



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

Pharmacy Based User Manual Outpatient Pharmacy

Version	: 10th EDITION
Document ID	: PB_U. MANUAL_OUTPATIENT PHARMACY



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Application reference: PhIS& CPS v2.1 & v2.2

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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 that geared toward pharmacy excellence. This implementation would transform most of the current manual process to electronic system would benefit facility end user in the health care sector.

There are 12 modules to assist service 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 (CDR), Parenteral Nutrition (PN), IV Admixture & Eye Drop, Radiopharmaceuticals and Extemporaneous
8. Adverse Drug Reaction & Drug Allergic Card (ADR & DAC)
9. Clinical Pharmacokinetics Services (TDM)
10. Drug Information & Consumer Education (DICE)
11. Medication Therapy Adherence Clinic (MTAC)
12. Data Mining (PhARM)

1.2 Purpose and Objectives

This user manual outlines the Outpatient - Record Prescription module and its key features and functionalities. The primary objective is to guide users through the process of completing PhIS application process.

User will understand the following activities in details:

- Record Prescription
- Dispensing Process





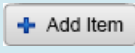





1.3 Organised Sections

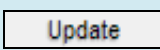
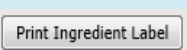
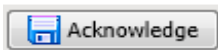
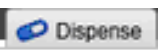
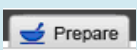
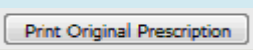


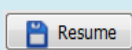
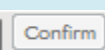

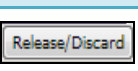

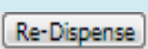


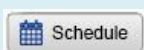
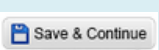



These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Outpatient Pharmacy
- Section 4 : Acronyms

2.0 Application Standard Features

2.1 PhIS Legend

Standard Legend			
	Login to PhIS		Logout from PhIS
	Reset Login Screen		Expand Menu
	Display Home Tab		Expand Module
	Close All Open Tabs		Refresh Screen
	Add/Create New Record		Show Help
	Mandatory Field		Calendar Icon
	Close Window		Radio Button
	Edit Record		Cancel
	Save		Add Item to the list
	Export and Open Report in Excel Format		Automatically Display/Retrieve Box
	Request for Approval		Cancel the Request
	Send for Approval		Approve Transaction
	Change Login Password		Collapse Menu
	Collapse Module		Search Record
	Print		Search Icon
	Checkbox		Delete Record
	Delete Item from the list		Empty Text Box
	Dropdown Box		Reject Transaction

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

Note

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

3.0 Outpatient Pharmacy

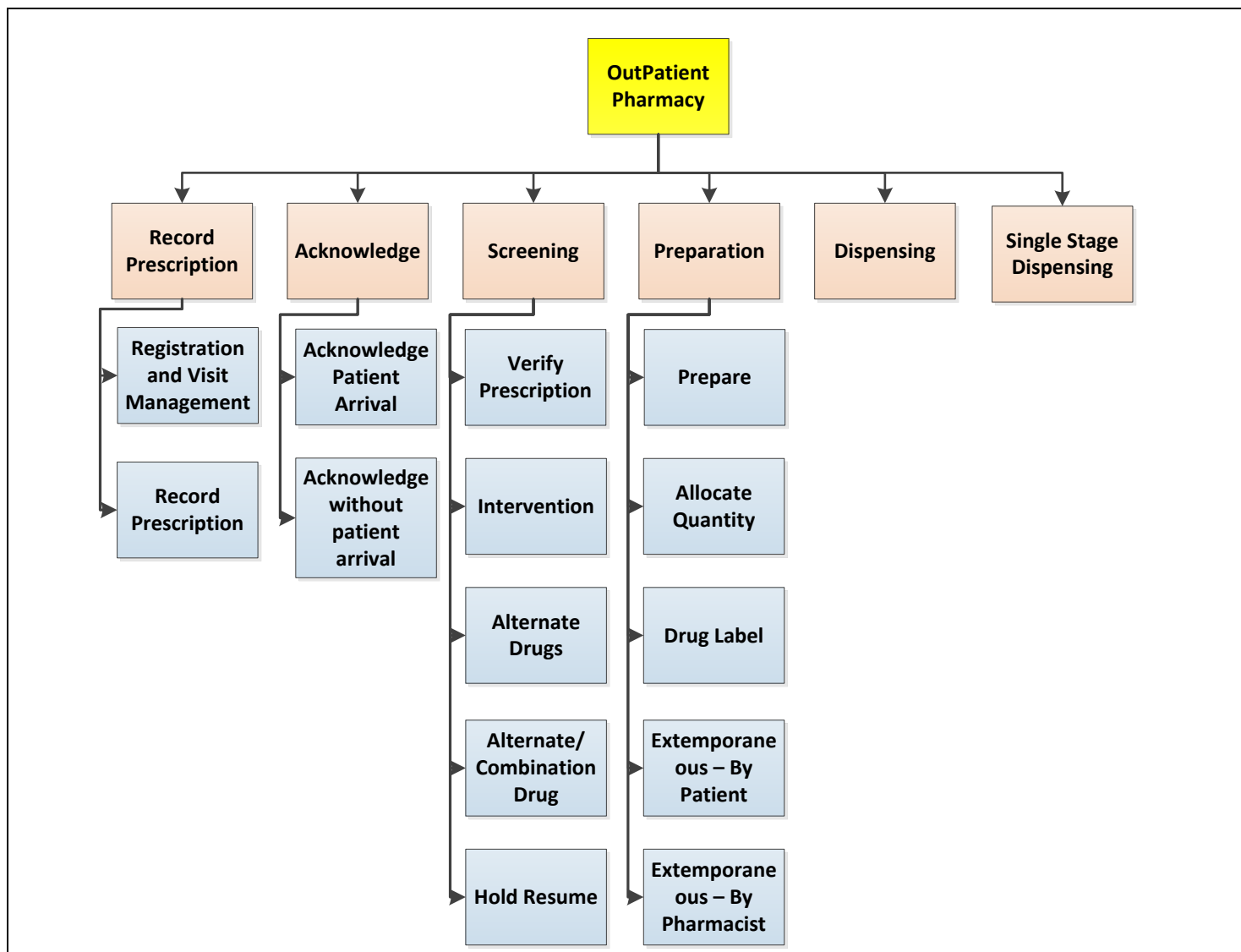
Overview

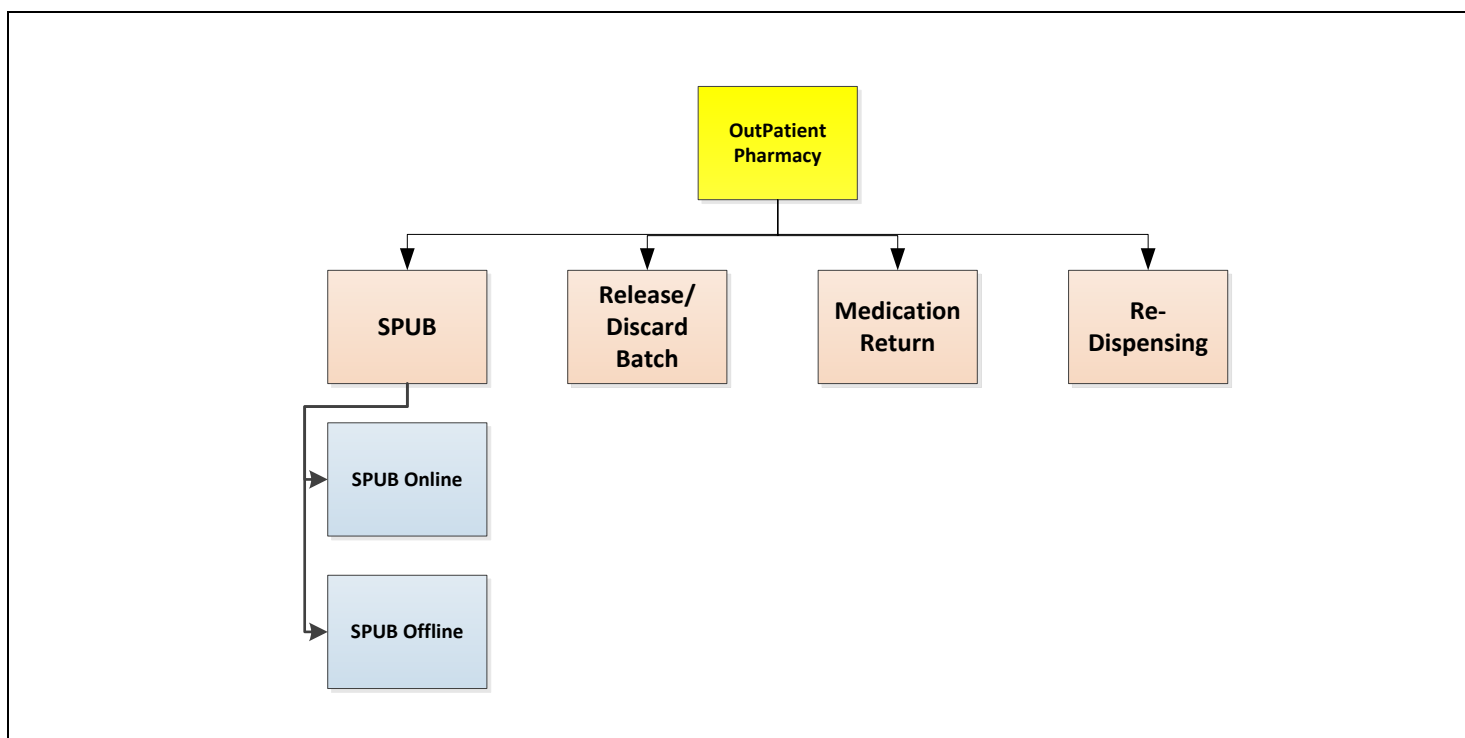
The Outpatient Pharmacy module include implementing safe, organized, and efficient drug-dispensing systems is essential for controlling costs and assuring that the medical prescription is safely followed as requested within the appropriate deadline. An appropriate dispensing system is an important ally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

User Group

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

Functional Diagram





Functional Description

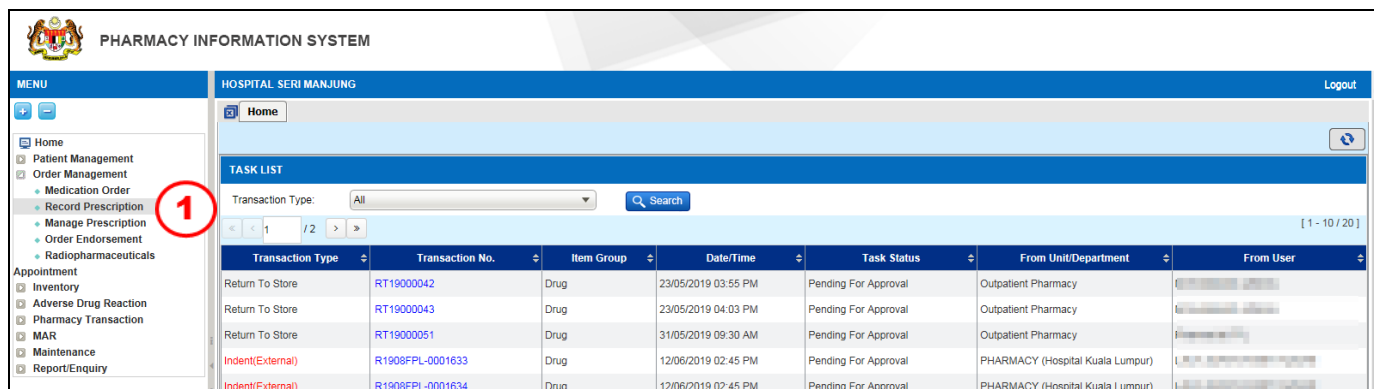
- Record Prescription**
 Record prescription function is used to transfer manual prescription to online prescription. All prescriptions are required to be key in into system in order to proceed with dispensing process such as patient demographic and order details. Record prescription is combination of 2 process which is ordering and dispensing which consist of ordering, acknowledgement, verification, preparation and dispensing in single workflow.
- Acknowledgement**
 Acknowledgement function will be used as an acknowledgement process for prescription during patient arrival or without patient arrival at Outpatient pharmacy. Prescription must go through the acknowledgement process in order to dispense the medication. With this functionality, user able to manage the dispensing process with more efficient and effective.
- Screening and Verification**
 Screening and verification function is for user to do the checking and verification on the record prescription ordered from prescriber. In this screen, system provide some sub-functions like intervention, hold/resume and allocate drug batch. Some information related to the patient as drug interaction (MIMS), patient allergy, lab result, drug info details also provided to minimize medication error during verification process.
- Preparation**
 The preparation function allow user to allocate drug quantity and batch to be dispense based on the transcribed prescription. This function is integrated with inventory system where the stock will be auto deduct after dispensing process. Drug label can be generating 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 is provided.
- **SPUB**
SPUB is to transfer partial medication order from current facilities to referring facilities. SPUB R1 form will contain the patient's information and prescription to be dispensed at referring hospital.
- **Release Batch**
Release batch function will be used when user decide to un-packed the reserved/prepared drugs. All the release drugs such as tablets, capsule and other than liquid will be returned back to stock.
- **Medication Return**
Medication return is the function where user able to record the returned medication from the patient or units into the system. With this functionality user able to track the transaction record and able to manage the stock in proper way.
- **Medication Re-Dispense**
Allow the user to re-issue medication to the patient due to spilled, broken or lost. Only authorized users will be able to access this process.

3.1 Outpatient : Record Prescription

3.1.1 Search Registered Patient

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



Transaction Type	Transaction No.	Item Group	Date/Time	Task Status	From Unit/Department	From User
Return To Store	RT19000042	Drug	23/05/2019 03:55 PM	Pending For Approval	Outpatient Pharmacy	
Return To Store	RT19000043	Drug	23/05/2019 04:03 PM	Pending For Approval	Outpatient Pharmacy	
Return To Store	RT19000051	Drug	31/05/2019 09:30 AM	Pending For Approval	Outpatient Pharmacy	
Indent(External)	R1908FPL-0001633	Drug	12/06/2019 02:45 PM	Pending For Approval	PHARMACY (Hospital Kuala Lumpur)	
Indent(External)	R1908FPL-0001634	Drug	12/06/2019 02:45 PM	Pending For Approval	PHARMACY (Hospital Kuala Lumpur)	

Figure 3.1.1-1 PhIS Home page

STEP 1

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

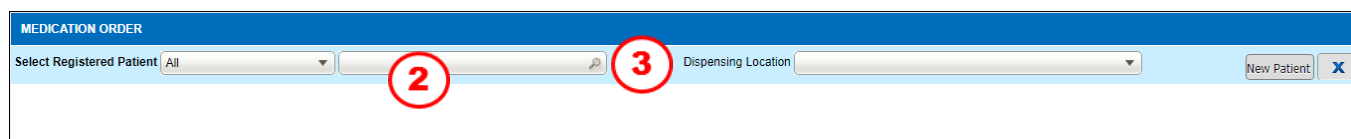


Figure 3.1.1-2 Medication Order

Note


User able to search select Registered Patient:

- All
- Patient ID Number
- Patient Name
- Patient MRN

STEP 2

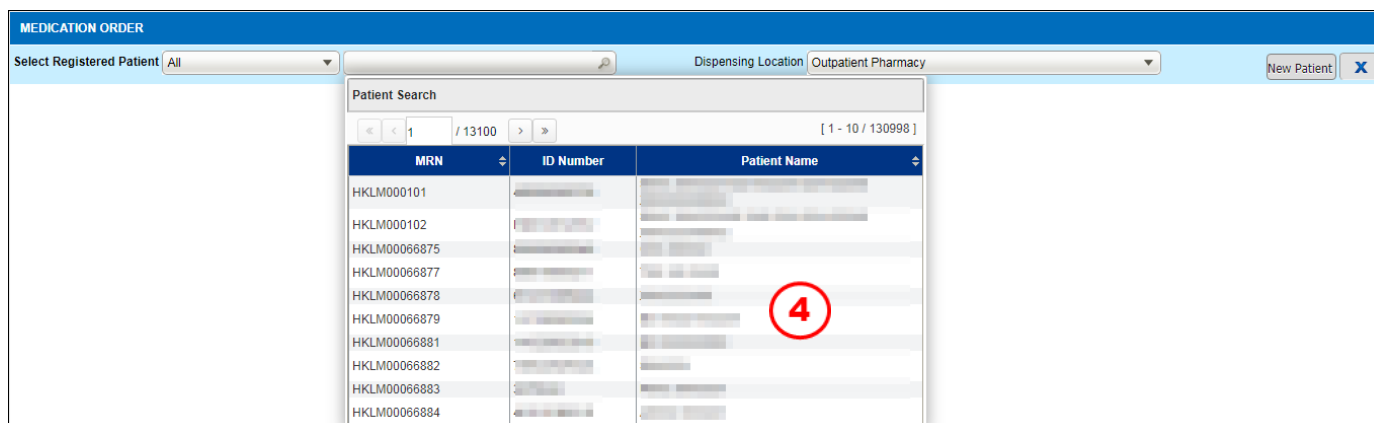
Enter registered patient name

STEP 3

Click on the  button to search for a registered patient

Note

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

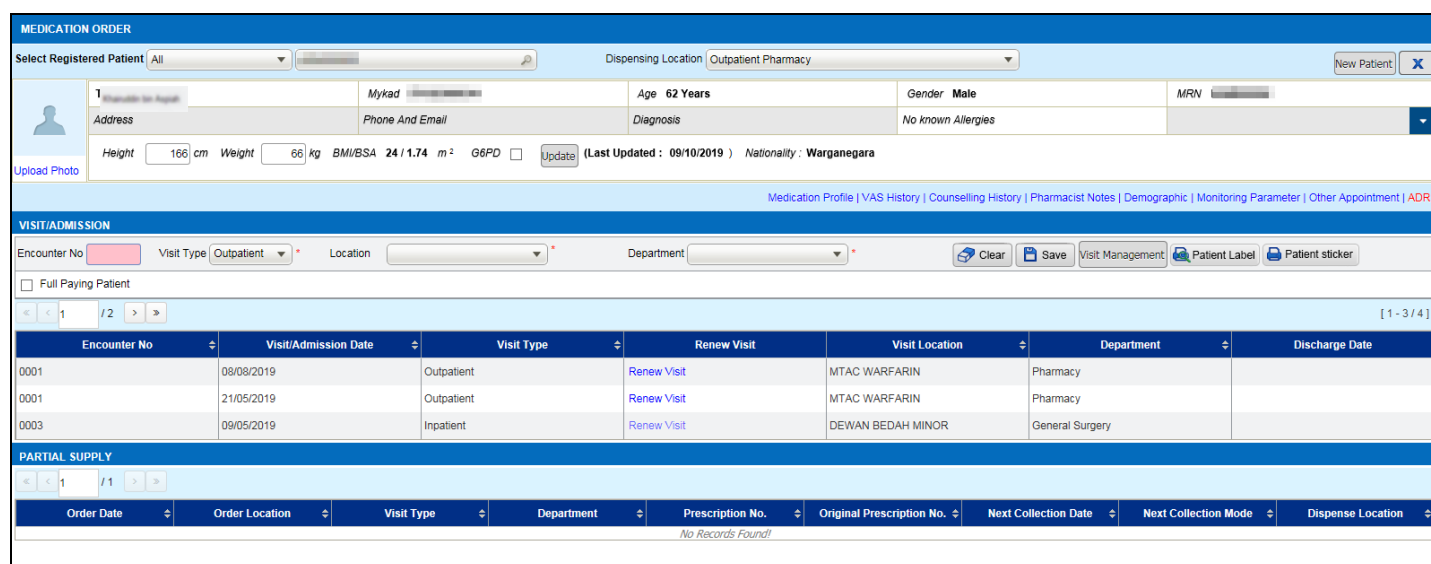


MRN	ID Number	Patient Name
HKLM000101		
HKLM000102		
HKLM00066875		
HKLM00066877		
HKLM00066878		
HKLM00066879		
HKLM00066881		
HKLM00066882		
HKLM00066883		
HKLM00066884		

Figure 3.1.1-3 Search Patient

STEP 4

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



Patient Details:

1. Mykad: [Redacted] Age: 62 Years Gender: Male MRN: [Redacted]

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

Height: 166 cm Weight: 66 kg BMI/BSA: 24 / 1.74 m² G6PD: [] Update (Last Updated: 09/10/2019) Nationality: Warganegara

VISIT/ADMISSION

Encounter No: [Redacted] Visit Type: Outpatient Location: [Redacted] Department: [Redacted]

☐ Full Paying Patient

Encounter No	Visit/Admission Date	Visit Type	Renew Visit	Visit Location	Department	Discharge Date
0001	08/08/2019	Outpatient	Renew Visit	MTAC WARFARIN	Pharmacy	
0001	21/05/2019	Outpatient	Renew Visit	MTAC WARFARIN	Pharmacy	
0003	09/05/2019	Inpatient	Renew Visit	DEWAN BEDAH MINOR	General Surgery	

PARTIAL SUPPLY

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

Figure 3.1.1-4 Medication Order Screen

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.

MEDICATION ORDER

Select Registered Patient: [All] [Search] Dispensing Location: [Outpatient Pharmacy] [New Patient] [X]

1 [Searchable for Appointment] Myk [Searchable for Appointment] Age: 62 Years Gender: Male MRN: [Searchable]

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

Height: 166 cm Weight: 66 kg BMI/BSA: 24 / 1.74 m² G6PD: [] Update (Last Updated: 09/10/2019) Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

Encounter No: [] Visit Type: [Outpatient] * Location: [] * Department: [] * Clear Save Visit Management Patient Label Patient sticker

☐ Full Paying Patient

< 1 / 2 >

Encounter No	Visit/Admission Date	Visit Type	Renew Visit	Visit Location	Department	Discharge Date
0001	08/09/2019	Outpatient	Renew Visit	MTAC WARFARIN	Pharmacy	
0001	21/05/2019	Outpatient	Renew Visit	MTAC WARFARIN	Pharmacy	
0003	09/05/2019	Inpatient	Renew Visit	DEWAN BEDAH MINOR	General Surgery	

[1 - 3 / 4]

PARTIAL SUPPLY

< 1 / 1 >

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

Figure 3.1.1-5 Visit/Admission Detail

STEP 5

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

MEDICATION ORDER

Select Registered Patient: [All] [Search] Dispensing Location: [Outpatient Pharmacy] [New Patient] [X]

N [Searchable for Appointment] XXXXX XXXXX XXXX XXXXXX Mykad [Searchable for Appointment] Age: 31 Years 11 Months 27 Days Gender: Female MRN: [Searchable]

Address: [Searchable] Phone And Email: [Searchable] Diagnosis: [Searchable] Known Allergies

Height: 162 cm Weight: 62 kg BMI/BSA: 23.6 / 1.67 m² G6PD: [X] Update (Last Updated: 10/10/2019) Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

Encounter No: 0001 Visit Type: [Inpatient] * Location: WAD 2 * Department: Obstetrics and Gynaecology * Clear Visit Management Patient Label Patient sticker

Bed No: [] Breast Feeding: [] Pregnant: [] Week: []

VISIT RECORD

Queue Series: [Normal] Queue No: [] Discharge Medication: [] Original Prescription Serial Number: [] Clinic TCA: []

NORMAL ORDER - DRUG DETAILS View Order Draft Confirm

Total Price: RM 0.00

Alert	Drug Name	Order Details	Order Qty	Drug Info

Original Prescriber Name: [] Advanced Search

Drug: []

Dosage: [0] []

Admin Route: []

Frequency: [] Dosage Schedule: []

Duration: []

Start Date / Time: 23/10/2019 10:24 AM

End Date / Time: 23/10/2019 10:24 AM

Order Quantity: [0] []

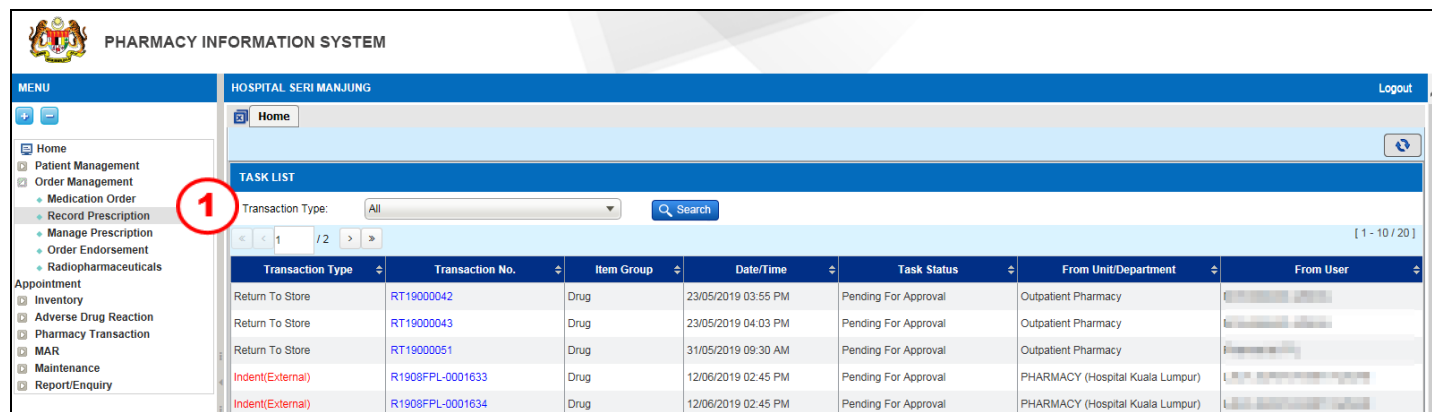
Drug Indication: []

☐ Own Medication
☐ Ward Stock
☐ Patient Require Counselling

Figure 3.1.1-6 Medication Order Detail

3.1.2 New Patient Registration

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



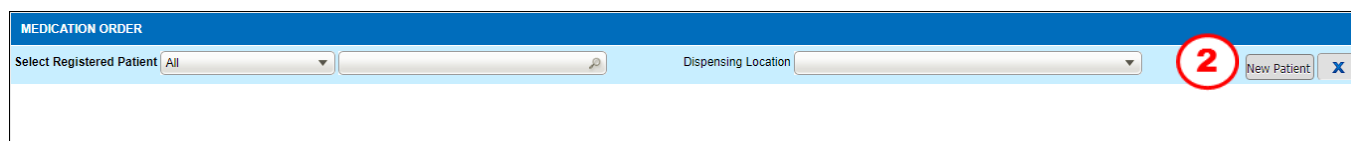
The screenshot shows the PhIS Home Page. On the left is a 'MENU' sidebar with options like Home, Patient Management, Order Management, Medication Order, Record Prescription, Manage Prescription, Order Endorsement, Radiopharmaceuticals, Appointment, Inventory, Adverse Drug Reaction, Pharmacy Transaction, MAR, Maintenance, and Report/Enquiry. The main area is titled 'HOSPITAL SERI MANJUNG' and includes a 'Home' button, a 'TASK LIST' section with a search bar, and a table of transactions. A red circle with the number '1' highlights the 'Record Prescription' menu item.

Transaction Type	Transaction No.	Item Group	Date/Time	Task Status	From Unit/Department	From User
Return To Store	RT19000042	Drug	23/05/2019 03:55 PM	Pending For Approval	Outpatient Pharmacy	
Return To Store	RT19000043	Drug	23/05/2019 04:03 PM	Pending For Approval	Outpatient Pharmacy	
Return To Store	RT19000051	Drug	31/05/2019 09:30 AM	Pending For Approval	Outpatient Pharmacy	
Indent(External)	R1908FPL-0001633	Drug	12/06/2019 02:45 PM	Pending For Approval	PHARMACY (Hospital Kuala Lumpur)	
Indent(External)	R1908FPL-0001634	Drug	12/06/2019 02:45 PM	Pending For Approval	PHARMACY (Hospital Kuala Lumpur)	

Figure 3.1.2-1 PhIS Home Page

STEP 1

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

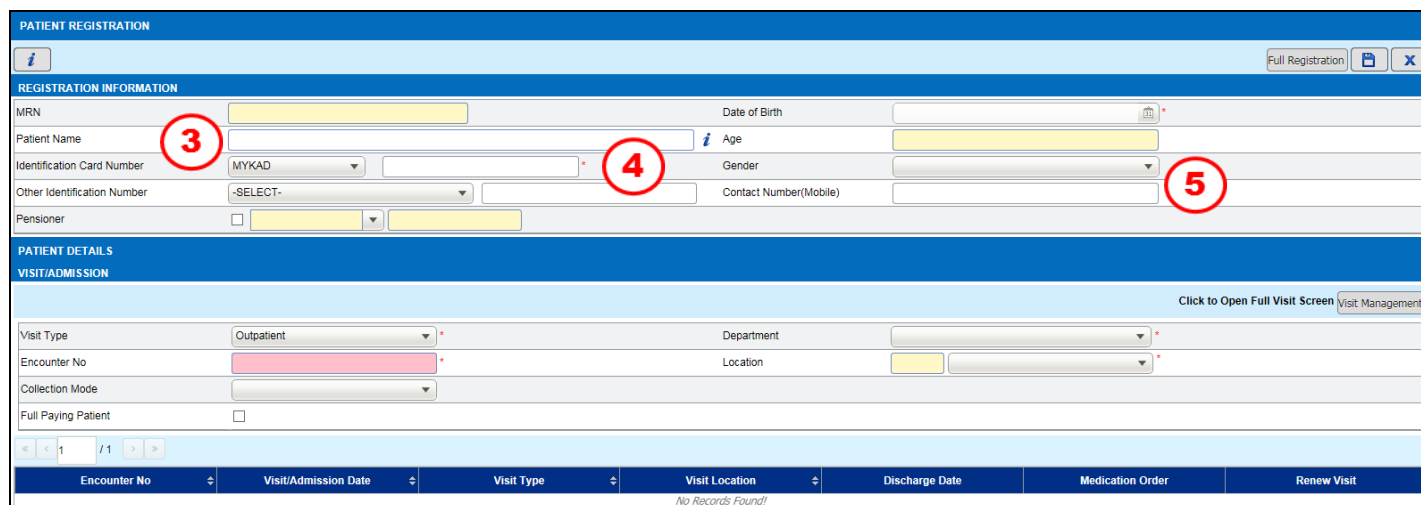


The screenshot shows the 'MEDICATION ORDER' screen. It has a header bar with 'Select Registered Patient' and a dropdown menu set to 'All'. Below this is a 'Dispensing Location' dropdown menu. A red circle with the number '2' highlights a 'New Patient' button with a blue 'X' icon.

Figure 3.1.2-2 Transcribe Order Create New Patient

STEP 2

Click on the **New Patient** to register for new patient



The screenshot shows the 'PATIENT REGISTRATION' screen. It has a header bar with 'Full Registration' and a blue 'X' icon. Below this is the 'REGISTRATION INFORMATION' section with fields for MRN, Patient Name, Identification Card Number, Other Identification Number, Pensioner, Date of Birth, Age, Gender, and Contact Number(Mobile). Red circles with numbers 3, 4, and 5 highlight the Patient Name, Identification Card Number, and Contact Number(Mobile) fields respectively. Below this is the 'PATIENT DETAILS' section with fields for Visit Type, Department, Encounter No, Location, Collection Mode, and Full Paying Patient. A 'Click to Open Full Visit Screen' link is also present. At the bottom is a table with columns: Encounter No, Visit/Admission Date, Visit Type, Visit Location, Discharge Date, Medication Order, and Renew Visit. A message 'No Records Found!' is displayed below the table.

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
 - MYKAS
 - MYPR
 - MILITARY CARD NUMBER
 - MOTHER IC
 - OLD IC
 - PASSPORT
 - PENSION CARD
 - POLICE CARD NUMBER
 - UNHCR
 - UNKNOWN PATIENT
 - Work permit and enter the relevant number.

STEP 5

Enter **Contact Number (Mobile)**

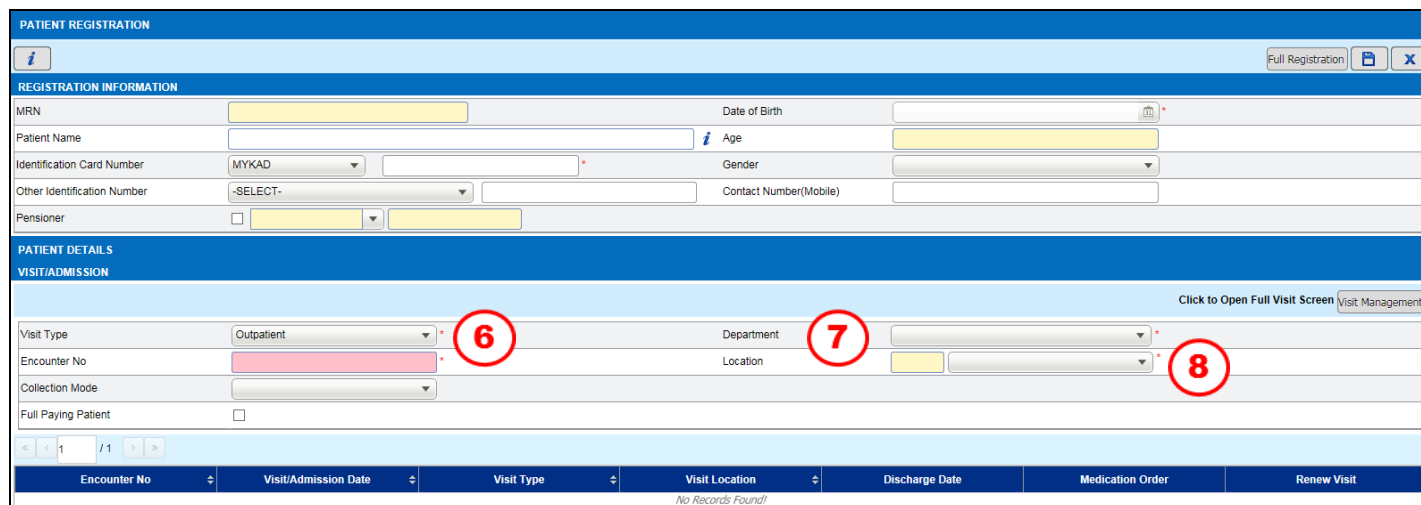


Figure 3.1.2-4 Visit/Admission

STEP 6

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

- Daycare
- Emergency
- Inpatient

- Outpatient
- Outsource
- SPUB
- Walk-in

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.
- User is allowed to choose Collection Mode from the dropdown menu
- If the patient is a Full Paying Patient, user is allowed to check on the **Full Paying Patient** ☐ checkbox
- Click on the  button to save the record and medication order screen will display as per Figure 3.1.2-5.
- After click the save button, system will automatically generate the **MRN** (Medical Record Number)
- Click on the **Full Registration** to assess 'Full Registration' Screen.
- Another option to register a new patient is to click on the **New Patient Registration** button located under Patient Quick Registration that will display the same screen as Figure 3.1.2-3.

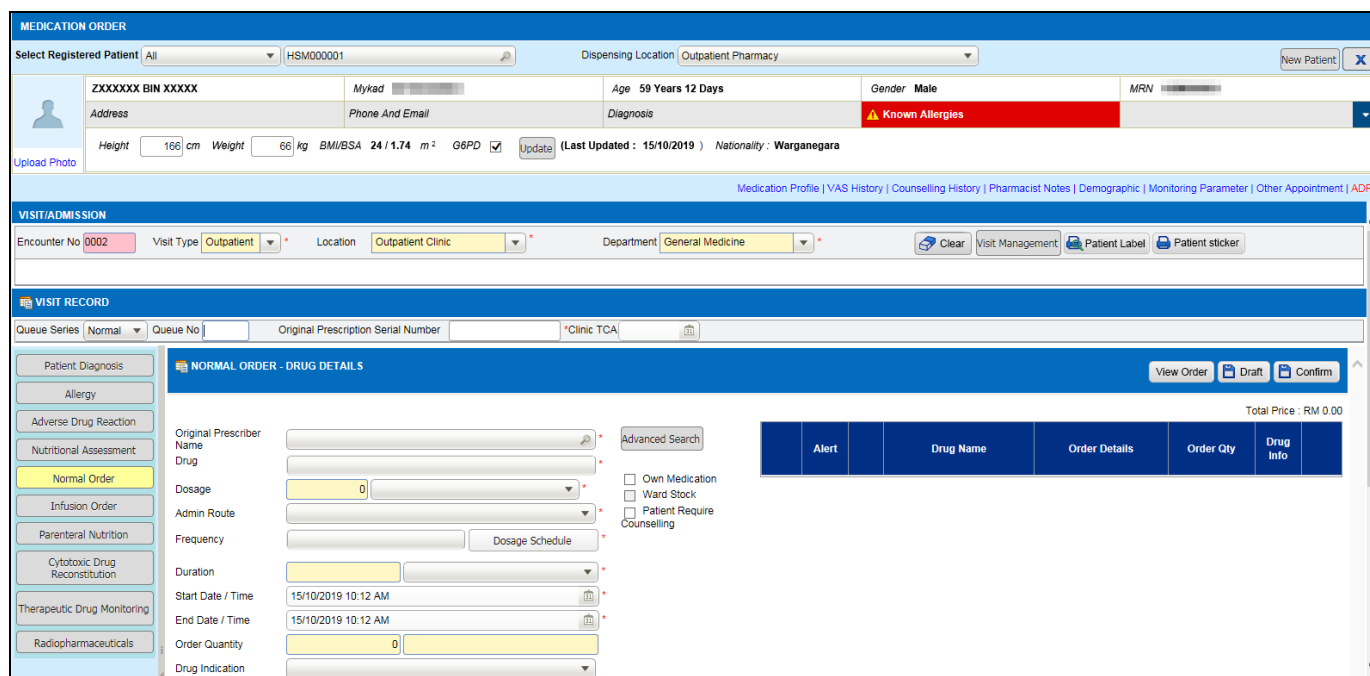
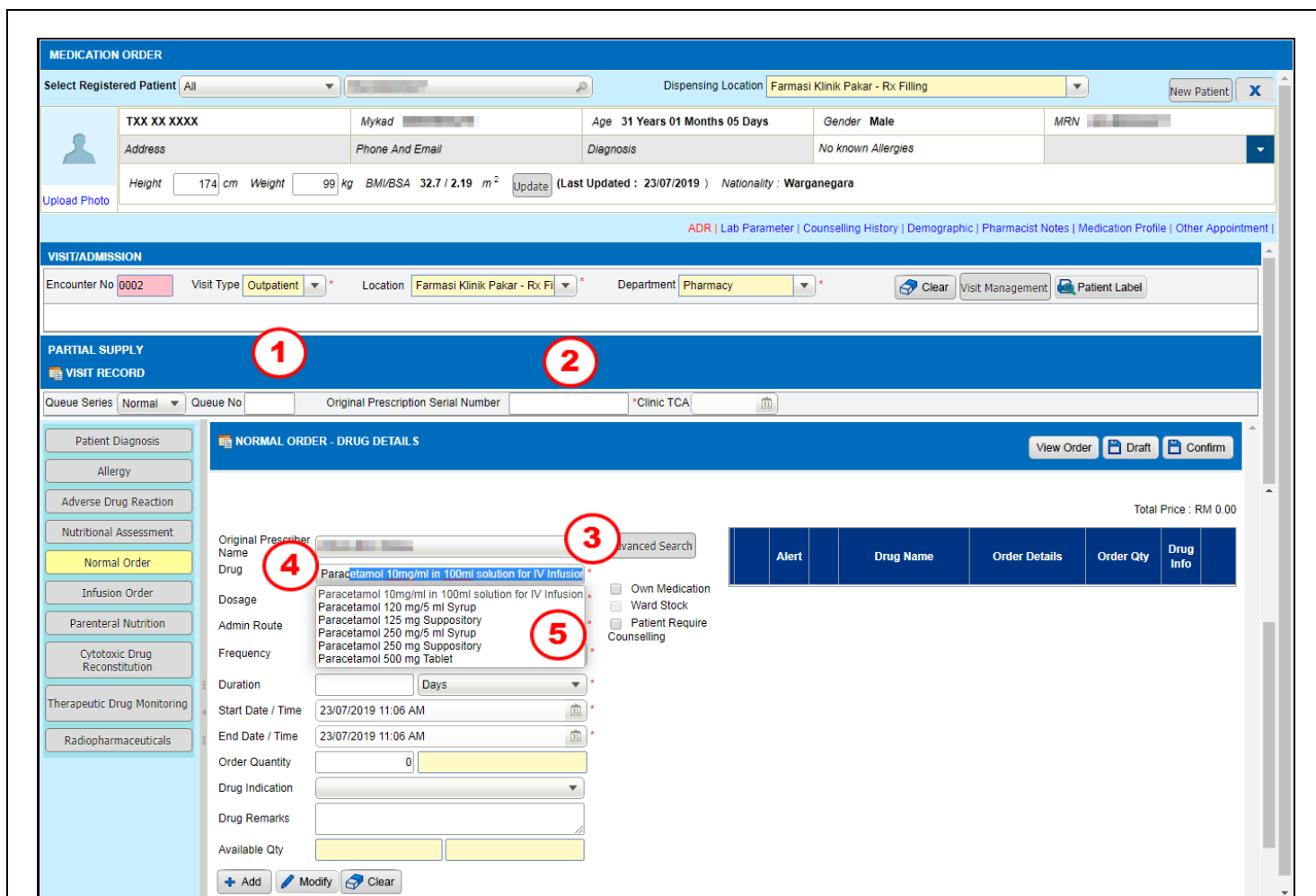


Figure 3.1.2-5 Medication Order

3.1.3 Record Prescription

To record patient prescription, please perform the steps below.



MEDICATION ORDER

Select Registered Patient: All [Patient Name] Dispensing Location: Farmasi Klinik Pakar - Rx Filling [New Patient]

Patient Information: TXX XX XXXX, Mykad [ID], Age 31 Years 01 Months 05 Days, Gender Male, MRN [ID], Address, Phone And Email, Diagnosis, No known Allergies, Height 174 cm, Weight 99 kg, BMI/BSA 32.7 / 2.19 m², Update (Last Updated: 23/07/2019), Nationality: Warganegara

VISIT/ADMISSION: Encounter No 0002, Visit Type Outpatient, Location Farmasi Klinik Pakar - Rx Fi, Department Pharmacy, Clear, Visit Management, Patient Label

PARTIAL SUPPLY: Queue Series Normal, Queue No, Original Prescription Serial Number, *Clinic TCA

NORMAL ORDER - DRUG DETAILS: View Order, Draft, Confirm

Left Sidebar: Patient Diagnosis, Allergy, Adverse Drug Reaction, Nutritional Assessment, Normal Order (highlighted), Infusion Order, Parenteral Nutrition, Cytotoxic Drug Reconstitution, Therapeutic Drug Monitoring, Radiopharmaceuticals

Drug Details: Original Prescriber Name [Field 3], Drug [Field 4], Dosage, Admin Route, Frequency, Duration, Start Date / Time, End Date / Time, Order Quantity, Drug Indication, Drug Remarks, Available Qty

Drug List: Paracetamol 10mg/ml in 100ml solution for IV Infusion (highlighted with 5), Paracetamol 120 mg/5 ml Syrup, Paracetamol 125 mg Suppository, Paracetamol 250 mg/5 ml Syrup, Paracetamol 250 mg Suppository, Paracetamol 500 mg Tablet

Advanced Search: Own Medication, Ward Stock, Patient Require Counselling

Table:

Alert	Drug Name	Order Details	Order Qty	Drug Info

Total Price: RM 0.00

+ Add, Modify, Clear

Figure 3.1.3-1 Normal Order Detail Screen

STEP 1

Enter **Queue No**

STEP 2

Enter **Original Prescription Serial Number**

STEP 3

Search the **Original Prescriber Name** by enter keyword

STEP 4

Search **Drug** by enter keyword of the drug name

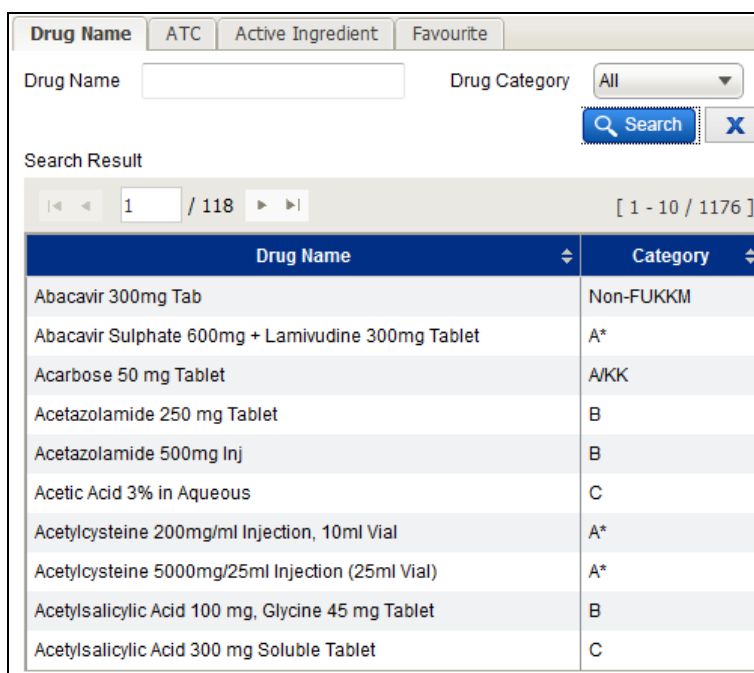
STEP 5

Click on the selected drug from displayed list

Note

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

- The **Advanced Search** screen displays information as below:
 - Drug Name
 - ATC
 - Active Ingredient
 - Favourite



Drug Name | ATC | Active Ingredient | Favourite

Drug Name Drug Category All

Search Result

1 / 118 [1 - 10 / 1176]

Drug Name	Category
Abacavir 300mg Tab	Non-FUKKM
Abacavir Sulphate 600mg + Lamivudine 300mg Tablet	A*
Acarbose 50 mg Tablet	A/KK
Acetazolamide 250 mg Tablet	B
Acetazolamide 500mg Inj	B
Acetic Acid 3% in Aqueous	C
Acetylcysteine 200mg/ml Injection, 10ml Vial	A*
Acetylcysteine 5000mg/25ml Injection (25ml Vial)	A*
Acetylsalicylic Acid 100 mg, Glycine 45 mg Tablet	B
Acetylsalicylic Acid 300 mg Soluble Tablet	C

Figure 3.1.3-2 Advance Search : Drug Name

Note

a) Search by **DrugName** tab

- Enter Drug name
- Select and enter Drug Category from drop down box
 - A
 - A*
 - A/KK
 - B
 - C
 - C+
- Search results be displayed after clicking on button. Click on the selected drug to continue prescribing.

