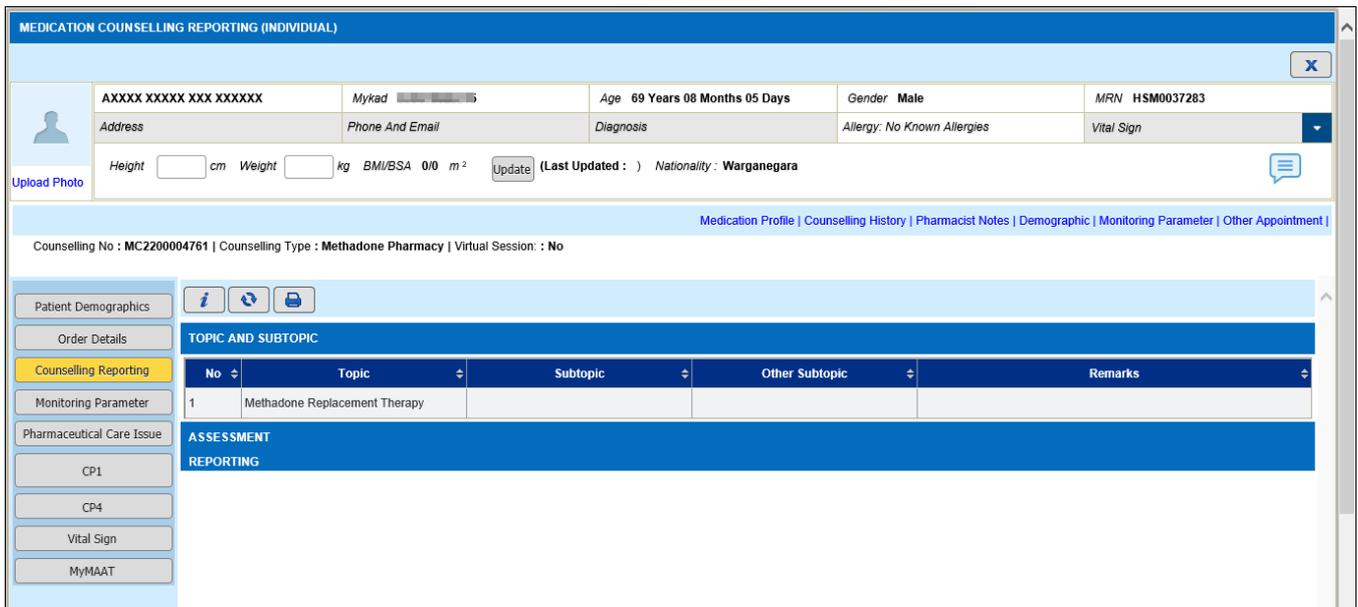


Figure3.2.2-1 Medication Counselling Reporting (Individual)

**Note**

- Repeat step 1 to 3 as in View Existing Individual Reporting before performing Individual Reporting steps.
- There are 2 sections to be filled in the Medication Counselling Reporting (Individual) as shown in Figure 3.2.2-1:
  - Assessment
  - Reporting

**Assessment**

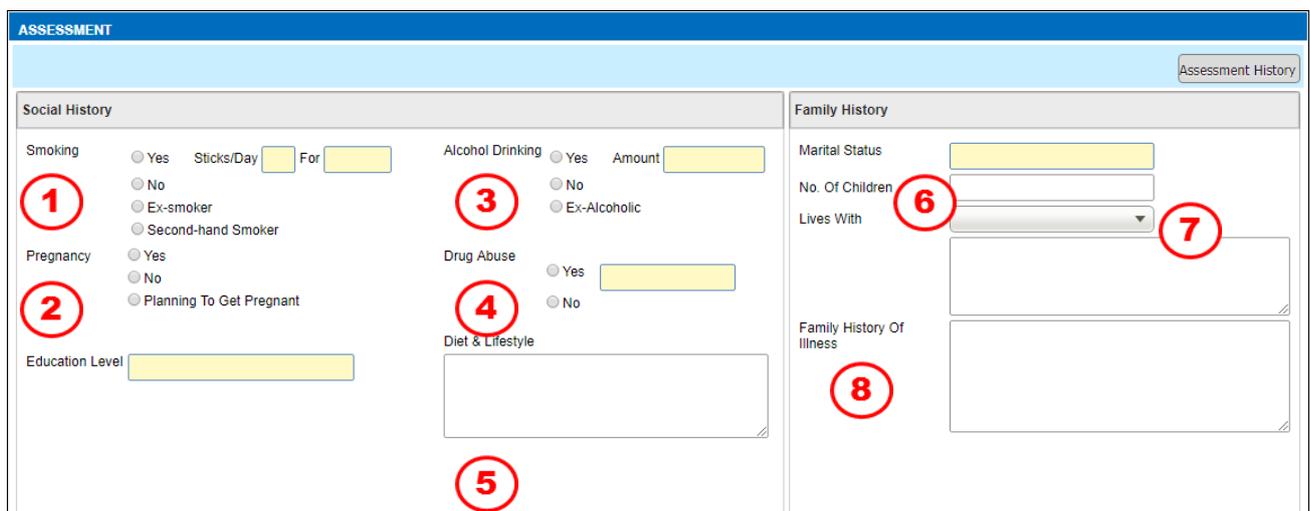


Figure3.2.2-2 Assessment

**Social History**

**STEP 1**

Select **Smoking** from the radio button

- Yes
- No

- Ex-smoker
- Second-hand Smoker

**Note**

**Stick/Day** and **For** field will be enabled for user to fill when 'Yes' radio button is selected.

**STEP 2**

Select **Pregnancy** from the radio button

- Yes
- No
- Planning To Get Pregnant

**STEP 3**

Select **Alcohol Drinking** from the radio button

- Yes
- No

**Note**

**Amount** field will be enabled for user to fill when 'Yes' radio button is selected.

**STEP 4**

Select **Drug Abuse** from the radio button

- Yes
- No

**STEP 5**

Enter **Diet & Lifestyle**

**Note**

**Education Level** and **Marital Status** field will automatically display hyperlink from the registration screen.

**Family History**

**STEP 6**

Enter **No. Of Children**

**STEP 7**

Select **Lives With** from the radio button

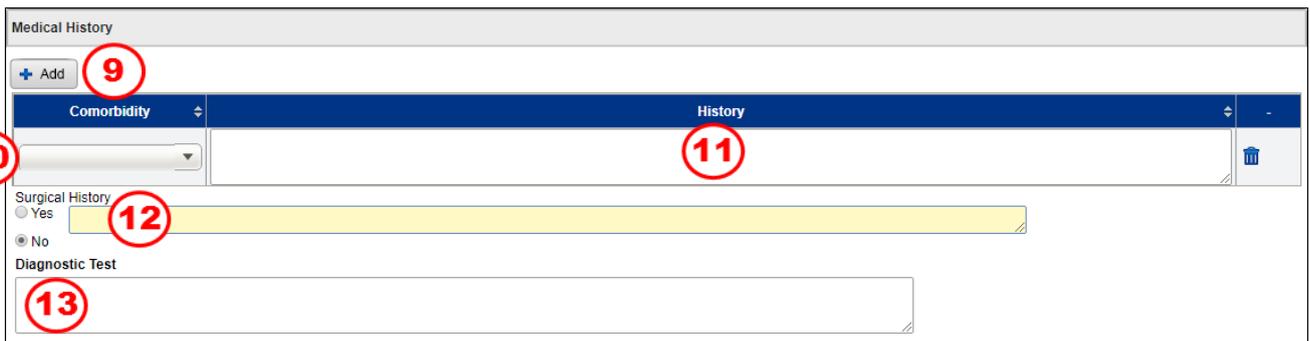
- Alone
- Family Members
- Nursing Home
- Others

**STEP 8**

Enter **Family History Of Illness**

**Note**

- User able to view assessment history by click on  button.
- This assessment History function is to list down patient assessment history from previous visits
- User can click on the record to copy the previous to current record



The screenshot shows a 'Medical History' form with the following elements:

- 9**: A '+ Add' button at the top left.
- 10**: A dropdown menu under the 'Comorbidity' header.
- 11**: A text input field under the 'History' header.
- 12**: Radio buttons for 'Surgical History' with 'Yes' and 'No' options.
- 13**: A text input field under the 'Diagnostic Test' header.

Figure3.2.2-3 Assessment

### **Medical History**

#### **STEP 9**

Click on the  button to add record, if applicable.

#### **Note**

*If there is no Comorbidity, skip to STEP 13*

#### **STEP 10**

Select a Comorbidity

- Hypertension
- COPD
- RVD
- Other
- Diabetes Mellitus
- Tuberculosis
- AF
- Asthma
- Hepatitis B
- Hepatitis C
- Heart Failure
- ESRD
- Ischemic Heart Disease

#### **STEP 11**

Enter the History based on the Comorbidity

#### **Note**

*Repeat STEP 9 to STEP 11 to add another Comorbidity*

#### **STEP 12**

Select **Surgical History** from the radio button

- Yes
- No

#### **STEP 13**

Enter the Diagnostic Test

Past Medication History									
Drug Name	Original Rx No	Order Details	Start Date	End Date	Balance From Previous Supply	Medication Status	Source of Medication	Comments	Remarks
No Records Found!									
Non-Prescription Medication(Includes Herbal/Vitamin/Other Supplements)		Reason For Taking	Source of Medication	Balance/Comments					
No Records Found!									

**14** Save & Continue

Figure3.2.2-4 Assessment

**Note**

Past Medication History will be displayed as shown in Figure 3.2.2.4.

**STEP 14**

Click on the  button to save assessment and continue with reporting section

**INFORMATION**

 INFO0814: The assessment data succesfully added.

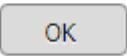
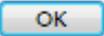
 **15**

Figure3.2.2-5 Information Alert Message

**STEP 15**

Click on the  button to confirm assessment

**Reporting**

**REPORTING**

<p>Caregivers <input type="text"/></p> <p>Understanding <input type="text"/> % <a href="#">Calculate Score</a></p> <p>Follow Up Required <input type="checkbox"/></p> <p>Adherence Score <input type="text"/></p> <p>Counselling Duration ( in Minutes ) <input type="text"/></p> <p>Counselled By <input type="text"/></p>	<p><b>16</b></p> <p>Pharmacist Plan</p> <p>1000 characters allowed</p> <p>Pharmacist Notes</p> <p>2000 characters allowed</p> <p><input type="button" value="Cancel"/> <input type="button" value="Save"/> <input type="button" value="Confirm"/></p>	<p><input type="checkbox"/> Counsellled but Not recruited into MTAC</p>
---	---	---

Figure3.2.2-6 Reporting

**STEP 16**

Enter value in **Caregivers** field

**STEP 17**

Click on the [Calculate Score](#) hyperlink and the window of 'Review of Patient's Understanding (medication) DFIT' will be displayed as shown in Figure 3.2.2-7



REVIEW OF PATIENT'S UNDERSTANDING (MEDICATION) DFIT

Indicator: Yes = 1, No = 0  
Score(%) = (No. of Yes/No. of Questions) X 100%

1 / 1

Drug Details							
Drug	Dosage Form	Frequency	Dose	Dose	Frequency	Indication	Time of Administration
<input checked="" type="checkbox"/> Triamcinolone Acetonide 0.1% Oral Paste	SL/BUC/OMC T. Paste	BD (twice daily)	1 app	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Score: 75%

Figure 3.2.2-7 Review of Patient's Understanding (medication) DFIT

**STEP 18**

Click on the  button to search **Drug** at the field

**STEP 19**

Select **Patient's Understanding** by checking the radio button as below

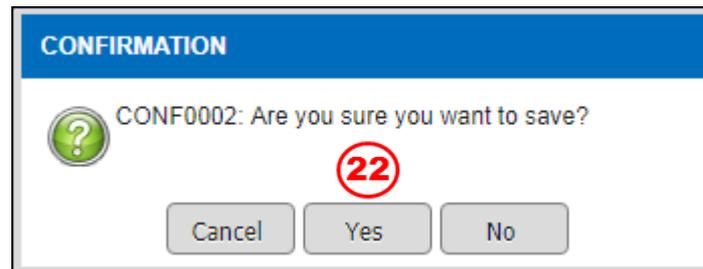
- Dose
- Frequency
- Indication
- Time of administration

**STEP 20**

Click on the  or button to delete information at drug list

**STEP 21**

Click on the  button to save record

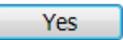


**CONFIRMATION**

 CONF0002: Are you sure you want to save?