Drug Name
ATC
Active Ingredient
Favourite

Anatomical Main Group: CARDIOVASCULAR S
Chemical Subgroup: Digitalis glycosides
Therapeutic Subgroup: CARDIAC THERAPY
Chemical Substance: digoxin
Pharmacological Subgroup: CARDIAC GLYCOSID

Search
X

Search Result

1 / 1 [1 - 3 / 3]

Form	Active Ingredient	Category	Route	Strength
Oral Tablet	Digoxin	B	Oral	0.25 mg
Parenteral Solution	Digoxin	A	Intravenous	500 mcg
Oral Solution	Digoxin	B	Oral	50 mcg

Figure 3.1.3-3 Advance Search : ATC

Note

b) Search by ATC tab

- Select and enter the ATC group/subgroup from dropdown box from level from 1 to 5
 - Anatomical Main Group
 - Therapeutic Subgroup
 - Pharmacological Subgroup
 - Chemical Subgroup
 - Chemical Substance
- Search results will be displayed after clicking on Search button. Click on the selected drug to continue prescribing.

Drug Name
ATC
Active Ingredient
Favourite

Active Ingredient:
Dosage Form:
Admin Route:

Search
X


1 / 118 [1 - 10 / 1176]

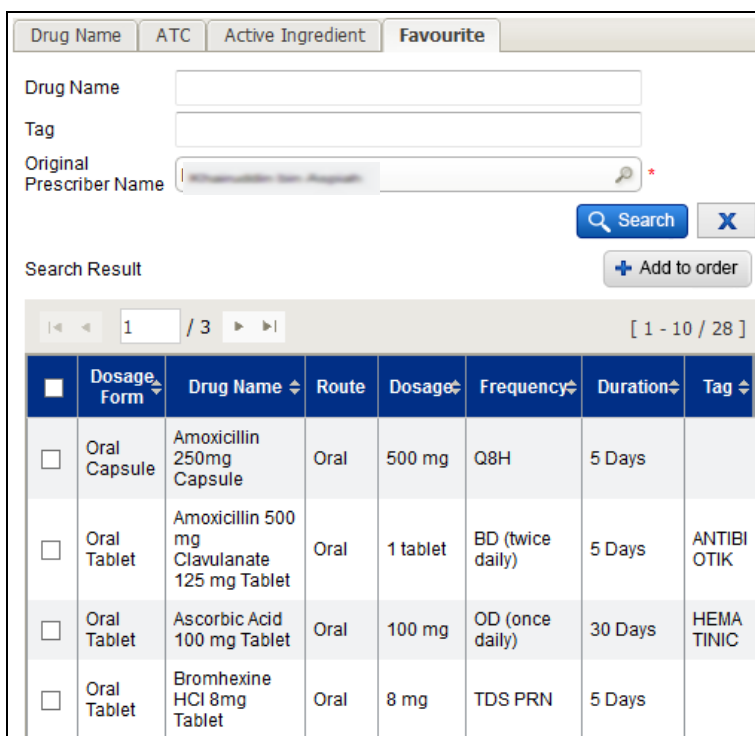
Dosage Form	Drug Name	Category	Admin Route	Strength
Oral Tablet	Abacavir 300mg Tab	Non-FUKKM	Oral	300 mg
Oral Tablet	Abacavir Sulphate 600mg + Lamivudine 300mg Tablet	A*	Oral	0
Oral Tablet	Acarbose 50 mg Tablet	A/KK	Oral	50 mg
Oral Tablet	Acetazolamide 250 mg Tablet	B	Oral	250 mg

Figure 3.1.3-4 Advance Search: Active Ingredient

Note

c) Search by **Active Ingredient** tab

- Select and enter:
 - Active Ingredient
 - Dosage Form from dropdown box
 - Admin Route from dropdown box
- Search results will be displayed after clicking on the  button. Double click on the selected drug to continue prescribing



The screenshot shows the 'Favourite' tab selected. Search filters include Drug Name, Tag, Original Prescriber Name, and a search button. Below the filters is a 'Search Result' section with a table of results. The table has columns for Dosage Form, Drug Name, Route, Dosage, Frequency, Duration, and Tag. There are 3 results displayed out of 28 total results.

	Dosage Form	Drug Name	Route	Dosage	Frequency	Duration	Tag
<input type="checkbox"/>	Oral Capsule	Amoxicillin 250mg Capsule	Oral	500 mg	Q8H	5 Days	
<input type="checkbox"/>	Oral Tablet	Amoxicillin 500 mg Clavulanate 125 mg Tablet	Oral	1 tablet	BD (twice daily)	5 Days	ANTIBIOTIK
<input type="checkbox"/>	Oral Tablet	Ascorbic Acid 100 mg Tablet	Oral	100 mg	OD (once daily)	30 Days	HEMATINIC
<input type="checkbox"/>	Oral Tablet	Bromhexine HCl 8mg Tablet	Oral	8 mg	TDS PRN	5 Days	

Figure 3.1.3-5 Advance Search : Favourite

Note

d) Search by **Favourite** tab



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



Figure 3.1.3-6 Medication Order

STEP 6

Enter **Duration** and select days/months or weeks from drop down menu

Note

- **Order Quantity** will be automatically displayed and editable.
- *Start Date/Time* will be defaulted to current date.
- **End Date/Time** will be calculated based on the Duration.
- **Counseling Indication** check box can be selected if prescriber wants pharmacist to counsel the patient on the medicine.
- Check the **Own Medication** checkbox if patient brought and used their own medication. Only applicable for inpatient and where pharmacist do not supply medication to the wards.
- Enter **Drug Remark** if applicable

STEP 7

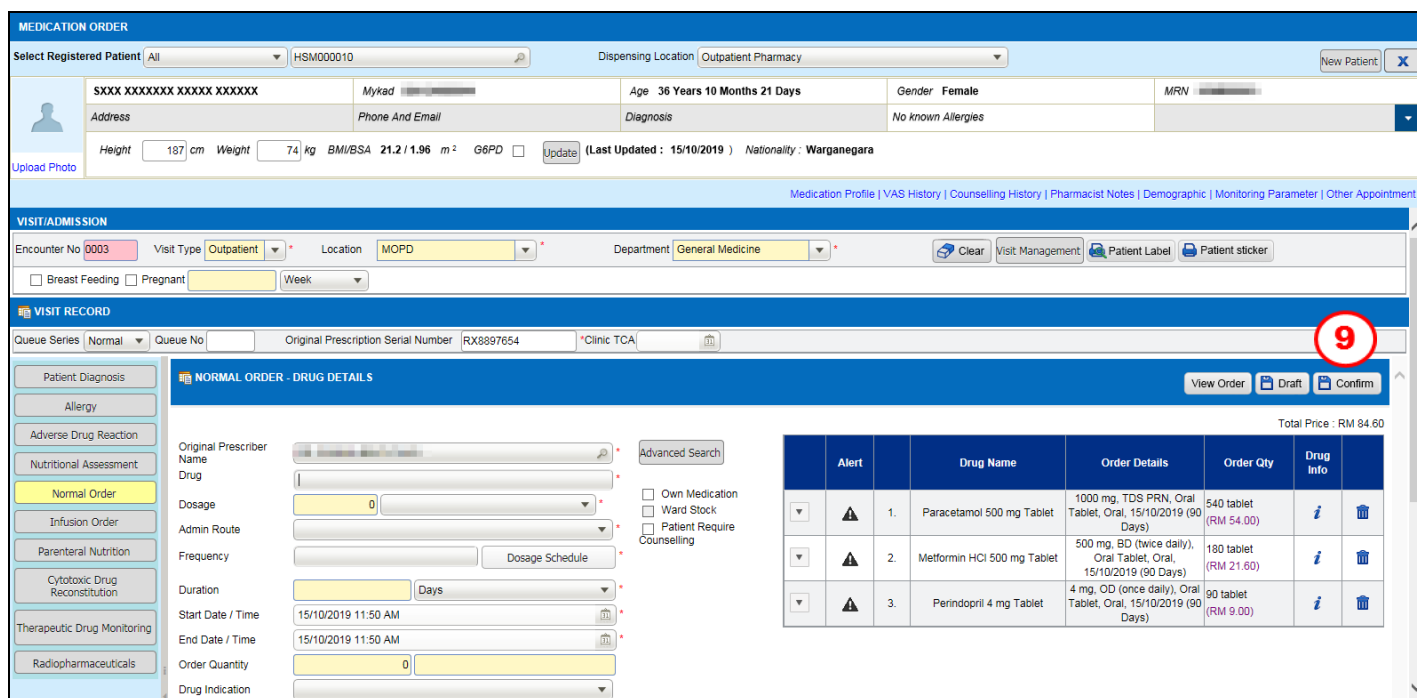
Click the  button to add the drug

Note

To add another drug to prescription, repeat Step 4 to Step 7

STEP 8

Enter the **Clinic TCA** (optional)



MEDICATION ORDER

Select Registered Patient: All | HSM00010 | Dispensing Location: Outpatient Pharmacy | New Patient: X

XXXX XXXXXXX XXXXX XXXXXX | Mykad: | Age: 36 Years 10 Months 21 Days | Gender: Female | MRN: |

Address: | Phone And Email: | Diagnosis: | No known Allergies |

Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | G6PD: | Update: (Last Updated: 15/10/2019) | Nationality: Warganegara

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

VISIT/ADMISSION

Encounter No: 0003 | Visit Type: Outpatient | Location: MOPD | Department: General Medicine | Clear | Visit Management | Patient Label | Patient sticker

☐ Breast Feeding | ☐ Pregnant | Week: |

VISIT RECORD

Queue Series: Normal | Queue No: | Original Prescription Serial Number: RX8897654 | Clinic TCA: | 9

NORMAL ORDER - DRUG DETAILS

View Order | Draft | Confirm

Total Price: RM 84.60

Alert	Drug Name	Order Details	Order Qty	Drug Info
1.	Paracetamol 500 mg Tablet	1000 mg, TDS PRN, Oral Tablet, Oral, 15/10/2019 (90 Days)	540 tablet (RM 54.00)	i
2.	Metformin HCl 500 mg Tablet	500 mg, BD (twice daily), Oral Tablet, Oral, 15/10/2019 (90 Days)	180 tablet (RM 21.60)	i
3.	Perindopril 4 mg Tablet	4 mg, OD (once daily), Oral Tablet, Oral, 15/10/2019 (90 Days)	90 tablet (RM 9.00)	i

Figure 3.1.3-7 Medication Order

STEP 9

Click on the  button to confirm

Note

- System will display Drug Information window for viewing as Figure 3.1.3-8

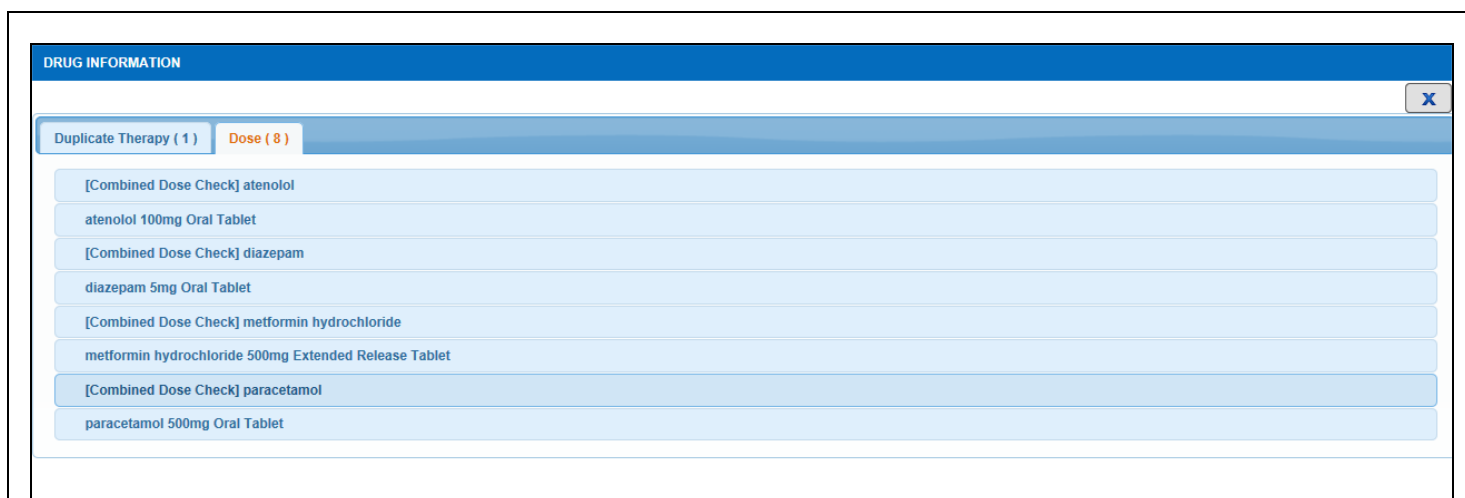



Figure 3.1.3-8Drug Information

- Click on the  button to close the window
- Proceed with verification process in section [3.2 Verification](#)

3.1.3.1 Tapering

Tapering is a function to prescribe same drug with gradually decreasing or increasing the drug dosage by specific duration and time. Tapering drug functions divided into two (2) categories which are taper up / increase dosage or taper down /decrease dosage. Only selected drug which has been defined in drug master set up are allowed to do tapering.

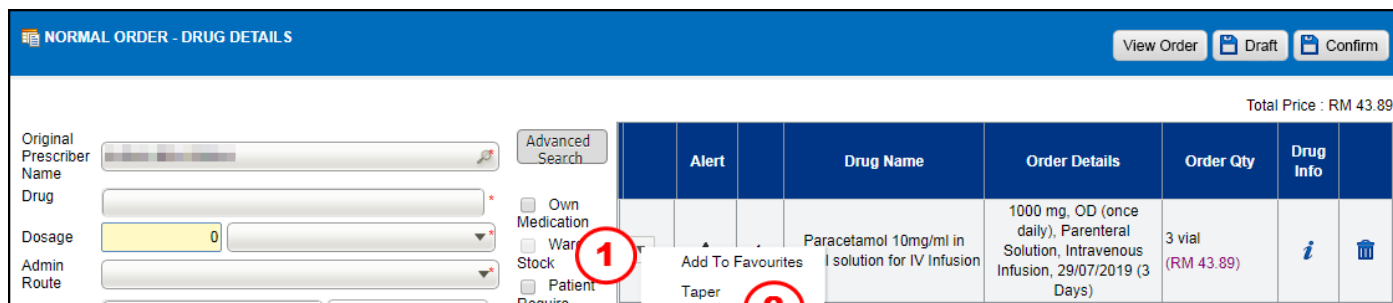


Figure 3.1.3.1-1 Taper Up Option Screen

STEP 1

Right click on the ▼ button from the selected drug

STEP 2

Select **Taper** and new window taper up/down will displayed

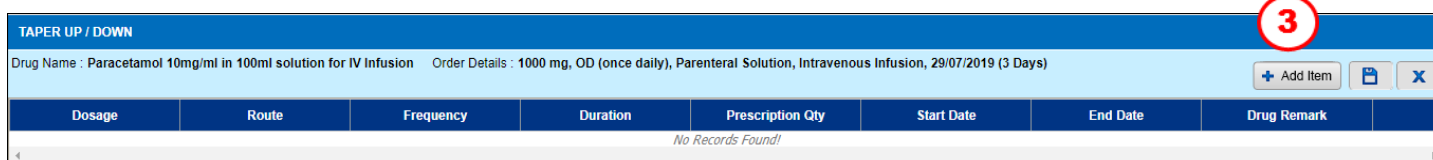


Figure 3.1.3.1-2 Taper Up / Down

STEP 3

Click on + Add Item button to taper the drug

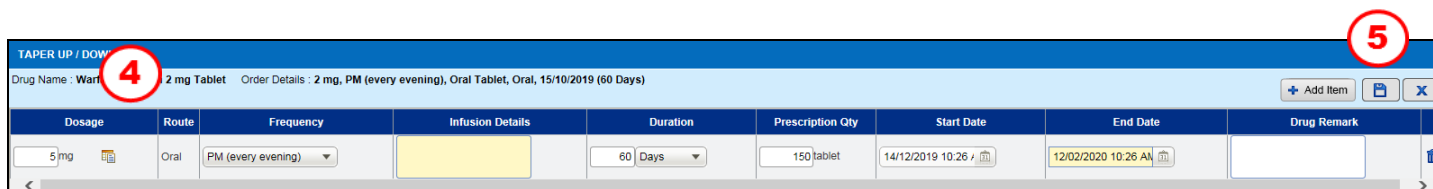



Figure 3.1.3.1-3 Taper Up / Down

STEP 4

Change the **Dosage** and **Duration of drugs** as required

Note

- User able to change **Dosage, Frequency, Start Date, Prescriber Qty and Drug Remark.**
- Click on  button to delete the tapering

STEP 5

Click on  button to save the record

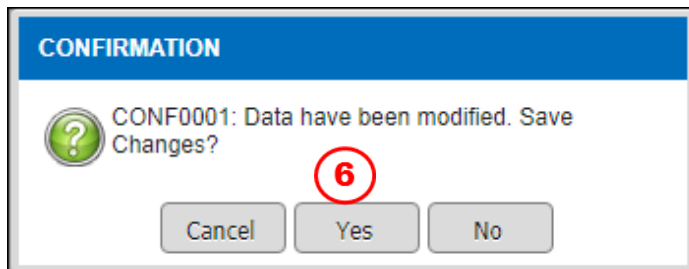


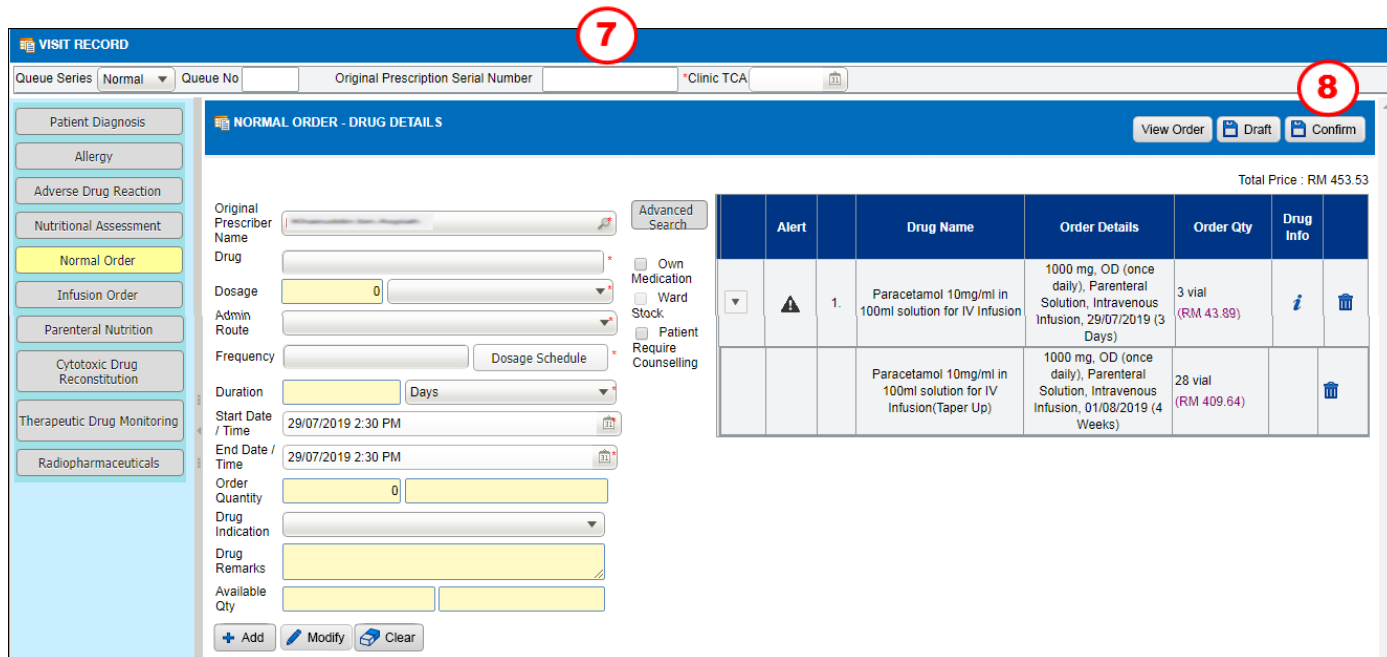
Figure 3.1.3.1-4 Alert Message

STEP 6

Click on the  button to proceed tapering

Note

System will create a new line under the parent drug as shown in Figure 3.1.3.1-5





Alert	Drug Name	Order Details	Order Qty	Drug Info
1.	Paracetamol 10mg/ml in 100ml solution for IV Infusion	1000 mg, OD (once daily), Parenteral Solution, Intravenous Infusion, 29/07/2019 (3 Days)	3 vial (RM 43.89)	
	Paracetamol 10mg/ml in 100ml solution for IV Infusion(Taper Up)	1000 mg, OD (once daily), Parenteral Solution, Intravenous Infusion, 01/08/2019 (4 Weeks)	28 vial (RM 409.64)	

Figure 3.1.3.1-5 Normal Order Screen

STEP 7

Enter the **Original Prescription Serial Number**

STEP 8

Click on the  button to confirm order

Note

- Repeat **step 1 to 6** if another level of taper is required.
- To modify prescription, delete the latest tapering from the list.

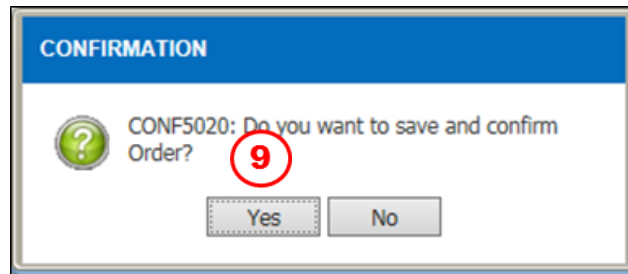
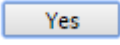


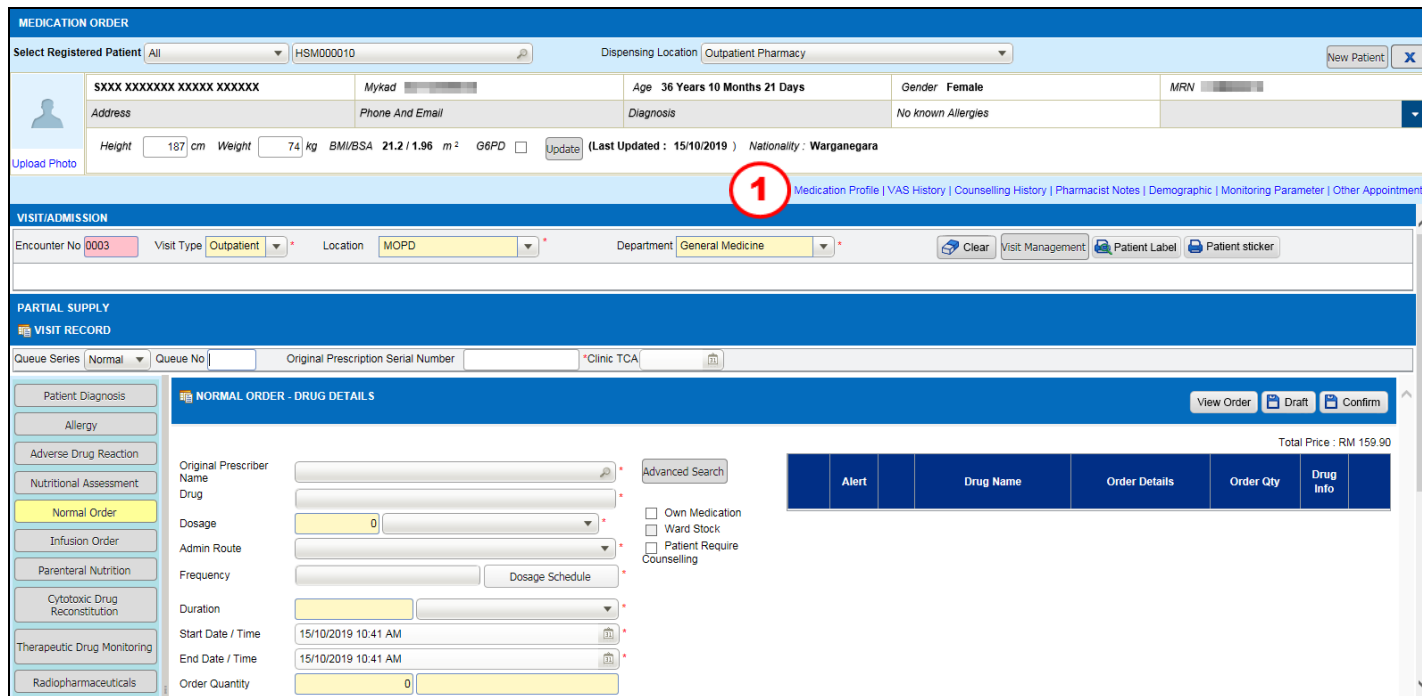
Figure 3.1.3.1-6 Confirmation Alert Message

STEP 9

Click on the  button to confirm

3.1.3.2 Re-Order Rx

This function is use by Pharmacist to re-order the drugs from patient's profile.



MEDICATION ORDER

Select Registered Patient: All | HSM000010 | Dispensing Location: Outpatient Pharmacy | New Patient

XXXX XXXXXXX XXXXX XXXXXX | Mykad: | Age: 36 Years 10 Months 21 Days | Gender: Female | MRN: |
 Address: | Phone And Email: | Diagnosis: | No known Allergies |
 Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | G6PD: | Update (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

Encounter No: 0003 | Visit Type: Outpatient | Location: MOPD | Department: General Medicine | Clear | Visit Management | Patient Label | Patient sticker

PARTIAL SUPPLY

VISIT RECORD

Queue Series: Normal | Queue No: | Original Prescription Serial Number: | *Clinic TCA: |

NORMAL ORDER - DRUG DETAILS

View Order | Draft | Confirm

Total Price: RM 159.90

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

Original Prescriber Name: | Drug: | Dosage: 0 | Admin Route: | Frequency: | Duration: | Start Date / Time: 15/10/2019 10:41 AM | End Date / Time: 15/10/2019 10:41 AM | Order Quantity: 0

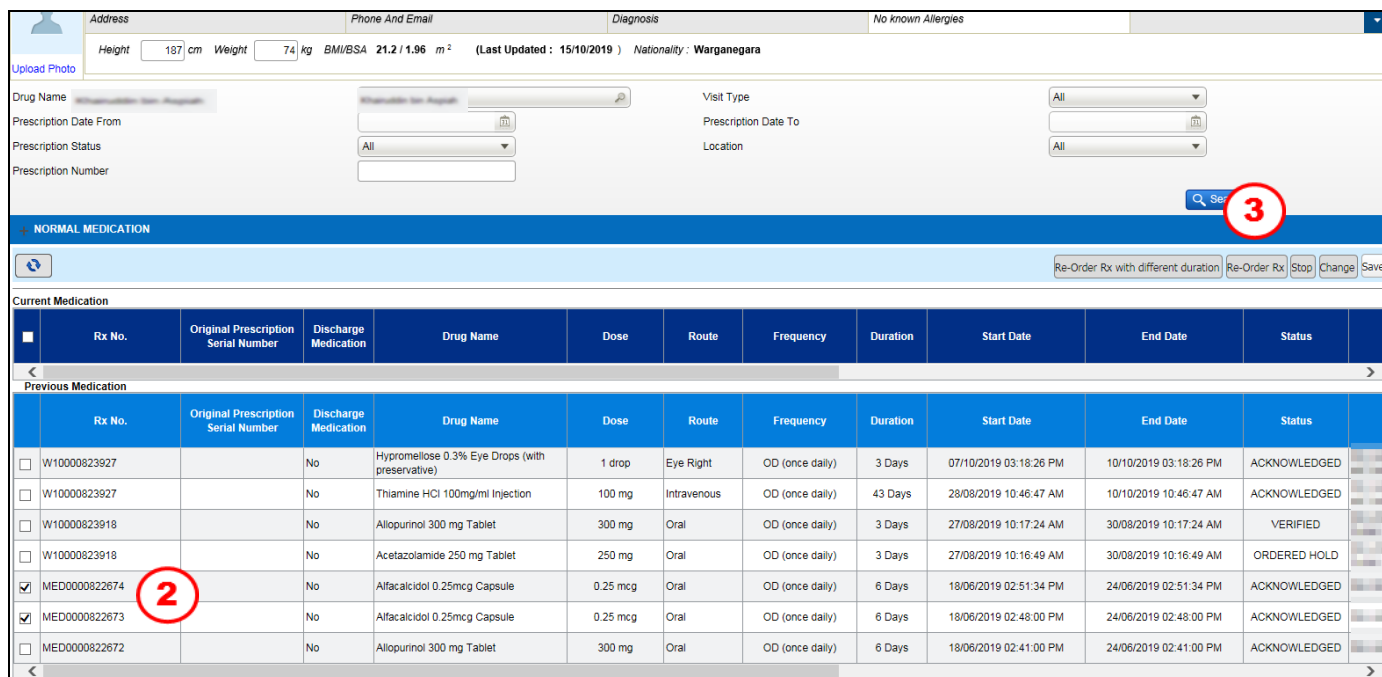
Advanced Search

☐ Own Medication
☐ Ward Stock
☐ Patient Require Counselling

Figure 3.1.3.2-1 Medication Profile Screen

STEP 1

Click on **Medication Profile** hyperlink



Address: | Phone And Email: | Diagnosis: | No known Allergies |
 Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

Drug Name: | Visit Type: All |
 Prescription Date From: | Prescription Date To: |
 Prescription Status: All | Location: All |
 Prescription Number: |

3

NORMAL MEDICATION

Re-Order Rx with different duration | Re-Order Rx | Stop | Change | Save

Current Medication

	Rx No.	Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status
<input type="checkbox"/>	W10000823927		No	Hypromellose 0.3% Eye Drops (with preservative)	1 drop	Eye Right	OD (once daily)	3 Days	07/10/2019 03:18:26 PM	10/10/2019 03:18:26 PM	ACKNOWLEDGED
<input type="checkbox"/>	W10000823927		No	Thiamine HCl 100mg/ml Injection	100 mg	Intravenous	OD (once daily)	43 Days	28/08/2019 10:46:47 AM	10/10/2019 10:46:47 AM	ACKNOWLEDGED
<input type="checkbox"/>	W10000823918		No	Allopurinol 300 mg Tablet	300 mg	Oral	OD (once daily)	3 Days	27/08/2019 10:17:24 AM	30/08/2019 10:17:24 AM	VERIFIED
<input type="checkbox"/>	W10000823918		No	Acetazolamide 250 mg Tablet	250 mg	Oral	OD (once daily)	3 Days	27/08/2019 10:16:49 AM	30/08/2019 10:16:49 AM	ORDERED HOLD
<input checked="" type="checkbox"/>	MED0000822674		No	Alfalcidol 0.25mcg Capsule	0.25 mcg	Oral	OD (once daily)	6 Days	18/06/2019 02:51:34 PM	24/06/2019 02:51:34 PM	ACKNOWLEDGED
<input checked="" type="checkbox"/>	MED0000822673		No	Alfalcidol 0.25mcg Capsule	0.25 mcg	Oral	OD (once daily)	6 Days	18/06/2019 02:48:00 PM	24/06/2019 02:48:00 PM	ACKNOWLEDGED
<input type="checkbox"/>	MED0000822672		No	Allopurinol 300 mg Tablet	300 mg	Oral	OD (once daily)	6 Days	18/06/2019 02:41:00 PM	24/06/2019 02:41:00 PM	ACKNOWLEDGED


2

Previous Medication

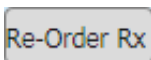
	Rx No.	Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status
<input type="checkbox"/>	W10000823927		No	Hypromellose 0.3% Eye Drops (with preservative)	1 drop	Eye Right	OD (once daily)	3 Days	07/10/2019 03:18:26 PM	10/10/2019 03:18:26 PM	ACKNOWLEDGED
<input type="checkbox"/>	W10000823927		No	Thiamine HCl 100mg/ml Injection	100 mg	Intravenous	OD (once daily)	43 Days	28/08/2019 10:46:47 AM	10/10/2019 10:46:47 AM	ACKNOWLEDGED
<input type="checkbox"/>	W10000823918		No	Allopurinol 300 mg Tablet	300 mg	Oral	OD (once daily)	3 Days	27/08/2019 10:17:24 AM	30/08/2019 10:17:24 AM	VERIFIED
<input type="checkbox"/>	W10000823918		No	Acetazolamide 250 mg Tablet	250 mg	Oral	OD (once daily)	3 Days	27/08/2019 10:16:49 AM	30/08/2019 10:16:49 AM	ORDERED HOLD
<input checked="" type="checkbox"/>	MED0000822674		No	Alfalcidol 0.25mcg Capsule	0.25 mcg	Oral	OD (once daily)	6 Days	18/06/2019 02:51:34 PM	24/06/2019 02:51:34 PM	ACKNOWLEDGED
<input checked="" type="checkbox"/>	MED0000822673		No	Alfalcidol 0.25mcg Capsule	0.25 mcg	Oral	OD (once daily)	6 Days	18/06/2019 02:48:00 PM	24/06/2019 02:48:00 PM	ACKNOWLEDGED
<input type="checkbox"/>	MED0000822672		No	Allopurinol 300 mg Tablet	300 mg	Oral	OD (once daily)	6 Days	18/06/2019 02:41:00 PM	24/06/2019 02:41:00 PM	ACKNOWLEDGED

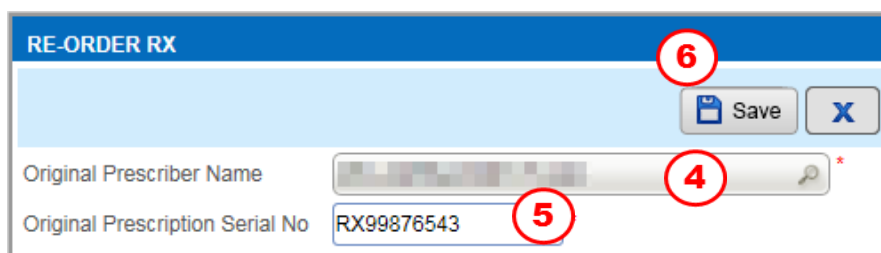
Figure 3.1.3.2-2 Medication Profile Screen

STEP 2

Click on the  to select drugs that want to re-order

STEP 3

Click on the  button to re-order selected drugs and a pop up will appear as of Figure 3.1.3.2-3



The form is titled "RE-ORDER RX" and has a blue header. It contains two input fields: "Original Prescriber Name" and "Original Prescription Serial No". The "Original Prescription Serial No" field contains the value "RX99876543". There are two buttons at the top right: "Save" and "X". Red circles with numbers 4, 5, and 6 highlight the "Original Prescriber Name" field, the "Original Prescription Serial No" field, and the "Save" button respectively.

Figure 3.1.3.2.3 Renew Rx

STEP 4

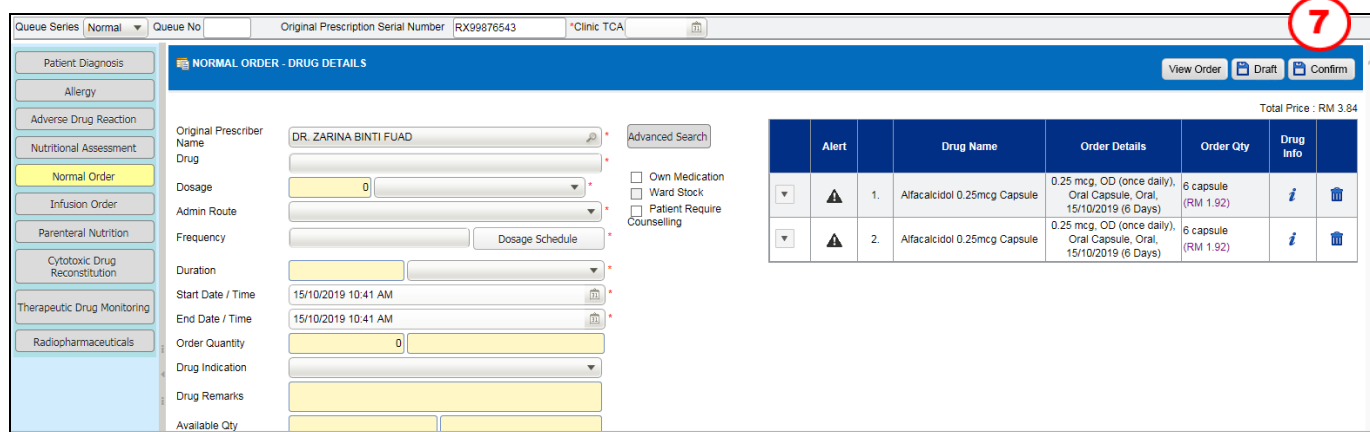
Select the **Original Prescriber Name**

STEP 5

Enter the **Original Prescription No**

STEP 6

Click on the  button




The screen shows the "NORMAL ORDER - DRUG DETAILS" form. It includes a sidebar with various tabs like "Patient Diagnosis", "Allergy", "Adverse Drug Reaction", etc. The main form contains fields for "Original Prescriber Name" (DR. ZARINA BINTI FUAD), "Dosage" (0), "Admin Route", "Frequency", "Duration", "Start Date / Time" (15/10/2019 10:41 AM), "End Date / Time" (15/10/2019 10:41 AM), "Order Quantity" (0), "Drug Indication", "Drug Remarks", and "Available Qty". There is an "Advanced Search" section with checkboxes for "Own Medication", "Ward Stock", and "Patient Require Counselling". A table on the right lists the drugs ordered, with columns for "Alert", "Drug Name", "Order Details", "Order Qty", and "Drug Info". The table shows two entries for "Alfacalcidol 0.25mcg Capsule". A red circle with the number 7 highlights the "Confirm" button at the top right.

Alert	Drug Name	Order Details	Order Qty	Drug Info
1.	Alfacalcidol 0.25mcg Capsule	0.25 mcg, OD (once daily), Oral Capsule, Oral, 15/10/2019 (6 Days)	6 capsule (RM 1.92)	i
2.	Alfacalcidol 0.25mcg Capsule	0.25 mcg, OD (once daily), Oral Capsule, Oral, 15/10/2019 (6 Days)	6 capsule (RM 1.92)	i

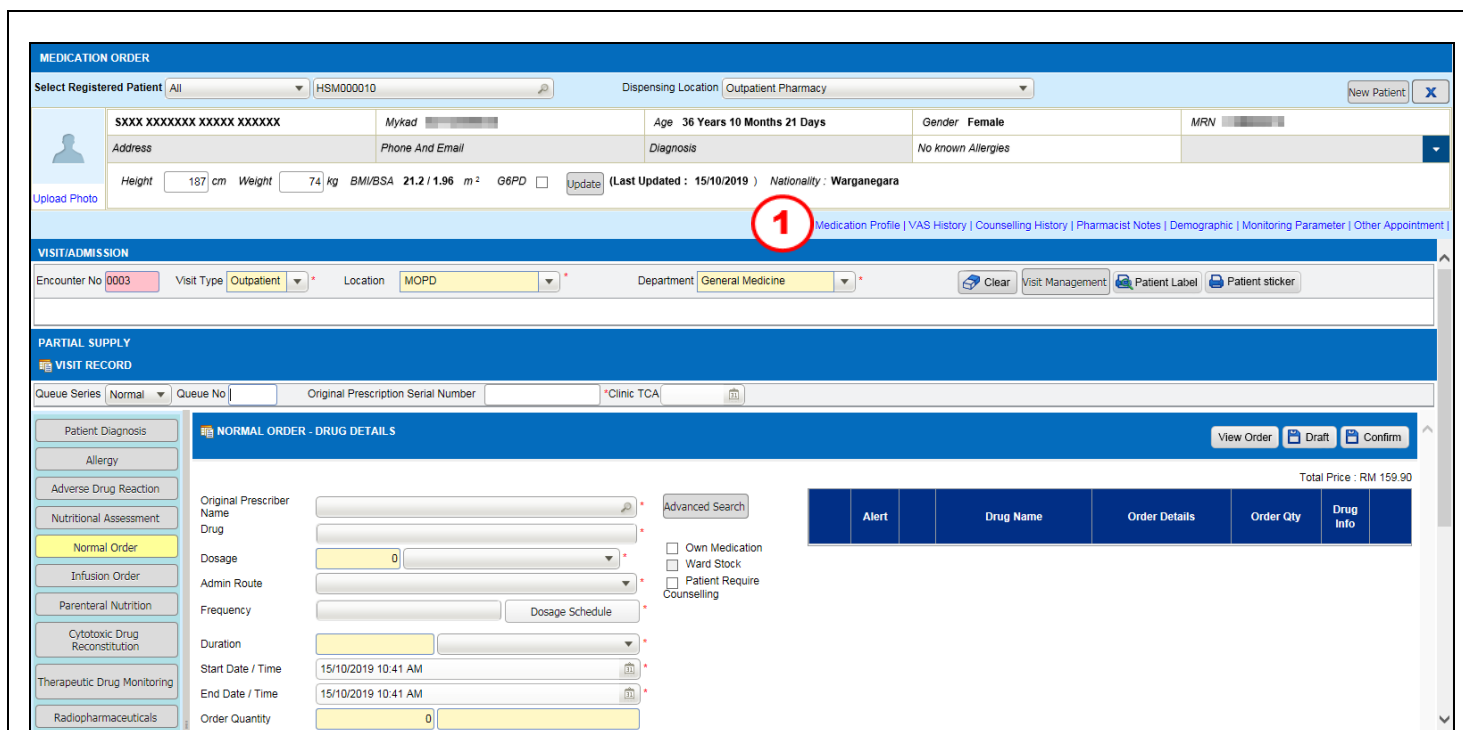
Figure 3.1.3.2-3 Normal Order Screen

STEP 7

Click on  button to confirm the prescription

3.1.3.3 Re-Order Rx with Different Duration

This function is use by prescriber to re-order the drugs from patient's profile with new duration.