Figure 3.2.2-8 Information alert message

**STEP 22**

Click on the  button to confirm save record

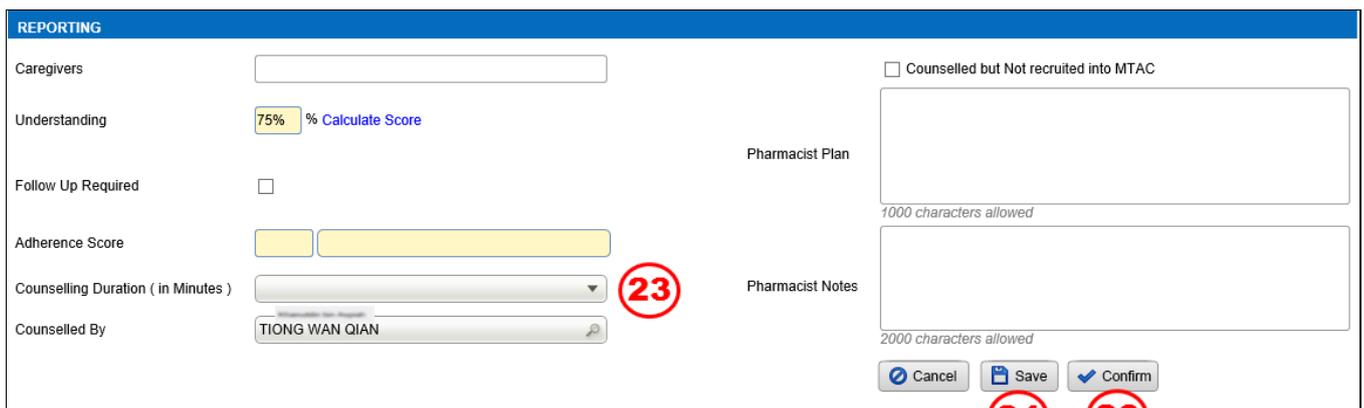


Figure3.2.2-9Reporting

**STEP 23**

Select **Counselling Duration (in Minutes)** from the dropdown box

- 15
- 30
- 45
- 60

**Note**

User is allowed to enter **Pharmacist Plan** and **Pharmacist Notes**

**STEP 24**

Click on the  button to save record

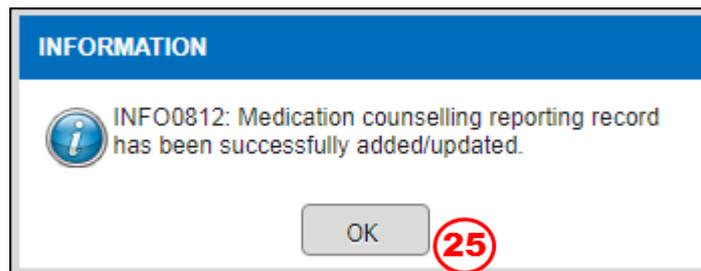
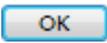


Figure3.2.2-10Information alert message

**STEP 25**

Click on the  button to confirm save record

**Note**

After saved, user is still allowed to do editing on the record

**STEP 26**

Click on the  button to confirm record

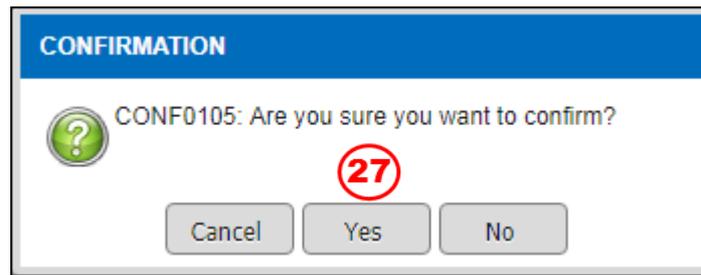
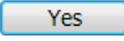


Figure3.2.2-11 Save Confirm alert message

**STEP 27**

Click on the  button to confirm save record

**Note**

- After confirmed, record will have another field remarks to fill up as shown in Figure 3.2.2-12
- After confirmed, no editing is allowed by user

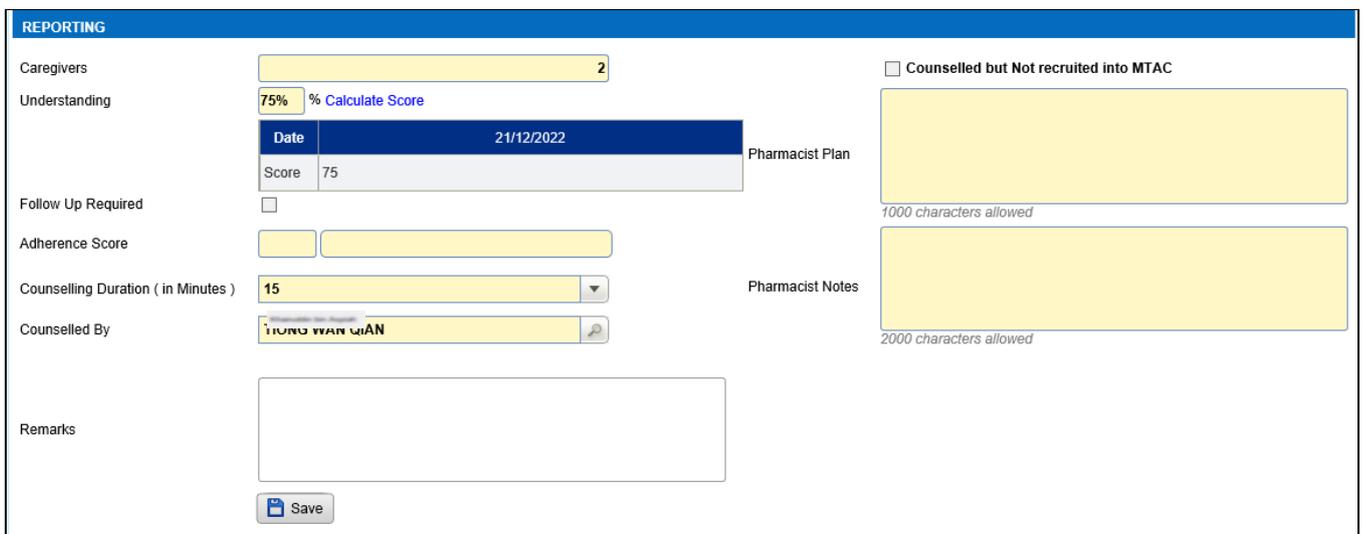


Figure 3.2.2-12 Reporting Remarks

**Note**

There is a check box for **Counselled but Not recruited into MTAC**, once clicked, screen will appear as Figure 3.2.2-13 and user is allowed to select Type Of MTAC

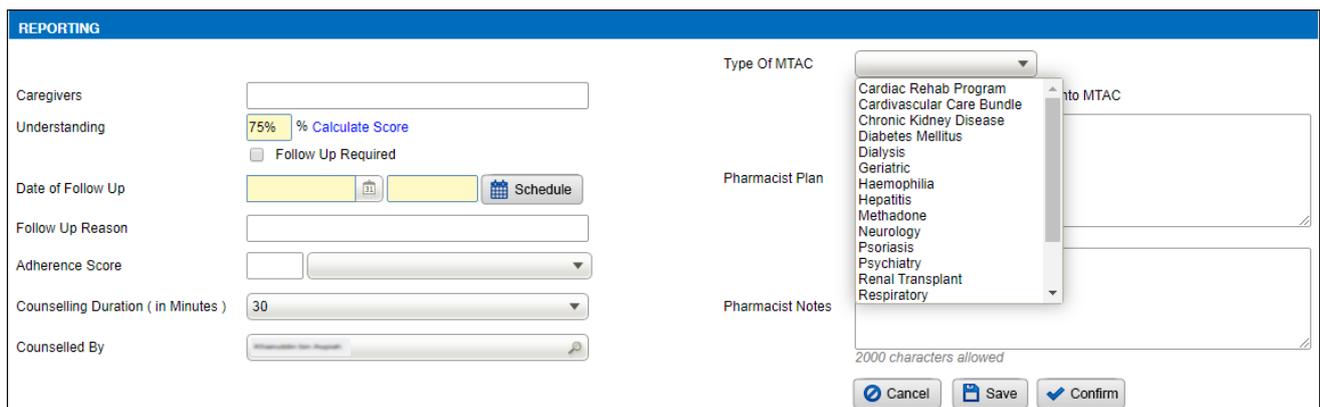


Figure3.2.2-13 Reporting Individual

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

	XXXXX XXXXX XXX XXXXXX	Mykad 530416025315	Age 69 Years 08 Months 05 Days	Gender Male	MRN HSM0037283
Address		Phone And Email	Diagnosis	Allergy: No Known Allergies	
Height <input type="text"/> cm		Weight <input type="text"/> kg	BMI/BSA 0/0 m <sup>2</sup>	Update (Last Updated : ) Nationality : Warganegara	

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

Counselling No : MC2200004761 | Counselling Type : Methadone Pharmacy | Virtual Session : No

Patient Demographics	   <span style="font-size: 24px; font-weight: bold; color: red; border: 1px solid red; border-radius: 50%; padding: 2px 5px; margin-left: 10px;">28</span>																																							
Order Details	<div style="background-color: #0056b3; color: white; padding: 2px; font-weight: bold;">TOPIC AND SUBTOPIC</div> <table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr style="background-color: #0056b3; color: white;"> <th style="width: 5%;">No</th> <th style="width: 30%;">Topic</th> <th style="width: 20%;">Subtopic</th> <th style="width: 20%;">Other Subtopic</th> <th style="width: 25%;">Remarks</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Methadone Replacement Therapy</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	No	Topic	Subtopic	Other Subtopic	Remarks	1	Methadone Replacement Therapy																																
No	Topic	Subtopic	Other Subtopic	Remarks																																				
1	Methadone Replacement Therapy																																							
Counselling Reporting	<div style="background-color: #0056b3; color: white; padding: 2px; font-weight: bold;">ASSESSMENT REPORTING</div>																																							
Monitoring Parameter	<table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="width: 20%;">Caregivers</td> <td style="width: 40%;"><input type="text" value="2"/></td> <td style="width: 40%;"><input type="checkbox"/> Counselling but Not recruited into MTAC</td> </tr> <tr> <td>Understanding</td> <td> <table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="width: 10%;"><input type="text" value="75%"/></td> <td style="width: 10%;">% Calculate Score</td> <td style="width: 10%;"></td> </tr> <tr> <td>Date</td> <td colspan="9" style="text-align: center;">21/12/2022</td> </tr> <tr> <td>Score</td> <td colspan="9" style="text-align: center;">75</td> </tr> </table> </td> <td style="width: 40%;">Pharmacist Plan</td> </tr> <tr> <td>Follow Up Required</td> <td colspan="2"><input type="checkbox"/></td> </tr> </table>	Caregivers	<input type="text" value="2"/>	<input type="checkbox"/> Counselling but Not recruited into MTAC	Understanding	<table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="width: 10%;"><input type="text" value="75%"/></td> <td style="width: 10%;">% Calculate Score</td> <td style="width: 10%;"></td> </tr> <tr> <td>Date</td> <td colspan="9" style="text-align: center;">21/12/2022</td> </tr> <tr> <td>Score</td> <td colspan="9" style="text-align: center;">75</td> </tr> </table>	<input type="text" value="75%"/>	% Calculate Score									Date	21/12/2022									Score	75									Pharmacist Plan	Follow Up Required	<input type="checkbox"/>	
Caregivers	<input type="text" value="2"/>	<input type="checkbox"/> Counselling but Not recruited into MTAC																																						
Understanding	<table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="width: 10%;"><input type="text" value="75%"/></td> <td style="width: 10%;">% Calculate Score</td> <td style="width: 10%;"></td> </tr> <tr> <td>Date</td> <td colspan="9" style="text-align: center;">21/12/2022</td> </tr> <tr> <td>Score</td> <td colspan="9" style="text-align: center;">75</td> </tr> </table>	<input type="text" value="75%"/>	% Calculate Score									Date	21/12/2022									Score	75									Pharmacist Plan								
<input type="text" value="75%"/>	% Calculate Score																																							
Date	21/12/2022																																							
Score	75																																							
Follow Up Required	<input type="checkbox"/>																																							
Pharmaceutical Care Issue	<table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="width: 20%;">CP1</td> <td style="width: 20%;"><input type="text"/></td> <td style="width: 20%;"><input type="text"/></td> <td style="width: 20%;"><input type="text"/></td> <td style="width: 20%;"><input type="text"/></td> </tr> <tr> <td>CP4</td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td>Vital Sign</td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td>MyMAAT</td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>	CP1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	CP4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Vital Sign	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	MyMAAT	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>																			
CP1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>																																				
CP4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>																																				
Vital Sign	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>																																				
MyMAAT	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>																																				

**Figure3.2.2-14 Reporting Individual - Print**

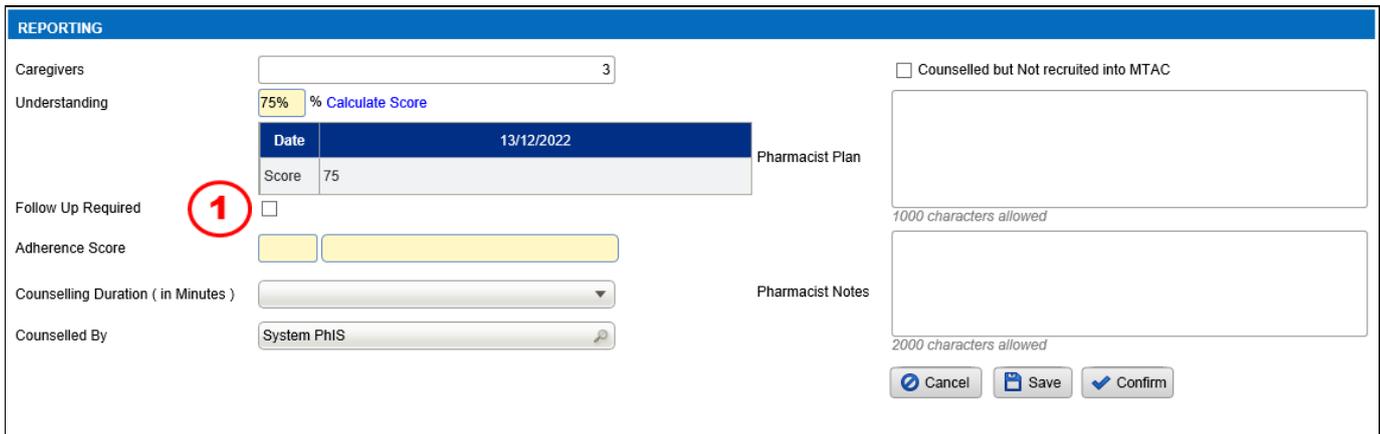
**STEP 28**

Click on the  button to print the report as Figure 3.2.2-15



### 3.2.3 Individual Follow Up Required

This function allows user to record individual follow up required.