MEDICATION ORDER

Select Registered Patient: All | HSM000010 | Dispensing Location: Outpatient Pharmacy | New Patient

XXXX XXXXXXX XXXXX XXXXXX | Mykad: | Age: 36 Years 10 Months 21 Days | Gender: Female | MRN: |

Address: | Phone And Email: | Diagnosis: | No known Allergies

Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | G6PD: | Update (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

Encounter No: 0003 | Visit Type: Outpatient | Location: MOPD | Department: General Medicine | Clear | Visit Management | Patient Label | Patient sticker

PARTIAL SUPPLY

VISIT RECORD

Queue Series: Normal | Queue No: | Original Prescription Serial Number: | Clinic TCA: |

Patient Diagnosis | Allergy | Adverse Drug Reaction | Nutritional Assessment | Normal Order | Infusion Order | Parenteral Nutrition | Cytotoxic Drug Reconstitution | Therapeutic Drug Monitoring | Radiopharmaceuticals

NORMAL ORDER - DRUG DETAILS

View Order | Draft | Confirm

Total Price: RM 159.90

Original Prescriber Name: | Drug: | Dosage: 0 | Admin Route: | Frequency: | Duration: | Start Date / Time: 15/10/2019 10:41 AM | End Date / Time: 15/10/2019 10:41 AM | Order Quantity: 0

Advanced Search

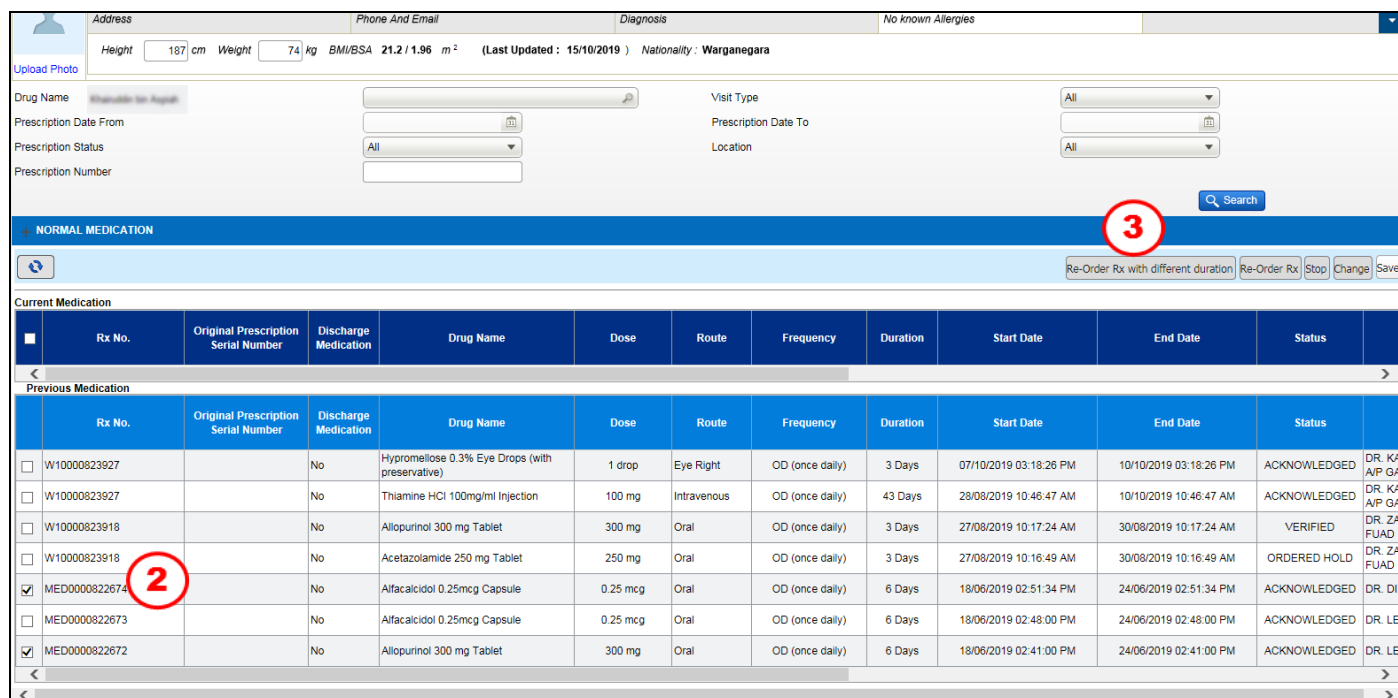
☐ Own Medication
☐ Ward Stock
☐ Patient Require Counselling

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

Figure 3.1.3.3-1 Medication Order Screen

STEP 1

Click on **Medication Profile** hyperlink



Address: | Phone And Email: | Diagnosis: | No known Allergies

Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

Drug Name: | Visit Type: All | Prescription Date From: | Prescription Date To: | Prescription Status: All | Location: All | Search

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

3 Re-Order Rx with different duration | Re-Order Rx | Stop | Change | Save

Current Medication

	Rx No.	Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status	
Previous Medication												
<input type="checkbox"/>	W10000823927		No	Hypromellose 0.3% Eye Drops (with preservative)	1 drop	Eye Right	OD (once daily)	3 Days	07/10/2019 03:18:26 PM	10/10/2019 03:18:26 PM	ACKNOWLEDGED	DR. KAL A/P GAN
<input type="checkbox"/>	W10000823927		No	Thiamine HCl 100mg/ml Injection	100 mg	Intravenous	OD (once daily)	43 Days	28/08/2019 10:46:47 AM	10/10/2019 10:46:47 AM	ACKNOWLEDGED	DR. KAL A/P GAN
<input type="checkbox"/>	W10000823918		No	Allopurinol 300 mg Tablet	300 mg	Oral	OD (once daily)	3 Days	27/08/2019 10:17:24 AM	30/08/2019 10:17:24 AM	VERIFIED	DR. ZAF FUAD
<input type="checkbox"/>	W10000823918		No	Acetazolamide 250 mg Tablet	250 mg	Oral	OD (once daily)	3 Days	27/08/2019 10:16:49 AM	30/08/2019 10:16:49 AM	ORDERED HOLD	DR. ZAF FUAD
<input checked="" type="checkbox"/>	MED0000822674		No	Alfacalcidol 0.25mcg Capsule	0.25 mcg	Oral	OD (once daily)	6 Days	18/06/2019 02:51:34 PM	24/06/2019 02:51:34 PM	ACKNOWLEDGED	DR. DIN
<input type="checkbox"/>	MED0000822673		No	Alfacalcidol 0.25mcg Capsule	0.25 mcg	Oral	OD (once daily)	6 Days	18/06/2019 02:48:00 PM	24/06/2019 02:48:00 PM	ACKNOWLEDGED	DR. LEE
<input checked="" type="checkbox"/>	MED0000822672		No	Allopurinol 300 mg Tablet	300 mg	Oral	OD (once daily)	6 Days	18/06/2019 02:41:00 PM	24/06/2019 02:41:00 PM	ACKNOWLEDGED	DR. LEE

Figure 3.1.3.3-2 Medication Profile Screen

STEP 2

Click on the ☐ to select drugs that want to renew

STEP 3

Click on the **Re-Order Rx with different duration** to re-order the selected drugs

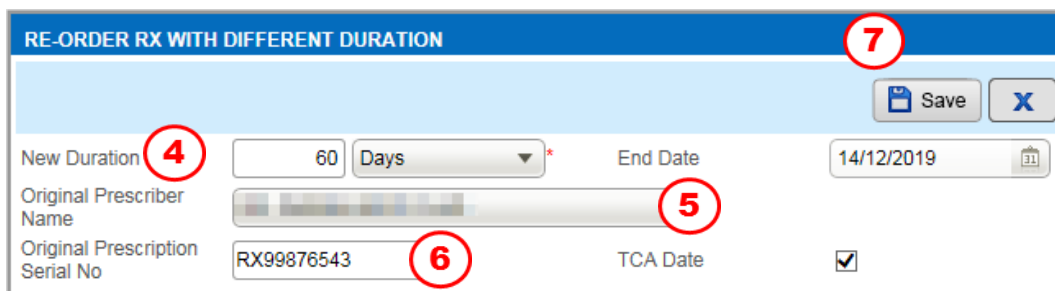


Figure 3.1.3.3-3 Renew RX With Different Duration

STEP 4

Enter **New Duration**

STEP 5

Select the **Original Prescriber Name**

STEP 6

Enter the **Original Prescription No**

STEP 7

Click on the  button

Note

User is allowed to check on the TCA Date checkbox and information of TCA Date will be updated on the Normal Screen as shown in Figure 3.1.3.3-4

8

Queue Series | Normal

Queue No

Original Prescription Serial Number | RX99876543

Clinic TCA | 14/12/2019

Patient Diagnosis

Allergy

Adverse Drug Reaction

Nutritional Assessment

Normal Order

Infusion Order

Parenteral Nutrition

Cytotoxic Drug Reconstitution

Therapeutic Drug Monitoring

Radiopharmaceuticals

Original Prescriber Name

Drug

Dosage

Admin Route

Frequency

Duration

Start Date / Time

End Date / Time

Order Quantity

Drug Indication

Drug Remarks

Available Qty

Advanced Search

☐ Own Medication
☐ Ward Stock
☐ Patient Require Counseling

NORMAL ORDER - DRUG DETAILS

View Order | Draft | Confirm

Total Price : RM 30.00

	Alert		Drug Name	Order Details	Order Qty	Drug Info
▼	⚠	1.	Aifacalcidol 0.25mcg Capsule	0.25 mcg, OD (once daily), Oral Capsule, Oral, 15/10/2019 (60 Days)	60 capsule (RM 19.20)	i 🗑
▼	⚠	2.	Allopurinol 300 mg Tablet	300 mg, OD (once daily), Oral Tablet, Oral, 15/10/2019 (60 Days)	60 tablet (RM 10.80)	i 🗑

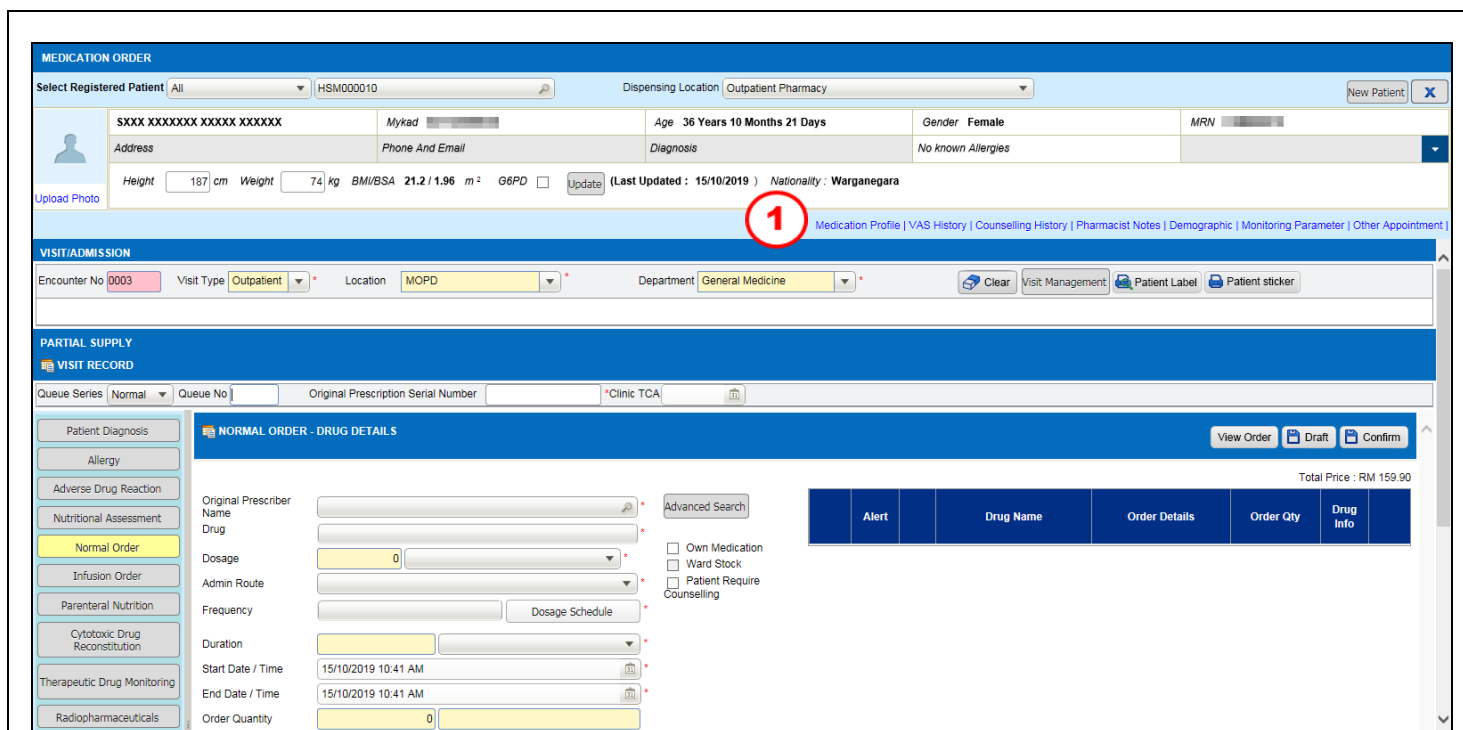
Figure 3.1.3.3-4 Normal Order Screen

STEP 8

Click on  button to confirm the prescription

3.1.3.4 Change

Pharmacist is allowed to modify Dosage, Frequency and Duration.



MEDICATION ORDER

Select Registered Patient: All | HSM000010 | Dispensing Location: Outpatient Pharmacy | New Patient X

SXXX XXXXXXX XXXXX XXXXXX | Mykad: [REDACTED] | Age: 36 Years 10 Months 21 Days | Gender: Female | MRN: [REDACTED]
 Address: [REDACTED] | Phone And Email: [REDACTED] | Diagnosis: [REDACTED] | No known Allergies
 Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | G6PD: [REDACTED] | (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

Encounter No: 0003 | Visit Type: Outpatient | Location: MOPD | Department: General Medicine | Clear | Visit Management | Patient Label | Patient sticker

PARTIAL SUPPLY

VISIT RECORD

Queue Series: Normal | Queue No: [REDACTED] | Original Prescription Serial Number: [REDACTED] | *Clinic TCA: [REDACTED]

Patient Diagnosis | Allergy | Adverse Drug Reaction | Nutritional Assessment | Normal Order | Infusion Order | Parenteral Nutrition | Cytotoxic Drug Reconstitution | Therapeutic Drug Monitoring | Radiopharmaceuticals

NORMAL ORDER - DRUG DETAILS

View Order | Draft | Confirm

Original Prescriber Name: [REDACTED] | Advanced Search | Own Medication | Ward Stock | Patient Require Counselling

Drug: [REDACTED] | Dosage: 0 | Admin Route: [REDACTED] | Frequency: [REDACTED] | Duration: [REDACTED] | Start Date / Time: 15/10/2019 10:41 AM | End Date / Time: 15/10/2019 10:41 AM | Order Quantity: 0

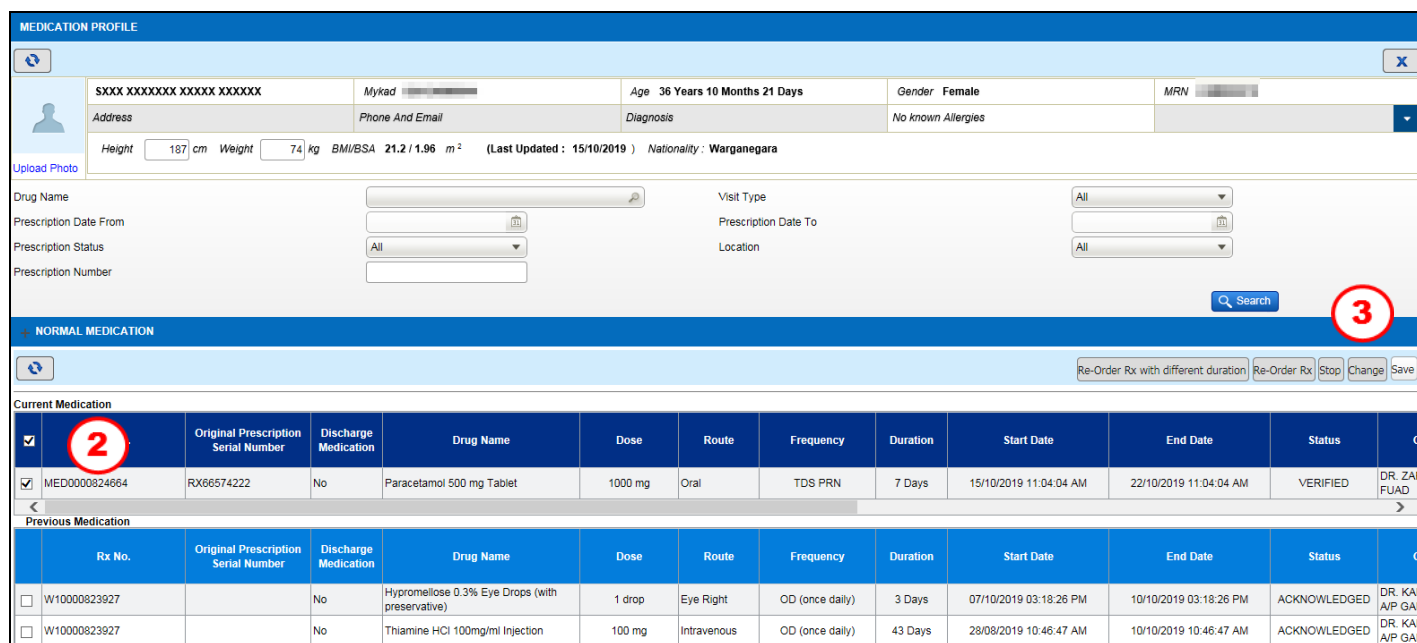
Alert | Drug Name | Order Details | Order Qty | Drug Info

Total Price: RM 159.90

Figure 3.1.3.4-1 Medication Order Screen

STEP 1

Click on **Medication Profile** hyperlink



MEDICATION PROFILE

SXXX XXXXXXX XXXXX XXXXXX | Mykad: [REDACTED] | Age: 36 Years 10 Months 21 Days | Gender: Female | MRN: [REDACTED]
 Address: [REDACTED] | Phone And Email: [REDACTED] | Diagnosis: [REDACTED] | No known Allergies
 Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

Drug Name: [REDACTED] | Visit Type: All | Prescription Date From: [REDACTED] | Prescription Date To: [REDACTED] | Prescription Status: All | Location: All | Search

NORMAL MEDICATION

Re-Order Rx with different duration | Re-Order Rx | Stop | Change | Save

Current Medication


		Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status	
<input checked="" type="checkbox"/>	2	RX66574222	No	Paracetamol 500 mg Tablet	1000 mg	Oral	TDS PRN	7 Days	15/10/2019 11:04:04 AM	22/10/2019 11:04:04 AM	VERIFIED	DR. ZAF FUAD

Previous Medication


	Rx No.	Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status	
<input type="checkbox"/>	W10000823927		No	Hypromellose 0.3% Eye Drops (with preservative)	1 drop	Eye Right	OD (once daily)	3 Days	07/10/2019 03:18:26 PM	10/10/2019 03:18:26 PM	ACKNOWLEDGED	DR. KAL A/P GAJ
<input type="checkbox"/>	W10000823927		No	Thiamine HCl 100mg/ml Injection	100 mg	Intravenous	OD (once daily)	43 Days	28/08/2019 10:46:47 AM	10/10/2019 10:46:47 AM	ACKNOWLEDGED	DR. KAL A/P GAJ

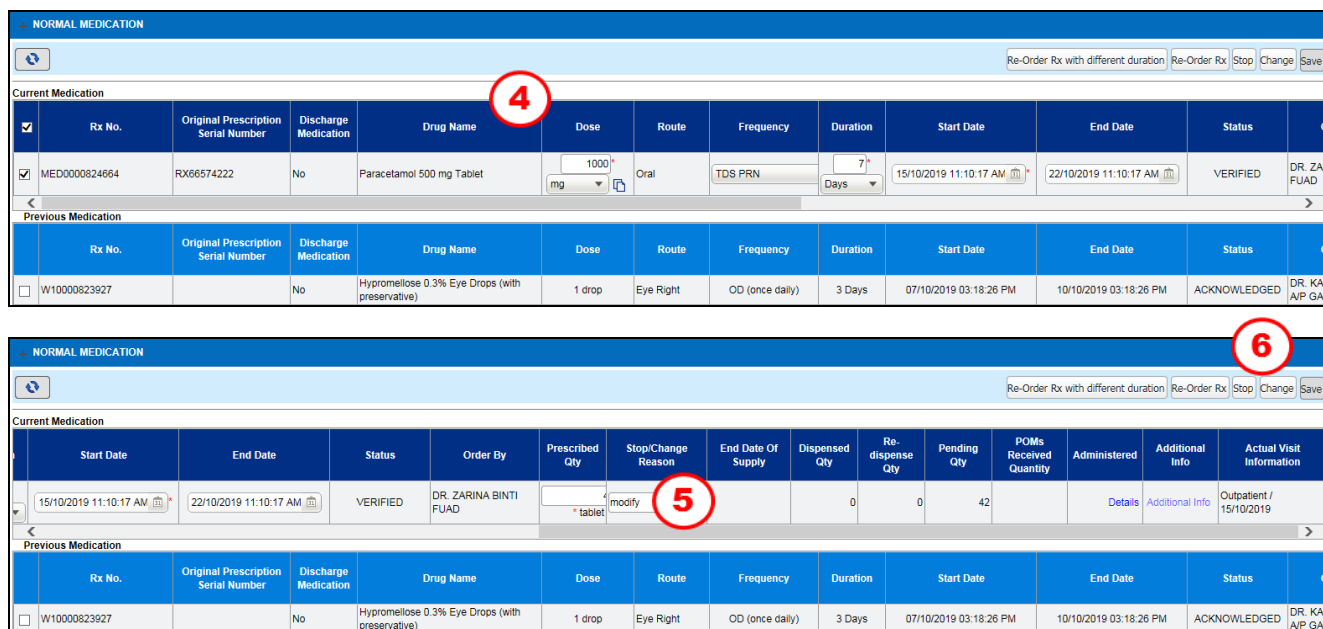
Figure 3.1.3.4-2 Medication Profile Screen

STEP 2

Click on the  to select drugs that want to modify

STEP 3

Click on the  to modify selected drugs



Current Medication

Rx No.	Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status	C	
<input checked="" type="checkbox"/>	MED0000824664	RX66574222	No	Paracetamol 500 mg Tablet	1000 mg	Oral	TDS PRN	7 Days	15/10/2019 11:10:17 AM	22/10/2019 11:10:17 AM	VERIFIED	DR. ZAF FUAD
<input type="checkbox"/>	W10000823927	No	Hypromellose 0.3% Eye Drops (with preservative)	1 drop	Eye Right	OD (once daily)	3 Days	07/10/2019 03:18:26 PM	10/10/2019 03:18:26 PM	ACKNOWLEDGED	DR. KAL A/P GAR	

Previous Medication

Rx No.	Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status	C
<input type="checkbox"/>	W10000823927	No	Hypromellose 0.3% Eye Drops (with preservative)	1 drop	Eye Right	OD (once daily)	3 Days	07/10/2019 03:18:26 PM	10/10/2019 03:18:26 PM	ACKNOWLEDGED	DR. KAL A/P GAR

Figure 3.1.3.4-3 Medication Profile Screen

STEP 4

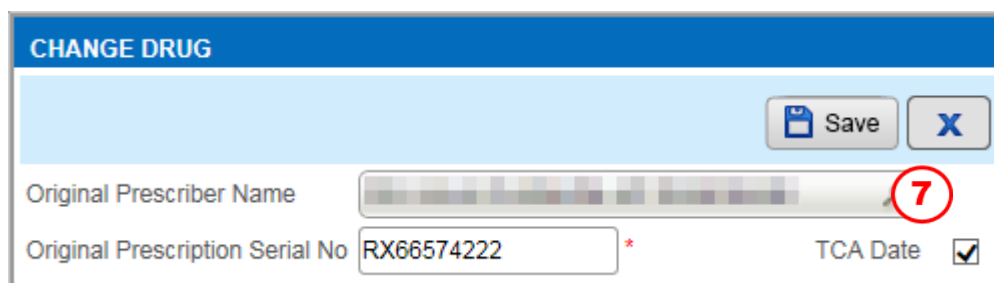
Change **Dose**, **Frequency**, and **Duration**

STEP 5

Enter **Stop/Change Reason**

STEP 6

Click on the  to save the changes and Change Drug window will display as Figure 3.1.3.4-4



CHANGE DRUG

Original Prescriber Name

Original Prescription Serial No

TCA Date ☒



 

Figure 3.1.3.4-4 Change Drug


STEP 7

Select **Original Prescriber Name**

Note

- Change **Original Prescription Serial No** if necessary
- User is allowed to check on the TCA Date checkbox and information of TCA Date will be updated

STEP 8

Click on the  button to save the changes and confirmation message will display as Figure 3.1.3.4-5

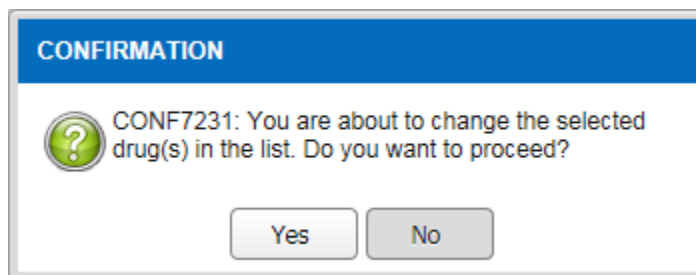
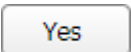


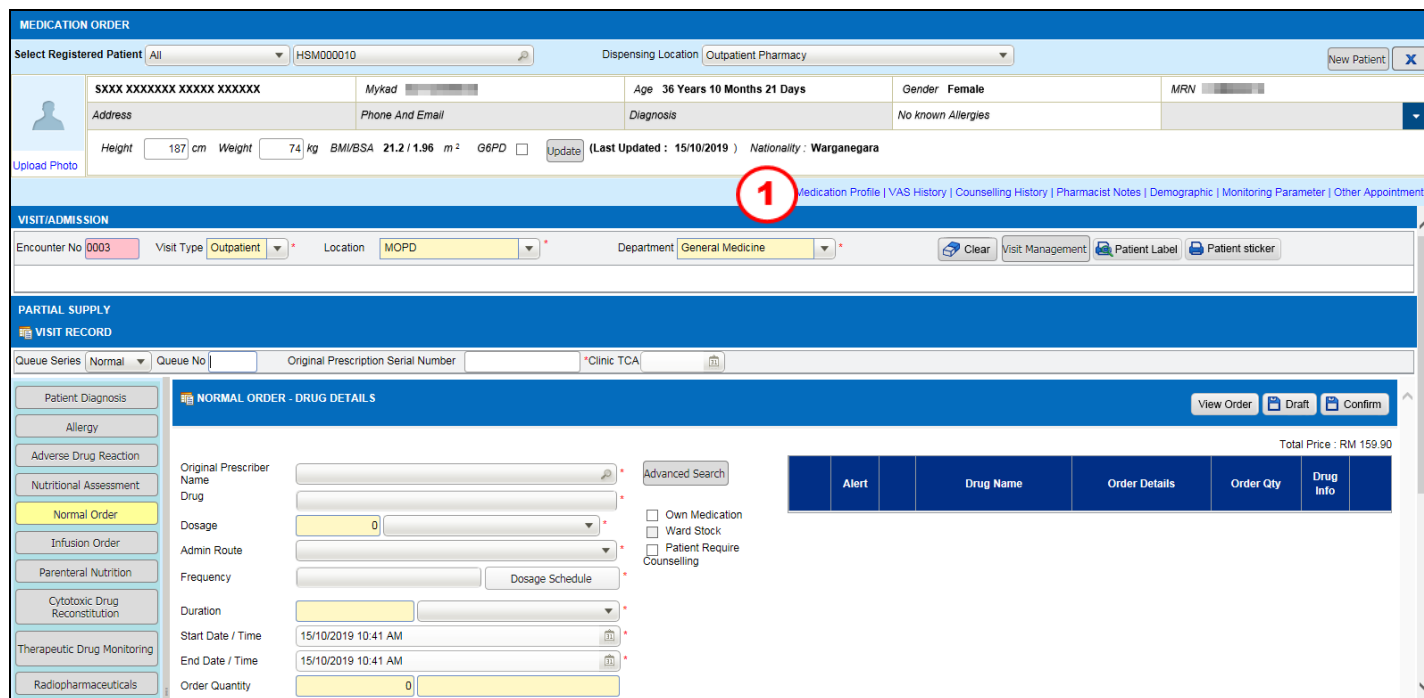
Figure 3.1.3.4-5 Confirmation Message

Note

Click on the  button to proceed with the changes

3.1.3.5 Stop

Pharmacist is allowed to stop current medication.



MEDICATION ORDER

Select Registered Patient: All | HSM000010 | Dispensing Location: Outpatient Pharmacy | New Patient X

XXXX XXXXXXX XXXXX XXXXXX | Mykad: [REDACTED] | Age: 36 Years 10 Months 21 Days | Gender: Female | MRN: [REDACTED]

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

Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | G6PD: [] | Update (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

Encounter No: 0003 | Visit Type: Outpatient | Location: MOPD | Department: General Medicine | Clear | Visit Management | Patient Label | Patient sticker

PARTIAL SUPPLY

VISIT RECORD

Queue Series: Normal | Queue No: [] | Original Prescription Serial Number: [] | Clinic TCA: []

Patient Diagnosis | Allergy | Adverse Drug Reaction | Nutritional Assessment | Normal Order | Infusion Order | Parenteral Nutrition | Cytotoxic Drug Reconstitution | Therapeutic Drug Monitoring | Radiopharmaceuticals

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

Original Prescriber Name: [] | Drug: [] | Dosage: 0 | Admin Route: [] | Frequency: [] | Duration: [] | Start Date / Time: 15/10/2019 10:41 AM | End Date / Time: 15/10/2019 10:41 AM | Order Quantity: 0

Advanced Search | Own Medication | Ward Stock | Patient Require Counselling

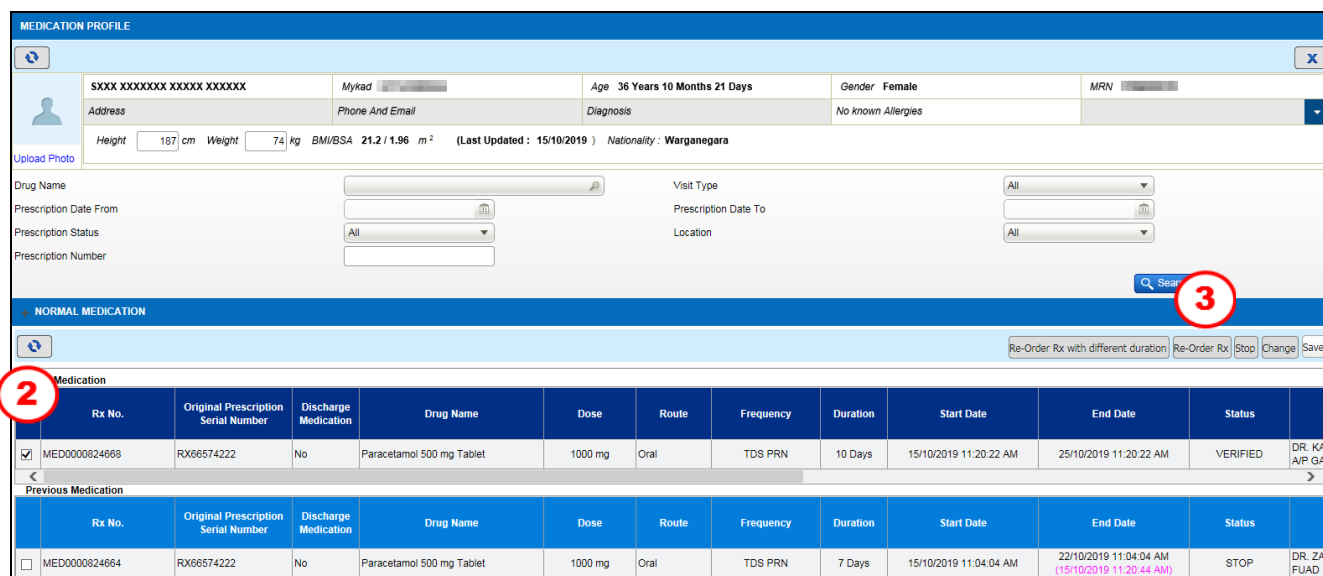
Total Price: RM 159.90

Alert	Drug Name	Order Details	Order Qty	Drug Info

Figure 3.1.3.5-1 Medication Order Screen

STEP 1

Click on **Medication Profile** hyperlink



MEDICATION PROFILE

XXXX XXXXXXX XXXXX XXXXXX | Mykad: [REDACTED] | Age: 36 Years 10 Months 21 Days | Gender: Female | MRN: [REDACTED]

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

Height: 187 cm | Weight: 74 kg | BMI/BSA: 21.2 / 1.96 m² | (Last Updated: 15/10/2019) | Nationality: Warganegara

Upload Photo

Drug Name: [] | Visit Type: All | Prescription Date From: [] | Prescription Date To: [] | Prescription Status: All | Prescription Number: [] | Location: All | Search


2 Medication | **3** Search

Re-Order Rx with different duration | Re-Order Rx | Stop | Change | Save


	Rx No.	Original Prescription Serial Number	Discharge Medication	Drug Name	Dose	Route	Frequency	Duration	Start Date	End Date	Status	
<input checked="" type="checkbox"/>	MED0000824668	RX66574222	No	Paracetamol 500 mg Tablet	1000 mg	Oral	TDS PRN	10 Days	15/10/2019 11:20:22 AM	25/10/2019 11:20:22 AM	VERIFIED	DR. KAI A/P GAR
Previous Medication												
<input type="checkbox"/>	MED0000824664	RX66574222	No	Paracetamol 500 mg Tablet	1000 mg	Oral	TDS PRN	7 Days	15/10/2019 11:04:04 AM	22/10/2019 11:04:04 AM (15/10/2019 11:20:44 AM)	STOP	DR. ZAF FUAD

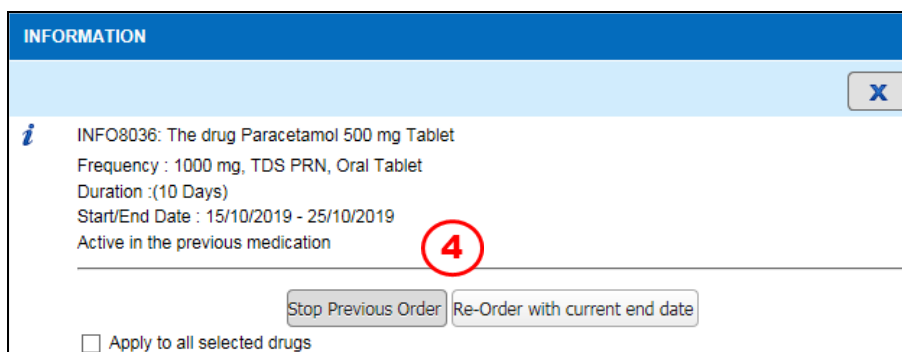
Figure 3.1.3.5-2 Medication Profile Screen

STEP 2

Click on the  to select drugs that want to modify

STEP 3

Click on the  to modify selected drugs



The screenshot shows a window titled "INFORMATION" with a close button (X) in the top right corner. Inside the window, there is an information icon (i) followed by the text: "INFO8036: The drug Paracetamol 500 mg Tablet", "Frequency : 1000 mg, TDS PRN, Oral Tablet", "Duration :(10 Days)", "Start/End Date : 15/10/2019 - 25/10/2019", and "Active in the previous medication". A red circle with the number "4" is drawn around the text "Active in the previous medication". At the bottom of the window, there are two buttons: "Stop Previous Order" and "Re-Order with current end date". Below these buttons is a checkbox labeled "Apply to all selected drugs".

Figure 3.1.3.5-3 Medication Profile Screen

STEP 4

Click on the  button to stop the drug

3.1.4 Manage Prescription

This function is used to manage prescription recorded by pharmacist.

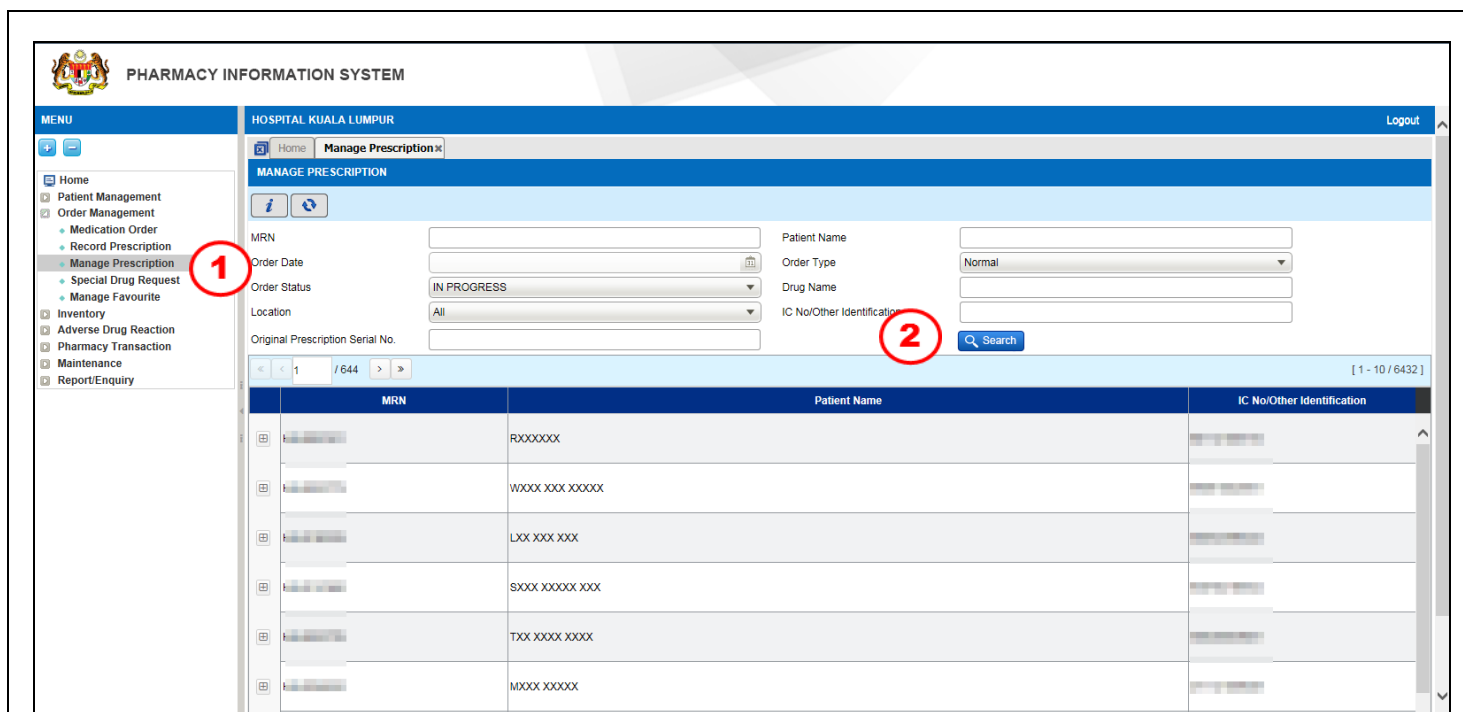


Figure 3.1.4 Manage Prescription

STEP 1

Click on 'Order Management' menu and followed by 'Manage Prescription' sub-menu

Note

On this listing page, various Search criteria is provided as below:

No	Field	Description	Remark
a	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Scan the MRN using barcode scanner. • Type the MRN either full or partial
b	Order date	Order date	Allow to search by ordered date
c	Order Status	According to Order in which stage	Able to filter by order status
d	Location	Patient visit location	Able to filter and search patient name by visit location
e	Patient Name	Patient Name	Allow to search by patient name
f	Order Type	<ul style="list-style-type: none"> - Normal - CDR - IV - PN 	Allow to search by order type

		- Radiopharmaceuticals	
g	Drug Name	Drug Name	Allow to search by full or partial
h	IC No/Other Identification	IC No	Allow to search by IC Number
i	Original Prescription Serial No	Original Prescription Serial No	Allow to search Original Prescription Serial No

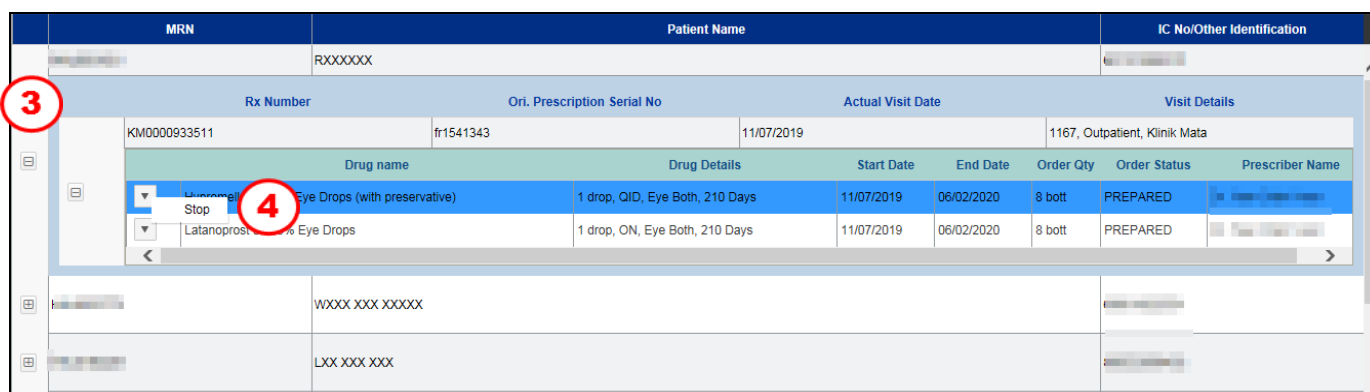
Table 3.1.4-1

STEP 2

Click on the  button to search patient

STOP Medication

User is allowed to stop medication if the drug is still active and not applicable for Fully Dispense and Discontinue Drug



MRN	Patient Name	IC No/Other Identification
RXXXXXX		

Rx Number	Ori. Prescription Serial No	Actual Visit Date	Visit Details
KMD000933511	fr1541343	11/07/2019	1167, Outpatient, Klinik Mata

Drug name	Drug Details	Start Date	End Date	Order Qty	Order Status	Prescriber Name
Stop	Eye Drops (with preservative)	1 drop, QID, Eye Both, 210 Days	11/07/2019	06/02/2020	8 bott	PREPARED
Latanoprost	Eye Drops	1 drop, ON, Eye Both, 210 Days	11/07/2019	06/02/2020	8 bott	PREPARED

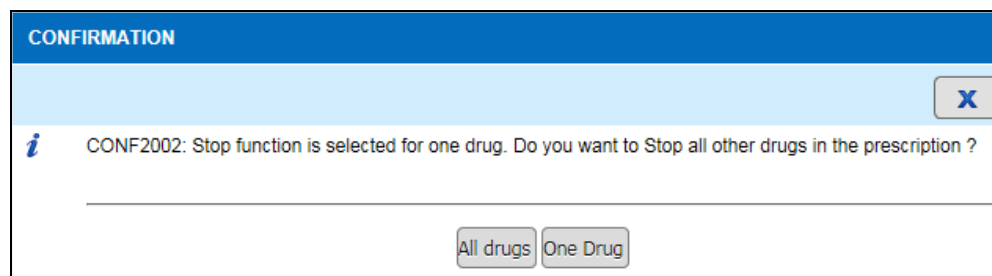
Figure 3.1.4-2 Manage Prescription

STEP 3


Click on  button to view selected patient's prescription


STEP 4

Right click on the  button and select **Stop** and Confirmation Message will display as Figure 3.1.4-2



CONFIRMATION



 CONF2002: Stop function is selected for one drug. Do you want to Stop all other drugs in the prescription ?



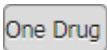

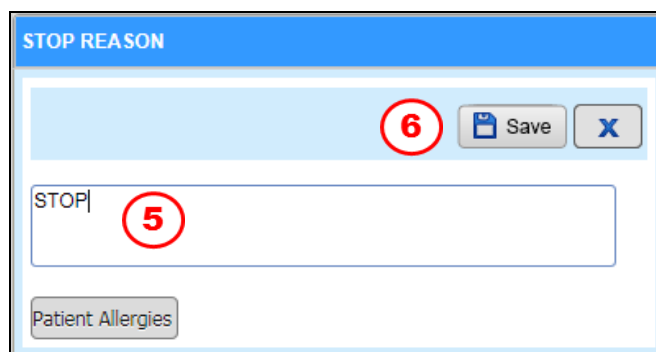
 

Figure 3.1.4-2 Confirmation Message

Note

- Click on the  button to stop the selected Drug only
- Click on the  button to stop all drug under the patient prescription
- Stop Reason window will display as Figure 3.1.4-3




The screenshot shows a window titled "STOP REASON". At the top right, there is a red circle with the number "6" next to a "Save" button and a close button (X). Below this is a text input field containing the word "STOP", with a red circle and the number "5" next to it. At the bottom left of the window is a button labeled "Patient Allergies".

Figure 3.1.4-3 Stop Reason

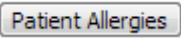
STEP 5

Enter Stop Reason remarks

STEP 6

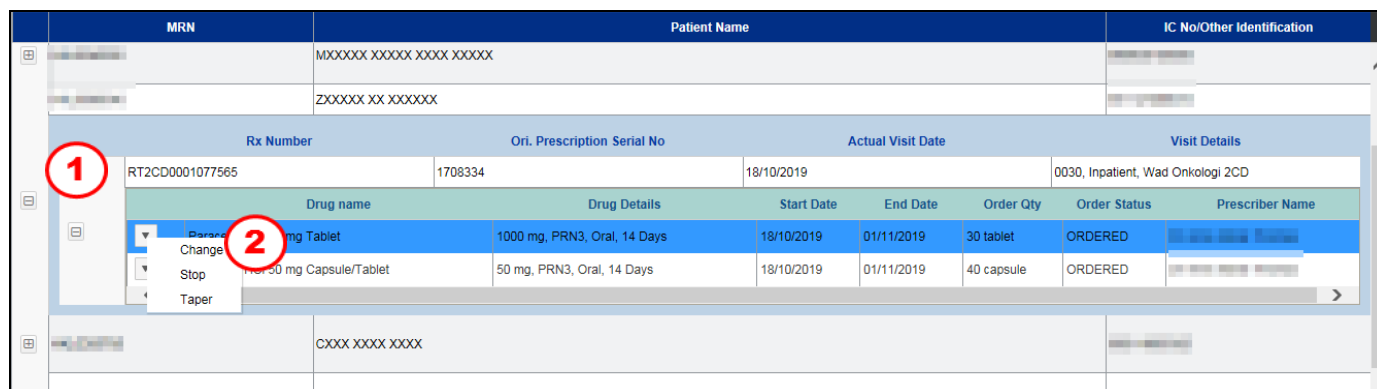
Click on the  button to save the record and the drug status will change to stop

Note

If pharmacist found prescription need to be stopped due to patient allergies, pharmacist is allowed to click on the  button to record allergies

Change Medication

User is allowed to change medication with the drug status Ordered only



MRN	Patient Name	IC No/Other Identification	Rx Number	Ori. Prescription Serial No	Actual Visit Date	Visit Details	Drug name	Drug Details	Start Date	End Date	Order Qty	Order Status	Prescriber Name
RT2CD0001077565	XXXXXX XXXXX XXXX XXXXX	XXXXXX XX XXXXXX	1708334		18/10/2019	0030, Inpatient, Wad Onkologi 2CD	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 14 Days	18/10/2019	01/11/2019	30 tablet	ORDERED	
							Paracetamol 500 mg Capsule/Tablet	50 mg, PRN3, Oral, 14 Days	18/10/2019	01/11/2019	40 capsule	ORDERED	

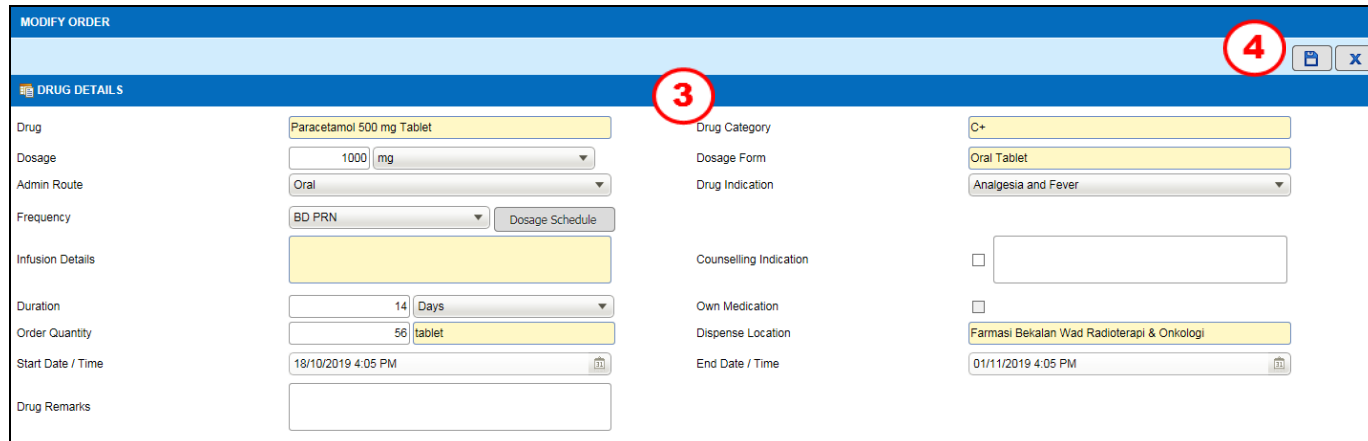
Figure 3.1.4-4 Manage Prescription

STEP 1

Click on  button to view selected patient's prescription

STEP 2

Right click on the  button and select **Change** and Modify Order screen will display as Figure 3.1.4-5



MODIFY ORDER	
DRUG DETAILS	
Drug	Paracetamol 500 mg Tablet
Dosage	1000 mg
Admin Route	Oral
Frequency	BD PRN
Infusion Details	
Duration	14 Days
Order Quantity	56 tablet
Start Date / Time	18/10/2019 4:05 PM
Drug Remarks	
Drug Category	C+
Dosage Form	Oral Tablet
Drug Indication	Analgesia and Fever
Counselling Indication	<input type="checkbox"/>
Own Medication	<input type="checkbox"/>
Dispense Location	Farmasi Bekalan Wad Radioterapi & Onkologi
End Date / Time	01/11/2019 4:05 PM

Figure 3.1.4-5 Modify Order

STEP 3

Modify order

STEP 4

Click on the  button to save the record and Confirmation Message will display as Figure 3.1.4-6

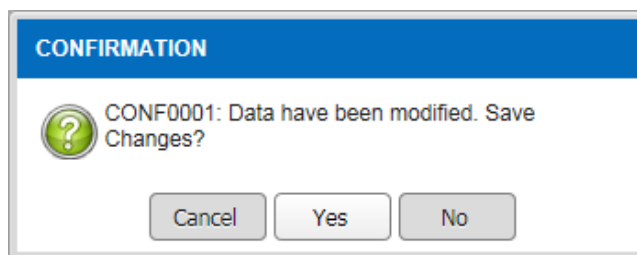
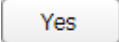


Figure 3.1.4-6 Confirmation Message

Note

Click on the  button to save for the changes made

Taper Medication

User is allowed to taper medication with the drug status Ordered only

MRN		Patient Name				IC No/Other Identification		
		MXXXXX XXXXXX XXXX XXXXX						
		ZXXXXX XX XXXXXX						
Rx Number		Ori. Prescription Serial No		Actual Visit Date		Visit Details		
RT2CD0001077565		1708334		18/10/2019		0030, Inpatient, Wad Onkologi 2CD		
Drug name		Drug Details		Start Date	End Date	Order Qty	Order Status	Prescriber Name
	Paracetamol 500 mg Tablet	1000 mg, PRN2, Oral, 14 Days		18/10/2019	01/11/2019	56 tablet	ORDERED	
	HCl 50 mg Capsule/Tablet	50 mg, PRN3, Oral, 14 Days		18/10/2019	01/11/2019	40 capsule	ORDERED	
		CXXX XXXX XXXX						

Figure 3.1.4-7 Manage Prescription

STEP 1

Click on  button to view selected patient's prescription

STEP 2

Right click on the  button and select **Taper** and Taper Up/Down Screen will display as Figure 3.1.4-8


3


TAPER UP / DOWN

Drug Name : Paracetamol 10mg/ml in 100ml solution for IV Infusion

Order Details : 1000 mg, OD (once daily), Parenteral Solution, Intravenous Infusion, 29/07/2019 (3 Days)

+ Add Item





Dosage	Route	Frequency	Duration	Prescription Qty	Start Date	End Date	Drug Remark
No Records Found!							