**REPORTING**

Caregivers:

Understanding: 75% % Calculate Score

Date	13/12/2022
Score	75

Pharmacist Plan:

Follow Up Required:  (1)

Adherence Score:

Counselling Duration ( in Minutes ):

Counselled By: System PhIS

Counsellor but Not recruited into MTAC

Pharmacist Notes:

Buttons: Cancel, Save, Confirm

Figure 3.2.3-1 Medication Counselling Reporting (Individual)

**Note**

Repeat step 1 to 23 as in section 3.2.2 Individual Reporting to complete the reporting before can proceed with Follow up function

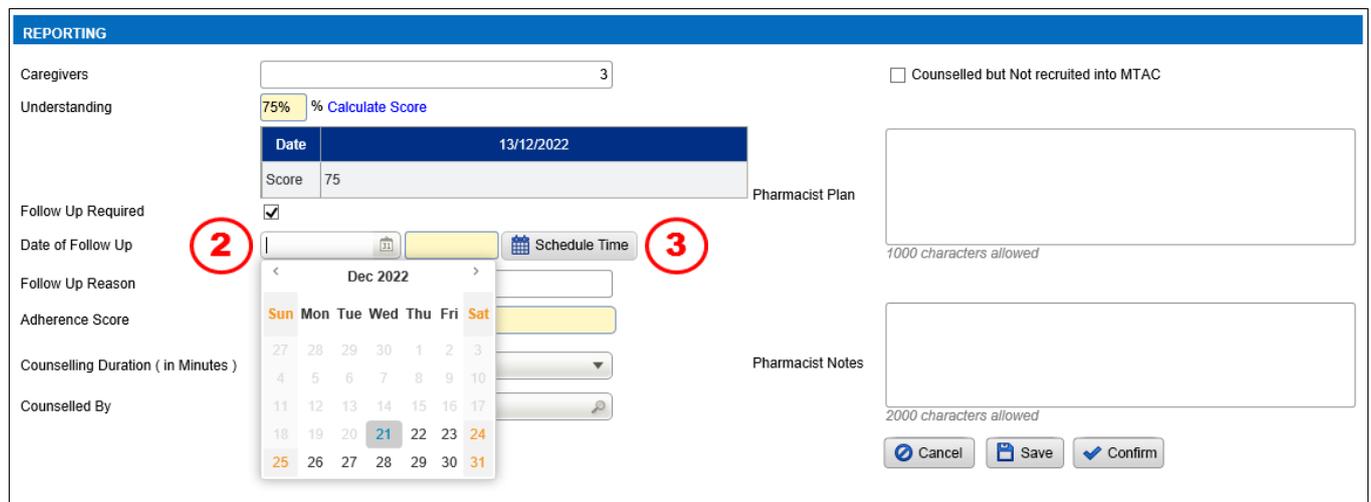
**STEP 1**

Check on the **Follow Up Required** by clicking on the  checkbox

**Note**

After click on Follow Up Required checkbox, system will display additional field as figure 3.2.3-2 which are:

- Date of Follow Up
- Follow Up Reason



**REPORTING**

Caregivers:

Understanding: 75% % Calculate Score

Date	13/12/2022
Score	75

Pharmacist Plan:

Follow Up Required:  (1)

Date of Follow Up:  (2)

Follow Up Reason:

Adherence Score:

Counselling Duration ( in Minutes ):

Counselled By: System PhIS

Counsellor but Not recruited into MTAC

Pharmacist Notes:

Buttons: Cancel, Save, Confirm

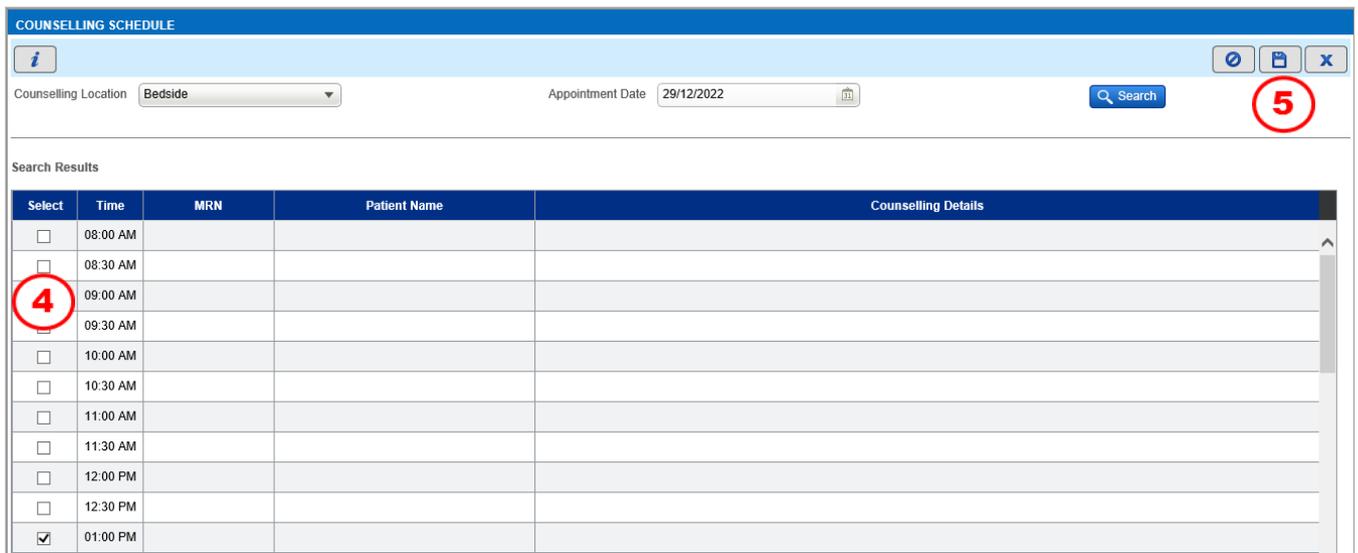
Figure 3.2.3-2 Medication Counselling Reporting (Individual)

**STEP 2**

Click on the **Date of Follow Up**  button to select date

**STEP 3**

Click on the  button to schedule for counseling and counselling schedule screen will appear as figure 3.2.3-3



Select	Time	MRN	Patient Name	Counselling Details
<input type="checkbox"/>	08:00 AM			
<input type="checkbox"/>	08:30 AM			
<input checked="" type="checkbox"/>	09:00 AM			
<input type="checkbox"/>	09:30 AM			
<input type="checkbox"/>	10:00 AM			
<input type="checkbox"/>	10:30 AM			
<input type="checkbox"/>	11:00 AM			
<input type="checkbox"/>	11:30 AM			
<input type="checkbox"/>	12:00 PM			
<input type="checkbox"/>	12:30 PM			
<input checked="" type="checkbox"/>	01:00 PM			

Figure 3.2.3-3 Counselling Schedule

**Note**

User is allowed to change **Counselling Location** and **Appointment Date**

**STEP 4**

Click on time slot  checkbox to select time for counselling

**STEP 5**

Click on the  button to save record

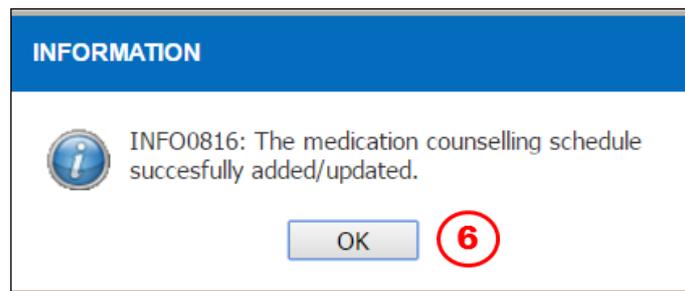
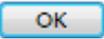


Figure 3.2.3-3 Information Alert Message

**STEP 6**

Click on the  button to confirm save record and information will be updated in the reporting as figure 3.2.3-4

**REPORTING**

Caregivers

Understanding  % [Calculate Score](#)

Date	13/12/2022
Score	75

Pharmacist Plan

Follow Up Required

Date of Follow Up

Follow Up Reason

Adherence Score

Counselling Duration ( in Minutes )

Counselled By

Counselling but Not recruited into MTAC

1000 characters allowed

2000 characters allowed

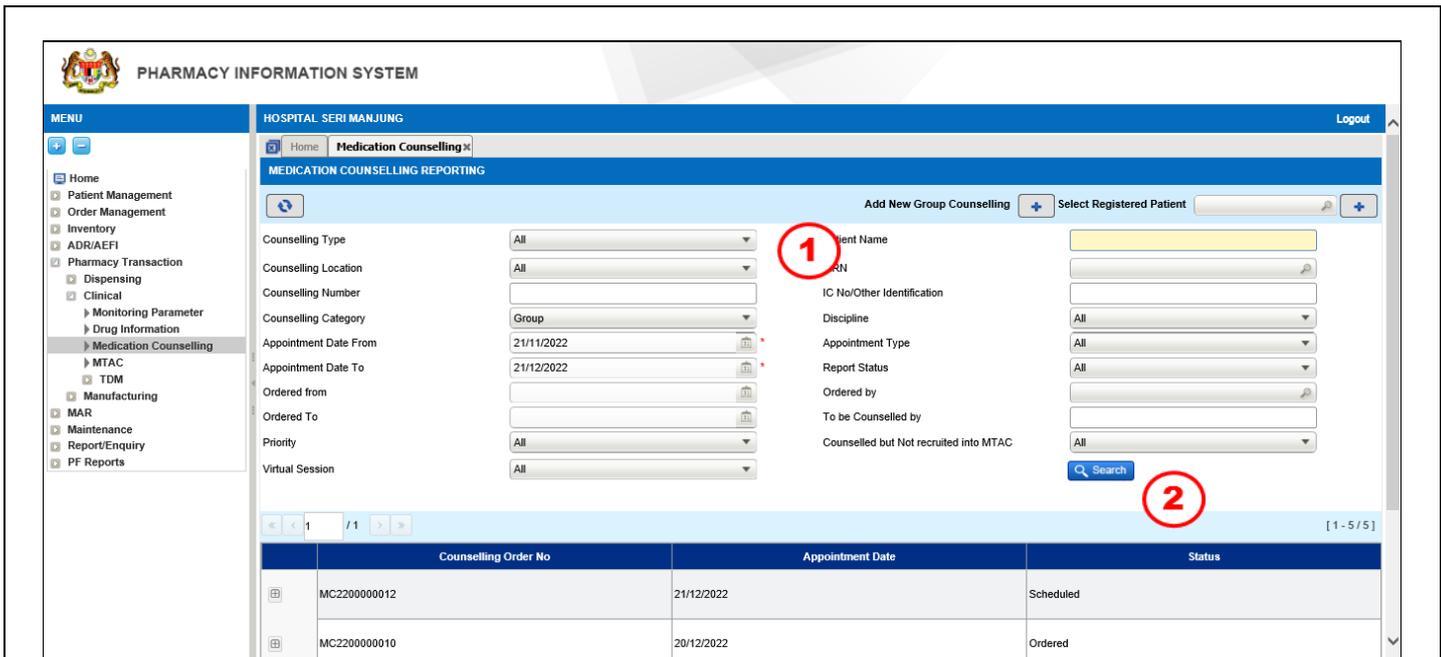
**Figure 3.2.3-4 Medication Counselling Reporting**

**Note**

*User can proceed to completing the reporting information and confirm the reporting*

### 3.2.4 View Existing Group Reporting

This function allows user to view group counselling report.



The screenshot displays the 'MEDICATION COUNSELLING REPORTING' interface. On the left is a 'MENU' sidebar with options like Home, Patient Management, Order Management, Inventory, ADR/AEFI, Pharmacy Transaction, Dispensing, Clinical, Monitoring Parameter, Drug Information, Medication Counselling, MTAC, TDM, Manufacturing, MAR, Maintenance, Report/Enquiry, and PF Reports. The main area has a top bar with 'HOSPITAL SERI MANJUNG' and 'Logout'. Below this is a breadcrumb trail: Home > Medication Counselling > MEDICATION COUNSELLING REPORTING. The interface includes a search bar with 'Add New Group Counselling' and 'Select Registered Patient' buttons. A form contains several filters: Counselling Type (All), Counselling Location (All), Counselling Number, Counselling Category (Group), Appointment Date From (21/11/2022), Appointment Date To (21/12/2022), Ordered from, Ordered To, Priority (All), and Virtual Session (All). On the right, there are fields for Patient Name (circled with a red '1'), MRN, IC No/Other Identification, Discipline (All), Appointment Type (All), Report Status (All), Ordered by, To be Counselling by, and Counselling but Not recruited into MTAC (All). A 'Search' button (circled with a red '2') is located below these fields. At the bottom, a table shows two records:

	Counselling Order No	Appointment Date	Status
<input type="checkbox"/>	MC2200000012	21/12/2022	Scheduled
<input type="checkbox"/>	MC2200000010	20/12/2022	Ordered

Figure 3.2.4-1 Reporting

**Note**

To view existing group order records, select Counselling Category as 'Group' and Status as 'Scheduled'.