Figure 3.1.4-8 Taper Up / Down

STEP 3

Click on  button to taper the drug

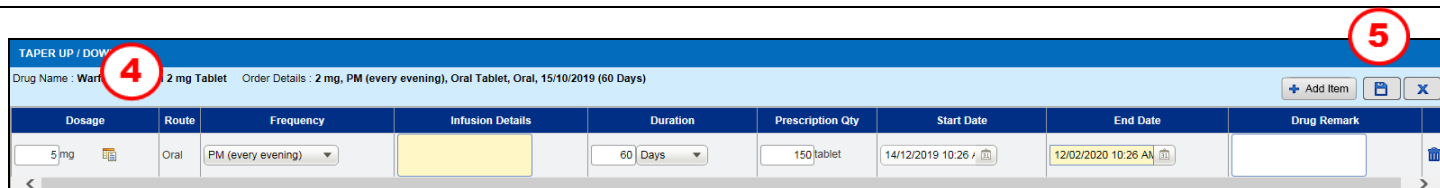



Figure 3.1.4-9 Taper Up / Down

STEP 4

Change the **Dosage** and **Duration of drugs** as required

Note

- User able to change **Frequency**, **Start Date** and **Drug Remark**.
- Click on  button to delete the tapering

STEP 5

Click on  button to save the record

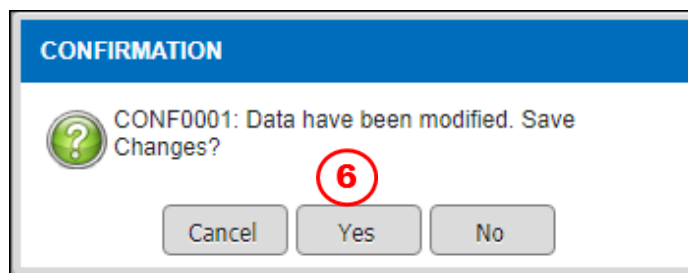


Figure 3.1.4-10 Confirmation Message

STEP 6

Click on the  button to proceed tapering

Modify/Delete Tapering Drug

User is allowed to Modify Or Delete Tapering Drug with the status of Ordered only

MRN		Patient Name				IC No/Other Identification		
Rx Number		Ori. Prescription Serial No		Actual Visit Date		Visit Details		
RT2CD0001077565		1708334		18/10/2019		0030, Inpatient, Wad Onkologi 2CD		
Drug name		Drug Details		Start Date	End Date	Order Qty	Order Status	Prescriber Name
<div><div></div></div>	Paracetamol 500 mg Tablet	1000 mg, PRN2, Oral, 14 Days		18/10/2019	01/11/2019	56 tablet	ORDERED	<div><div></div><div></div><div></div></div>
<div><div></div></div>	Tramadol HCl 50 mg Capsule/Tablet	50 mg, PRN3, Oral, 14 Days		18/10/2019	01/11/2019	40 capsule	ORDERED	<div><div></div><div></div><div></div></div>
<div><div></div></div>	Tramadol HCl 50 mg Capsule/Tablet	100 mg, PRN3, Oral, 14 Days		01/11/2019	15/11/2019	84 capsule	ORDERED	<div><div></div><div></div><div></div></div>
<div><div>Modify</div><div>Delete</div></div>								
		CXXX XXXX XXXX				<div><div></div><div></div><div></div></div>		
		YX XXXX XXX				<div><div></div><div></div><div></div></div>		

Figure 3.1.4-11 Manage Prescription

STEP 1

Click on  button to view selected patient's prescription

STEP 2

Right click on the  button and select **Modify** and Taper Up/Down screen will display as Figure 3.1.4-12

TAPER UP / DOWN

Drug Name : Tramadol HCl 50 mg Capsule/T

Order Details : 50 mg, TDS PRN, Oral Capsule, Oral, 18/10/2019 (14 Days)

+ Add Item

X

Dosage	Route	Frequency	Infusion Details	Duration	Prescription Qty	Start Date	End Date	Drug Remark
100 mg	Oral	TDS PRN		14 Days	84 capsule	01/11/2019 4:05 PM	15/11/2019 4:05 PM	


4

Figure 3.1.4-12 Taper Up/Down

STEP 3

Modify information needed

STEP 4

Click on  button to save the record and Confirmation Message will display as Figure 3.1.4-13

CONFIRMATION

?

CONF0001: Data have been modified. Save Changes?

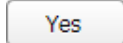
Cancel

Yes

No

Figure 3.1.4-13 Confirmation Message

Note

Click on the  button to save for the changes made

Note

- User is allowed to delete Taper Drug by selecting Delete (as Figure 3.1.4-11) and confirmation message will display as Figure 3.1.4-14

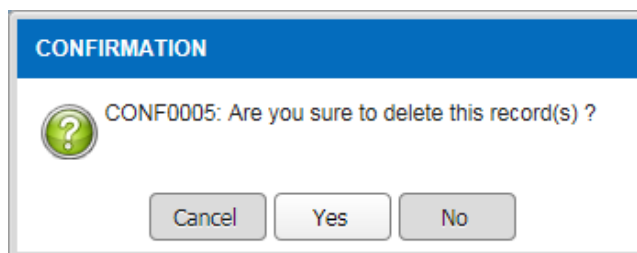
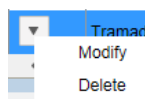
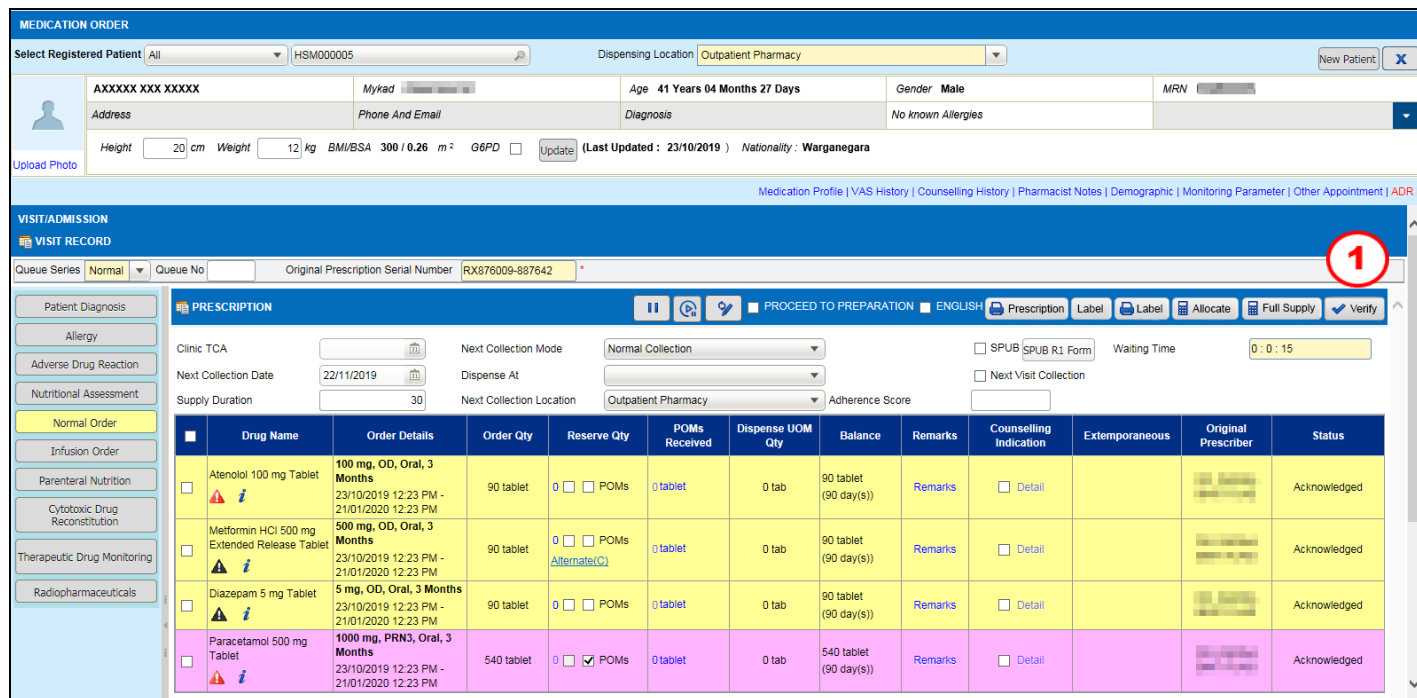


Figure 3.1.4-14 Confirmation Message

- Click on the  button to delete the taper drug

3.2 Verification

This function is used to verify prescription recorded by pharmacist.



MEDICATION ORDER

Select Registered Patient: All | HSM000005 | Dispensing Location: Outpatient Pharmacy | New Patient: X

XXXXXX XXX XXXXX | Mykad: | Age: 41 Years 04 Months 27 Days | Gender: Male | MRN: |
 Address: | Phone And Email: | Diagnosis: | No known Allergies |
 Height: 20 cm | Weight: 12 kg | BMI/BSA: 300 / 0.26 m² | G6PD: ☐ | Update (Last Updated: 23/10/2019) | Nationality: Warganegara

Upload Photo | Medication Profile | VAS History | Counseling History | Pharmacist Notes | Demographic | Monitoring Parameter | Other Appointment | ADR |

VISIT/ADMISSION

VISIT RECORD

Queue Series: Normal | Queue No: | Original Prescription Serial Number: RX876009-887642





PRESCRIPTION | PROCEED TO PREPARATION | ENGLISH | Prescription | Label | Label | Allocate | Full Supply | Verify

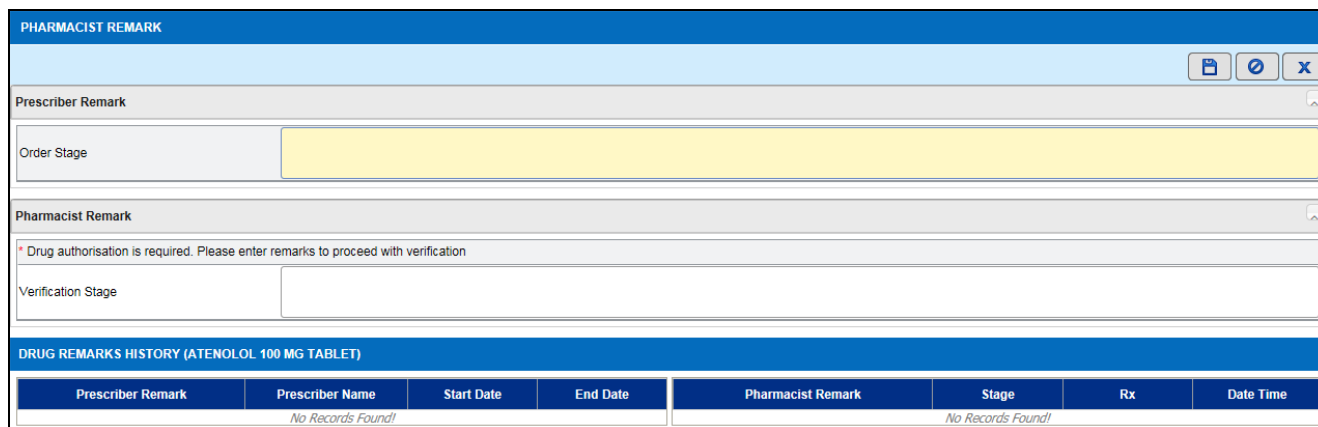
Clinic TCA: | Next Collection Mode: Normal Collection | ☐ SPUB SPUB R1 Form | Waiting Time: 0 : 0 : 15
 Next Collection Date: 22/11/2019 | Dispense At: | ☐ Next Visit Collection
 Supply Duration: 30 | Next Collection Location: Outpatient Pharmacy | Adherence Score: |

	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counseling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet	5 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged

Figure 3.2-1 Verification

Note

- Drug Interaction and Drug Info at Dispensing screen is displayed under the drug name.
 - Drug Interaction = 
 - Drug Info = 
- If there are any drug interaction, this icon  will change to red color  and once clicks, it will display the drug interaction screen info
- Click on the Remarks hyperlink to enter/view remarks as shown in figure 3.2-2



PHARMACIST REMARK

Prescriber Remark

Order Stage

Pharmacist Remark


* Drug authorisation is required. Please enter remarks to proceed with verification

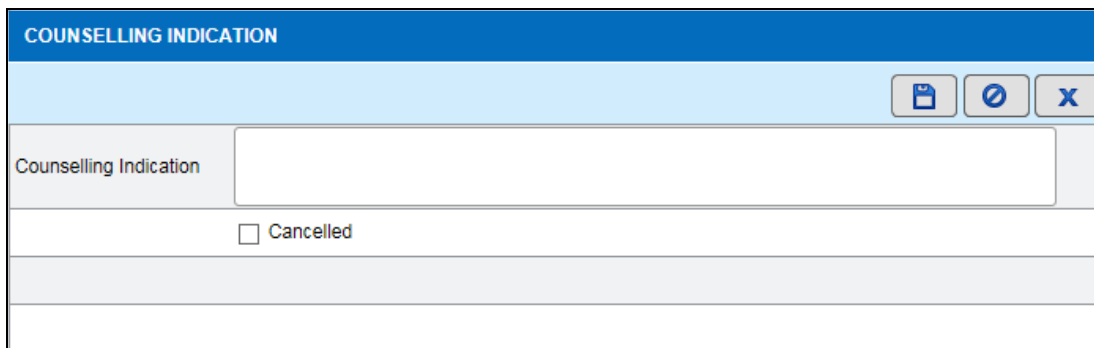
Verification Stage

DRUG REMARKS HISTORY (ATENOLOL 100 MG TABLET)

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

Figure 3.2-2 Pharmacist Remark

- Enter remark on Verification Stage (if required) and click on the  button to save the record
- Tick on the Counselling Indication ☒ [Detail](#) checkbox and click on the Details hyperlink to enter Counselling Indication as shown in Figure 3.2-3



The form titled "COUNSELLING INDICATION" has a blue header bar. Below the header, there are three buttons: a save icon, a refresh icon, and a close (X) icon. The main area contains a label "Counselling Indication" followed by a text input field. Below the input field, there is a checkbox labeled "Cancelled".

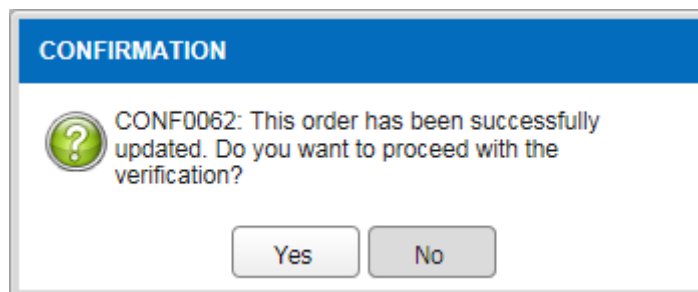
Figure 3.2-3 Counselling Indication

STEP 1

Click on  the button to verify the prescription

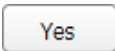
Note

- System will display a Confirmation Message as shown in Figure 3.2-4



The confirmation message box has a blue header bar with the title "CONFIRMATION". Below the header, there is a green circular icon with a question mark. To the right of the icon, the text reads: "CONF0062: This order has been successfully updated. Do you want to proceed with the verification?". At the bottom of the box, there are two buttons: "Yes" and "No".

Figure 3.2-4 Confirmation Message

- Click on  the button to proceed with preparation process
- If the prescription content DD/Psychotropics Drug, system will display a alert message as shown in Figure 3.2-5

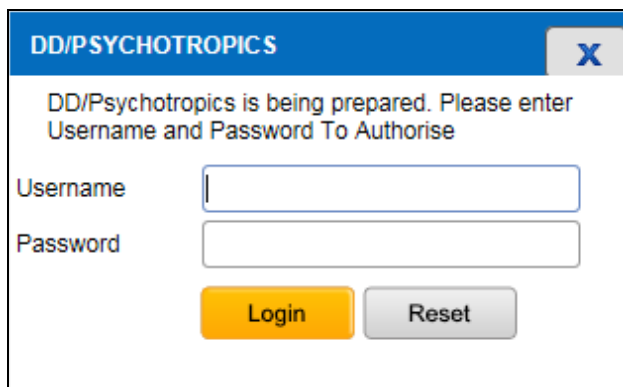



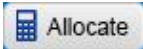
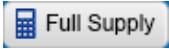


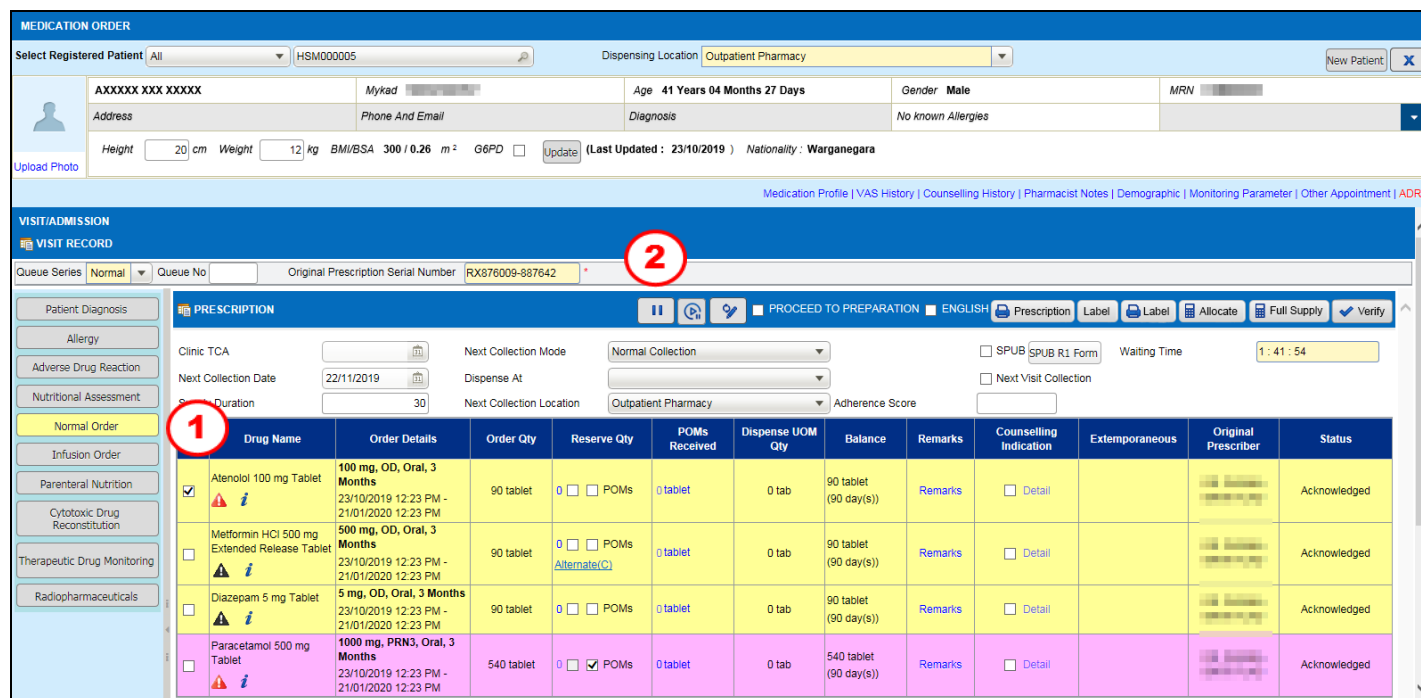
Figure 3.2-5 DD/Psychotropics

- Enter **Username** and **Password** then click on the  button
- To skip the preparation process, tick the  Proceed to Dispense checkbox
- Click at the  Reserve quantity checkbox if there is no stock for a particular drug to dispense with '0' quantity
- Click on the  button to allocate quantity of the drug based on Supply Duration value
- Click on the  button to fully allocate quantity for the drug
- After allocate, user also able to print the drug label

3.2.1 Hold and Resume Drug

To hold and resume drug, perform step as follow:

Hold Drug



MEDICATION ORDER

Select Registered Patient: All | HSM000005 | Dispensing Location: Outpatient Pharmacy | New Patient

XXXXXX XXX XXXXX | Mykad: | Age: 41 Years 04 Months 27 Days | Gender: Male | MRN: |
Address: | Phone And Email: | Diagnosis: | No known Allergies |
Height: 20 cm | Weight: 12 kg | BMI/BSA: 300 / 0.26 m² | G6PD: | Update (Last Updated: 23/10/2019) | Nationality: Warganegara

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

VISIT/ADMISSION

VISIT RECORD

Queue Series: Normal | Queue No: | Original Prescription Serial Number: RX876009-887642

PRESCRIPTION

Client TCA: | Next Collection Mode: Normal Collection | SPUB: SPUB R1 Form | Waiting Time: 1:41:54
Next Collection Date: 22/11/2019 | Dispense At: | Next Visit Collection:
Duration: 30 | Next Collection Location: Outpatient Pharmacy | Adherence Score: |


Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input checked="" type="checkbox"/> Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/> Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/> Diazepam 5 mg Tablet	5 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/> Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged


Figure 3.2.1-1 Medication Order

STEP 1

Click on the ☒ checkbox for the selected drug

STEP 2

Click on the  button and 'Hold Order - Pharmacist Remarks' screen will display as Figure 3.2.1-2



HOLD ORDER - PHARMACIST REMARKS

Drug Name	Reason	Other Reason	Remark
Atenolol 100 mg Tablet	Patient Refused		

Figure 3.2.1-2 Hold Order - Pharmacist Remarks

STEP 3

Select **Hold Reason** from dropdown menu

- Authenticity
- Contraindication
- Drug Interaction
- Inappropriate Dose
- Inappropriate Drug
- Inappropriate Duration

- Inappropriate Frequency
- Incompatibility
- Intervention
- Others
- Patient Refused
- Polypharmacy
- Suggest to Monitor Vital Signs/Lab Result
- Wrong Patient

Note

- Enter **Remark** if required
- If user select reason as **Others**, **Other Reason** field will enable to user fill in the information (if required)

STEP 4

Click on the  button and Confirmation Message will display as Figure 3.2.1-3

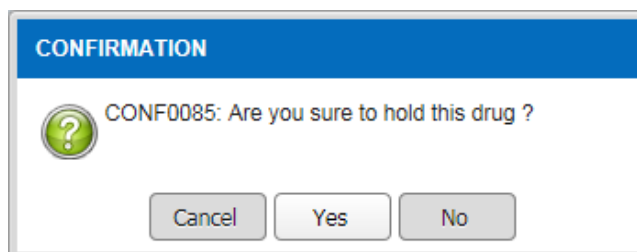
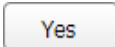


Figure 3.2.1-3 Confirmation Message

Note

- Click on the  button
- Status of the drug will change to Acknowledge/Hold (depends on dispensing stage) in red color as shown in Figure 3.2.1-4

PRESCRIPTION												
Clinic TCA			Next Collection Mode			PROCEED TO PREPARATION			ENGLISH			
Next Collection Date			Dispense At			SPUB			SPUB R1 Form			
Supply Duration			Next Collection Location			Waiting Time			1:58:9			
			Outpatient Pharmacy			Adherence Score						
	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet	5 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged/Hold

Figure 3.2.1-4 Hold Order

Resume Drug

MEDICATION ORDER

Select Registered Patient: All [Search] Dispensing Location: Outpatient Pharmacy [New Patient] X

XXXXXX XXX XXXXX Mykad: [Search] Age: 41 Years 04 Months 27 Days Gender: Male MRN: [Search]

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

Height: 20 cm Weight: 12 kg BMI/BSA: 300 / 0.26 m² G6PD: [] Update (Last Updated: 23/10/2019) Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

VISIT RECORD

Queue Series: Normal Queue No: [Search] Original Prescription Serial Number: RX876009-887642 * **2**

PRESCRIPTION [Pause] [Refresh] [Print] [Proceed to Preparation] ENGLISH [Prescription] [Label] [Label] [Allocate] [Full Supply] [Verify]

Clinic TCA: [Search] Next Collection Mode: Normal Collection [] SPUB [] SPUB R1 Form [] Waiting Time: 1:59:54

Next Collection Date: 22/11/2019 [Calendar] Dispense At: [Search] [] Next Visit Collection

Supply Duration: 30 Next Collection Location: Outpatient Pharmacy Adherence Score: [Search]

	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Search]	Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet	5 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Search]	Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Search]	Acknowledged
<input checked="" type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Search]	Acknowledged/Hold


1

Figure 3.2.1-5 Medication Order



STEP 1

Click on the ☒ checkbox for the selected drug with status of Hold

STEP 2

Click on the  button and 'Hold Order - Pharmacist Remarks' screen will display as Figure 3.2.1-5

HOLD ORDER - PHARMACIST REMARKS

 **3**  X

Drug Name	Reason	Other Reason	Remark	Action Taken
Atenolol 100 mg Tablet	Patient Refused			

Figure 3.2.1-5 Hold Order - Pharmacist Remarks

STEP 3

Enter **Action Taken** (if required)

Click on the  button and Confirmation Message will display as Figure 3.2.1-6

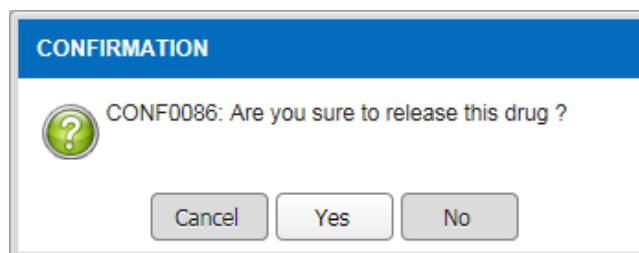


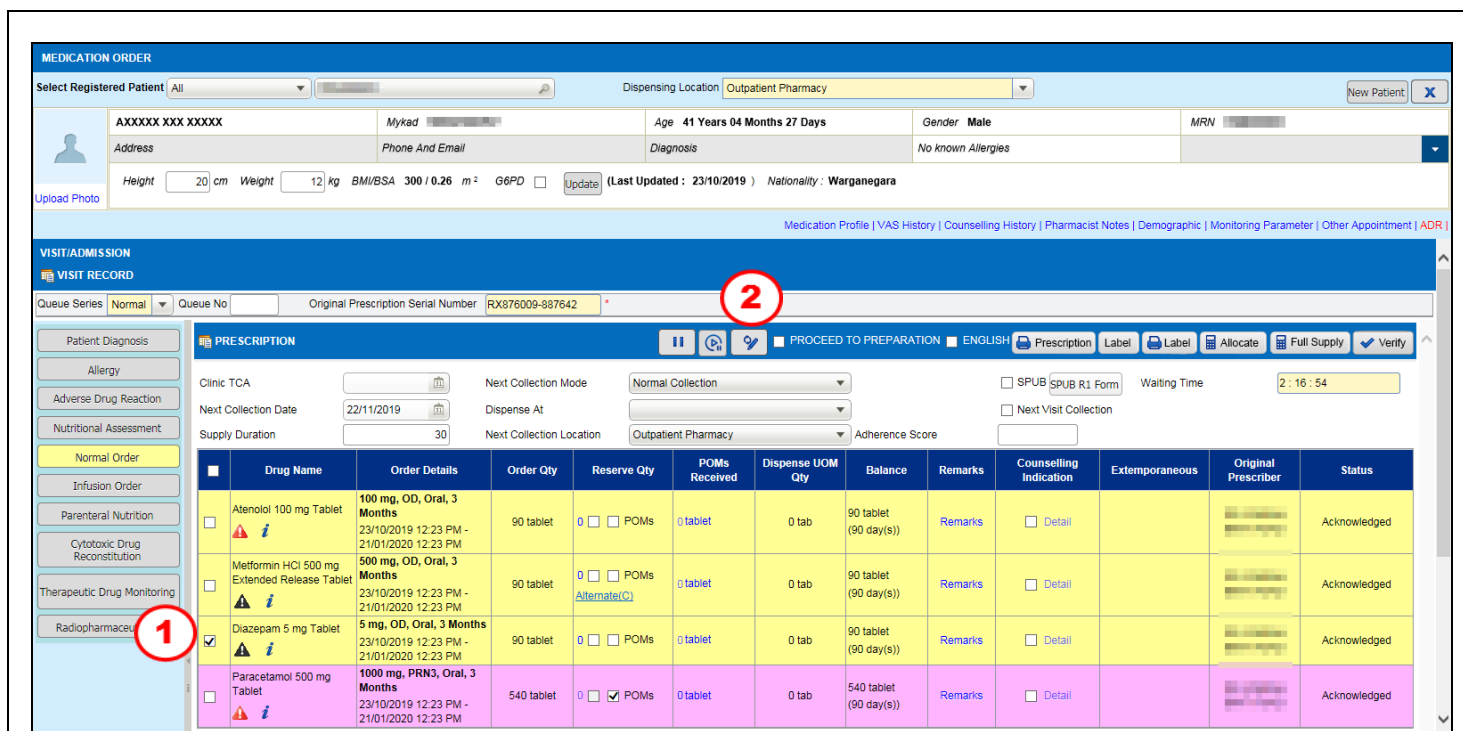
Figure 3.2.1-6 Confirmation Message

Note

- Click on the  button
- Status of the drug will change to Acknowledge (depends on the dispensing stage)

3.2.2 Intervention

Perform following step to an Intervention function:



MEDICATION ORDER

Select Registered Patient: All [Patient Name] Dispensing Location: Outpatient Pharmacy [New Patient]

XXXXXX XXX XXXXX Mykad: [Mykad] Age: 41 Years 04 Months 27 Days Gender: Male MRN: [MRN]

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

Height: 20 cm Weight: 12 kg BMI/BSA: 300 / 0.26 m² G6PD: [G6PD] Update (Last Updated: 23/10/2019) Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

VISIT RECORD

Queue Series: Normal Queue No: [Queue No] Original Prescription Serial Number: RX876009-887642

PRESCRIPTION

Next Collection Mode: Normal Collection [SPUB SPUB R1 Form] Waiting Time: 2:16:54

Next Collection Date: 22/11/2019 Dispense At: [Dispense At] Next Visit Collection: [Next Visit Collection]

Supply Duration: 30 Next Collection Location: Outpatient Pharmacy Adherence Score: [Adherence Score]

	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counseling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Prescriber]	Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Prescriber]	Acknowledged
<input checked="" type="checkbox"/>	Diazepam 5 mg Tablet	5 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Prescriber]	Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		[Prescriber]	Acknowledged

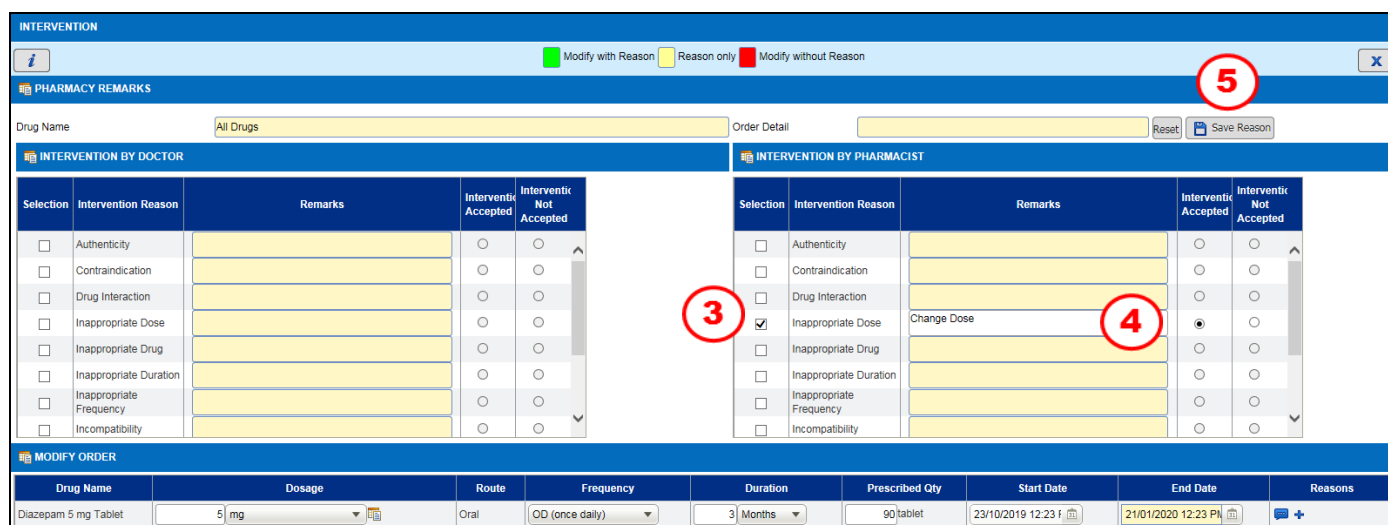
Figure 3.2.2-1 Medication Order

STEP 1

Click on the ☒ checkbox for the selected drug

STEP 2

Click on the  button and Intervention screen will display as Figure 3.2.2-2



INTERVENTION

☒ Modify with Reason ☐ Reason only ☐ Modify without Reason

PHARMACY REMARKS

Drug Name: All Drugs Order Detail: [Order Detail] Reset Save Reason

INTERVENTION BY DOCTOR

Selection	Intervention Reason	Remarks	Intervent Accepted	Intervent 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 type="checkbox"/>	Inappropriate Dose		<input 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"/>

INTERVENTION BY PHARMACIST

Selection	Intervention Reason	Remarks	Intervent Accepted	Intervent 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"/>	Inappropriate Dose	Change Dose	<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"/>

MODIFY ORDER

Drug Name	Dosage	Route	Frequency	Duration	Prescribed Qty	Start Date	End Date	Reasons
Diazepam 5 mg Tablet	5 mg	Oral	OD (once daily)	3 Months	90 tablet	23/10/2019 12:23 PM	21/01/2020 12:23 PM	<input checked="" type="checkbox"/> +

Figure 3.2.2-2 Intervention

STEP 3

Select the **Intervention Reason** by click on the **Selection** ☒ checkbox

Note

- **Intervention By Doctor** : Intervention made by prescriber (Doctor's)
- **Intervention By Pharmacist** : Intervention made by Pharmacist after consulting prescriber

STEP 4

Enter the **Remarks** and select either **Intervention Accepted** or **Intervention Not Accepted**

STEP 5

Click on the  button to save the changes made

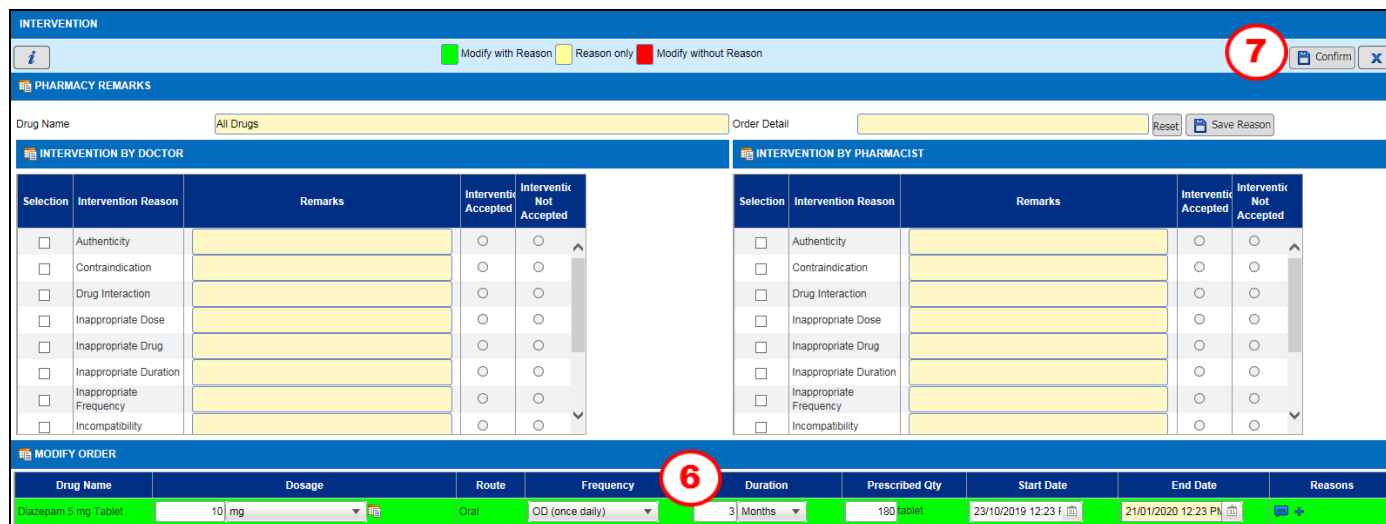


Figure 3.2.2-3 Intervention

STEP 6

Change the Order details as required

Note

- Background color for the drugs change from grey to Yellow, means the records is being updated on the intervention reason but no modification been done.
- There were also some color indicator highlighted for a drug row, when user do the intervention:
 - GREEN**- Modify with Intervention Reason:- user able to save changes.
 - YELLOW**- Add Reason only:- user able to save changes.
 - RED**-Modify without Reason:- user are not able to save changes. User need to add in at least one reason to save changes
- User is allowed to change the Dosage, Frequency and Duration.

STEP 7

Click on the  button to confirm the intervention

Note

Once the order has been successfully modified, a blue hyperlink with the intervention information will be display as Figure 3.2.2-4

PRESCRIPTION

PROCEED TO PREPARATION

ENGLISH

Prescription

Label

Label

Allocate

Full Supply

Verify

Clinic TCA

Next Collection Mode

Normal Collection

SPUB

SPUB R1 Form

Waiting Time

2 : 24 : 6

Next Collection Date

22/11/2019

Dispense At

Next Visit Collection

Supply Duration

30

Next Collection Location

Outpatient Pharmacy

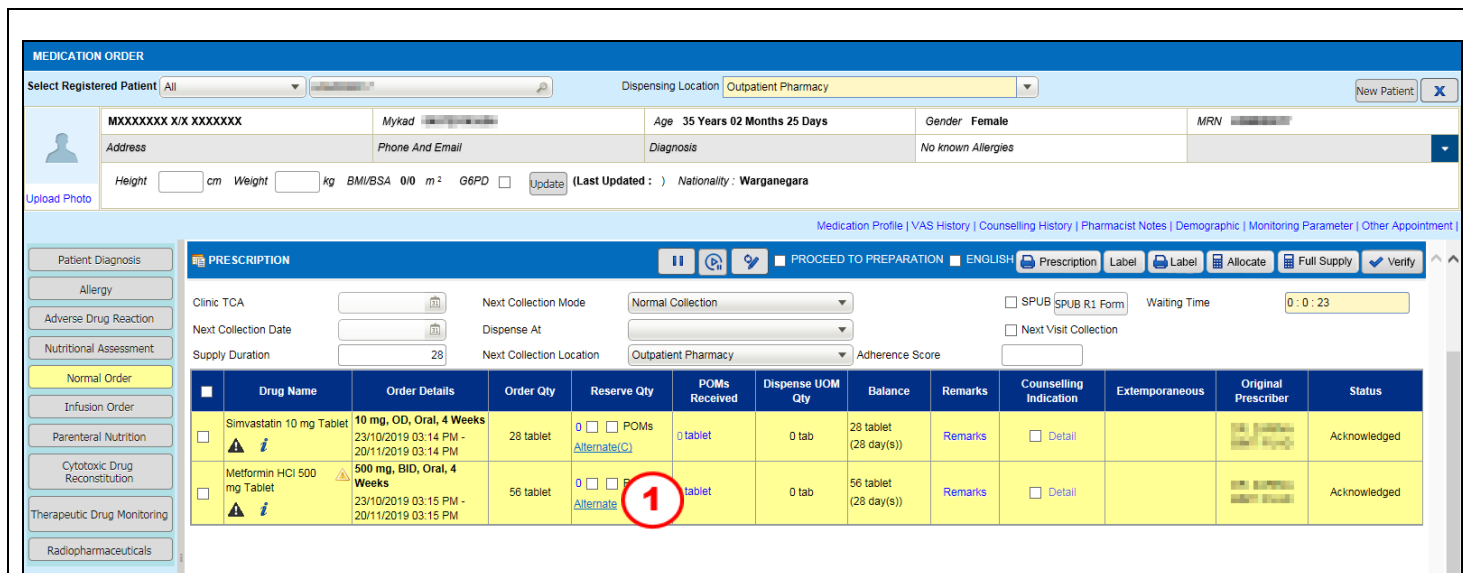
Adherence Score

	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Acknowledged

Figure 3.2.2-4 Updated Prescription

3.2.3 Alternate Drug

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



MEDICATION ORDER

Select Registered Patient: All | Dispensing Location: Outpatient Pharmacy | New Patient: X

Patient Information: MXXXXXXX X/X XXXXXXXX | Mykad: | Age: 35 Years 02 Months 25 Days | Gender: Female | MRN: | Address: | Phone And Email: | Diagnosis: | No known Allergies | Height: cm | Weight: kg | BMI/BSA: 0/0 m² | G6PD: | Update: (Last Updated:) | Nationality: Warganegara

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

PRESCRIPTION

Clinic TCA: | Next Collection Mode: Normal Collection | SPUB: SPUB R1 Form | Waiting Time: 0:0:23

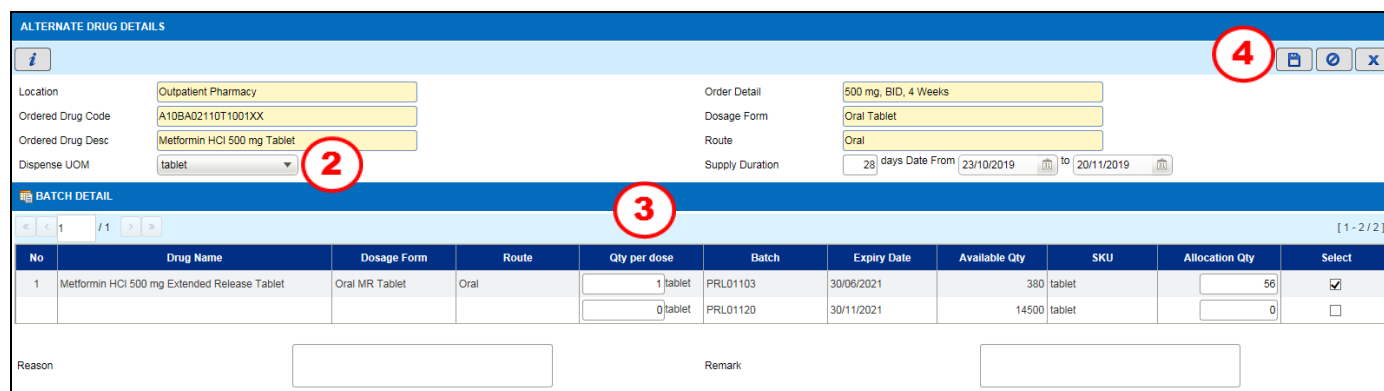
Next Collection Date: | Dispense At: | Next Visit Collection: | Supply Duration: 28 | Next Collection Location: Outpatient Pharmacy | Adherence Score: |

Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
Simvastatin 10 mg Tablet	10 mg, OD, Oral, 4 Weeks 23/10/2019 03:14 PM - 20/11/2019 03:14 PM	28 tablet	0	0	0 tab	28 tablet (28 day(s))	Remarks	Detail			Acknowledged
Metformin HCl 500 mg Tablet	500 mg, BID, Oral, 4 Weeks 23/10/2019 03:15 PM - 20/11/2019 03:15 PM	56 tablet	0	0 Alternate	0 tab	56 tablet (28 day(s))	Remarks	Detail			Acknowledged

Figure 3.2.3-1 Medication Order

STEP 1

Click on the [Alternate](#) hyperlink and Alternate Drug Details will display as Figure 3.2.3-2



ALTERNATE DRUG DETAILS

Location: Outpatient Pharmacy | Order Detail: 500 mg, BID, 4 Weeks

Ordered Drug Code: A10BA02110T1001XX | Dosage Form: Oral Tablet

Ordered Drug Desc: Metformin HCl 500 mg Tablet | Route: Oral

Dispense UOM: tablet | Supply Duration: 28 days Date From: 23/10/2019 to: 20/11/2019

BATCH DETAIL

No	Drug Name	Dosage Form	Route	Qty per dose	Batch	Expiry Date	Available Qty	SKU	Allocation Qty	Select
1	Metformin HCl 500 mg Extended Release Tablet	Oral MR Tablet	Oral	1 tablet	PRL01103	30/06/2021	380 tablet		56	<input checked="" type="checkbox"/>
				0 tablet	PRL01120	30/11/2021	14500 tablet		0	<input type="checkbox"/>

Reason: | Remark: |

Figure 3.2.3-2 Alternate Drug Details

STEP 2

Select **Dispense UOM** from dropdown menu

STEP 3

Enter **Qty per dose**

Note

Allocation Qty will be automatically calculate based on value entered for **Qty per dose** and user is allowed to change the value

STEP 4

Click on the  button and Information Message will display as Figure 3.2.3-3

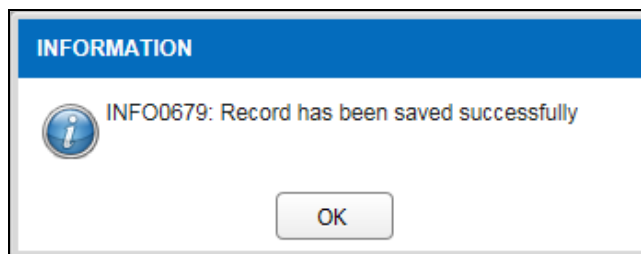


Figure 3.2.3-3 Information Message

Note

- Click on the  button
- Alternate drug will display as green color as Figure 3.2.3-4