**STEP 1**

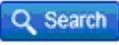
Search record based:-

No	Field	Description	Remark
a	Counselling Type	Counselling Type	Able to filter and search patient name by counselling Type
b	Counselling Location	Counselling Location (It will list down all active locations)	Able to filter and search patient name by counselling location
c	MRN	Patient Medical Record Number	Search option: • Type the MRN either full in or partially: <i>Example: HPSF00001234 or "1234"</i>
d	Counselling Number	Counselling Number	Able to filter and search patient name by entering counselling number
e	IC No/Other Identification	IC No/Other Identification	Able to filter and search patient name by entering IC No/Other Identification
f	Counselling Category	-Group -Individual	Able to filter and search patient name by counselling category
g	Discipline	Discipline (It will list down all active disciplines)	Able to filter and search patient name by discipline
h	Appointment Date From	Date	Able to filter and search patient name by date. Default to current date
i	Appointment Date To	Date	Able to filter and search patient name by date. Default to a month from current date
j	Appointment Type	-All -New -Follow Up	Able to filter and search patient name by appointment type

k	Report Status	-All -Ordered -Scheduled -Cancelled -In Progress -Confirmed	Able to filter and search patient name by status
l	Ordered from	Date	Able to filter and search patient name by ordered from date
m	Ordered To	Date	Able to filter and search patient name by ordered to date
n	Ordered by	Ordered person name	Able to filter and search patient name by name of person who ordered counselling
o	To be counselled by	Counsellor name	Able to filter and search by Counsellor name
p	Priority	-All -Routine -Urgent	Able to filter and search patient name by priority
q	Virtual Session	-All -Yes -No	Allow to filter and search patient name by Virtual Session
r	Counselled but Not Recruited Info MTAC	-All -Yes -No	Allow to filter and search patient name by counselled but not recruited info MTAC

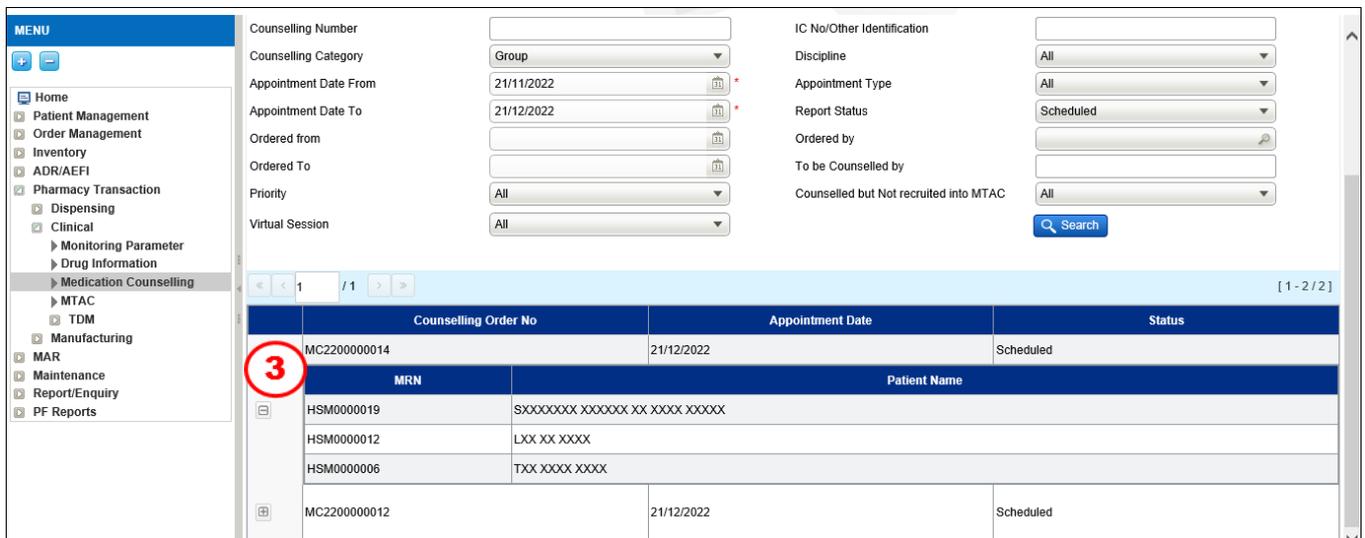
Table 3.2.4-1

**STEP 2**

Click on  button to search for the record(s)

**Note**

- Search results of current registered patient list will display:
  - Counselling Order No
  - Appointment Date
  - Status



The screenshot shows the application interface with a left-hand menu and a main content area. The main content area contains search filters for Counselling Number, Category, Date, and Status. Below the filters is a table with the following data:

Counselling Order No	Appointment Date	Status
MC220000014	21/12/2022	Scheduled
<b>MRN</b>		
<b>Patient Name</b>		
HSM0000019	SXXXXXXXXXXXXXXXXXXXX	
HSM0000012	LXX XX XXXX	
HSM0000006	TXX XXXX XXXX	
MC220000012	21/12/2022	Scheduled

Figure 3.2.4-2 Group Counselling

**STEP 3**

Double click on the selected counselling order no. as shown in Figure 3.2.4-2 and detailed information will be displayed as shown in Figure 3.2.4-3

**Note**

Click on the  button to expand and view group counselling patient MRN and patient name.

**MEDICATION COUNSELLING REPORTING (GROUP)**

 
Order Details 

[Drug Database](#)

Virtual Session: **No**

Date of Counselling:  Discipline:

Counselling Topics:

**Patient Registration List**

No	MRN	Patient Name	Attend
1	HSM0000019	SXXXXXXXX XXXXXX XX XXXX XXXXX	<input type="checkbox"/> No
2	HSM0000012	LXX XX XXXX	<input type="checkbox"/> No
3	HSM0000006	TXX XXXX XXXX	<input type="checkbox"/> No

No of patient's schedule

No of patient's attended

No of caregiver's attended

Total attendance

Pharmacist Notes

Counselled By

Material and Technique Used

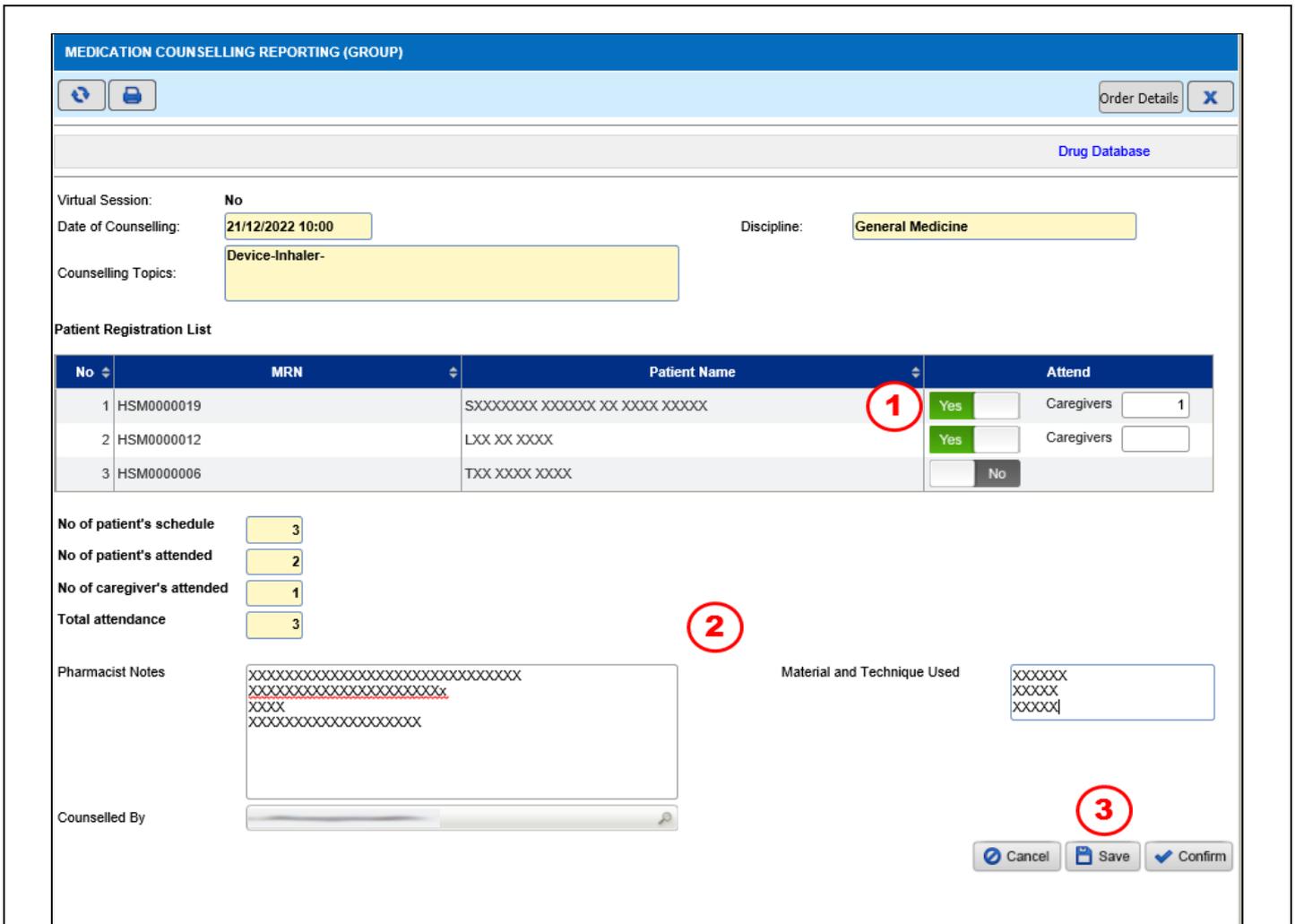
**Figure 3.2.4-3 Medication Counselling Reporting (Group)**

**Note**

- Once user clicks on the selected counselling order no, the Medication Counselling Reporting (Group) window will be displayed as shown in Figure 3.2.4-3.
- It will display the below information:
  - Virtual Session
  - Date of Counselling
  - Counselling Topics
  - Discipline
  - Drug database
  - Counselling material
  - Patient Registration List
  - Attendance record

### 3.2.5 Group Reporting

This function allows user to record group counselling reports.



The screenshot shows the 'MEDICATION COUNSELLING REPORTING (GROUP)' interface. At the top, there are navigation icons and an 'Order Details' button. Below is a 'Drug Database' link. The main form includes fields for 'Virtual Session' (No), 'Date of Counselling' (21/12/2022 10:00), 'Discipline' (General Medicine), and 'Counselling Topics' (Device-Inhaler-). A 'Patient Registration List' table is present with columns for No, MRN, Patient Name, and Attend. The 'Attend' column has 'Yes' and 'No' buttons, and a 'Caregivers' input field. Below the table are summary statistics: 'No of patient's schedule' (3), 'No of patient's attended' (2), 'No of caregiver's attended' (1), and 'Total attendance' (3). There are also text areas for 'Pharmacist Notes' and 'Material and Technique Used', and a 'Counselled By' dropdown. At the bottom right, there are 'Cancel', 'Save', and 'Confirm' buttons. Red circles with numbers 1, 2, and 3 highlight the 'Yes' button in the 'Attend' column, the 'Total attendance' field, and the 'Save' button, respectively.

No	MRN	Patient Name	Attend
1	HSM0000019	SXXXXXXXX XXXXXX XX XXXX XXXXX	Yes <input type="checkbox"/> Caregivers <input type="text" value="1"/>
2	HSM0000012	LXX XX XXXX	Yes <input type="checkbox"/> Caregivers <input type="text"/>
3	HSM0000006	TXX XXXX XXXX	No <input type="checkbox"/>

Figure 3.2.5-1 Medication Counselling Reporting (Group)

**Note**

Repeat step 1 to 3 as in section [3.2.4 View Existing Group Reporting](#) before performing Group Reporting steps.

**STEP 1**

Click on the  Yes  button to record patient attendance

**Note**

If caregivers are present, enter the number of caregivers present

**STEP 2**

Enter **Pharmacist Notes** and **Material and Technique Used** if applicable

**STEP 3**

Click on the  button to save record and Information Message will be display as figure 3.2.5-2





**STEP 7**



Click on the  button to print the report as Figure 3.2.5-6



**GROUP MEDICATION COUNSELLING REPORT**  
**Hospital Seri Manjung**  
**Seri Manjung, 32200, Seri Manjung, Perak.**  
**056896600**

---

<b>Counselling Topic</b> : Device-Inhaler-	<b>Virtual Session</b> : No
<b>Date</b> : 21/12/2022	<b>Total Patient Scheduled</b> : 3
<b>Counselling No</b> : MC2200000014	<b>% of Attendance</b> : 66.7%
<b>Material &amp; Technique Used</b> : XXXXXX XXXXX XXXXX	

**Attendance List :**

No	Patient Name	MRN	Attendance (Y/N)	Caregivers Attended
1	TXX XXXX XXXX	HSM0000006	No	0
2	LXX XX XXXX	HSM0000012	Yes	0
3	SXXXXXXXX XXXXXX XX XXXX XXXXX	HSM0000019	Yes	1
<b>Total Attendance</b>			<b>2</b>	<b>1</b>
			<b>3</b>	

**Pharmacist** :

**Pharmacist Notes** : XX  
XXXXXXXXXXXXXXXXXXXXXXXXXXXX  
XXXX  
XXXXXXXXXXXXXXXXXXXXXXXXXXXX

**Figure 3.2.5-6 Reporting on Group**

## 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		