PRESCRIPTION

PROCEED TO PREPARATION

ENGLISH

Prescription

Label

Label

Allocate

Full Supply

Verify

Clinic TCA

Next Collection Mode

Normal Collection

☐ SPUB

SPUB R1 Form

Waiting Time

07:59

Next Collection Date

Dispense At

☐ Next Visit Collection

Supply Duration

28

Next Collection Location

Outpatient Pharmacy

Adherence Score







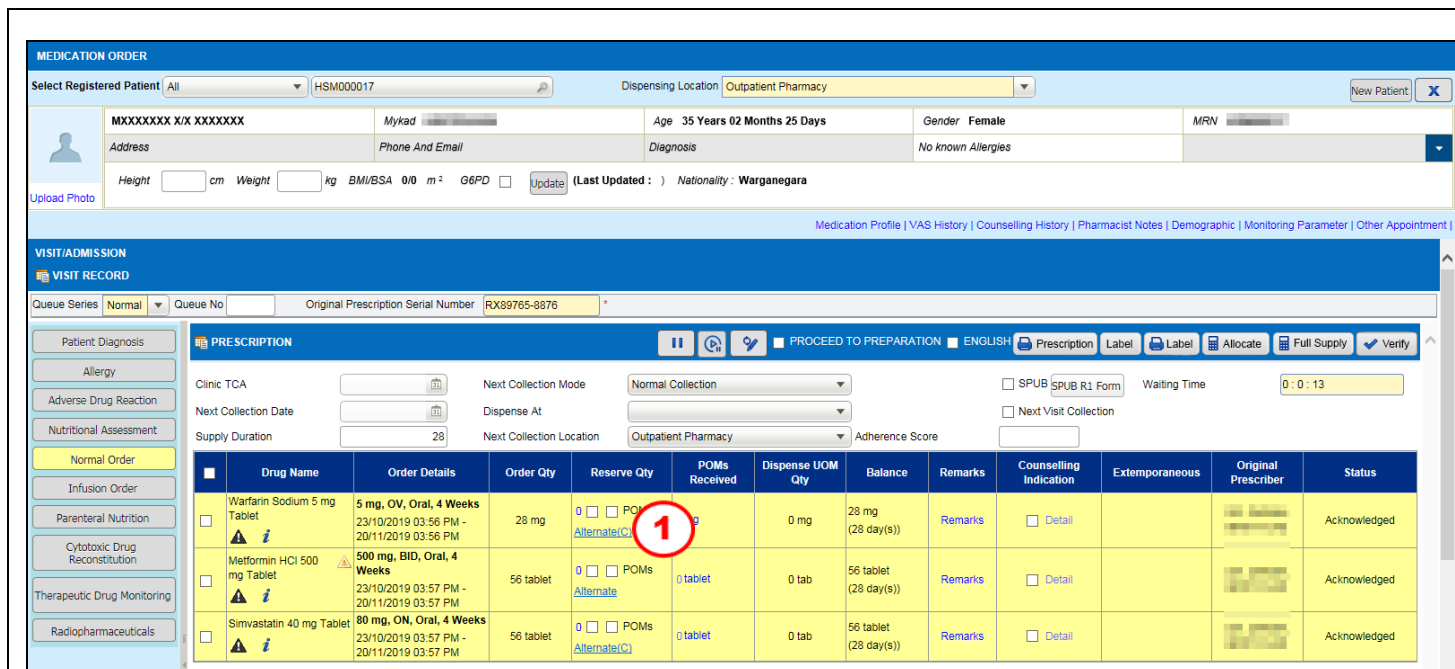
	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Simvastatin 10 mg Tablet  	10 mg, OD, Oral, 4 Weeks 23/10/2019 03:14 PM - 20/11/2019 03:14 PM	28 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	28 tablet (28 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Tablet  	500 mg, BID, Oral, 4 Weeks 23/10/2019 03:15 PM - 20/11/2019 03:15 PM	56 tablet	0 <input type="checkbox"/> POMs Alternate	0 tablet	0 tablet	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
	Metformin HCl 500 mg Extended Release Tablet			56 tablet								

Figure 3.2.3-4 Updated Prescription

3.2.4 Alternate & Combination Drug

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



MEDICATION ORDER

Select Registered Patient: All | HSM00017 | Dispensing Location: Outpatient Pharmacy | New Patient: X

XXXXXXXX X/X XXXXXXXX | Mykad: | Age: 35 Years 02 Months 25 Days | Gender: Female | MRN: |
Address: | Phone And Email: | Diagnosis: | No known Allergies |
Height: cm | Weight: kg | BMI/BSA: 0/0 m² | G6PD: | Update: (Last Updated:) | Nationality: Warganegara

Upload Photo

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

VISIT/ADMISSION

VISIT RECORD

Queue Series: Normal | Queue No: | Original Prescription Serial Number: RX89765-8876

PRESCRIPTION

PROCEED TO PREPARATION | ENGLISH | Prescription | Label | Label | Allocate | Full Supply | Verify

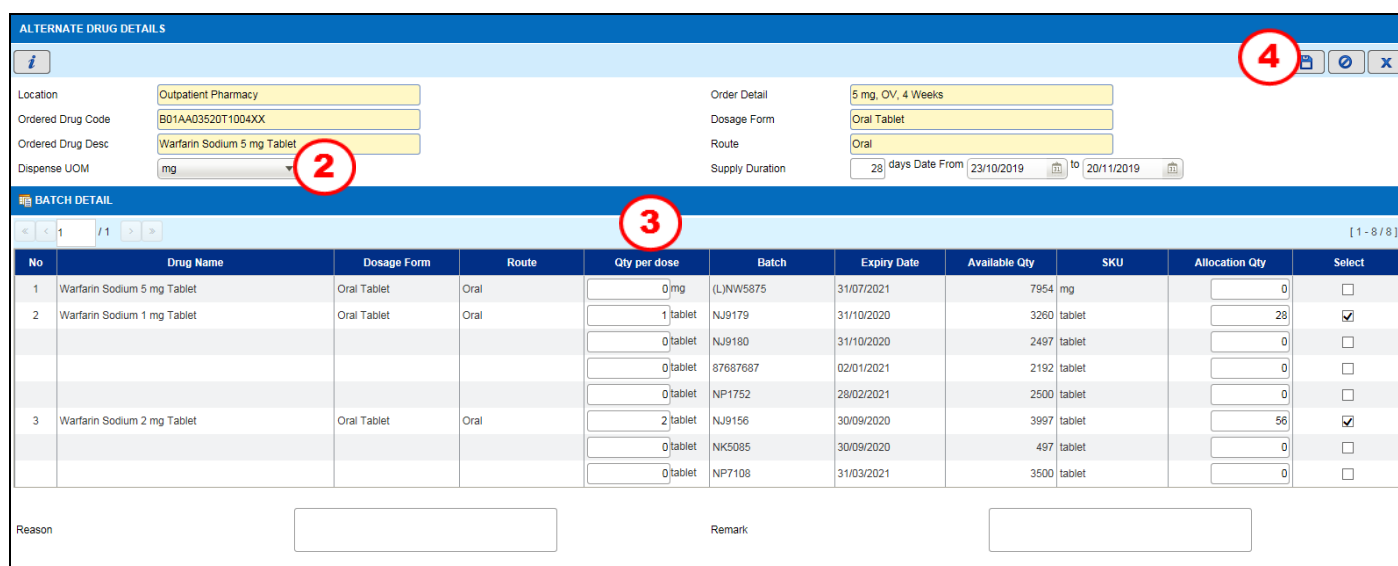
Clinic TCA: | Next Collection Mode: Normal Collection | SPUB R1 Form: | Waiting Time: 0:0:13
Next Collection Date: | Dispense At: | Next Visit Collection:
Supply Duration: 28 | Next Collection Location: Outpatient Pharmacy | Adherence Score: |

	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counseling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Warfarin Sodium 5 mg Tablet	5 mg, OV, Oral, 4 Weeks 23/10/2019 03:56 PM - 20/11/2019 03:56 PM	28 mg	0	Alternate(C)	0 mg	28 mg (28 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Tablet	500 mg, BID, Oral, 4 Weeks 23/10/2019 03:57 PM - 20/11/2019 03:57 PM	56 tablet	0	Alternate	0 tab	56 tablet (28 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Simvastatin 40 mg Tablet	80 mg, ON, Oral, 4 Weeks 23/10/2019 03:57 PM - 20/11/2019 03:57 PM	56 tablet	0	Alternate	0 tab	56 tablet (28 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged

Figure 3.2.4-1 Medication Order

STEP 1

Click on the [Alternate\(C\)](#) hyperlink and Alternate Drug Details will display as Figure 3.2.4-2



ALTERNATE DRUG DETAILS

Location: Outpatient Pharmacy | Order Detail: 5 mg, OV, 4 Weeks
Ordered Drug Code: B01AA03520T1004XX | Dosage Form: Oral Tablet
Ordered Drug Desc: Warfarin Sodium 5 mg Tablet | Route: Oral
Dispense UOM: mg | Supply Duration: 28 days Date From: 23/10/2019 to: 20/11/2019

BATCH DETAIL

No	Drug Name	Dosage Form	Route	Qty per dose	Batch	Expiry Date	Available Qty	SKU	Allocation Qty	Select
1	Warfarin Sodium 5 mg Tablet	Oral Tablet	Oral	0 mg	LJNW5875	31/07/2021	7954 mg		0	<input type="checkbox"/>
2	Warfarin Sodium 1 mg Tablet	Oral Tablet	Oral	1 tablet	NJ9179	31/10/2020	3260 tablet		28	<input checked="" type="checkbox"/>
				0 tablet	NJ9180	31/10/2020	2497 tablet		0	<input type="checkbox"/>
				0 tablet	37687687	02/01/2021	2192 tablet		0	<input type="checkbox"/>
				0 tablet	NP1752	28/02/2021	2500 tablet		0	<input type="checkbox"/>
3	Warfarin Sodium 2 mg Tablet	Oral Tablet	Oral	2 tablet	NJ9156	30/09/2020	3997 tablet		56	<input checked="" type="checkbox"/>
				0 tablet	NK5085	30/09/2020	497 tablet		0	<input type="checkbox"/>
				0 tablet	NP7108	31/03/2021	3500 tablet		0	<input type="checkbox"/>

Reason: | Remark: |

Figure 3.2.4-2 Alternate Drug Details

STEP 2

Select **Dispense UOM** from dropdown menu (if applicable)

STEP 3

Enter **Qty per dose** for the selected drug to combine

Note

Allocation Qty will be automatically calculate based on value entered for **Qty per dose** and user is allowed to change the value

STEP 4

Click on the  button and Information Message will display as Figure 3.2.4-3

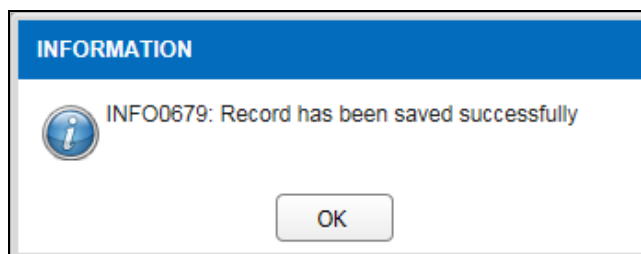
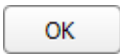


Figure 3.2.4-3 Information Message

Note

- Click on the  button
- Alternate & Combination drug will display as green color as Figure 3.2.4-4

PRESCRIPTION

PROCEED TO PREPARATION

ENGLISH

Prescription

Label

Label

Allocate

Full Supply

Clinic TCA

Next Collection Mode

Normal Collection

SPUB

SPUB R1 Form

Waiting Time

0 : 6 : 3

Next Collection Date

Dispense At

Next Visit Collection

Supply Duration

28

Next Collection Location

Outpatient Pharmacy

Adherence Score










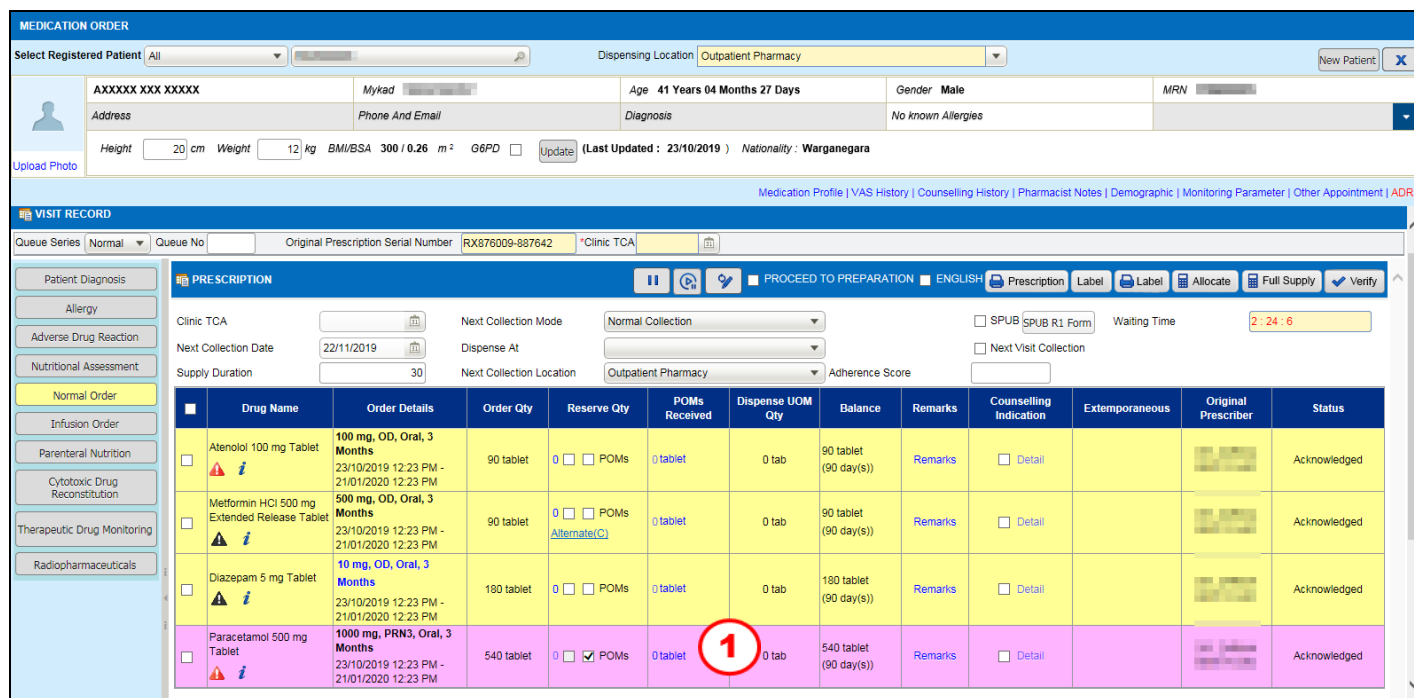
	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Warfarin Sodium 5 mg Tablet  	5 mg, OV, Oral, 4 Weeks 23/10/2019 03:56 PM - 20/11/2019 03:56 PM	28 mg	0 <input type="checkbox"/> POMs Alternate(C)	0 mg	0 mg	0 mg (0 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
	Warfarin Sodium 1 mg Tablet			28 tablet								
	Warfarin Sodium 2 mg Tablet			56 tablet								
<input type="checkbox"/>	Metformin HCl 500 mg Tablet  	500 mg, BID, Oral, 4 Weeks 23/10/2019 03:57 PM - 20/11/2019 03:57 PM	56 tablet	0 <input type="checkbox"/> POMs Alternate	0 tablet	0 tab	56 tablet (28 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Simvastatin 40 mg Tablet  	80 mg, ON, Oral, 4 Weeks 23/10/2019 03:57 PM - 20/11/2019 03:57 PM	56 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	56 tablet (28 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged

Figure 3.2.4-4 Updated Prescription

3.2.5 POMs Drug

This function is for dispense Own Medication drug where no stock will be deducted from inventory.



MEDICATION ORDER

Select Registered Patient: All [Patient Name] Dispensing Location: Outpatient Pharmacy [Dropdown] New Patient: X

XXXXXX XXX XXXXX Mykad: [ID] Age: 41 Years 04 Months 27 Days Gender: Male MRN: [MRN]

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

Height: 20 cm Weight: 12 kg BMI/BSA: 300 / 0.26 m² O6PD: [] Update (Last Updated: 23/10/2019) Nationality: Warganegara

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

VISIT RECORD

Queue Series: Normal Queue No: [] Original Prescription Serial Number: RX876009-887642 *Clinic TCA: []

PRESCRIPTION

Clinic TCA: [] Next Collection Mode: Normal Collection [Dropdown] SPUB: [] SPUB R1 Form: [] Waiting Time: 2:24:6

Next Collection Date: 22/11/2019 Dispense At: [Dropdown] Next Visit Collection: []

Supply Duration: 30 Next Collection Location: Outpatient Pharmacy Adherence Score: []

	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counseling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged

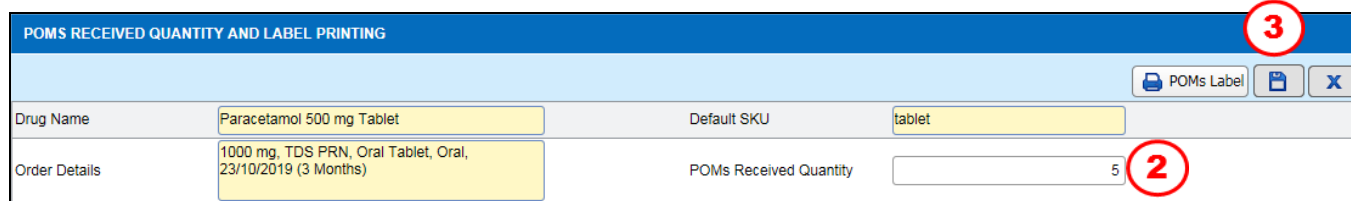
Figure 3.2.5-1 Medication Order

Note

Drug that recorded as Own Medication in record prescription will display by purple in color as shown in Figure 3.2.5-1

STEP 1

Click on the POMs Received hyperlink and POMs Received Quantity and Label Printing screen will display as Figure 3.2.5-2



POMS RECEIVED QUANTITY AND LABEL PRINTING

Print POMs Label [Icon] [X]

Drug Name: Paracetamol 500 mg Tablet Default SKU: tablet

Order Details: 1000 mg, TDS PRN, Oral Tablet, Oral, 23/10/2019 (3 Months) POMs Received Quantity: 5

Figure 3.2.5-2 POMs Received Quantity and Label Printing

STEP 2

Enter **POMs Received Quantity**

Note

POMs Received Quantity field will always be editable by user

STEP 3

Click on the  button and Confirmation Message will display as Figure 3.2.5-3

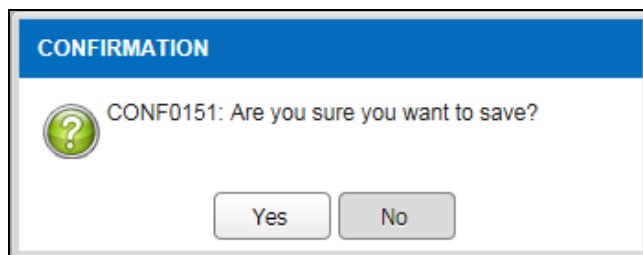


Figure 3.2.5-3 Confirmation Message

Note

- Click on the  button and Information Message will display as Figure 3.2.5-4

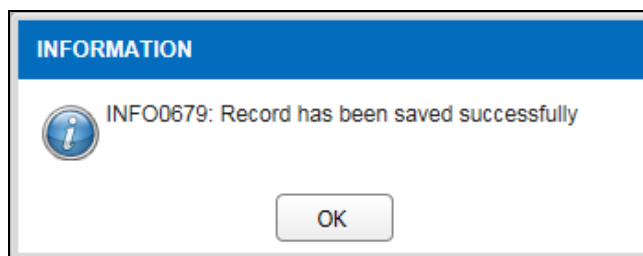
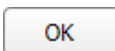


Figure 3.2.5-4 Information Message

- Click on the  button and user is allowed to print POMs Label

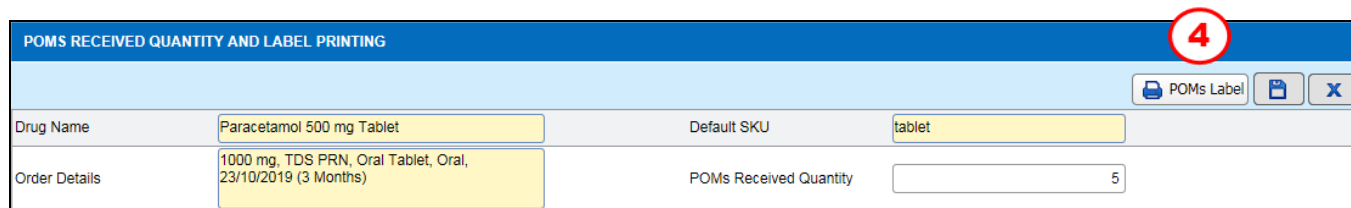


Figure 3.2.5-5 POMs Received Quantity and Label Printing

STEP 4

Click on the  button to view/print POMs Label

Note

User is allowed to print **POMs Label** at any cycle of dispensing and able to change **POMs Received Quantity** value

HOSPITAL SERI MANJUNG (Tel: 056896600)	
PATIENT'S OWN MEDICINES (POMs)	
AXXXXX XXX XXXXX	
Outpatient Clinic	
Paracetamol 500 mg Tablet	
Ambil 2 biji 3 kali sehari, bila perlu	
-	
Boleh diambil SEBELUM ATAU SELEPAS makan. Jangan ambil melebihi 2 biji sekali makan/ 8 biji sehari..	
23/10/2019	Kuantiti 5 biji
UBAT TERKAWAL	23/10/2019 04:28 PM

Figure 3.2.5-6 POMS Label

Note

- System allow user to update from POMs to Normal Drug and from Normal Drug to POMs
- User is allowed to update/remove the POMs flag for new order only
- Updating POMs flag can be done one time only
- Once record has been partial supply, system will not allow user to update POMs flag. User need to cancel or re-order the prescription

Remove POMs Drug:

MEDICATION ORDER

Select Registered Patient: All [Search] Dispensing Location: Outpatient Pharmacy [New Patient] X

XXXXXX XXX XXXXX Mykad: [ID] Age: 41 Years 04 Months 27 Days Gender: Male MRN: [MRN]

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

Height: 20 cm Weight: 12 kg BMI/BSA: 300 / 0.26 m² G6PD: [] Update (Last Updated: 23/10/2019) Nationality: Warganegara

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

VISIT RECORD

Queue Series: Normal Queue No: [] Original Prescription Serial Number: RX876009-887642 *Clinic TCA: []

PRESCRIPTION [] PROCEED TO PREPARATION [] ENGLISH [] Prescription [] Label [] Label [] Allocate [] Full Supply [] Verify []

Clinic TCA: [] Next Collection Mode: Normal Collection [] SPUB [] SPUB R1 Form [] Waiting Time: 2 : 24 : 6

Next Collection Date: 22/11/2019 [] Dispense At: [] Next Visit Collection []

Supply Duration: 30 Next Collection Location: Outpatient Pharmacy [] Adherence Score: []

	Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged

Figure 3.2.5-7 Medication Order

STEP 1

Uncheck POMs ☒ checkbox and Confirmation Message will display as Figure 3.2.5-8

CONFIRMATION

CONF7280: Do you want to update this POMs flag?

Figure 3.2.5-7 Medication Order

Note

- Click on the button and the drug will be updated to Normal Drug as shown in Figure 3.2.5-8



Figure 3.2.5-8 Updated Prescription

- after remove POMs flag, POMs checkbox will be dim and user is not allow to change back to POMs drug
- POMs Received will be automatically change to '0'

Update POMs Drug:

MEDICATION ORDER

Select Registered Patient All [Patient Name] Dispensing Location Outpatient Pharmacy New Patient

XXXXXX XXX XXXXXX
Address [Blank]
Height cm Weight kg BMI/BSA m² G6PD ☐

Upload Photo

Mykad [ID Card] Age **41 Years 04 Months 27 Days** Gender **Male** MRN [MRN]

Phone And Email [Blank] Diagnosis [Blank] No known Allergies

(Last Updated : 23/10/2019) Nationality : Warganegara

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

VISIT RECORD

Queue Series Normal Queue No Original Prescription Serial Number RX876009-887642 *Clinic TCA [Blank]

Patient Diagnosis

Allergy

Adverse Drug Reaction

Nutritional Assessment

Normal Order

Infusion Order

Parenteral Nutrition

Cytotoxic Drug Reconstitution

Therapeutic Drug Monitoring

Radiopharmaceuticals

PRESCRIPTION

Clinic TCA [Blank]

Next Collection Mode Normal Collection

☐ SPUB ☐ SPUB R1 Form

Waiting Time 2:24:6

Next Collection Date 22/11/2019

Dispense At [Blank]

☐ Next Visit Collection

Supply Duration 30

Next Collection Location Outpatient Pharmacy

Adherence Score [Blank]

■	Drug Name	Order Details	Order Qty	Reserve Qty	POMS Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet 	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMS	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet 	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 <input type="checkbox"/> POMS Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet 	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 <input type="checkbox"/> POMS	0 tablet	0 tab	180 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet 	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 <input type="checkbox"/> <input checked="" type="checkbox"/> POMS	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged

Figure 3.2.5-9 Medication Order

STEP 1

Click on the POMs checkbox for the selected normal drug and Confirmation Message will display as Figure 3.2.5-10

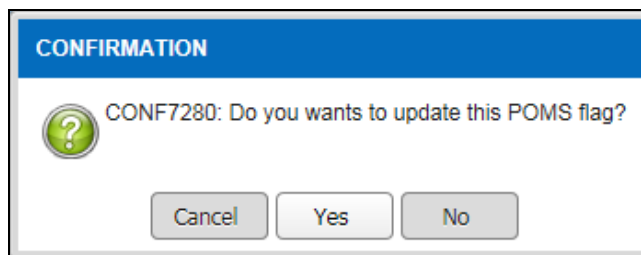
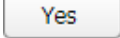


Figure 3.2.5-10 Medication Order

Note

- Click on the  button and the drug will be updated to POMs Drug as shown in Figure 3.2.5-11





PRESCRIPTION													
<div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div>ENGLISH</div> <div>PROCEED TO PREPARATION</div> <div>Label</div> <div>Label</div> <div>Full Supply</div> <div>Allocate</div> <div>Verify</div> </div> </div>													
	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tab	90 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	540 tablet (90 day(s))	Remarks	<input type="checkbox"/> Detail			Acknowledged

Figure 3.2.5-12 Updated Prescription

- after update POMs flag, POMs checkbox will be dim and user is not allow to change back to Normal Drug
- user can proceed to update POMs Received quantity to view/print POMs Label
- Once user click on the button to verify the prescription, system will display Confirmation Message as Figure 3.2.5-13

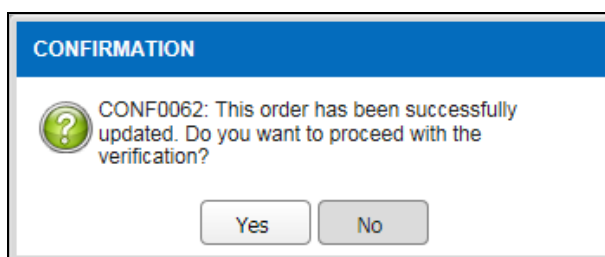
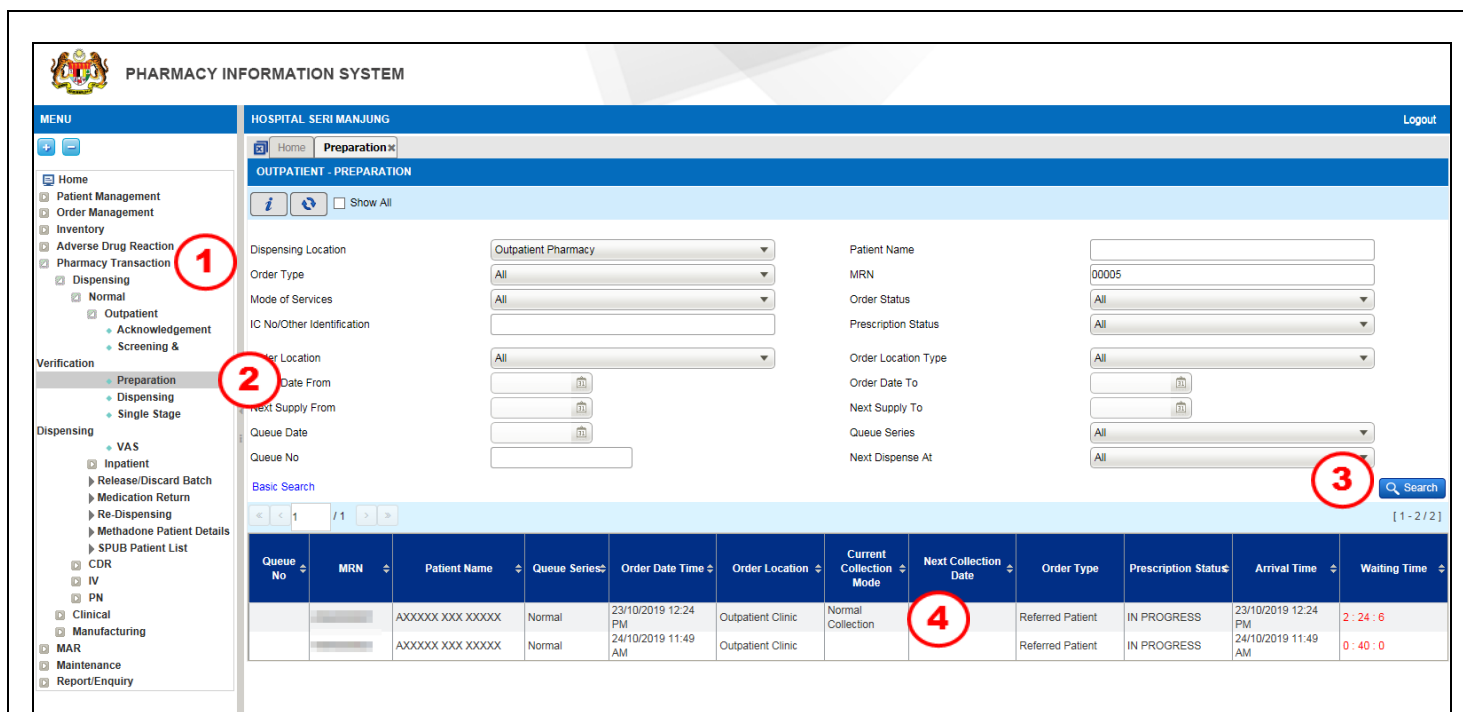


Figure 3.2.5-13 Confirmation Message

- Click on the  button to proceed with verification

3.3 Preparation

This function is used to prepare medication after it has verified and before can be dispense to the patient



PHARMACY INFORMATION SYSTEM

HOSPITAL SERI MANJUNG Logout

Home Preparation

OUTPATIENT - PREPARATION

Show All

Dispensing Location: Outpatient Pharmacy

Order Type: All

Mode of Services: All

IC No/Other Identification:

Patient Name:

MRN: 00005

Order Status: All

Prescription Status: All

Order Location Type: All

Order Date To:

Next Supply To:

Queue Date:

Queue No:

Queue Series: All

Next Dispense At: All

Basic Search

Queue No	MRN	Patient Name	Queue Series	Order Date Time	Order Location	Current Collection Mode	Next Collection Date	Order Type	Prescription Status	Arrival Time	Waiting Time
	AXXXXX XXX XXXXX		Normal	23/10/2019 12:24 PM	Outpatient Clinic	Normal Collection		Referred Patient	IN PROGRESS	23/10/2019 12:24 PM	2 : 24 : 6
	AXXXXX XXX XXXXX		Normal	24/10/2019 11:49 AM	Outpatient Clinic			Referred Patient	IN PROGRESS	24/10/2019 11:49 AM	0 : 40 : 0

Figure 3.3-1 Preparation

STEP 1

Click on 'Pharmacy Transaction' Menu and click on 'Dispensing' sub menu follow by 'Normal'

STEP 2

Click on 'Outpatient' then click on 'Preparation'

Note

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All	Check box	Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
c	Patient Name	Name of Patient	Allow to search by patient name
d	Order Type	- All - Normal - SPUB - Discharge - Referred Patient	Able to filter and search patient's record name by order type
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: Example: HPSF00001234 or "1234"

f	Mode of Services	<ul style="list-style-type: none"> - All - Appointment Card - Email and Take - Fax and Take - Home Visit - Leave and Collect - Normal Collection - Others - SMS and Take - Telephone and Take - UMP 	Allow user to search by patient registered with value added services for next collection
g	Order Status	<ul style="list-style-type: none"> - All - New Order - Partial Supply 	Able to filter the order by order status
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	<ul style="list-style-type: none"> - All - Hold - Expired 	Able to filter by prescription status
Advanced Search			
j	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
k	Order Location Type	<ul style="list-style-type: none"> - All - Clinic - Day Care - ER - Nursing Unit - Pharmacy 	Able to filter and search patient's record by order location type
l	Order Date from	Order date from	Able to filter and search patient's record by order date from
m	Order Date To	Order date to	Able to filter and search patient's record by order date to
n	Next Supply From	Next supply from date	Able to filter and search patient's record by next supply from date
o	Next Supply To	Next supply to date	Able to filter and search patient's record by next supply to date
p	Queue Date	Queue Date	Able to patient's record by queue date
q	Queue Series	<ul style="list-style-type: none"> - All - Normal - Express - Special - Others 	Able to filter and search patient's record by Queue series
r	Queue No	Queue No	Able to filter and search by Queue No
s	Next Dispense At	<ul style="list-style-type: none"> - All - Drive Through Counter - Pharmacy Counter - Bedside - Locker for You - PPUSS 	

Table 3.3-1

Note

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

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

Example

Scenario 1:

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

- Drug A, TDS
Previous supply start on 5/3/2015 for 30 days
Current date is 20/3/2017.
 - Supply duration = 30 days
 - Duration between previous start and current = 5/3/2017 to 20/3/2017 = 15 days
 - Drug MPR = $(30/15) \times 100 = \underline{200}$
- Drug B, BD
Previous supply start on 7/3/2015 for 40 days
Current date is 20/3/2017.
 - Supply duration = 40 days
 - Duration between previous start and current = 7/3/2017 to 20/3/2017 = 13 days
 - Drug MPR = $(40/13) \times 100 = \underline{308}$

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

Scenario 2: (Exemption for PRN frequency)

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

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

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

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

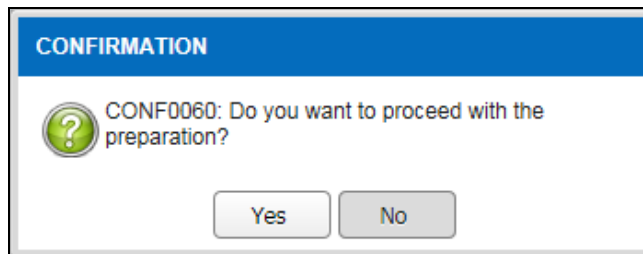


Figure 3.3-3 Confirmation Message

Note

Click on the  button to prepare the prescription and preparation screen will close automatically

3.3.1 Allocate Quantity

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

PREPARATION

XXXXX XXX XXXXX Mykad: XXXXXXXX Age: 41 Years 04 Months 28 Days Gender: Male MRN: XXXXXXXX
 Address: XXXXXXXX Phone And Email: XXXXXXXX Diagnosis: XXXXXXXX No known Allergies
 Height: 20 cm Weight: 12 kg BMI/BSA: 300 / 0.26 m² Update (Last Updated: 23/10/2019) Nationality: Warganegara

Encounter No: 0002 Actual Visit Date: 23/10/2019 Attending Practitioner: Visit Location: Outpatient Clinic Rx No: OPD0000824807 Order By: XXXXXXXX

PHARMACY ORDER

☒ Patient Arrived Queue Series: Normal Queue No: Arrival Time: 23/10/2019 12:24 PM Waiting Time: 2:24:6 Collector Name: XXXXX XXX XXXXX Relationship: Patient

Clinic TCA: No. of Days: 0 Current Collection Mode: Normal Collection Dispense At: Pharmacy Counter
 Next Collection Date: 22/11/2019 Total Patient: 1 Next Collection Mode: Normal Collection Next Dispense At: Pharmacy Counter
 Supply Duration: 30 Days Next Collection Location: Outpatient Pharmacy ☐ SPUB ☐ SPUB R1 Form
 Adherence Score: MPR

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail <input type="checkbox"/> Detail				Verified
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs Alternate(C)	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail <input type="checkbox"/> Detail				Verified
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (89 day(s))	Remarks <input type="checkbox"/> Detail <input type="checkbox"/> Detail				Verified
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 tablet	180 <input type="checkbox"/> POMs	0 tablet	180 tab	360 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail <input type="checkbox"/> Detail				Verified

Figure 3.3.1-1 Preparation

STEP 1

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

ITEM BATCH DETAILS

Drug Code: N02BE01000T1001XX Default SKU: tablet
 Drug Name: Paracetamol 500 mg Tablet Dispense UOM: tab
 Order Detail: 1000 mg, TDS PRN, 3 Months, 23/10/2019 - 21/01/2020 Supply Duration: 30 days Date From: 24/10/2019 to: 23/11/2019

BATCH DETAIL

1 / 1 [1 - 1 / 1]

Batch No	Expiry Date	Available Qty	UOM Qty	Allocated Qty
234232	02/01/2021	1840	180 tab	180
Total Available Qty		1840	Total Allocated Qty 180	

Figure 3.3.1-2 Item Batch Details

STEP 2

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

Note

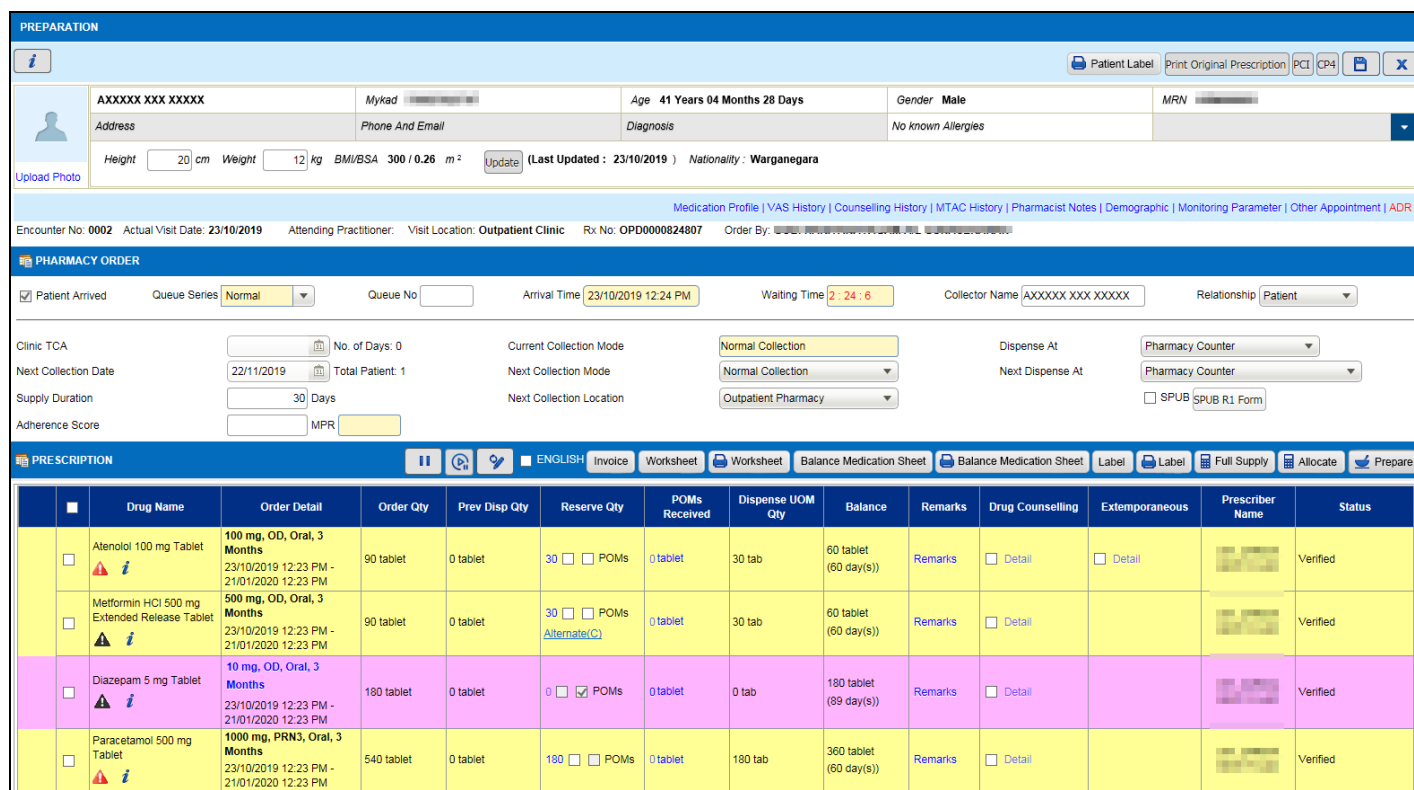
User is allowed to select and change **Dispense UOM** (if applicable)

STEP 3

Click on the  button to save record

3.3.2 Drug Label and Balance Medication Sheet(BMS)

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



PREPARATION

Encounter No: 0002 Actual Visit Date: 23/10/2019 Attending Practitioner: Visit Location: Outpatient Clinic Rx No: OPD0000024807 Order By: [Name]

PHARMACY ORDER

☒ Patient Arrived Queue Series: Normal Queue No: Arrival Time: 23/10/2019 12:24 PM Waiting Time: 2:24:6 Collector Name: XXXXXX XXX XXXXX Relationship: Patient

Clinic TCA: No. of Days: 0 Current Collection Mode: Normal Collection Dispense At: Pharmacy Counter
 Next Collection Date: 22/11/2019 Total Patient: 1 Next Collection Mode: Normal Collection Next Dispense At: Pharmacy Counter
 Supply Duration: 30 Days Next Collection Location: Outpatient Pharmacy
 Adherence Score: MPR

PRESCRIPTION




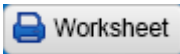

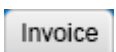

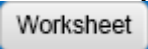

Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail	<input type="checkbox"/> Detail	[Signature]	Verified
Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs Alternate(C)	0 tablet	30 tab	60 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail		[Signature]	Verified
Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (89 day(s))	Remarks	<input type="checkbox"/> Detail		[Signature]	Verified
Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 tablet	180 <input type="checkbox"/> POMs	0 tablet	180 tab	360 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail		[Signature]	Verified

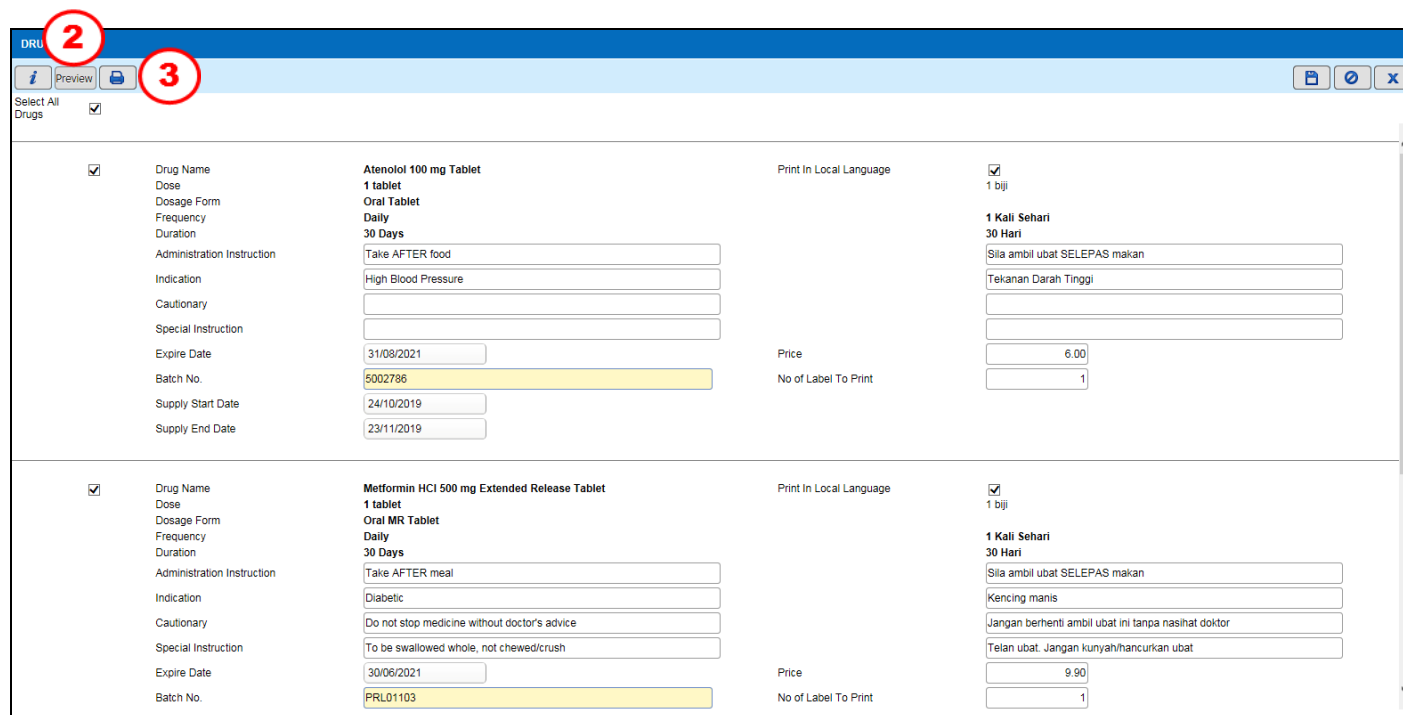
Figure 3.3.2-1 Preparation

STEP 1

Click on the  button to print drug label

Note

- All the button with the  icon is for **direct printing** such as ,  and .
- All the button without the  icon is for **preview, edit then print process** such as , ,  and .




Drug Name	Dose	Dosage Form	Frequency	Duration	Administration Instruction	Indication	Cautionary	Special Instruction	Expire Date	Batch No.	Supply Start Date	Supply End Date	Price	No of Label To Print
<input checked="" type="checkbox"/> Atenolol 100 mg Tablet	1 tablet	Oral Tablet	Daily	30 Days	Take AFTER food	High Blood Pressure			31/08/2021	5002786	24/10/2019	23/11/2019	6.00	1
<input checked="" type="checkbox"/> Metformin HCl 500 mg Extended Release Tablet	1 tablet	Oral MR Tablet	Daily	30 Days	Take AFTER meal	Diabetic	Do not stop medicine without doctor's advice	To be swallowed whole, not chewed/crush	30/06/2021	PRL01103			9.90	1

Figure 3.3.2-2 Drug Label

Note

- User able to select All drug label or selected drug only.
- Uncheck on **Print in Local Language** checkbox to print label in English (default is in Malay).
- User is allowed to print more than 1 by entering **No of Label to Print**.
- Able to edit **Administration Instruction, Indication, Cautionary, Special Instruction, and Price**.

STEP 2

Click on the  button to preview drug label as shown in Figure 3.3.2-3

STEP 3

Click on the  button to print drug label

**KEMENTERIAN KESIHATAN MALAYSIA
HOSPITAL SERI MANJUNG
BALANCE MEDICATION SHEET**

No Preskripsi : OPD000824807 (RX876009-887642) Tarikh Preskripsi : 23/10/2019

Nama : AXXXXX XXX XXXX No K/P : [REDACTED]

Umur : 41 Years 04 Months 28 Days 27/05/1978 MRN : [REDACTED]

Lokasi : Outpatient Clinic

Alahan : [REDACTED]


Diagnosis : [REDACTED]

Berat : 12.00 kg

BMI/BSA : 300 / 0.26

Dipreskrib oleh : [REDACTED]

Temujanji Klinik : [REDACTED]



Bil	Maklumat Preskripsi				Maklumat Pendiapensan											
	Nama Ubat	Maklumat Dos	Kuantiti Ubat	Tarikh: Kuantiti	TCA				TCA				TCA			
					F	D	F	D	F	D	F	D				
1	Atenolol 100 mg Tablet	100 mg, OD (once daily) , 3 Months, Oral	90 tablet	30	60											
2	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD (once daily) , 3 Months, Oral	90 tablet	30	60											
3	Paracetamol 500 mg Tablet	1000 mg, TDS PRN , 3 Months, Oral	540 tablet	180	360											

Figure 3.3.2-5 Balance Medication Sheet (BMS)

EXTEMPORANEOUS
4

Generate Worksheet

Preparation Done By ☒ Pharmacist ☐ Patient

Worksheet ID

Preparation Name Atenolol 2mg/mL Oral Liquid(Syrup) 2

Concentration 2 mg /ml

Dosage 50 ml

Item	Item Name	3	Quantity	UOM	Batch No	Expiry Date
Active Ingredient	Atenolol 100 mg Tablet		30 tablet		5002786	31/08/2021
Vehicle	Syrup BP		1500	ml		
Additional Item	Glycerin 2ml		20	ml		

☐ Storage Condition and Procedures in Local Language

Storage Condition Refrigerate

Expiry 14 Days

References Extemporaneous Formulation, MOH 2015

Formulation Remarks

Procedures(Preparation by Pharmacist)
1. Crush tablets in a mortar to a fine powder.
2. Levigate the powder with glycerin until a smooth paste is formed.
3. Add vehicle to the paste until a liquid is formed and transfer the liquid into the container.

Procedures(Preparation by Patient)

Preparation Remarks

Figure 3.3.3-2 Extemporaneous

Note

Preparation Done By will default to Pharmacist

STEP 2

Select **Preparation Name** from dropdown box

Note

Preparation Name will automatically display if user set default value at the Drug Master data

STEP 3

Enter information (if applicable)

Note

- **Expiry** will be based on the master setup but user is allowed to modify
- Click on the **Storage Condition and Procedures in Local Language** ☐ checkbox to change to Bahasa Melayu

STEP 4

Click on the button to save record and Confirmation Message will be display as Figure 3.3.3-3

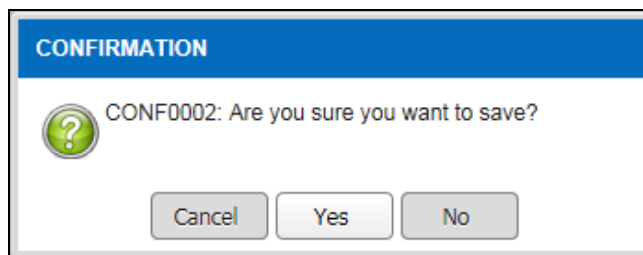


Figure 3.3.3-3 Confirmation Message

Note

Click on the  button and Extemporaneous screen will be closed

PREPARATION

XXXXXX XXX XXXXX Mykad [REDACTED] Age 41 Years 04 Months 28 Days Gender Male MRN [REDACTED]
 Address [REDACTED] Phone And Email [REDACTED] Diagnosis [REDACTED] No known Allergies
 Height 20 cm Weight 12 kg BMI/BSA 300 / 0.26 m² Update (Last Updated : 23/10/2019) Nationality : Warganegara

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

Encounter No: 0002 Actual Visit Date: 23/10/2019 Attending Practitioner: Visit Location: Outpatient Clinic Rx No: OPD0000824807 Order By: [REDACTED]

PHARMACY ORDER

PRESCRIPTION






	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail	<input checked="" type="checkbox"/> Detail	5	DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> <input type="checkbox"/> POMs Alternate(C)	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail			DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 tablet	0 <input type="checkbox"/> <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (89 day(s))	Remarks <input type="checkbox"/> Detail			DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 tablet	180 <input type="checkbox"/> <input type="checkbox"/> POMs	0 tablet	180 tab	360 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail			DR. ZARINA BINTI FUAD	Verified

Figure 3.3.3-4 Preparation

STEP 5

Click on the **Details** hyperlink and Extemporaneous screen will be display as Figure 3.3.3-5

EXTEMPORANEOUS


6
Generate Worksheet    

Preparation Done By ☒ Pharmacist ☐ Patient
Preparation Name

Worksheet ID
Concentration mg /ml
Dosage ml

Item	Item Name	Quantity	UOM	Batch No	Expiry Date
Active Ingredient	Atenolol 100 mg Tablet	30 tablet		5002786	07/11/2019
Vehicle	Syrup BP	<input type="text" value="1500"/>	<input type="text" value="ml"/>	<input type="text"/>	<input type="text"/>
Additional Item	Glycerin 2ml	<input type="text" value="20"/>	<input type="text" value="ml"/>	<input type="text"/>	<input type="text"/>

☐ Storage Condition and Procedures in Local Language

Storage Condition
References

Expiry Days
Formulation Remarks

Procedures(Preparation by Pharmacist)


1. Crush tablets in a mortar to a fine powder.
2. Levigate the powder with glycerin until a smooth paste is formed.
3. Add vehicle to the paste until a liquid is formed and transfer the liquid into the container.

Procedures(Preparation by Patient)

Preparation Remarks

Figure 3.3.3-5 Extemporaneous

STEP 6

Click on the  button to view the extemporaneous worksheet as Figure 3.3.3-6

EXTEMPOREANEOUS WORKSHEET (PARTIAL)

MINISTRY OF HEALTH

Hospital Seri Manjung

Date of preparation : 24/10/2019

Worksheet Id: 19-10-0010

MRN [REDACTED]

Name AXXXXX XXX XXXXX

ID No [REDACTED]

Order Location Outpatient Clinic

Rx. No. OPD0000624807

Order Date 23/10/2019

Ordered By [REDACTED]

No	ROA	Preparation Name	Dose	Total Dose	Material Used				Storage
					Item Name	Volume/Qty Required	Batch No	Expiry Date	
1.	Oral	Atenolol 2mg/mL Oral Liquid(Syrup) Expiry Date : 07/11/2019	100mg (50ML)	3000mg (1500 ml)	Atenolol 100 mg Tablet	30 tablet	5002786	31/08/2021	Refrigerate
					Syrup BP	1500 ml			
					Glycerin 2ml	20 ml			

Worksheet generated by
GOBI HARIYANAYAGAM A/L
Date: 24/10/2019

Worksheet & label checked by
Date:

Prepared by
Date:

Final Product Checked by
Date: 24/10/2019

Figure 3.3.3-6 Extemporaneous Worksheet

EXTEMPORANEOUS
5

Print Ingredient Label

Preparation Done By
☐ Pharmacist ☒ Patient 2

Preparation Name
Atenolol 2mg/mL Oral Liquid(Syrup) 3

Concentration
2 mg /ml

Dosage
50 ml

Item	Item Name	Quantity	UOM	Batch No	Expiry Date
Active Ingredient	Atenolol 100 mg Tablet 4	30 tablet		5002786	07/11/2019
Vehicle	Syrup BP	1500	ml		
Additional Item	Glycerin 2ml	20	ml		

☐ Storage Condition and Procedures in Local Language

Storage Condition
Refrigerate

References
Extemporaneous Formulation, MOH 2015

Procedures(Preparation by Pharmacist)

Procedures(Preparation by Patient)

 1. Ambil 1 biji Atenolol 100 mg Tablet.
 2. Hancurkan Atenolol 100 mg Tablet.
 3. Tambah 50 ml Syrup BP.

Preparation Remarks

Expiry
14 Days

Formulation Remarks

Figure 3.3.4-2 Extemporaneous

STEP 2

Click on the **Preparation Done By** ☒ radio button as **Patient**

STEP 3

Select **Preparation Name** from dropdown box

Note

Preparation Name will automatically display if user set default value at the Drug Master data

STEP 4

Enter information (if applicable)

Note

- **Expiry** will be based on the master setup but user is allowed to modify
- Click on the **Storage Condition and Procedures in Local Language** ☐ checkbox to change to Bahasa Melayu
- Procedures(Preparation by Patient) is editable.

STEP 5

Click on the button to save record and Confirmation Message will be display as Figure 3.3.4-3

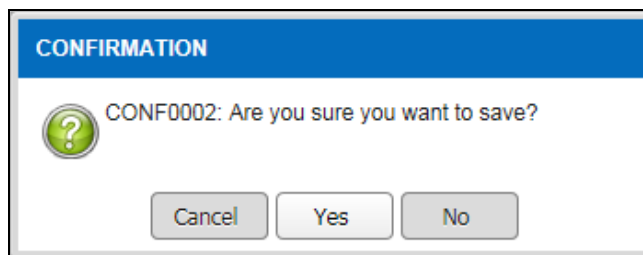




Figure 3.3.4-3 Confirmation Message


Note

Click on the  button and Extemporaneous screen will be closed

PREPARATION

XXXXXX XXX XXXXX Mykad  Age 41 Years 04 Months 28 Days Gender Male MRN 
 Address Phone And Email Diagnosis No known Allergies
 Height 20 cm Weight 12 kg BMI/BSA 300 / 0.26 m² Update (Last Updated : 23/10/2019) Nationality : Warganegara

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

Encounter No: 0002 Actual Visit Date: 23/10/2019 Attending Practitioner: Visit Location: Outpatient Clinic Rx No: OPD0000824807 Order By: 

PHARMACY ORDER

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail	<input checked="" type="checkbox"/> Detail	5	DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs Alternate(C)	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail			DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 tablet	0 <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (89 day(s))	Remarks <input type="checkbox"/> Detail			DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 tablet	180 <input type="checkbox"/> POMs	0 tablet	180 tab	360 tablet (60 day(s))	Remarks <input type="checkbox"/> Detail			DR. ZARINA BINTI FUAD	Verified

Figure 3.3.4-4 Preparation

STEP 5

Click on the **Details** hyperlink and Extemporaneous screen will be display as Figure 3.3.4-5

EXTEMPORANEOUS

i
6
Print Ingredient Label
✎
🗑
🔄
✕

Preparation Done By ☐ Pharmacist ☒ Patient

Preparation Name Atenolol 2mg/mL Oral Liquid(Syrup)

Concentration 2 mg /ml

Dosage 50 ml

Item	Item Name	Quantity	UOM	Batch No	Expiry Date
Active Ingredient	Atenolol 100 mg Tablet	30 tablet		5002786	07/11/2019
Vehicle	Syrup BP	1500	ml		
Additional Item	Glycerin 2ml	20	ml		

☐ Storage Condition and Procedures in Local Language

Storage Condition Refrigerate

Expiry 14 Days

References Extemporaneous Formulation, MOH 2015

Formulation Remarks

Procedures(Preparation by Pharmacist)

Procedures(Preparation by Patient)
1. Ambil 1 biji Atenolol 100 mg Tablet.
2. Hancurkan Atenolol 100 mg Tablet.
3. Tambah 50 ml Syrup BP.

Preparation Remarks

Figure 3.3.4-5 Extemporaneous

STEP 6

Click on the Print Ingredient Label button to view the Ingredient Label as Figure 3.3.4-6

Atenolol 100 mg Tablet		Syrup BP	
30 tablet		1,500 ml	
Batch No: 5002786	Exp Date: 31/08/2021	Batch No: -	Exp Date: -
PHARMANIAGA		-	
Ubat Terkawal		Ubat Terkawal	

Figure 3.3.4-6 Ingredient Label

PREPARATION

Address: AXXXXX XXX XXXXX Mykad: [REDACTED] Age: 41 Years 04 Months 28 Days Gender: Male MRN: [REDACTED]
 Address: [REDACTED] Phone And Email: [REDACTED] Diagnosis: [REDACTED] No known Allergies: [REDACTED]
 Height: 20 cm Weight: 12 kg BMI/BSA: 300 / 0.26 m² Update (Last Updated: 23/10/2019) Nationality: Warganegara

Encounter No: 0002 Actual Visit Date: 23/10/2019 Attending Practitioner: [REDACTED] Visit Location: Outpatient Clinic Rx No: OPD0000824807 Order By: [REDACTED]

PHARMACY ORDER

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="button" value="Detail"/>	<input checked="" type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> <input type="checkbox"/> POMs Alternate(C)	0 tablet	30 tab	60 tablet (60 day(s))	Remarks <input type="button" value="Detail"/>	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Diazepam 5 mg Tablet	10 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	180 tablet	0 tablet	0 <input type="checkbox"/> <input checked="" type="checkbox"/> POMs	0 tablet	0 tab	180 tablet (89 day(s))	Remarks <input type="button" value="Detail"/>	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Verified
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN3, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	540 tablet	0 tablet	180 <input type="checkbox"/> <input type="checkbox"/> POMs	0 tablet	180 tab	360 tablet (60 day(s))	Remarks <input type="button" value="Detail"/>	<input type="checkbox"/> Detail		DR. ZARINA BINTI FUAD	Verified

Figure 3.3.4-7 Preparation

STEP 7

Click on the button to print drug label

DRUG

Select All Drugs ☐

<input checked="" type="checkbox"/>	Drug Name	Atenolol 2mg/mL Oral Liquid	Print In Local Language	<input checked="" type="checkbox"/>
	Dose	50 ML		
	Dosage Form	Oral Tablet		
	Frequency	Daily		
	Duration	30 Days		
	Administration Instruction	Take AFTER food		1 Kali Sehari
	Indication	High Blood Pressure		30 Hari
	Cautionary			Sila ambil ubat SELEPAS makan
	Special Instruction			Tekanan Darah Tinggi
	Expire Date	07/11/2019	Price	6.00
	Batch No.	5002786	No of Label To Print	1
	Supply Start Date	24/10/2019		
	Supply End Date	23/11/2019		

Figure 3.3.4-8 Drug Label

STEP 8

Click on the button to preview drug label as shown in Figure 3.3.4-9

STEP 9

Click on the button to print drug label

HOSPITAL SERI MANJUNG (Tel: 056896600)		
XXXXXX XXX XXXXX		
HSM000005	Outpatient Clinic	78XXXXXX5707
Atenolol 2mg/mL Oral Liquid		
Ambil 50 ML 1 Kali Sehari		
-		
Sila ambil ubat SELEPAS makan		
Tekanan Darah Tinggi		EXP:07/11/2019
24/10/19-23/11/19 [30 hari]	1500 ml	RM6.00
UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK		24/10/2019 03:16 PM

HOSPITAL SERI MANJUNG (Tel: 056896600)	
Cara Penyediaan:	
<ol style="list-style-type: none"> 1. Ambil 1 biji Atenolol 100 mg Tablet. 2. Hancurkan Atenolol 100 mg Tablet. 3. Tambah 50 ml Syrup BP. 4. Tambah 20 ml Glycerin 2ml. 5. Larutkan supaya sekata. 6. Sukat dan minum 50 ML. 7. Buat bancuhan baru setiap pengambilan ubat. 	
UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK	
24/10/2019 03:16 PM	

Figure 3.3.4-9 Drug Label

3.4 Dispensing

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

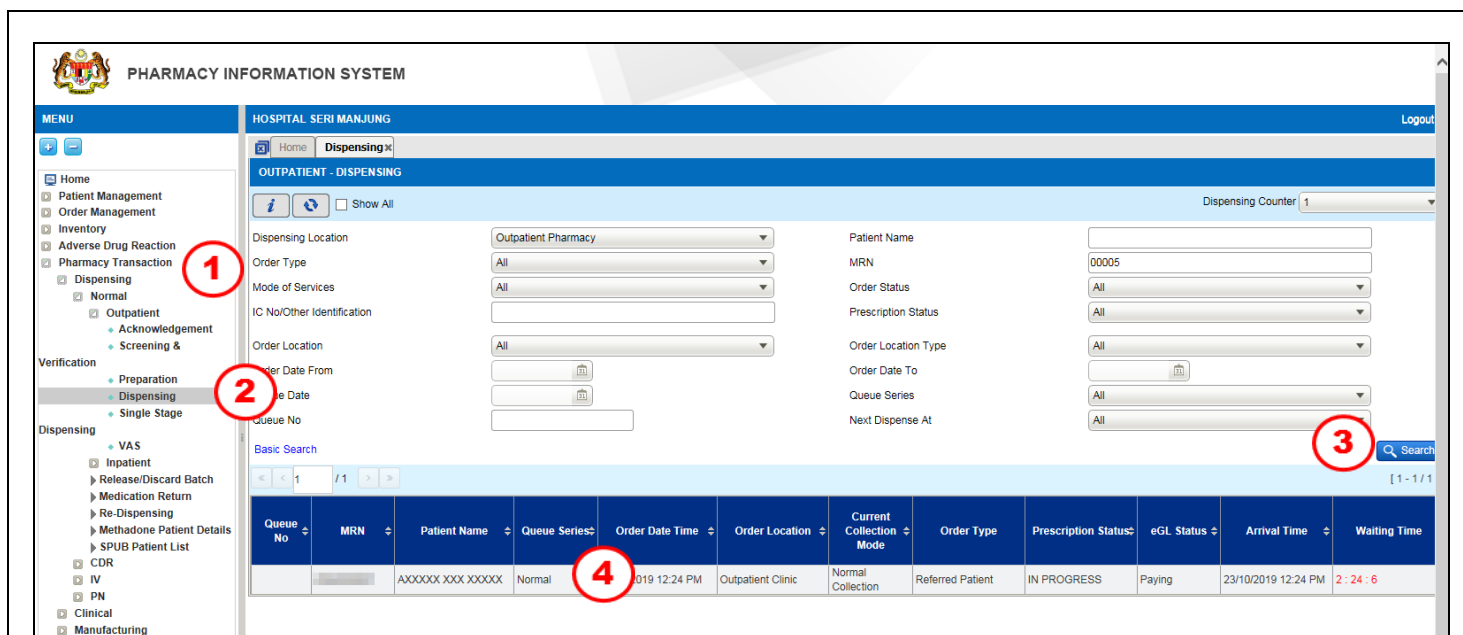


Figure 3.4-1 Dispensing

STEP 1

Click on 'Pharmacy Transaction' Menu and click on 'Dispensing' sub menu follow by 'Normal'

STEP 2

Click on 'Outpatient' then click on 'Dispensing'

Note

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
t	Show All	Check box	Able to view all patient record
u	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
v	Patient Name	Name of Patient	Allow to search by patient name
w	Order Type	<ul style="list-style-type: none"> - All - Normal - SPUB - Discharge - Referred Patient 	Able to filter and search patient's record name by order type
x	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: Example: HPSF00001234 or "1234"
y	Mode of Services	<ul style="list-style-type: none"> - All - Appointment Card 	Allow user to search by patient registered with value added services for next collection

		<ul style="list-style-type: none"> - Email and Take - Fax and Take - Home Visit - Leave and Collect - Normal Collection - Others - SMS and Take - Telephone and Take - UMP 	
z	Order Status	<ul style="list-style-type: none"> - All - New Order - Partial Supply 	Able to filter the order by order status
aa	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
bb	Prescription Status	<ul style="list-style-type: none"> - All - Hold - Expired 	Able to filter by prescription status
Advanced Search			
cc	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
dd	Order Location Type	<ul style="list-style-type: none"> - All - Clinic - Day Care - ER - Nursing Unit - Pharmacy 	Able to filter and search patient's record by order location type
ee	Order Date from	Order date from	Able to filter and search patient's record by order date from
ff	Order Date To	Order date to	Able to filter and search patient's record by order date to
gg	Next Supply From	Next supply from date	Able to filter and search patient's record by next supply from date
hh	Next Supply To	Next supply to date	Able to filter and search patient's record by next supply to date
ii	Queue Date	Queue Date	Able to patient's record by queue date
jj	Queue Series	<ul style="list-style-type: none"> - All - Normal - Express - Special - Others 	Able to filter and search patient's record by Queue series
kk	Queue No	Queue No	Able to filter and search by Queue No
ll	Next Dispense At	<ul style="list-style-type: none"> - All - Drive Through Counter - Pharmacy Counter - Bedside - Locker for You - PPUSS 	

Table 3.3-1

STEP 3

Click on the  button to search the patient

Note


Search result of current order patient list will be displayed:

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

STEP 4

Double click on the selected patient's name

DISPENSING



NX XXX XXX

Address

Height 156 cm Weight 55 kg BMI/BSA 22.6 / 1.54 m²

Mykad

Phone And Email

Age 22 Years 09 Months 17 Days

Diagnosis

Gender Male

No known Allergies

MRN

Update (Last Updated : 24/10/2019) Nationality : Warganegara

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

Encounter No: 0016 Actual Visit Date: 24/10/2019 Attending Practitioner: Visit Location: Klinik Pakar Perubatan - GIM Rx No: PCGIM0000741091 Transcribed By:

Original Prescription Serial No: RX776854-00987

PHARMACY ORDER

☒ Patient Arrived

Queue Series **Normal**

Queue No 4444

Arrival Time 24/10/2019 04:48 PM

Waiting Time 0 : 10 : 57

Collector Name NX XXX XXX

Relationship Patient

Clinic TCA

Next Collection Date 23/12/2019

Next Dispense At Pharmacy Counter

No. of Days: 0

Total Patient: 1

Current Collection Mode Normal Collection

Next Collection Mode Normal Collection

SPUB SPUB R1 Form

Next Collection Location Farmasi Klinik Pakar

Dispense At Pharmacy Counter

Dispense Method Normal Collection

Witness By

Remarks

Queue No. Called Time

☐ Patient Called

☐ Drug Counselling Required?

Adherence Score

PRESCRIPTION

ENGLISH

Invoice

Release/Discard

Worksheet

Worksheet

Balance Medication Sheet

Balance Medication Sheet

Label

Label

Dispense

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, Oral, 3 Months 24/10/2019 04:46 PM - 22/01/2020 04:46 PM	90 tablet	0 tablet	60 <input type="checkbox"/> POMs	0 tablet	60 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Diazepam 5 mg Tablet	5 mg, OD, Oral, 3 Months 24/10/2019 04:46 PM - 22/01/2020 04:46 PM	90 tablet	0 tablet	60 <input type="checkbox"/> POMs	0 tablet	60 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail	<input type="checkbox"/> Detail		Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Prednisolone 1 mg Tablet	1 mg, OD, Oral, 3 Months 24/10/2019 04:47 PM - 22/01/2020 04:47 PM	90 tablet	0 tablet	60 <input type="checkbox"/> POMs	0 tablet	60 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>

Figure 3.3-2 Dispensing

STEP 1

Click on the **Patient Call** ☒ checkbox

Note

Once click on the **Patient Call** checkbox, waiting time will automatically stop and **Status** of the drug will change to **Uncollected** as shown in Figure 3.3-2

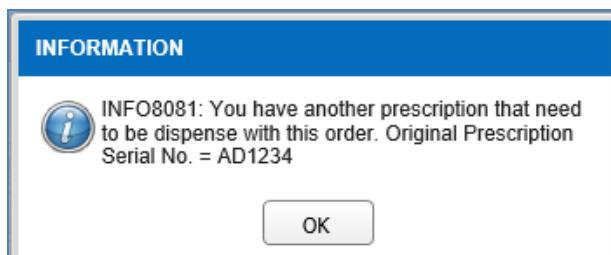
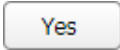
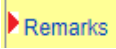
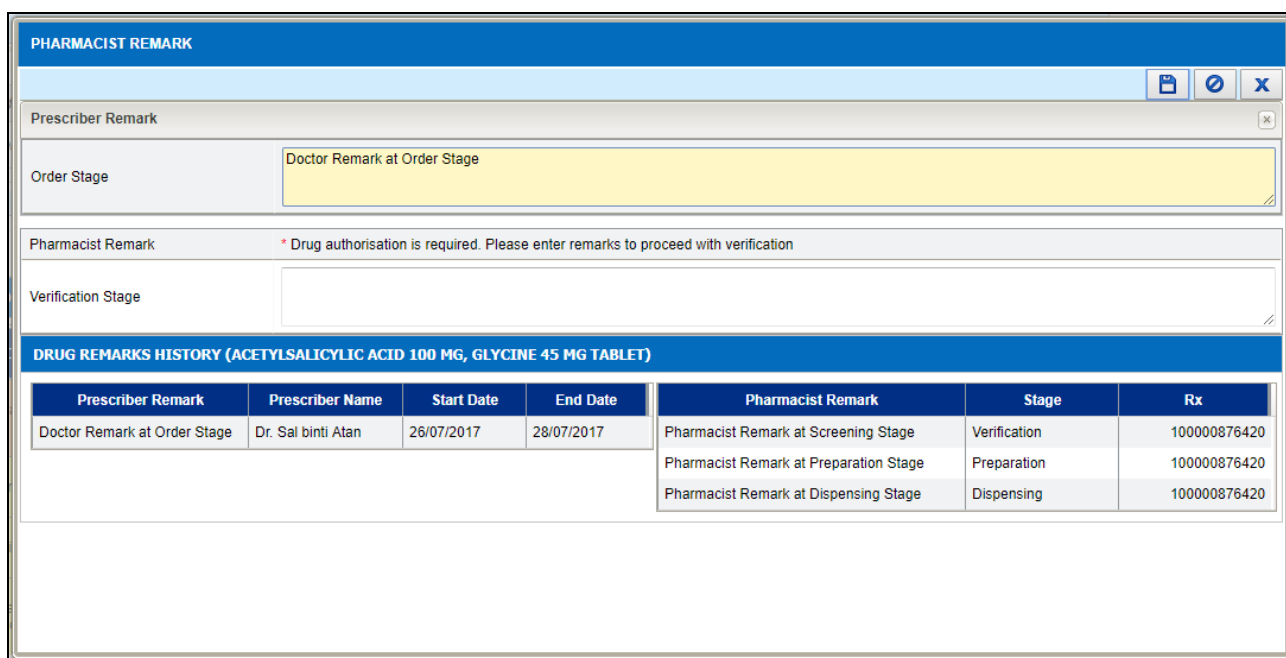


Figure 3.3-5 Information Message

- The information message (in Figure 3.3-5) is to inform user that another record with same **Original Prescription Number** need to be dispense
- Click on the  button and dispensing screen will be automatically opened and user can proceed to dispense the others prescription
- A notification icon  in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the doctor's remark as per Figure 3.3-6



PHARMACIST REMARK

Prescriber Remark

Order Stage: Doctor Remark at Order Stage

Pharmacist Remark: * Drug authorisation is required. Please enter remarks to proceed with verification

Verification Stage

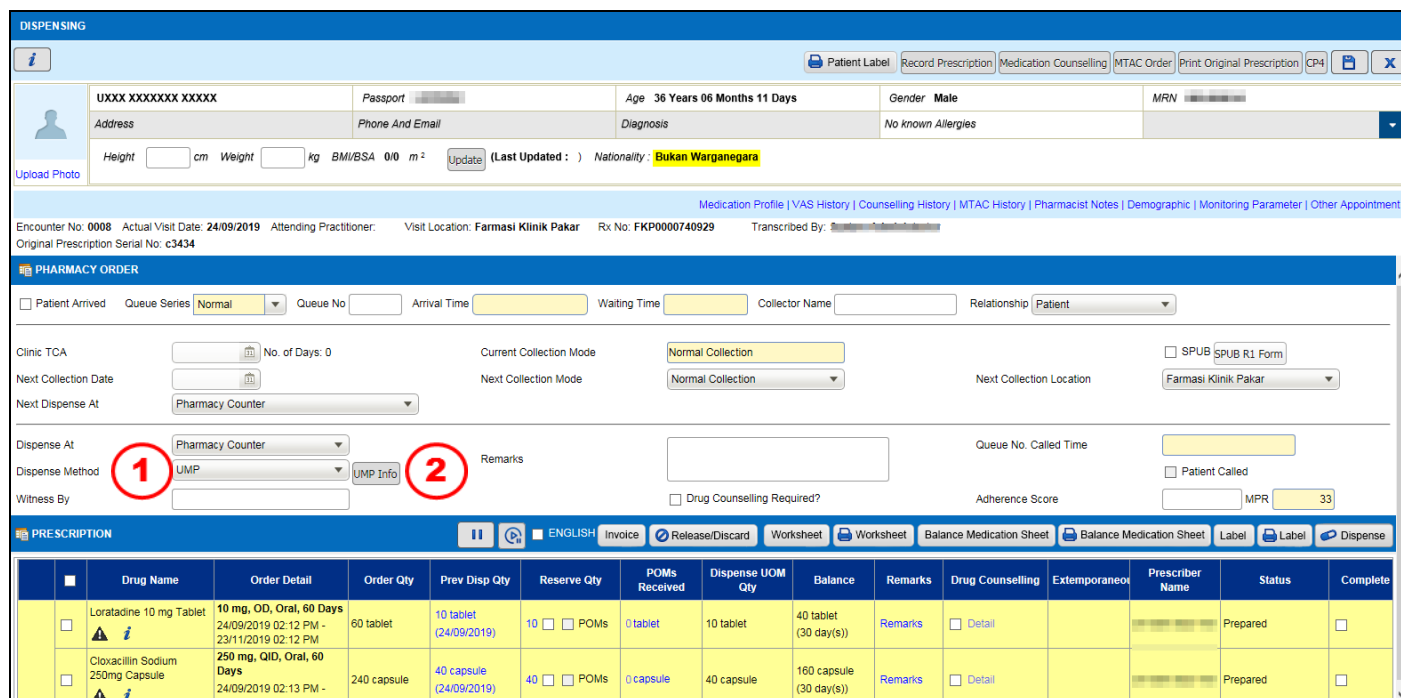
DRUG REMARKS HISTORY (ACETYSALICYLIC ACID 100 MG, GLYCINE 45 MG TABLET)

Prescriber Remark	Prescriber Name	Start Date	End Date	Pharmacist Remark	Stage	Rx
Doctor Remark at Order Stage	Dr. Sal binti Atan	26/07/2017	28/07/2017	Pharmacist Remark at Screening Stage	Verification	100000876420
				Pharmacist Remark at Preparation Stage	Preparation	100000876420
				Pharmacist Remark at Dispensing Stage	Dispensing	100000876420

Figure 3.3-6 Pharmacist Remark

Dispense Method: UMP

For dispense Method as UMP, user don't need to click on the Patient Arrived to dispense the medication to patient.



DISPENSING

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

UXXX XXXXXX XXXXX Passport Age 36 Years 06 Months 11 Days Gender Male MRN

Address Phone And Email Diagnosis No known Allergies

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

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

Encounter No: 0008 Actual Visit Date: 24/09/2019 Attending Practitioner: Visit Location: Farmasi Klinik Pakar Rx No: FKP0000740929 Transcribed By:

PHARMACY ORDER

☐ Patient Arrived Queue Series: Normal Queue No: Arrival Time: Waiting Time: Collector Name: Relationship: Patient

Clinic TCA No. of Days: 0 Current Collection Mode: Normal Collection Next Collection Date: Next Collection Mode: Normal Collection Next Collection Location: Farmasi Klinik Pakar

Next Dispense At: Pharmacy Counter

Dispense At: Pharmacy Counter Dispense Method: UMP (1) UMP Info (2) Remarks: Queue No. Called Time: Adherence Score: MPR 33

Witness By: ☐ Drug Counselling Required?

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Loratadine 10 mg Tablet	10 mg, OD, Oral, 60 Days 24/09/2019 02:12 PM - 23/11/2019 02:12 PM	60 tablet	10 tablet (24/09/2019)	10 <input type="checkbox"/> POMs	0 tablet	10 tablet	40 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Cloxacillin Sodium 250mg Capsule	250 mg, QID, Oral, 60 Days 24/09/2019 02:13 PM - 23/11/2019 02:13 PM	240 capsule	40 capsule (24/09/2019)	40 <input type="checkbox"/> POMs	0 capsule	40 capsule	160 capsule (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>

Figure 3.3-7 Dispensing

STEP 1

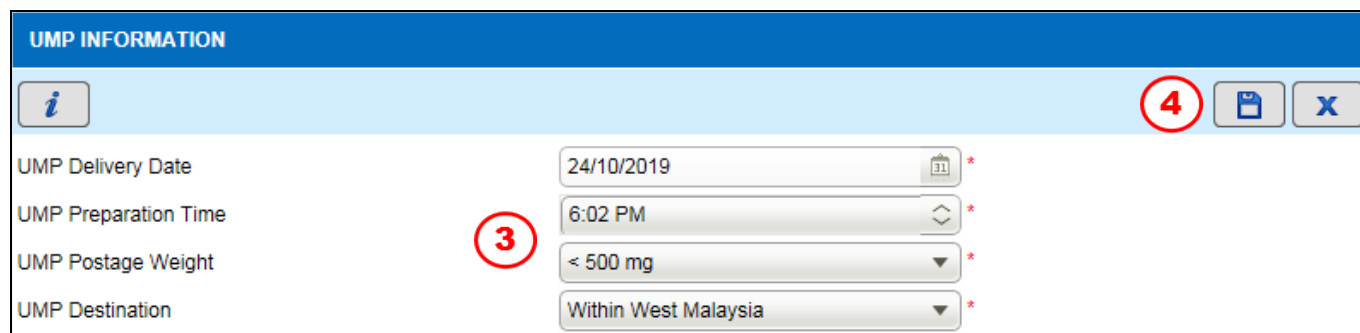
Select **Dispense Method** dropdown menu as **UMP**

Note

UMP info button will display

STEP 2

Click on the **UMP Info** button and UMP Information screen will be display as Figure 3.3-8



UMP INFORMATION

UMP Delivery Date: 24/10/2019

UMP Preparation Time: 6:02 PM

UMP Postage Weight: < 500 mg


UMP Destination: Within West Malaysia

Figure 3.3-8 UMP Information

STEP 3

Select **UMP Postage Weight** and **UMP Destination** from dropdown menu

STEP 4

Click on the  button to save the information and Confirmation Message will display as Figure 3.3-9

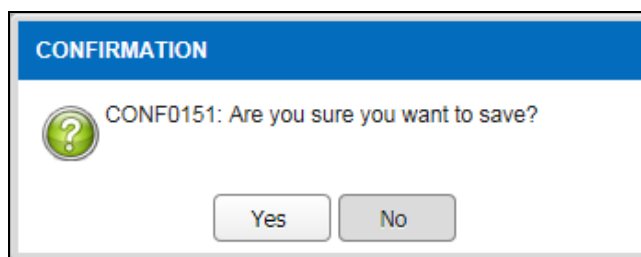


Figure 3.3-9 Confirmation Message

Note

- Click on the  button to save the record

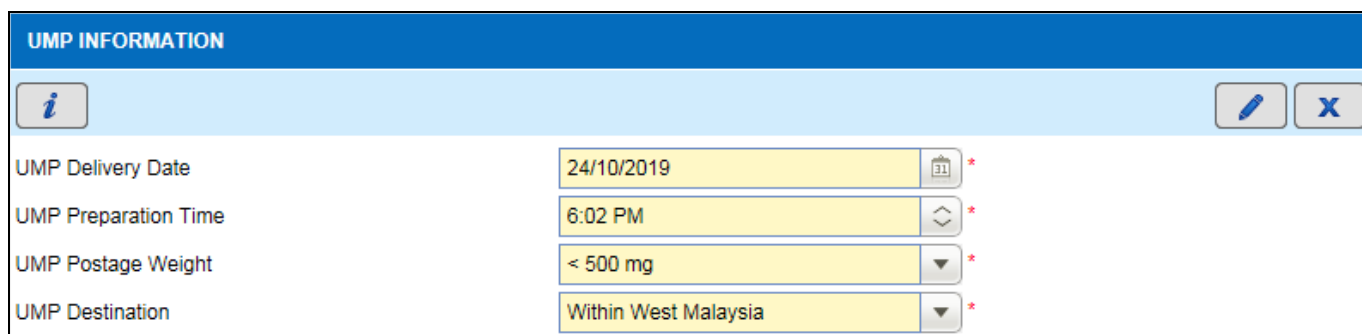


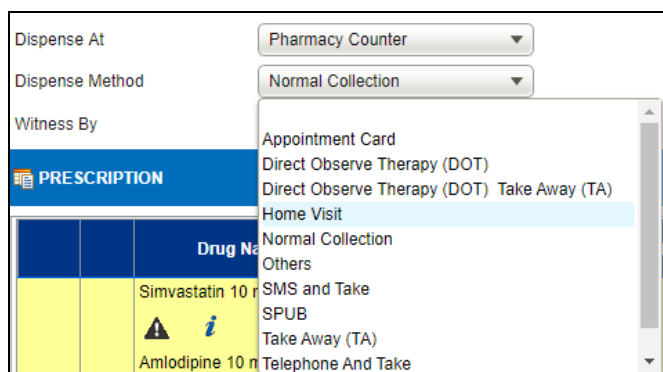


Figure 3.3-10 UMP Information

- Click on the  button to edit the UMP Information
- Click on the  button to close the UMP Information screen and user can proceed to dispense the medication
- if user select Dispense Method as Home Visit, user is able to dispense the record without check on the Patient Arrived checkbox and no waiting time will be capture as shown in Figure 3.3-11



Dispense At: Pharmacy Counter

Dispense Method: Normal Collection

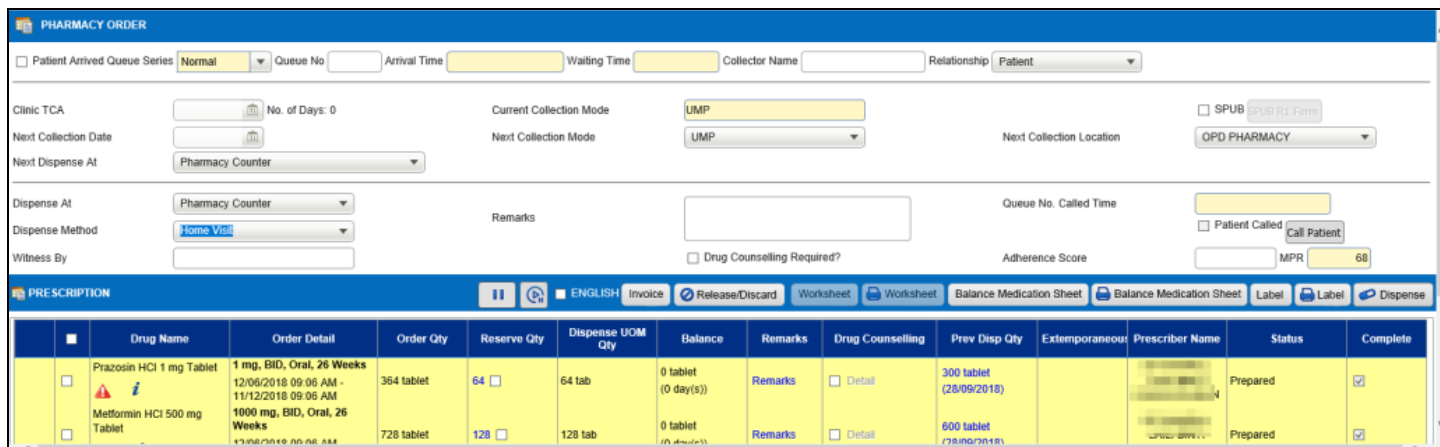
Witness By: Appointment Card, Direct Observe Therapy (DOT), Direct Observe Therapy (DOT) Take Away (TA), Home Visit, Normal Collection, Others, SMS and Take, SPUB, Take Away (TA), Telephone And Take

PRESCRIPTION

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	Status	Complete
Simvastatin 10 mg Tablet	10 mg, BID, Oral, 26 Weeks	364 tablet	64	64 tab	0 tablet (0 day(s))	Remarks	Detail	300 tablet (28/09/2018)			Prepared	✓
Amlodipine 10 mg Tablet	10 mg, BID, Oral, 26 Weeks	728 tablet	128	128 tab	0 tablet (0 day(s))	Remarks	Detail	600 tablet (28/09/2018)			Prepared	✓

Figure 3.3-11 Dispense Method: Home Visit

- Select **Dispense Method** as Home Visit from the dropdown menu (Figure 3.3-11)



PHARMACY ORDER

☐ Patient Arrived Queue Series: Normal Queue No: Arrival Time: Waiting Time: Collector Name: Relationship: Patient

Clinic TCA: No. of Days: 0 Current Collection Mode: UMP Next Collection Mode: UMP Next Collection Location: OPD PHARMACY

Next Dispense At: Pharmacy Counter

Dispense At: Pharmacy Counter

Dispense Method: Home Visit

Witness By: Remarks: Queue No. Called Time: Patient Called: Call Patient

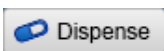
☐ Drug Counselling Required? Adherence Score: MPR 68

PRESCRIPTION

Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	Status	Complete
Prazosin HCl 1 mg Tablet	1 mg, BID, Oral, 26 Weeks	364 tablet	64	64 tab	0 tablet (0 day(s))	Remarks	Detail	300 tablet (28/09/2018)			Prepared	✓
Metformin HCl 500 mg Tablet	1000 mg, BID, Oral, 26 Weeks	728 tablet	128	128 tab	0 tablet (0 day(s))	Remarks	Detail	600 tablet (28/09/2018)			Prepared	✓

Buttons: Invoice, Release/Discard, Worksheet, Balance Medication Sheet, Label, Dispense

Figure 3.3-12 Dispensing

- Click on the  button to dispense the prescription (Figure 3.3-12)

PHARMACY ORDER

☐ Patient Arrived Queue Series **Normal** Queue No. Arrival Time Waiting Time Collector Name Relationship **Patient**

Clinic TCA No. of Days: 0 Current Collection Mode **UMP** ☐ SPUB Next Collection Date Next Collection Mode **UMP** Next Collection Location **OPD PHARMACY**

Next Dispense At **Pharmacy Counter** Dispense At **Pharmacy Counter** Dispense Method **Home Visit** Witness By Remarks

Queue No. Called Time ☐ Patient Called Adherence Score MPR **68**

CONFIRMATION
CONF0064: Do you want to dispense now?

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Prazosin HCl 1 mg Tablet	1 mg, BID, Oral, 26 Weeks 12/06/2018 09:06 AM - 11/12/2018 09:06 AM	364 tablet	64 <input type="checkbox"/>	64 tab	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail	300 tablet (28/09/2018)			Prepared	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Metformin HCl 500 mg Tablet	1000 mg, BID, Oral, 26 Weeks 12/06/2018 09:06 AM - 11/12/2018 09:06 AM	728 tablet	128 <input type="checkbox"/>	128 tab	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail	600 tablet (28/09/2018)			Prepared	<input checked="" type="checkbox"/>

PHARMACY ORDER

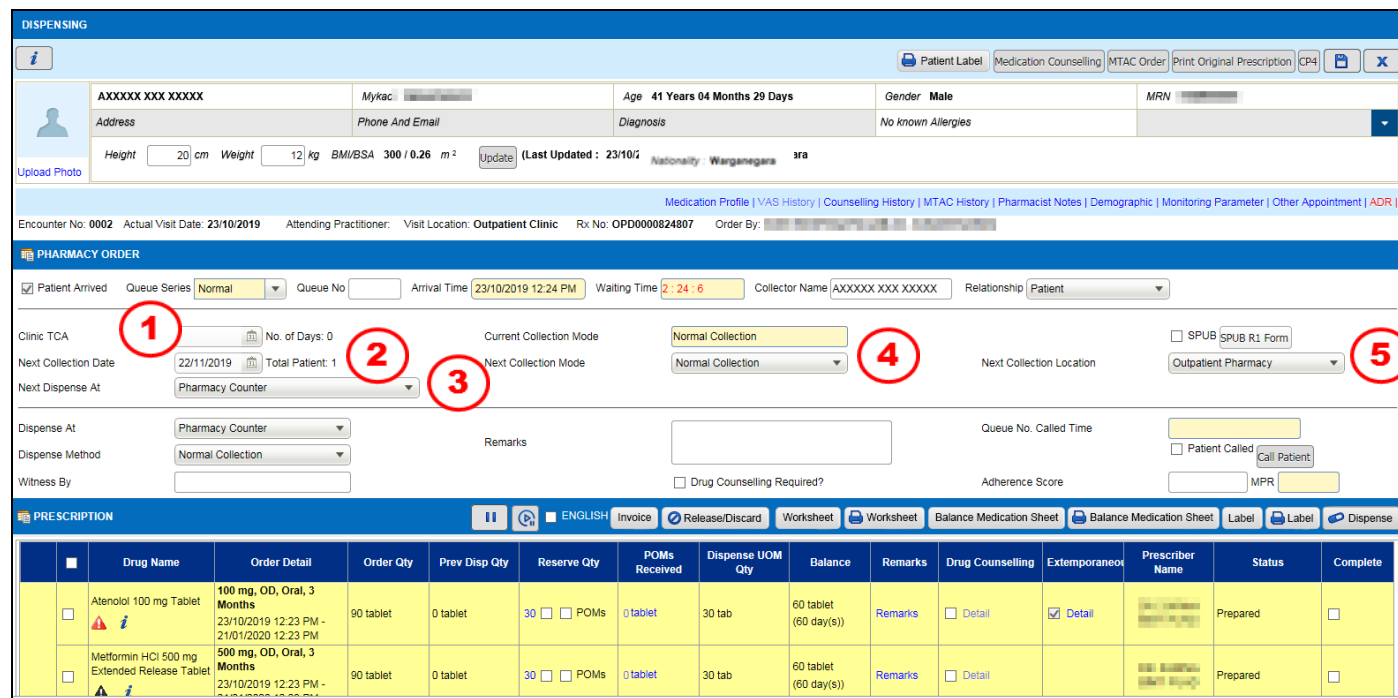
☐ Patient Arrived Queue Series **Normal** Queue No. Arrival Time Waiting Time

Figure 3.3-13 Dispensing

- **Patient Arrived** Checkbox not mandatory and no **Waiting Time** will be capture

3.4.1 Next Collection Record for Partial Supply

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



DISPENSING

Patient Label Medication Counselling MTAC Order Print Original Prescription CP4

XXXXXXXX XXX XXXXX Mykac: Age 41 Years 04 Months 29 Days Gender Male MRN

Address Phone And Email Diagnosis No known Allergies

Height 20 cm Weight 12 kg BMI/BSA 300 / 0.26 m² Update (Last Updated : 23/10/2019) Nationality : Warganegara Melayu

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

Encounter No: 0002 Actual Visit Date: 23/10/2019 Attending Practitioner: Visit Location: Outpatient Clinic Rx No: OPD0000824807 Order By:

PHARMACY ORDER

☒ Patient Arrived Queue Series Normal Queue No Arrival Time 23/10/2019 12:24 PM Waiting Time 2:24:6 Collector Name XXXXXX XXX XXXXX Relationship Patient

Clinic TCA 1 No. of Days: 0 2 Current Collection Mode Normal Collection 4 SPUB SPUB R1 Form 5

Next Collection Date 22/11/2019 3 Total Patient: 1 3 Next Collection Mode Normal Collection 4 Next Collection Location Outpatient Pharmacy 5

Next Dispense At Pharmacy Counter

Dispense At Pharmacy Counter

Dispense Method Normal Collection

Witness By

Remarks

Queue No. Called Time

☐ Patient Called Call Patient

☐ Drug Counselling Required? Adherence Score MPR

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail	<input checked="" type="checkbox"/> Detail		Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>

Figure 3.4.1-1 Dispensing

STEP 1

Select date from the **Clinic TCA** calendar

STEP 2

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

Note

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

STEP 3

Select the **Next Dispense at** from the dropdown menu:

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

Note

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

STEP 4

Select the **Next Collection Mode (Value Added Services)** from the dropdown menu:

- Appointment Card
- Email and Take
- Fax and Take
- Normal Collection
- Others
- SMS and Take
- Telephone And Take
- UMP
- Leave and Collect
- Home Visit

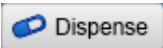
Note

- If user select **Next Collection Mode** from the dropdown menu (example : Appointment Card), for the second/next visit, **Current Collection Mode** will display based on **Next Collection Mode** selected and **Dispense Method** will follow value display in **Current Collection Mode**

STEP 5

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

STEP 6

Click on the  button to proceed with dispensing process


3.4.2 Hold and Resume

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

Hold Drug

DISPENSING

i Patient Label Medication Counselling MTAC Order Print Original Prescription CP4 📄 ✕

 **AXXXXX XXX XXXXX** Mykac: XXXXXXXXXX Age **41 Years 04 Months 29 Days** Gender **Male** MRN: XXXXXXXXXX

Address XXXXXXXXXX Phone And Email XXXXXXXXXX Diagnosis XXXXXXXXXX No known Allergies

Height 20 cm Weight 12 kg BMI/BSA 300 / 0.26 m² Update (Last Updated : 23/10/2019) Nationality : **Warganegara**

Upload Photo

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

Encounter No: **0002** Actual Visit Date: **23/10/2019** Attending Practitioner: XXXXXXXXXX Visit Location: **Outpatient Clinic** Rx No: **OPD0000824807** Order By: XXXXXXXXXX

PHARMACY ORDER

☒ Patient Arrived Queue Series **Normal** Queue No XXXXXX Arrival Time **23/10/2019 12:24 PM** Waiting Time **2 : 24 - 6** Collector Name **AXXXXX XXX XXXXX** Relationship **Patient**

Clinic TCA XXXXXXXXXX No. of Days: **0** Current Collection Mode **Normal Collection** ☐ SPUB SPUB R1 Form

Next Collection Date **22/11/2019** Total Patient: **1** Next Collection Mode **Normal Collection** Next Collection Location **Outpatient Pharmacy**

Next Dispense At **Pharmacy Counter**

Dispense At **Pharmacy Counter** Remarks XXXXXXXXXX Queue No. Called Time XXXXXX

Dispense Method **Normal Collection** ☐ Patient Called Call Patient

Witness By XXXXXXXXXX ☐ Drug Counselling Required? Adherence Score XXXXXX MPR XXXXXX

PRESCRIPTION 1 ⏸ 🔄 ENGLISH Invoice Release/Discard Worksheet Worksheet Balance Medication Sheet Balance Medication Sheet Label Label Dispense

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input checked="" type="checkbox"/>	Atenolol 100 mg Tablet	100 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail	<input checked="" type="checkbox"/> Detail	XXXXXXXXXX	Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD, Oral, 3 Months 23/10/2019 12:23 PM - 21/01/2020 12:23 PM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tab	60 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail		XXXXXXXXXX	Prepared	<input type="checkbox"/>

Figure 3.4.2-1 Dispensing screen

Hold

STEP 1

Select the drug ☒ and click on the ⏸ button and Countercheck screen will be display as Figure 3.4.2-2

COUNTERCHECK

i Error Factor 📄 Hold ✕

Drug Name	Reason	Correction Required	
Atenolol 100 mg Tablet	Wrong Patient Label 2	<input type="checkbox"/>	Add 3

<< < 1 > >> / 1

Drug Name	Reason	Selection
No record found		

Delete

Figure 3.4.2-2 Hold Order – Countercheck

STEP 2

Select **Reason** from dropdown menu:

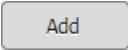
- Intervention
- Not Filled

- Wrong Drug Filled
- Wrong Label Information
- Wrong Patient Label
- Wrong Quantity Filled
- Wrong Strength Filled

Note

User is allowed to click on the Correction Required checkbox if necessary

STEP 3

Click on the  button to add the reason and Countercheck display will be as Figure 3.4.2-3

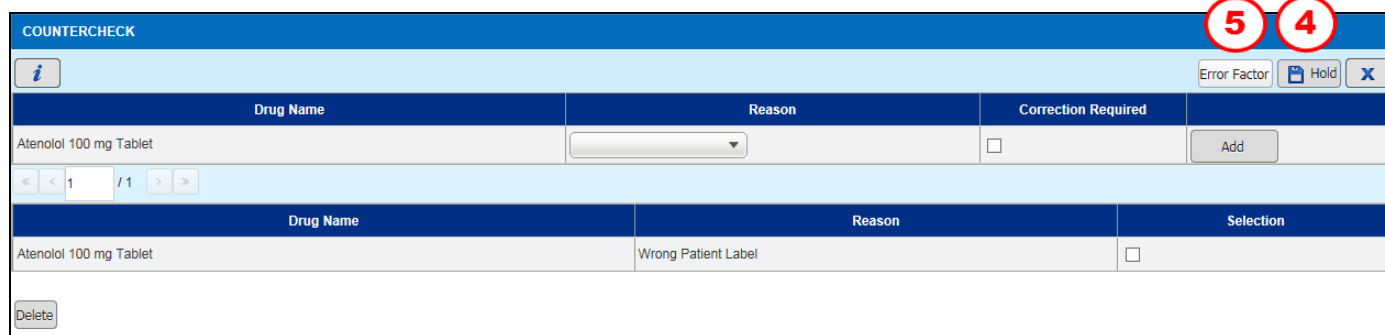


Figure 3.4.2-3 Countercheck

Note

User is allowed to delete the reason by click on the  checkbox and click on the  button

STEP 4

Click on the  button and Confirmation Message will display as Figure 3.4.2-4

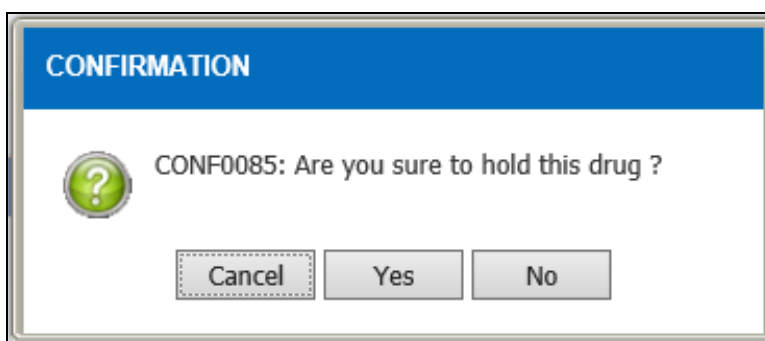
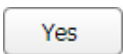


Figure 3.4.2-4 Confirmation Message

Note

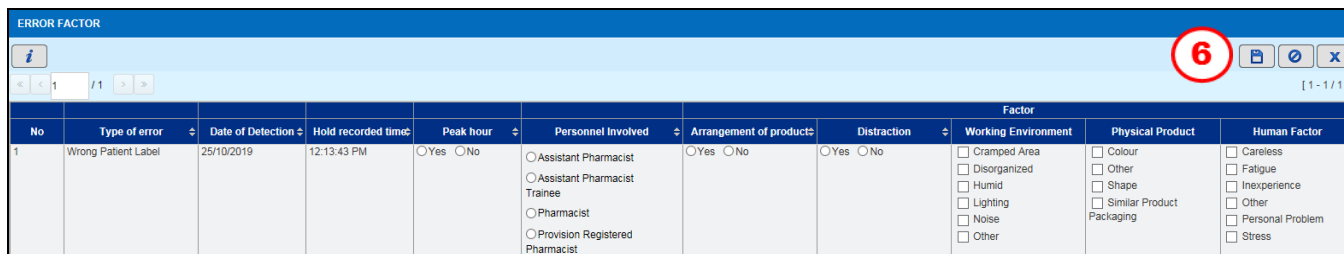
- Click on the  button
- Drug status will change to Prepared/Hold (Dispensing screen) highlighted in red color

STEP 5

Click on the  button to record the error factor.

Note

Once hold the drug user able to record error factor as shown in Figure 3.4.2-5




No	Type of error	Date of Detection	Hold recorded time	Peak hour	Personnel Involved	Arrangement of products	Distraction	Factor		
								Working Environment	Physical Product	Human Factor
1	Wrong Patient Label	25/10/2019	12:13:43 PM	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Assistant Pharmacist <input type="radio"/> Assistant Pharmacist Trainee <input type="radio"/> Pharmacist <input type="radio"/> Provision Registered Pharmacist	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="checkbox"/> Cramped Area <input type="checkbox"/> Disorganized <input type="checkbox"/> Humid <input type="checkbox"/> Lighting <input type="checkbox"/> Noise <input type="checkbox"/> Other	<input type="checkbox"/> Colour <input type="checkbox"/> Other <input type="checkbox"/> Shape <input type="checkbox"/> Similar Product Packaging	<input type="checkbox"/> Careless <input type="checkbox"/> Fatigue <input type="checkbox"/> Inexperience <input type="checkbox"/> Other <input type="checkbox"/> Personal Problem <input type="checkbox"/> Stress

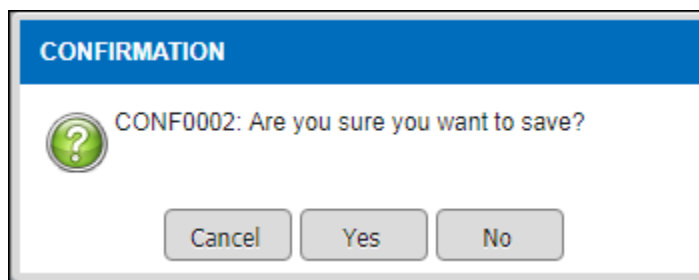
Figure 3.4.2-5 Error Factor

Note

Fill in all information needed in the Error Factor screen

STEP 6

Click on the  button to save the error factor and Confirmation Message will display as Figure 3.4.2-6



CONFIRMATION


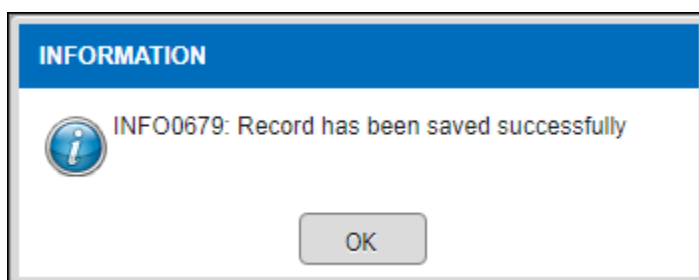
 CONF0002: Are you sure you want to save?

Figure 3.4.2-6 Confirmation Message

Note

- Click on the  button and Information Message will be displayed



INFORMATION


 INFO0679: Record has been saved successfully

Figure 3.4.2-7 Information Message

- Click on the  button

Resume Drug

PHARMACY ORDER

☒ Patient Arrived Queue Series **Normal** Queue No 3110 Arrival Time **17/10/2019 11:56 AM** Waiting Time **195:43:44** Collector Name **SEH SIEW KEA** Relationship **Patient**

Clinic TCA **16/12/2019** No. of Days: 0 Current Collection Mode **Normal Collection** ☐ SPUB SPUB R1 Form
 Next Collection Date **16/12/2019** Total Patient: 400 Next Collection Mode **Normal Collection** Next Collection Location **Farmasi Klinik Pakar**
 Next Dispense At **Pharmacy Counter**


Dispense At **Pharmacy Counter** Dispense Method **Normal Collection** Witness By **7** Queue No. Called Time **MPR**
☐ Patient Called ☐ Drug Counseling Required? Adherence Score **MPR**

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Isosorbide Dinitrate 10 mg Tablet	10 mg, TID, Oral, 179 Days 17/10/2019 11:56 AM - 13/04/2020 11:56 AM	537 tablet	0 tablet	180 <input type="checkbox"/> POMs	0 tablet	180 tablet	357 tablet (119 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Acetylsalicylic Acid 100 mg, Glycine 45 mg Tablet	1 tablet, OM, Oral, 179 Days 17/10/2019 11:56 AM - 13/04/2020 11:56 AM	179 tablet	0 tablet	60 <input type="checkbox"/> POMs	0 tablet	60 tablet	119 tablet (119 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Atorvastatin 20 mg Tablet	40 mg, ON, Oral, 179 Days 17/10/2019 11:56 AM - 13/04/2020 11:56 AM	358 tablet	0 tablet	120 <input type="checkbox"/> POMs	0 tablet	120 tablet	238 tablet (119 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Glycerol Trinitrate 0.5 mg Tablet	0.5 mg, PRN, Sublingual, 179 Days 17/10/2019 11:56 AM - 13/04/2020 11:56 AM	180 tablet	0 tablet	60 <input type="checkbox"/> POMs	0 tablet	60 tablet	120 tablet (119 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Perindopril 4 mg Tablet	2 mg, OD, Oral, 179 Days 17/10/2019 11:56 AM - 13/04/2020 11:56 AM	90 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet	60 tablet (119 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared/Hold	<input type="checkbox"/>

Figure 3.4.2-8 Dispensing screen

STEP 7

Select the drug ☒ with status Prepared/Hold and click on the  button and Countercheck screen will be display as Figure 3.4.2-9

COUNTERCHECK **8**

1 / 1

Drug Name	Reason	Selection
Perindopril 4 mg Tablet	Wrong Patient Label	<input type="checkbox"/>

Figure 3.4.2-9 Resume Order Screen

STEP 8

Click on the  button and Confirmation Message will be display as Figure 3.4.2-10

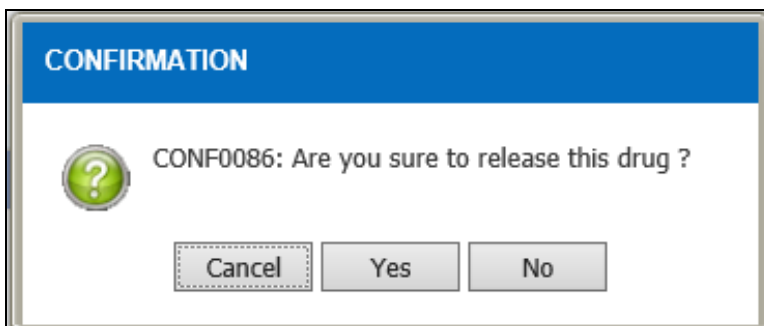
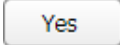


Figure 3.4.2-10 Confirmation Alert Message

Note

- Click on the  button and Information Message will be displayed

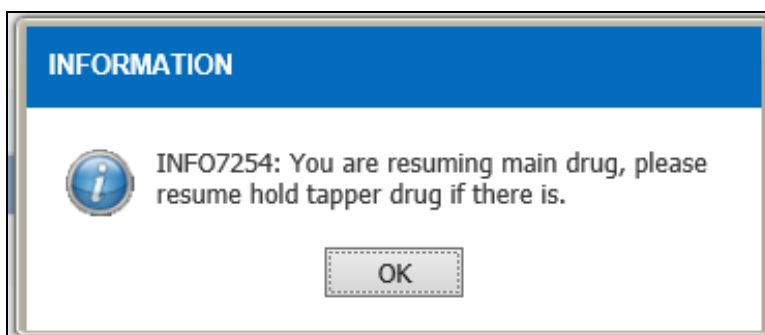


Figure 3.4.2-11 Information Alert Message

- Click on the  button

3.5 Partially Supply Record

Partially Supply record is where patient still have balance medication to be taken. Pharmacist will supply the balance medication by retrieving patient prescription info with the status of partially dispensed

3.5.1 Acknowledgement

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

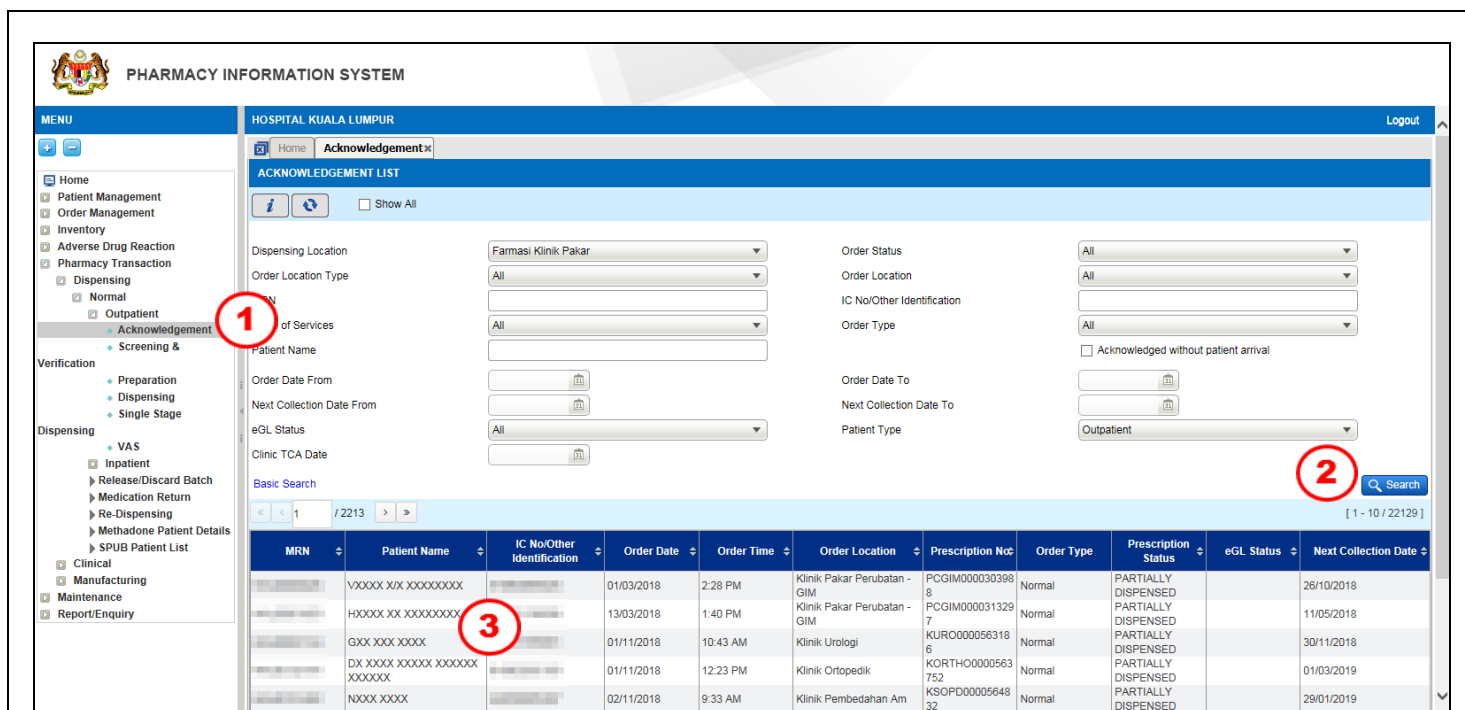


Figure 3.5.1-1 Acknowledgement

STEP 1

Click on the 'Pharmacy Acknowledgement' sub menu

Note

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

Basic Search			
No	Field	Description	Remark
a	Show All	Check box	Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
c	Order Status	<ul style="list-style-type: none"> All New Order Partial Supply 	Able to filter the order by order status
d	Order Location Type	Order location type (It will list down all active location type)	Able to filter and search patient's record name by order location type

e	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location
f	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
g	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
h	Mode of Services	<ul style="list-style-type: none"> - All - Appointment Card - Email and Take - Fax and Take - Leave and Take - Normal Collection - SMS and Take - Telephone and Take - UMP - Others 	Allow user to search by patient registered with value added services for next collection
i	Order Type	<ul style="list-style-type: none"> - All - Normal - SPUB - Discharge - Referred Patient 	Able to filter and search patient's record by order type
j	Patient Name	Name of Patient	Allow to search by patient name
k	Acknowledged without patient arrival	Check box	Able to filter and search patients' record which was acknowledged without patient arrival
Advanced Search			
a	Order Date from	Order date from	Able to filter and search patient's record by order date from
b	Order Date To	Order date to	Able to filter and search patient's record by order date to
c	Next Collection Date From	Next Collection Date From	Able to filter and search patient's record by next collection date from
d	Next Collection Date To	Next Collection Date To	Able to filter and search patient's record by Next Collection Date to
e	eGL Status	<ul style="list-style-type: none"> - All - Paying - Non Paying 	Able to filter and search patient's record by eGL status
f	Patient Type	<ul style="list-style-type: none"> - All - Outpatient - Inpatient 	Able to filter and search patient's type
g	Clinic TCA Date	Clinic TCA Date	Able to filter and search patient's record by Clinic TCA Date

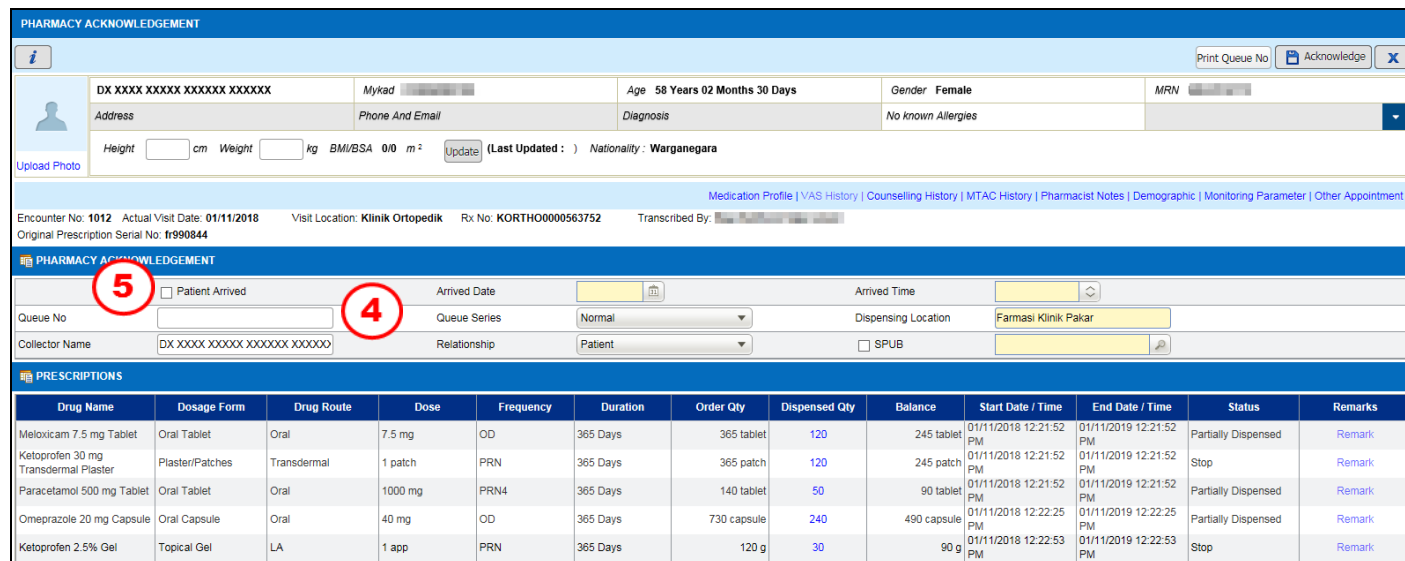
Table 3.5.1-1

STEP 2

Click on the  button to search the patient

STEP 3

Double click on the selected patient record and patient detail information will be display as per Figure 3.5.1-2



PHARMACY ACKNOWLEDGEMENT

Print Queue No Acknowledge X

DX XXXX XXXXX XXXXXX XXXXXX Mykad Age 58 Years 02 Months 30 Days Gender Female MRN
Address Phone And Email Diagnosis No known Allergies
Height cm Weight kg BMI/BSA 0/0 m² Update (Last Updated :) Nationality : Warganegara

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

Encounter No: 1012 Actual Visit Date: 01/11/2018 Visit Location: Klinik Ortopedik Rx No: KORTHO000563752 Transcribed By:
Original Prescription Serial No: #990844

PHARMACY ACKNOWLEDGEMENT

☒ Patient Arrived Arrived Date Arrived Time
Queue No Queue Series Normal Dispensing Location Farmasi Klinik Pakar
Collector Name DX XXXX XXXXXX XXXXXX Relationship Patient ☐ SPUB

PRESCRIPTIONS

Drug Name	Dosage Form	Drug Route	Dose	Frequency	Duration	Order Qty	Dispensed Qty	Balance	Start Date / Time	End Date / Time	Status	Remarks
Meloxicam 7.5 mg Tablet	Oral Tablet	Oral	7.5 mg	OD	365 Days	365 tablet	120	245 tablet	01/11/2018 12:21:52 PM	01/11/2019 12:21:52 PM	Partially Dispensed	Remark
Ketoprofen 30 mg Transdermal Plaster	Plaster/Patches	Transdermal	1 patch	PRN	365 Days	365 patch	120	245 patch	01/11/2018 12:21:52 PM	01/11/2019 12:21:52 PM	Stop	Remark
Paracetamol 500 mg Tablet	Oral Tablet	Oral	1000 mg	PRN4	365 Days	140 tablet	50	90 tablet	01/11/2018 12:21:52 PM	01/11/2019 12:21:52 PM	Partially Dispensed	Remark
Omeprazole 20 mg Capsule	Oral Capsule	Oral	40 mg	OD	365 Days	730 capsule	240	490 capsule	01/11/2018 12:22:25 PM	01/11/2019 12:22:25 PM	Partially Dispensed	Remark
Ketoprofen 2.5% Gel	Topical Gel	LA	1 app	PRN	365 Days	120 g	30	90 g	01/11/2018 12:22:53 PM	01/11/2019 12:22:53 PM	Stop	Remark

Figure 3.5.1-2 Pharmacy Acknowledgement

STEP 4

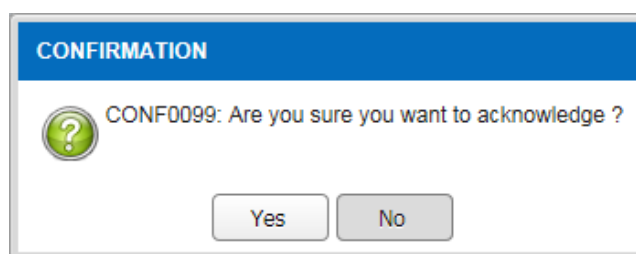
Enter **Queue No**

Note

If user did not enter Queue No, user is allowed to enter at any dispensing stage (Verification, Preparation and Dispensing)

STEP 5

Click on the ☒ **Patient Arrived** check box and Confirmation Message will display as Figure 3.5.1-3



CONFIRMATION

CONF0099: Are you sure you want to acknowledge ?


Yes No

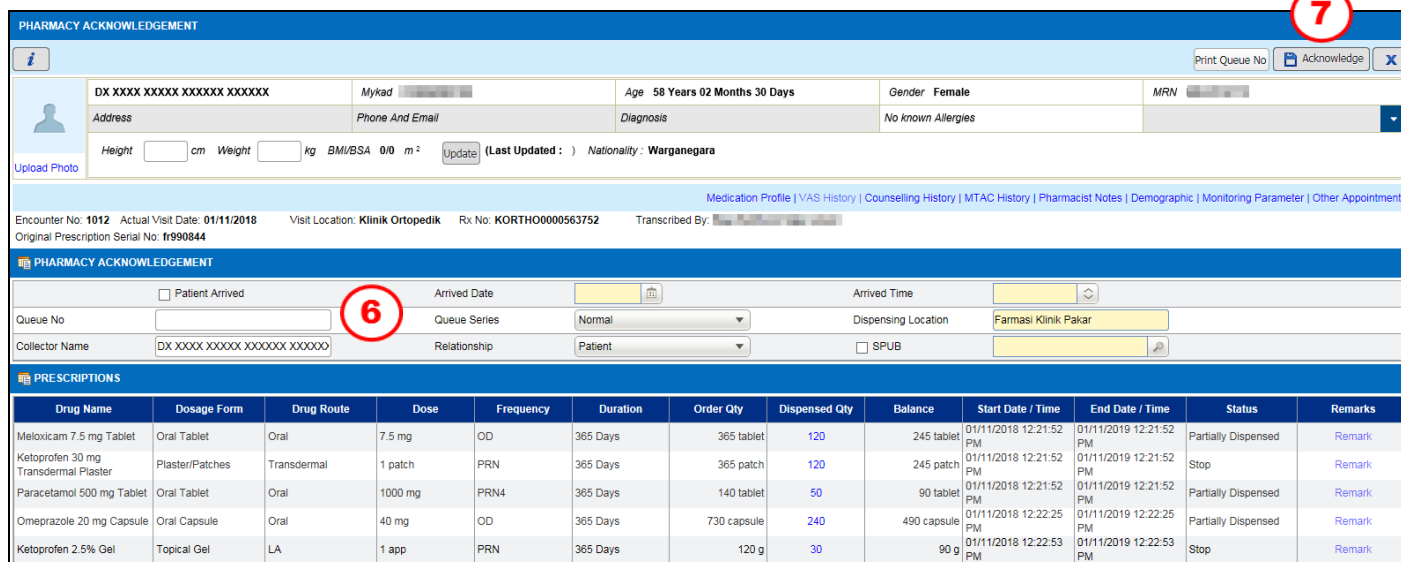
Figure 3.5.1-3 Confirmation Message

Note

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

Note

User is allowed to acknowledge prescription without click on the  **Patient Arrived** check box by follow :



PHARMACY ACKNOWLEDGEMENT

Print Queue No Acknowledge X

DX XXXX XXXXX XXXXXX XXXXXX Mykad Age 58 Years 02 Months 30 Days Gender Female MRN

Address Phone And Email Diagnosis No known Allergies

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

Upload Photo

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

Encounter No: 1012 Actual Visit Date: 01/11/2018 Visit Location: Klinik Ortopedik Rx No: KORTH0000563752 Transcribed By:

Original Prescription Serial No: f990844

PHARMACY ACKNOWLEDGEMENT

☐ Patient Arrived Arrived Date Arrived Time

Queue No Queue Series Normal Dispensing Location Farnasi Klinik Pakar

Collector Name DX XXXX XXXXX XXXXXX XXXXXX Relationship Patient ☐ SPUB

PRESCRIPTIONS

Drug Name	Dosage Form	Drug Route	Dose	Frequency	Duration	Order Qty	Dispensed Qty	Balance	Start Date / Time	End Date / Time	Status	Remarks
Meloxicam 7.5 mg Tablet	Oral Tablet	Oral	7.5 mg	OD	365 Days	365 tablet	120	245 tablet	01/11/2018 12:21:52 PM	01/11/2019 12:21:52 PM	Partially Dispensed	Remark
Ketoprofen 30 mg Transdermal Plaster	Plaster/Patches	Transdermal	1 patch	PRN	365 Days	365 patch	120	245 patch	01/11/2018 12:21:52 PM	01/11/2019 12:21:52 PM	Stop	Remark
Paracetamol 500 mg Tablet	Oral Tablet	Oral	1000 mg	PRN4	365 Days	140 tablet	50	90 tablet	01/11/2018 12:21:52 PM	01/11/2019 12:21:52 PM	Partially Dispensed	Remark
Omeprazole 20 mg Capsule	Oral Capsule	Oral	40 mg	OD	365 Days	730 capsule	240	490 capsule	01/11/2018 12:22:25 PM	01/11/2019 12:22:25 PM	Partially Dispensed	Remark
Ketoprofen 2.5% Gel	Topical Gel	LA	1 app	PRN	365 Days	120 g	30	90 g	01/11/2018 12:22:53 PM	01/11/2019 12:22:53 PM	Stop	Remark

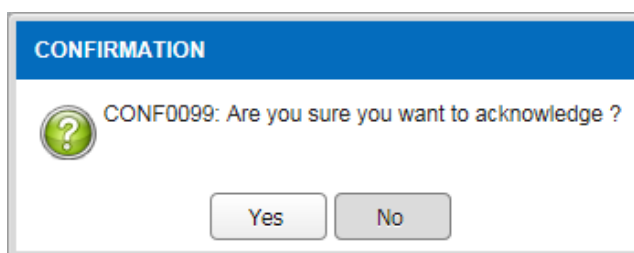
Figure 3.5.1-4 Pharmacy Acknowledgement

STEP 6

Enter **Queue No**

STEP 7

Click on the  button and Confirmation Message will be display as Figure 3.5.1-5



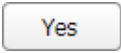

CONFIRMATION

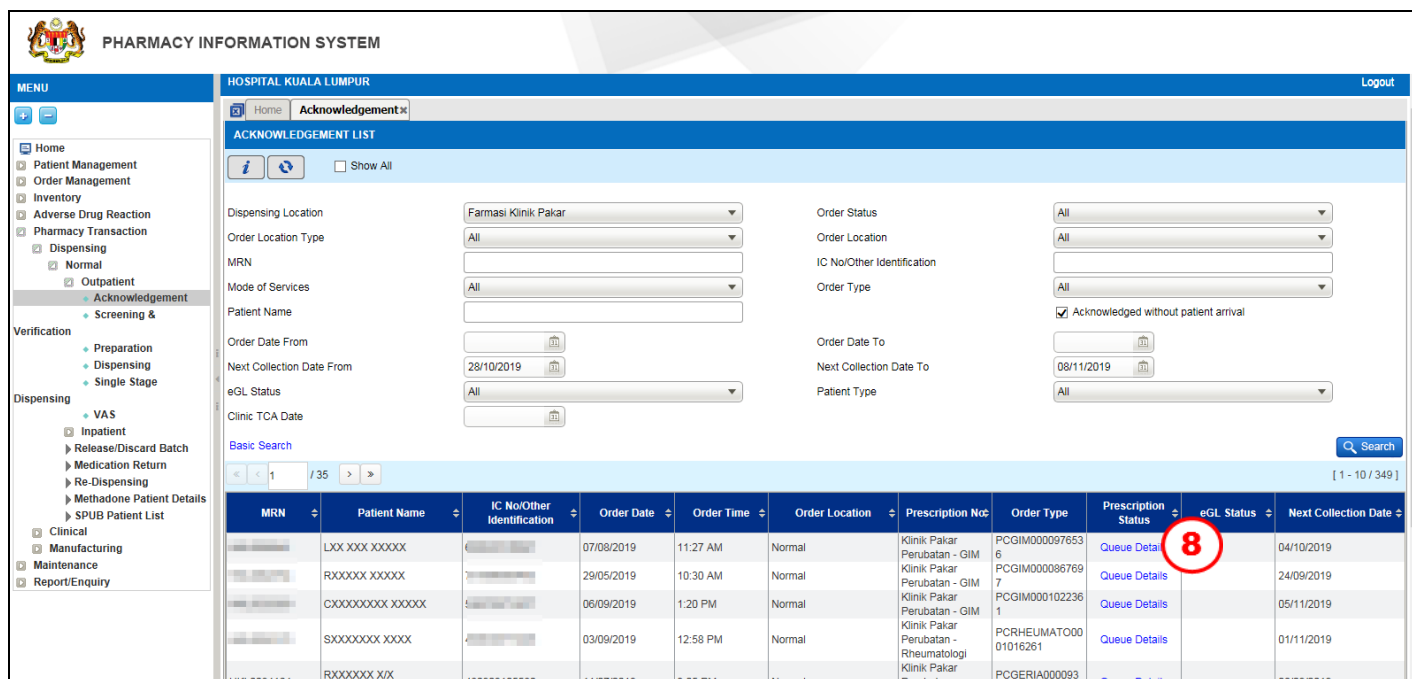
CONF0099: Are you sure you want to acknowledge ?

Yes No

Figure 3.5.1-5 Confirmation Message

Note

- Click on the  button to acknowledge patient
- Patient's record which was acknowledged without click on the  **Patient Arrived** will be shown as Figure 3.5.1-6



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Home Acknowledgement Logout

ACKNOWLEDGEMENT LIST

Dispensing Location: Farmasi Klinik Pakar
Order Location Type: All
MRN:
Mode of Services: All
Patient Name:
Order Date From:
Next Collection Date From: 28/10/2019
eGL Status: All
Clinic TCA Date:
Order Status: All
Order Location: All
IC No/Other Identification:
Order Type: All
☒ Acknowledged without patient arrival
Order Date To:
Next Collection Date To: 08/11/2019
Patient Type: All

Basic Search [1 - 10 / 349]

MRN	Patient Name	IC No/Other Identification	Order Date	Order Time	Order Location	Prescription No	Order Type	Prescription Status	eGL Status	Next Collection Date
LXX XXX XXXXX			07/09/2019	11:27 AM	Normal	Klinik Pakar Perubatan - GIM	PCGIM000097853	Queue Details		04/10/2019
RXXXX XXXXX			29/05/2019	10:30 AM	Normal	Klinik Pakar Perubatan - GIM	PCGIM000098769	Queue Details		24/09/2019
CXXXXXXXX XXXXX			06/09/2019	1:20 PM	Normal	Klinik Pakar Perubatan - GIM	PCGIM000102236	Queue Details		05/11/2019
SXXXXXXXX XXXX			03/09/2019	12:58 PM	Normal	Klinik Pakar Perubatan - Rheumatologi	PCRHEUMATO0001016261	Queue Details		01/11/2019
RXXXXXX XX			11/07/2019	3:05 PM	Normal	Klinik Pakar Perubatan	PCGERIA000093	Queue Details		06/09/2019

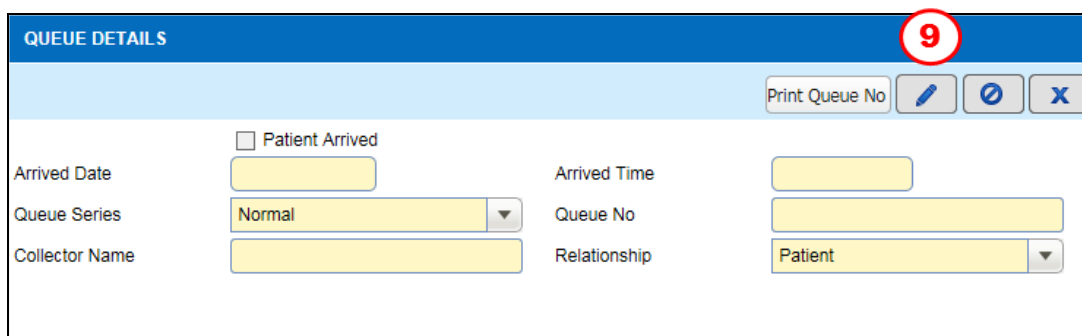
Figure 3.5.1-6 Pharmacy Acknowledgement

Note

- At Acknowledgement screen, user need to click on the **Acknowledgement without patient arrival** ☒ to view patient's record
- User is allowed to enter Queue Details by click on the **Queue Details** hyperlink

STEP 8

Click on the **Queue Details** hyperlink and Queue Details screen will be display as Figure 3.5.1-7



QUEUE DETAILS

Print Queue No [Pencil Icon] [Refresh Icon] [Close Icon]

☐ Patient Arrived

Arrived Date: Arrived Time:

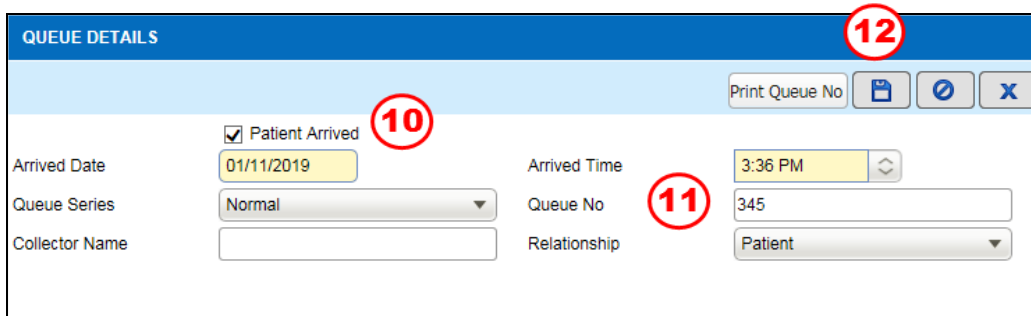
Queue Series: Normal Queue No:

Collector Name: Relationship: Patient

Figure 3.5.1-7 Queue Details

STEP 9

Click on the  button



The screenshot shows a web form titled "QUEUE DETAILS" with a blue header. In the top right corner of the header is a red circle with the number "12". Below the header, there is a "Print Queue No" button and three icons: a floppy disk, a circular arrow, and an "X". The form contains several fields: a checkbox labeled "Patient Arrived" with a red circle "10" next to it, which is checked; a date field "Arrived Date" with the value "01/11/2019"; a dropdown menu "Queue Series" with the value "Normal"; a text field "Collector Name"; a time field "Arrived Time" with the value "3:36 PM"; a text field "Queue No" with the value "345" and a red circle "11" next to it; and a dropdown menu "Relationship" with the value "Patient".

Figure 3.5.1-8 Queue Details

STEP 10

Click on the **Patient Arrived** ☒ checkbox

STEP 11

Enter **Queue No**

Note

Enter **Collector Name** and select **Relationship** (optional)

STEP 12

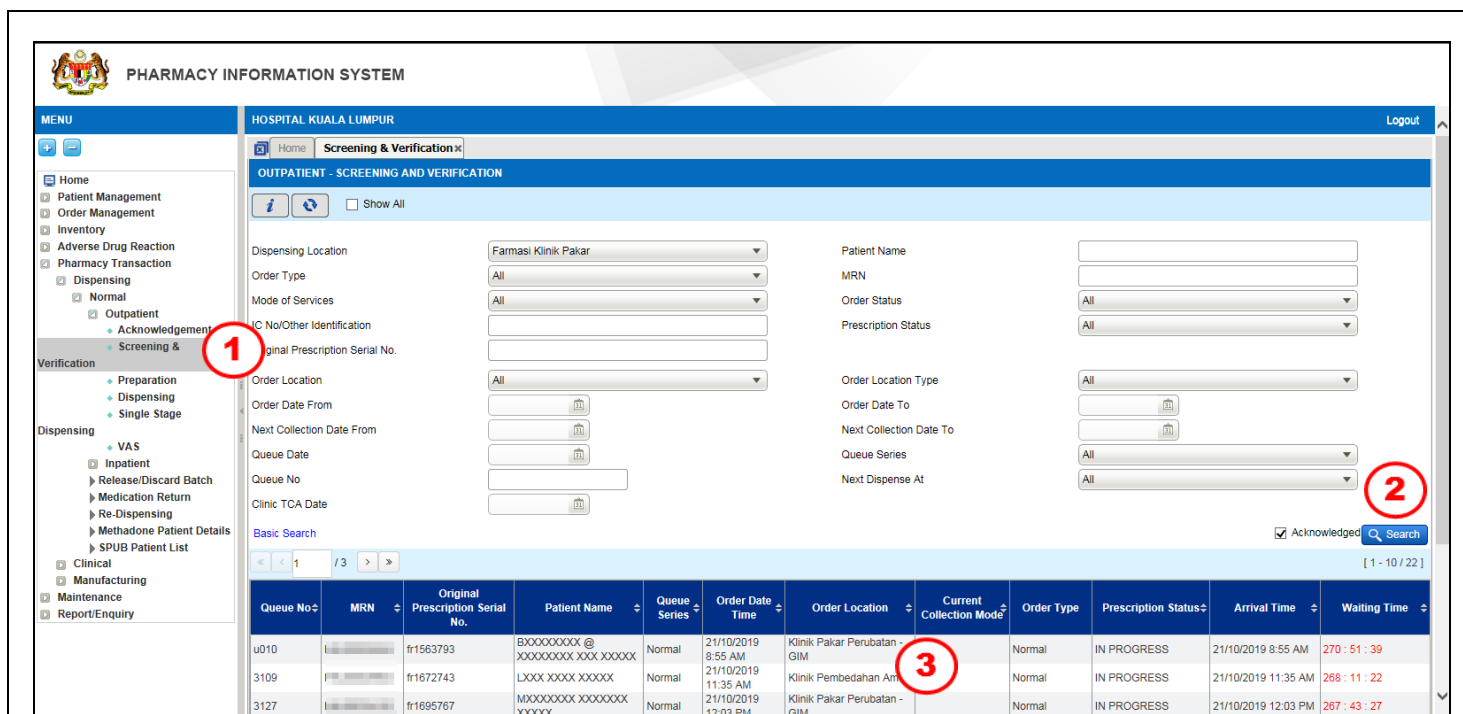
Click on the  button to save the details

Note

Queue Details hyperlink will also can be find at any of Dispensing screen (Screening & Verification, Preparation and Dispensing)

3.5.2 Screening and Verification

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



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

OUTPATIENT - SCREENING AND VERIFICATION

☐ Show All

Dispensing Location: Farmasi Klinik Pakar

Order Type: All

Mode of Services: All

IC No/Other Identification:

Original Prescription Serial No.:

Order Location: All

Order Date From:

Next Collection Date From:

Queue Date:

Queue No:

Clinic TCA Date:

Basic Search

☒ Acknowledged

[1 - 10 / 22]

Queue No	MRN	Original Prescription Serial No.	Patient Name	Queue Series	Order Date Time	Order Location	Current Collection Mode	Order Type	Prescription Status	Arrival Time	Waiting Time
u010		fr1563793	BXXXXXXXX @ XXXXXXXX XXX XXXXX	Normal	21/10/2019 8:55 AM	Klinik Pakar Perubatan GIM		Normal	IN PROGRESS	21/10/2019 8:55 AM	270 : 51 : 39
3109		fr1672743	LXXX XXXX XXXXX	Normal	21/10/2019 11:35 AM	Klinik Pembedahan Am		Normal	IN PROGRESS	21/10/2019 11:35 AM	268 : 11 : 22
3127		fr1695767	MXXXXXXXX XXXXXXX XXXXX	Normal	21/10/2019 12:03 PM	Klinik Pakar Perubatan - GIM		Normal	IN PROGRESS	21/10/2019 12:03 PM	267 : 43 : 27

Figure 3.5.2-1 Screening & Verification

Note

- By default, Acknowledged ☒ checkbox will be checked but user is allowed to uncheck the checkbox.
- Once user unchecks the Acknowledged ☒ checkbox, the system will display a patient list where the prescription is not acknowledged yet and user can proceed with the verification process without patient acknowledgement.
- Waiting time will be shown with different colours and indicates as below.
 - Red - Patient has waited for more than 30 minutes.
 - Navy Blue - Patient has waited for more than 20 minutes but less than 30 minutes.
 - Green - Patient has waited for less than 20 minutes.

STEP 1

Click on 'Screening & Verification' sub menu

Note

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All	Check box	Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location assigned to the user)	Able to filter and search patient's record by dispensing location
c	Patient Name	Name of Patient	Allow to search by patient name
d	Order Type	- All - Normal	Able to filter and search patient's record name by order type

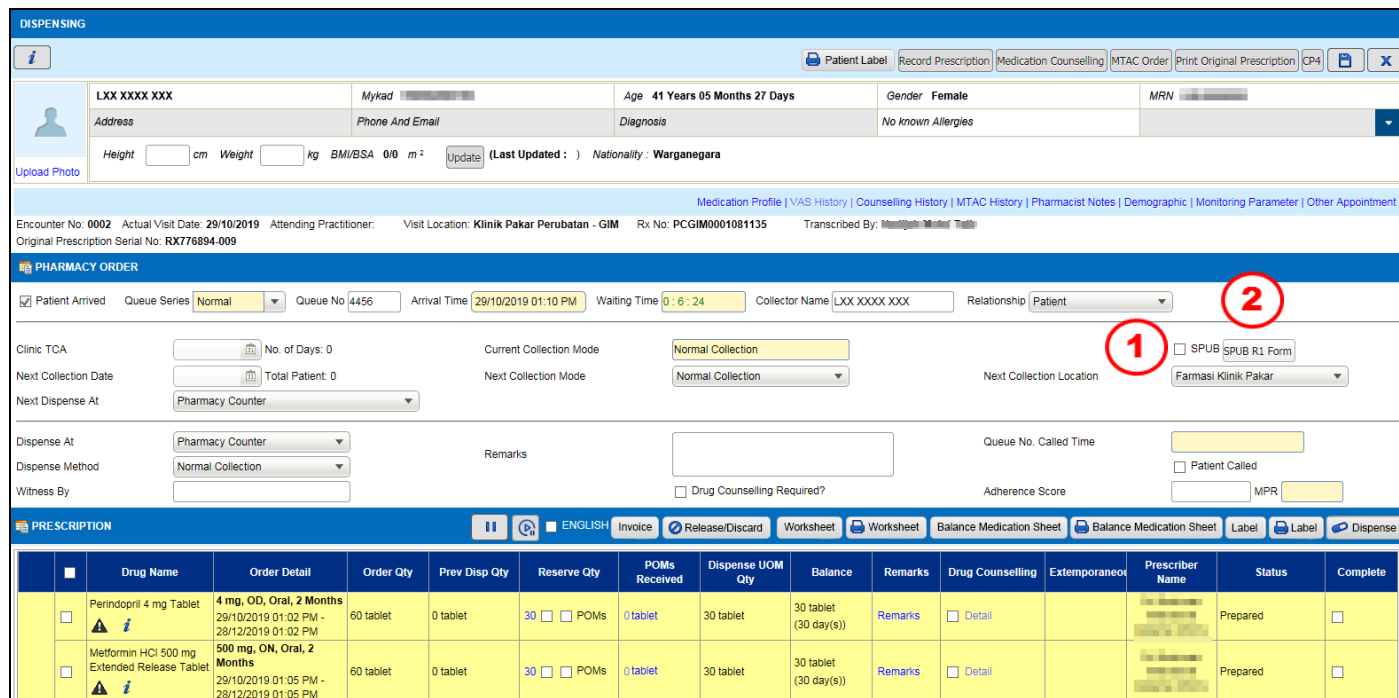
			<ul style="list-style-type: none"> - SPUB - Discharge - Referred Patient 	
e	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i> 	
f	Mode of Services	<ul style="list-style-type: none"> - All - Appointment Card - Email and Take - Fax and Take - Leave and Collect - Normal Collection - Others - SMS and Take - Telephone and Take - UMP 	Allow user to search by patient registered with value added services for next collection	
g	Order Status	<ul style="list-style-type: none"> - All - New Order - Partial Supply 	Able to filter the order by order status	
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number	
i	Prescription Status	<ul style="list-style-type: none"> - All - Hold - Expired 	Able to filter by prescription status	
j	Original Prescription Serial No	Original Prescription Serial No	Allow user to search by Original Prescription Serial No	
Advanced Search				
k	Order Location	Order location. (It will list down all active visit location)	Able to filter and search patient's record by order location	
l	Order Location Type	<ul style="list-style-type: none"> - All - Clinic - Day Care - ER - Nursing Unit - Pharmacy 	Able to filter and search patient's record by order location type	
m	Order Date from	Order date from	Able to filter and search patient's record by order date from	
n	Order Date To	Order date to	Able to filter and search patient's record by order date to	
o	Queue Date	Queue Date	Able to patient's record by queue date	
p	Queue Series	<ul style="list-style-type: none"> - All - Normal - Express - Special - Others 	Able to filter and search patient's record by Queue series	
q	Queue No	Queue No	Able to filter and search by Queue No	

3.6 SPUB

3.6.1 SPUB Out

3.6.1.1 Before Dispensing

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



DISPENSING

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

Patient Information:
 LXX XXXX XXX Mykad [REDACTED] Age 41 Years 05 Months 27 Days Gender Female MRN [REDACTED]
 Address [REDACTED] Phone And Email [REDACTED] Diagnosis [REDACTED]
 Height [REDACTED] cm Weight [REDACTED] kg BMI/BSA 0/0 m² Update (Last Updated :) Nationality : Warganegara

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

Encounter No: 0002 Actual Visit Date: 29/10/2019 Attending Practitioner: Visit Location: Klinik Pakar Perubatan - GIM Rx No: PCGIM0001081135 Transcribed By: [REDACTED]
 Original Prescription Serial No: RX776894-009

PHARMACY ORDER

☒ Patient Arrived Queue Series Normal Queue No 4456 Arrival Time 29/10/2019 01:10 PM Waiting Time 0:6:24 Collector Name LXX XXXX XXX Relationship Patient

Clinic TCA [REDACTED] No. of Days: 0 Current Collection Mode Normal Collection
 Next Collection Date [REDACTED] Total Patient: 0 Next Collection Mode Normal Collection Next Collection Location Farmasi Klinik Pakar

Next Dispense At Pharmacy Counter

Dispense At Pharmacy Counter Dispense Method Normal Collection Remarks [REDACTED] Queue No. Called Time [REDACTED]
 Witness By [REDACTED] ☐ Drug Counselling Required? Adherence Score [REDACTED] MPR [REDACTED]

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Perindopril 4 mg Tablet	4 mg, OD, Oral, 2 Months 29/10/2019 01:02 PM - 28/12/2019 01:02 PM	60 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail		[REDACTED]	Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, Oral, 2 Months 29/10/2019 01:05 PM - 28/12/2019 01:05 PM	60 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail		[REDACTED]	Prepared	<input type="checkbox"/>

Figure 3.6.1.1-1 Dispensing

Note

User is able to send SPUB at any of dispensing stage (Verification, Preparation and Dispensing)

STEP 1


Click on check box ☒ at SPUB

STEP 2

Click on the **SPUB R1 Form** button and Figure 3.6.1.1-2 will display

SPUB FORM

5

 LXX XXXX XXX Mykad Age 41 Years 05 Months 27 Days Gender Female MRN
 Address Phone And Email Diagnosis No known Allergies
 Height cm Weight kg BMI/BSA 0/0 m² Update (Last Updated :) Nationality : Warganegara

Upload Photo

PHARMACY ORDER

SPUB No
 Referred From Referred To 4
 Contact Person / Office Contact Person / Office
 Contact no / Ext No Contact no / Ext No
 Fax No Fax No
 Next Collection Date 3 ☐ Counselling Provided
 Remarks Previous SPUB Referred To

1 / 1 [1 - 3 / 3]

<input checked="" type="checkbox"/>	Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
<input checked="" type="checkbox"/>	PCGIM0001081135	29/10/2019	Atorvastatin 40 mg Tablet	40 mg, ON, 2 Months	60 tablet	30 tablet	0 tablet	30 tablet	Remark
<input checked="" type="checkbox"/>	PCGIM0001081135	29/10/2019	Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, 2 Months	60 tablet	30 tablet	0 tablet	30 tablet	Remark
<input checked="" type="checkbox"/>	PCGIM0001081135	29/10/2019	Perindopril 4 mg Tablet	4 mg, OD, 2 Months	60 tablet	30 tablet	0 tablet	30 tablet	Remark

Figure 3.6.1.1-2 SPUB Form

STEP 3

Select **Next Collection Date**

STEP 4

Select **Referred To** from button 

Note

- enter **Contact Person/Office** , **Contact no / Ext No**, **Fax No** and **Remarks** if applicable (optional)
- User is allowed to check on the **Counselling Provided** ☐ checkbox
- by default, system will automatically check all the Drug but user is allowed to select which drug need to send to SPUB
- User is allowed to modify **Balance Quantity**

STEP 5

Click on the  button to save the record and Confirmation Message will display as Figure 3.6.1.1-3

CONFIRMATION


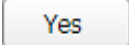

 CONF0002: Are you sure you want to save?

Figure 3.6.1.1-3 Confirmation Message

Note

- Click on the  button to proceed the SPUB Order
- if there is drug with 0 dispense quantity, system will show confirmation message as shown in figure 3.6.1.1-4

CONFIRMATION




INFO8030: Are you confirm to send SPUB for item dispense with 0 quantity?



Yes
No

Figure 3.6.1.1-4 Confirmation Message

- Click on the  button to proceed the SPUB Order

SPUB FORM



 Patient Demographic
 

LXX XXXX XXX

Address

Height cm Weight kg BMI/BSA 0/0 m²

Mykad

Phone And Email

Age 41 Years 05 Months 27 Days

Diagnosis

Nationality : Warganegara

Gender Female

No known Allergies

MRN

Update (Last Updated :)

PHARMACY ORDER

SPUB No

Referred From

Contact Person / Office

Contact no / Ext No

Fax No

Next Collection Date

Remarks

Referred To

Contact Person / Office

Contact no / Ext No

Fax No



☐ Counselling Provided

Previous SPUB Referred To

<input checked="" type="checkbox"/>	Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
<input checked="" type="checkbox"/>	PCGIM0001081135	29/10/2019	Atorvastatin 40 mg Tablet	40 mg, ON, 2 Months	60 tablet	30 tablet	0 tablet	<input type="text" value="30"/> tablet	Remark
<input checked="" type="checkbox"/>	PCGIM0001081135	29/10/2019	Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, 2 Months	60 tablet	30 tablet	0 tablet	<input type="text" value="30"/> tablet	Remark
<input checked="" type="checkbox"/>	PCGIM0001081135	29/10/2019	Perindopril 4 mg Tablet	4 mg, OD, 2 Months	60 tablet	30 tablet	0 tablet	<input type="text" value="30"/> tablet	Remark

Figure 3.6.1.1-5 SPUB Form

Note

- User is allowed to modify the record by click on the  button
- Click on the  button to close SPUB Form

PHARMACY ORDER

☒ Patient Arrived Queue Series **Normal** Queue No **4456** Arrival Time **29/10/2019 01:10 PM** Waiting Time **0:40:57** Collector Name **LXX XXXX XXX** Relationship **Patient**

Clinic TCA **No. of Days: 0** Current Collection Mode **Normal Collection** ☒ SPUB **SPUB R1 Form**

Next Collection Date **29/10/2019 01:02 PM** Next Collection Mode **Normal Collection** Next Collection Location **Farmasi Klinik Pakar**

Next Dispense At **Pharmacy Counter**

Dispense At **Pharmacy Counter** Remarks Queue No. Called Time

Dispense Method **Normal Collection** ☐ Patient Called

Witness By ☐ Drug Counselling Required? Adherence Score MPR

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Perindopril 4 mg Tablet	4 mg, OD, Oral, 2 Months 29/10/2019 01:02 PM - 28/12/2019 01:02 PM	60 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, Oral, 2 Months 29/10/2019 01:05 PM - 28/12/2019 01:05 PM	60 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Atorvastatin 40 mg Tablet	40 mg, ON, Oral, 2 Months 29/10/2019 01:09 PM - 28/12/2019 01:09 PM	60 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
<input type="checkbox"/>	Atenolol 50 mg Tablet	50 mg, OD, Oral, 2 Months 29/10/2019 01:10 PM - 28/12/2019 01:10 PM	60 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	60 tablet (60 day(s))	Remarks	<input type="checkbox"/> Detail	<input type="checkbox"/> Detail		Stop	<input type="checkbox"/>

Figure 3.6.1.1-6 Dispensing

STEP 6

Click on the  button and Confirmation Message will be display as Figure 3.6.1.1-7

CONFIRMATION


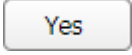
 CONF0064: Do you want to dispense now?

Figure 3.6.1.1-7 Confirmation Message

Note

- Click on the  button to dispense the medication
- For SPUB record that successful send to referred to facility, user can view the status at SPUB Patient List module as shown in Figure 3.6.1.1-8

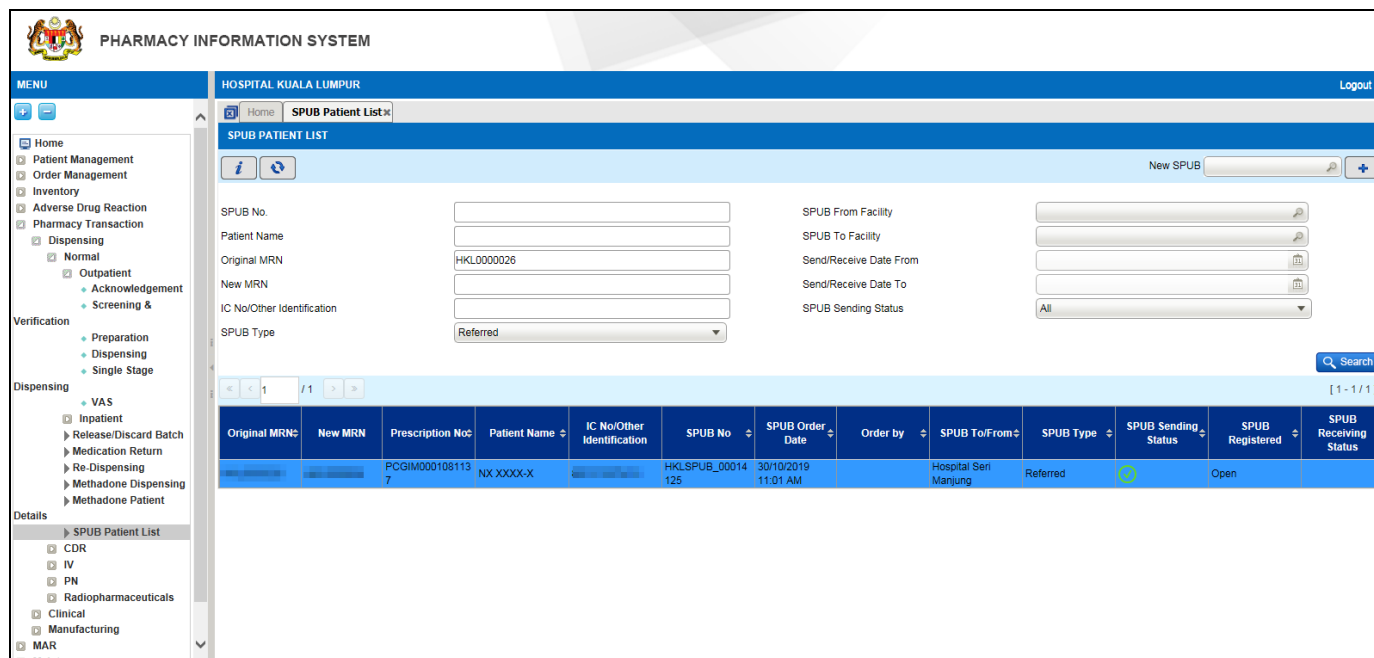


Figure 3.6.1.1-8 SPUB Patient List

- user is allowed to cancel SPUB record by double click on the patient name and SPUB from screen will display as Figure 3.6.1.1-9

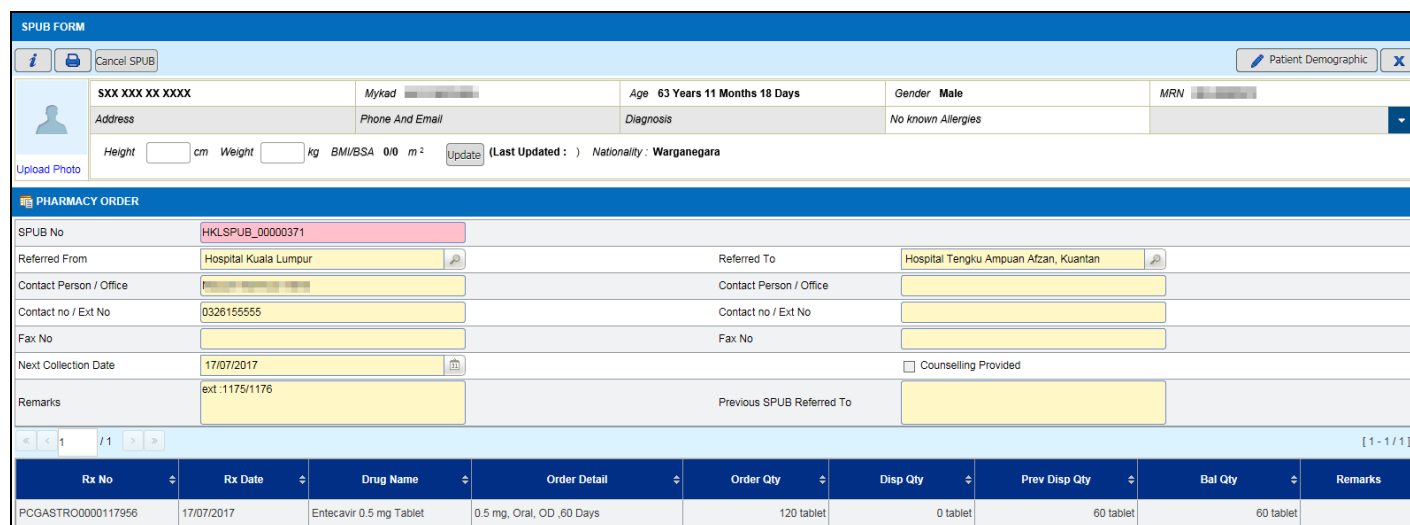
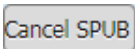


Figure 3.6.1.1-9 SPUB Form

- Click on the  button to cancel the SPUB Record
- If user send to offline Facility, system will display a Information Message after dispense as shown in Figure 3.6.1.1-10

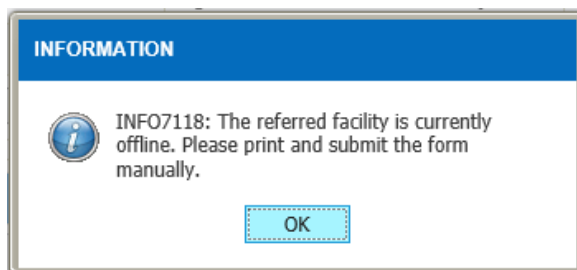


Figure 3.6.1.1-10 Information Message

- Click on the  button and user need to print SPUB Form and send manually to the referred facility

SPUB-R1 (Pindaan 3/2009)

RUJUKAN PRESKRIPSI SPUB | KEMENTERIAN KESIHATAN MALAYSIA


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

Fasiliti Yang Merujuk		Fasiliti dirujuk		No. Rujukan (04295/10/2019)	
Negeri	: WP Kuala Lumpur	Negeri	: Perak		
Hospital	: Hospital Kuala Lumpur	Hospital	: Hospital Seri Manjung		
Nombor SPUB	: HKLSPUB_00014126				
Daerah/Bandar	:	Daerah/Bandar	:		
No. Tel	: 0326155555	No. Tel	:		
No. Faks	:	No. Faks	:		

A. Maklumat Pesakit :

Nama : LXX XXX XX

Umur : 27 Years 4 Months 26 Days Jantina : Perempuan

No. Kad Pengenalan :  No. Telefon : 123456789

B. Maklumat Preskripsi :

No. Preskripsi : KNM0000560205 Tarikh Preskripsi : 30/10/2018

No. Siri Preskripsi : FR1035679 Tarikh Akan Datang : 22/01/2019


Catatan:


C. Maklumat Bekalan :


Tarikh	Nama Ubat	Maklumat Ubat	Baki Kuantiti	Tempoh Bekalan	Jumlah Penuh Kuantiti	Catatan Preskripsi
30/10/2018	Pyridostigmine Bromide 60 mg Tablet	60 mg PRN, Oral, 365 Days	90 tablet	365 Days	120 tablet	

D. Kaunseling telah diberikan Ya ☐ Tidak ☒

(Jika Ya, sila lampirkan rekod kaunseling)

Tandatangan : 

Nama : 

Jawatan : 

Untuk diisi oleh Fasiliti yang menerima rujukan :

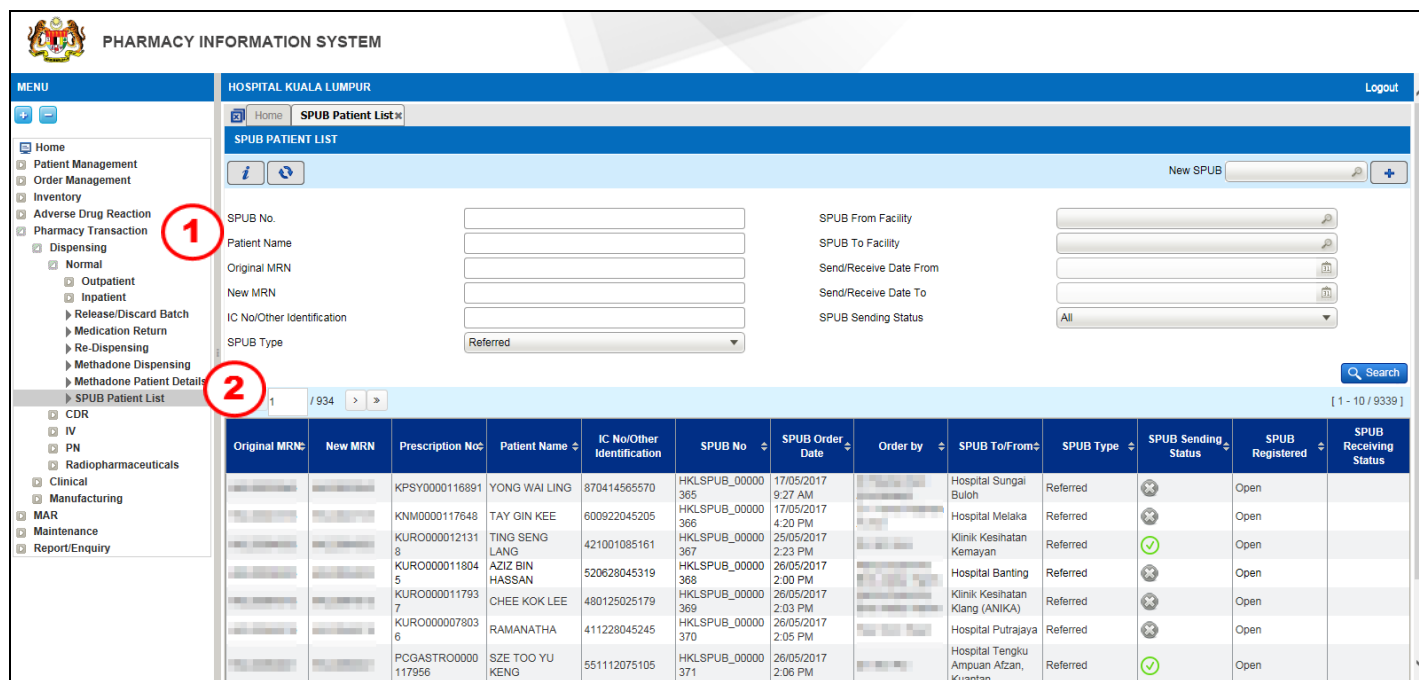
Tarikh preskripsi dibekal	Tempoh preskripsi dibekal	Tarikh bekalan akan datang	Bilangan Item/Kos ubat (keseluruhan)			
			Kategori A		Kategori lain	
			Item	Kos	Item	Kos
Jumlah keseluruhan						

Figure 3.6.1.1-11 SPUB Form

3.6.1.2 After Dispensing

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

SPUB menu will allow pharmacist to request for SPUB after the dispensing process and only for partial supply drug



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Home SPUB Patient List

SPUB PATIENT LIST

New SPUB

SPUB No. Patient Name Original MRN New MRN IC No/Other Identification SPUB Type

SPUB From Facility SPUB To Facility Send/Receive Date From Send/Receive Date To SPUB Sending Status

Search

Original MRN	New MRN	Prescription No	Patient Name	IC No/Other Identification	SPUB No	SPUB Order Date	Order by	SPUB To/From	SPUB Type	SPUB Sending Status	SPUB Registered	SPUB Receiving Status
KPSY0000116891			YONG WAI LING	870414565570	HKLSPUB_00000365	17/05/2017 9:27 AM		Hospital Sungai Buloh	Referred		Open	
KNM0000117648			TAY GIN KEE	600922045205	HKLSPUB_00000366	17/05/2017 4:20 PM		Hospital Melaka	Referred		Open	
KURO0000121318			TING SENG LANG	421001085161	HKLSPUB_00000367	25/05/2017 2:23 PM		Klinik Kesihatan Kemayan	Referred	✓	Open	
KURO0000118045			AZIZ BIN HASSAN	520628045319	HKLSPUB_00000368	26/05/2017 2:00 PM		Hospital Banting	Referred		Open	
KURO0000117937			CHEE KOK LEE	480125025179	HKLSPUB_00000369	26/05/2017 2:03 PM		Klinik Kesihatan Klang (ANIK)	Referred		Open	
KURO0000078036			RAMANATHA	411228045245	HKLSPUB_00000370	26/05/2017 2:05 PM		Hospital Putrajaya	Referred		Open	
PCGASTRO0000117956			SIZE TOO YU KENG	551112075105	HKLSPUB_00000371	26/05/2017 2:06 PM		Hospital Tengku Ampuan Afzan, Kuantan	Referred	✓	Open	

Figure 3.6.1.2-1 SPUB Patient List

STEP 1

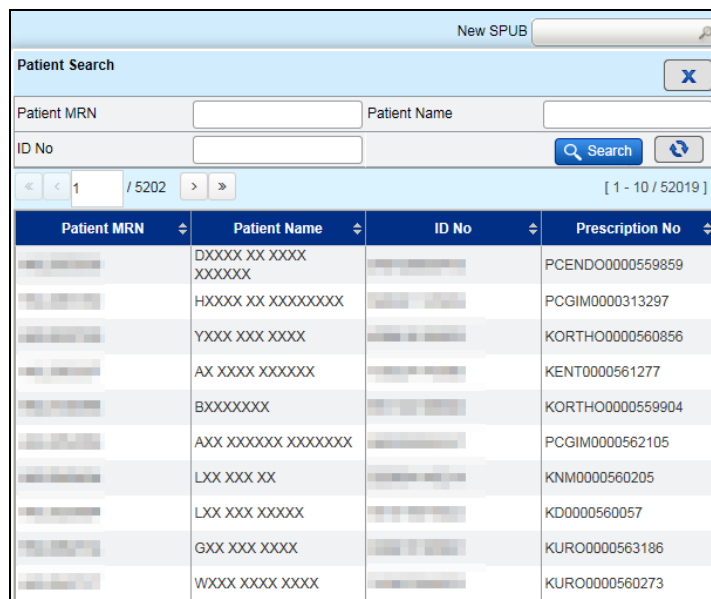
Click on the 'Pharmacy Transaction' menu and click on 'Dispensing' sub-menu then click on 'Normal'

STEP 2

Click on the 'SPUB Patient List'

STEP 3

Click on the **New SPUB** button and Patient Search window will be display as Figure 3.6.1.2-2



New SPUB

Patient Search

Patient MRN: Patient Name:

ID No:

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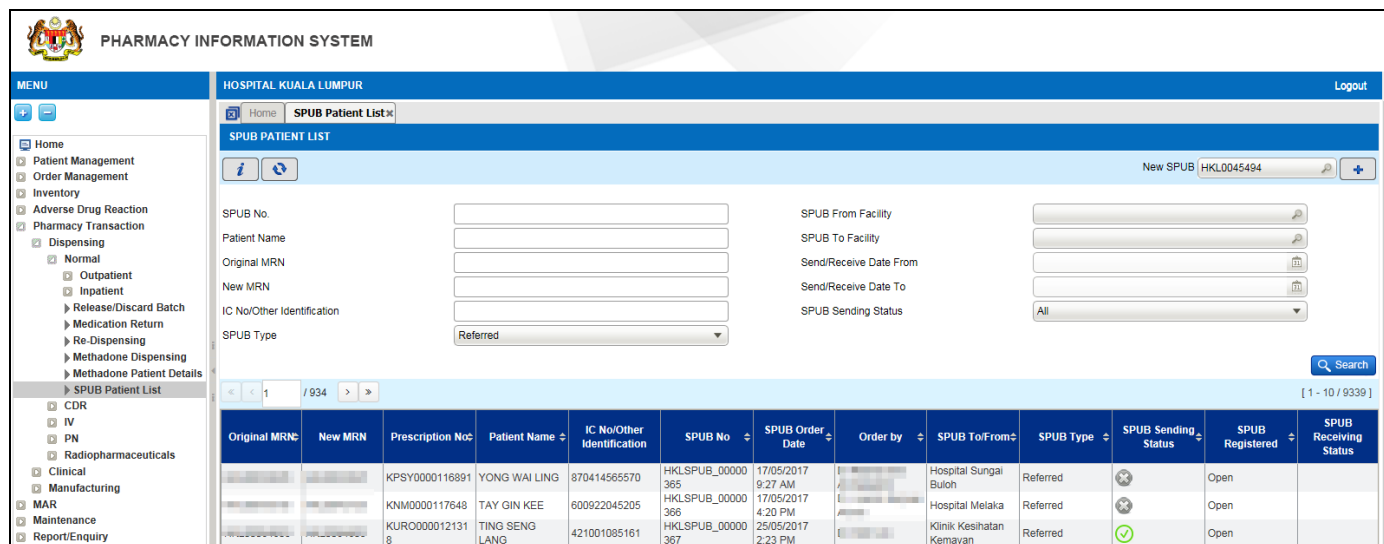
Patient MRN	Patient Name	ID No	Prescription No
DXXXX XX XXXX XXXXXX			PCENDO0000559859
HXXXX XX XXXXXXXX			PCGIM0000313297
YXXX XX XXXX			KORTHO0000560856
AX XXXX XXXXXX			KENT0000561277
BXXXXXXX			KORTHO0000559904
AXX XXXXXX XXXXXXXX			PCGIM0000562105
LXX XXX XX			KNM0000560205
LXX XXX XXXXX			KD0000560057
GXX XXX XXXX			KURO0000563186
WXXX XXXX XXXX			KURO0000560273

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Figure 3.6.1.2-2 Patient Search

Note

- search patient by entering value in **Patient MRN**, **Patient Name** or **ID No** and click on the button
- Double click on the selected patient



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Home SPUB Patient List

SPUB PATIENT LIST

New SPUB: HKL0045494

SPUB No:

Patient Name:

Original MRN:

New MRN:

IC No/Other Identification:

SPUB Type:

SPUB From Facility:

SPUB To Facility:

Send/Receive Date From:

Send/Receive Date To:

SPUB Sending Status:

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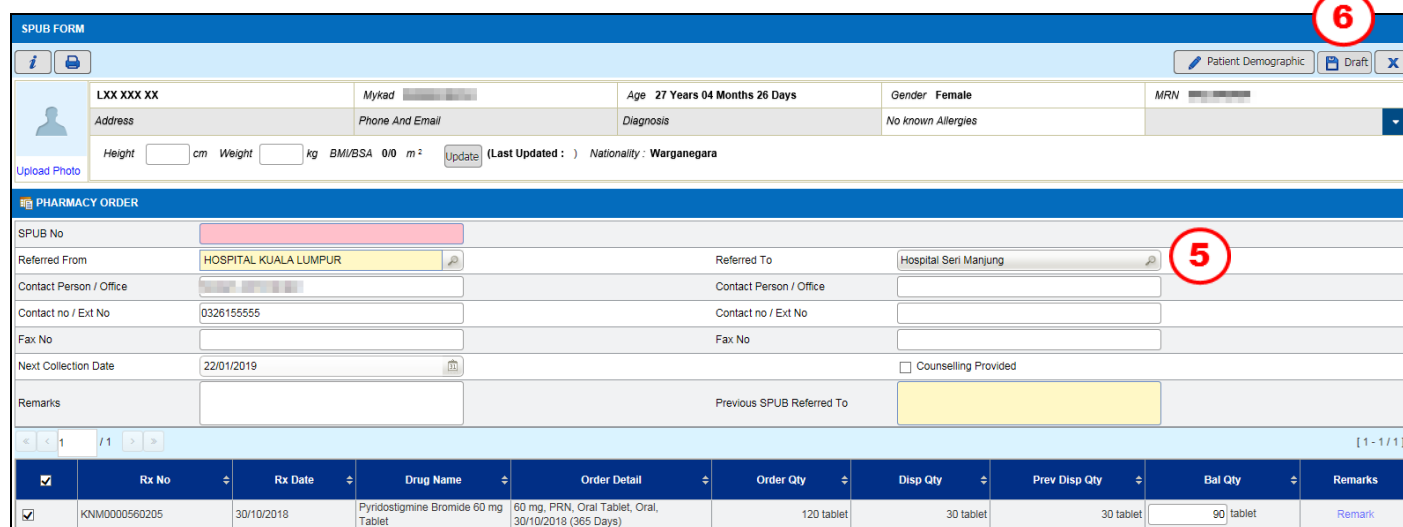
Original MRN	New MRN	Prescription No	Patient Name	IC No/Other Identification	SPUB No	SPUB Order Date	Order by	SPUB To/From	SPUB Type	SPUB Sending Status	SPUB Registered	SPUB Receiving Status
KPSY0000116891			YONG WAI LING	870414565570	HKLSPUB_00000365	17/05/2017 9:27 AM		Hospital Sungai Buloh	Referred	✖	Open	
KNM0000117648			TAY GIN KEE	600922045205	HKLSPUB_00000366	17/05/2017 4:20 PM		Hospital Melaka	Referred	✖	Open	
KURO0000121318			TING SENG LANG	421001085161	HKLSPUB_00000367	25/05/2017 2:23 PM		Klinik Kesihatan Kemayan	Referred	✓	Open	

[1 - 10 / 9339]

Figure 3.6.1.2-3 SPUB Patient List

STEP 4

Click on the button and SPUB Form screen will be display as Figure 3.6.1.2-4



SPUB FORM

Patient Demographic | Draft | X

LXX XXX XX | Mykad | Age 27 Years 04 Months 26 Days | Gender Female | MRN
 Address | Phone And Email | Diagnosis | No known Allergies
 Height cm | Weight kg | BMI/BSA 0/0 m² | Update (Last Updated :) | Nationality : Warganegara

PHARMACY ORDER

SPUB No | Referred From HOSPITAL KUALA LUMPUR | Referred To Hospital Seri Manjung
 Contact Person / Office | Contact Person / Office
 Contact no / Ext No 0326155555 | Contact no / Ext No
 Fax No | Fax No
 Next Collection Date 22/01/2019 | ☐ Counselling Provided
 Remarks | Previous SPUB Referred To

	Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
<input checked="" type="checkbox"/>	KNM0000560205	30/10/2018	Pyridostigmine Bromide 60 mg Tablet	60 mg, PRN, Oral Tablet, Oral, 30/10/2018 (365 Days)	120 tablet	30 tablet	30 tablet	90 tablet	Remark

Figure 3.6.1.2-4 SPUB Form

STEP 5

Select **Referred To** from button

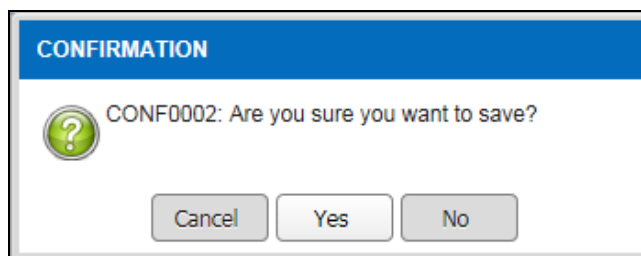


Note

- enter **Contact Person/Office** , **Contact no / Ext No**, **Fax No** and **Remarks** if applicable (optional)
- User is allowed to check on the **Counselling Provided** ☐ checkbox
- by default, system will automatically check all the Drug but user is allowed to select which drug need to send to SPUB
- User is allowed to modify **Balance Quantity**

STEP 6

Click on the  button to save the record and Confirmation Message will display as Figure 3.6.1.2-5



CONFIRMATION

CONF0002: Are you sure you want to save?

Cancel Yes No





Figure 3.6.1.2-5 Confirmation Message


Note

Click on the  button to proceed the SPUB Order


7

SPUB FORM




LXX XXX XX

Mykad 

Age 27 Years 04 Months 26 Days

Gender Female

MRN 

Address

Phone And Email

Diagnosis

No known Allergies

Height cm Weight kg BMI/BSA 0/0 m²

Update (Last Updated :) Nationality : Warganegara

Upload Photo

PHARMACY ORDER

SPUB No

HKLSPUB_00014126


Referred From

HOSPITAL KUALA LUMPUR

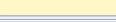
Referred To

Hospital Seri Manjung

Contact Person / Office




Contact Person / Office



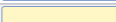
Contact no / Ext No

0326155555

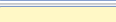
Contact no / Ext No



Fax No



Fax No

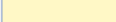


Next Collection Date

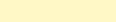
22/01/2019

☐ Counselling Provided

Remarks



Previous SPUB Referred To



< 1 / 1 >

[1 - 1 / 1]

<input checked="" type="checkbox"/>	Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
<input checked="" type="checkbox"/>	KNM0000560205	30/10/2018	Pyridostigmine Bromide 60 mg Tablet	60 mg, PRN, Oral Tablet, Oral, 30/10/2018 (365 Days)	120 tablet	30 tablet	30 tablet	90 tablet	Remark

Figure 3.6.1.2-6 SPUB Form


Note

User is allowed to modify the record by click on the  button

STEP 7

Click on the  button to send SPUB record

INFORMATION

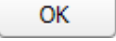


INFO7117: Successfully submit the request to Hospital Seri Manjung

OK

Figure 3.6.1.2-7 Information Message

Note

- Click on the  button
- If user send to offline Facility, system will display a Information Message after dispense as shown in Figure 3.6.1.2-8

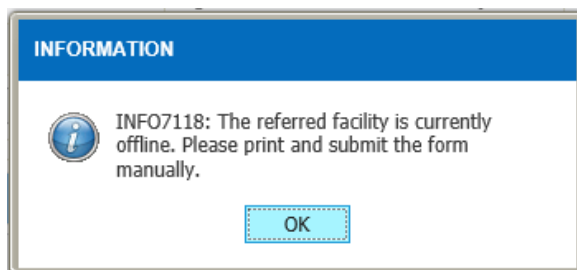


Figure 3.6.1.2-8 Information Message

- Click on the  button and user need to print SPUB Form and send manually to the referred facility

SPUB-R1 (Pindaan 3/2009)

RUJUKAN PRESKRIPSI SPUB | KEMENTERIAN KESIHATAN MALAYSIA


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

Fasiliti Yang Merujuk		Fasiliti dirujuk		No. Rujukan (04295/10/2019)	
Negeri	: WP Kuala Lumpur	Negeri	: Perak		
Hospital	: Hospital Kuala Lumpur	Hospital	: Hospital Seri Manjung		
Nombor SPUB : HKLSPUB_00014126					
Daerah/Bandar	:	Daerah/Bandar	:		
No. Tel	: 0326155555	No. Tel	:		
No. Faks	:	No. Faks	:		

A. Maklumat Pesakit :

Nama : LXX XXX XX

Umur : 27 Years 4 Months 26 Days Jantina : Perempuan

No. Kad Pengenalan :  No. Telefon : 123456789

B. Maklumat Preskripsi :

No. Preskripsi : KNM0000560205 Tarikh Preskripsi : 30/10/2018

No. Siri Preskripsi : FR1035679 Tarikh Akan Datang : 22/01/2019


Catatan:

C. Maklumat Bekalan :

Tarikh	Nama Ubat	Maklumat Ubat	Baki Kuantiti	Tempoh Bekalan	Jumlah Penuh Kuantiti	Catatan Preskripsi
30/10/2018	Pyridostigmine Bromide 60 mg Tablet	60 mg PRN, Oral, 365 Days	90 tablet	365 Days	120 tablet	

D. Kaunseling telah diberikan Ya ☐ Tidak ☒

(Jika Ya, sila lampirkan rekod kaunseling)

Tandatangan :
Nama : 
Jawatan :

Untuk diisi oleh Fasiliti yang menerima rujukan :

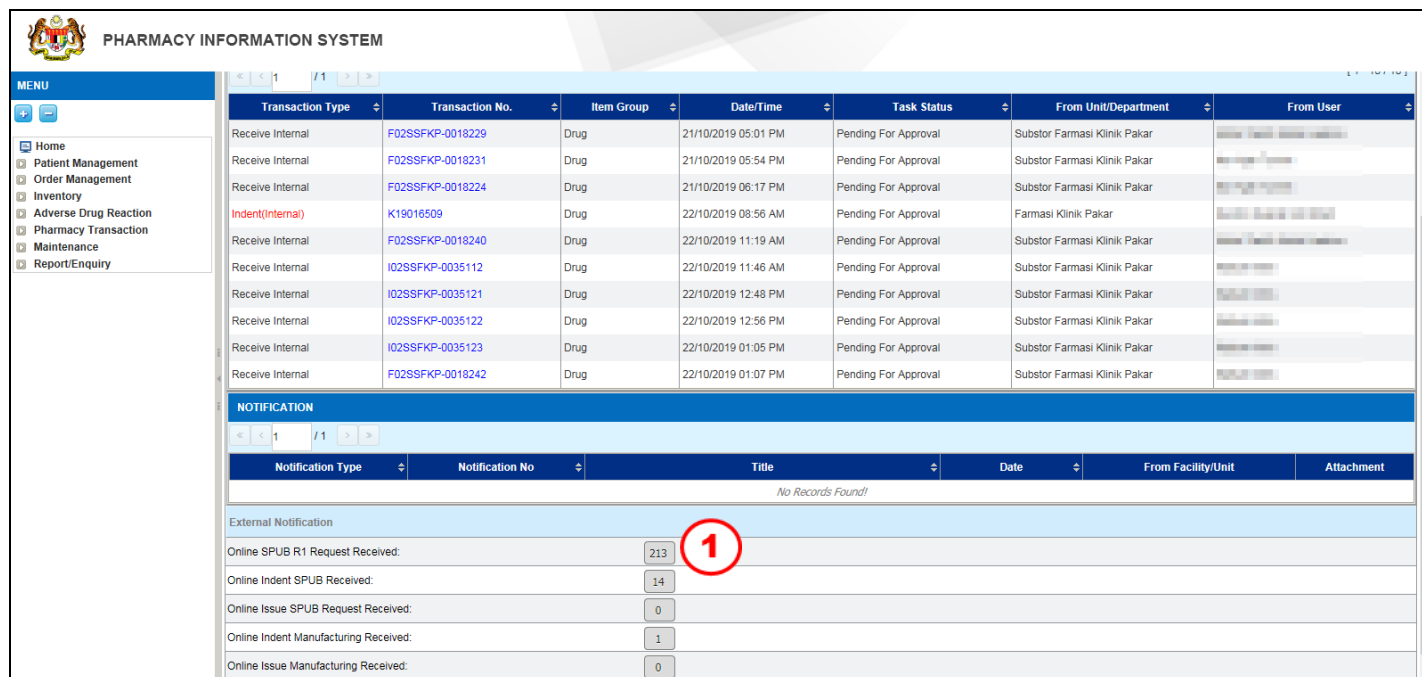
Tarikh preskripsi dibekal	Tempoh preskripsi dibekal	Tarikh bekalan akan datang	Bilangan Item/Kos ubat (keseluruhan)			
			Kategori A		Kategori lain	
			Item	Kos	Item	Kos
Jumlah keseluruhan						

Figure 3.6.1.2-9 SPUB Form

3.6.2 SPUB In

3.6.2.1 SPUB In Online

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



PHARMACY INFORMATION SYSTEM

MENU

- Home
- Patient Management
- Order Management
- Inventory
- Adverse Drug Reaction
- Pharmacy Transaction
- Maintenance
- Report/Enquiry

Transaction Type	Transaction No.	Item Group	Date/Time	Task Status	From Unit/Department	From User
Receive Internal	F02SSFKP-0018229	Drug	21/10/2019 05:01 PM	Pending For Approval	Substor Farmasi Klinik Pakar	
Receive Internal	F02SSFKP-0018231	Drug	21/10/2019 05:54 PM	Pending For Approval	Substor Farmasi Klinik Pakar	
Receive Internal	F02SSFKP-0018224	Drug	21/10/2019 06:17 PM	Pending For Approval	Substor Farmasi Klinik Pakar	
Indent(Internal)	K19016509	Drug	22/10/2019 08:56 AM	Pending For Approval	Farmasi Klinik Pakar	
Receive Internal	F02SSFKP-0018240	Drug	22/10/2019 11:19 AM	Pending For Approval	Substor Farmasi Klinik Pakar	
Receive Internal	I02SSFKP-0035112	Drug	22/10/2019 11:46 AM	Pending For Approval	Substor Farmasi Klinik Pakar	
Receive Internal	I02SSFKP-0035121	Drug	22/10/2019 12:48 PM	Pending For Approval	Substor Farmasi Klinik Pakar	
Receive Internal	I02SSFKP-0035122	Drug	22/10/2019 12:56 PM	Pending For Approval	Substor Farmasi Klinik Pakar	
Receive Internal	I02SSFKP-0035123	Drug	22/10/2019 01:05 PM	Pending For Approval	Substor Farmasi Klinik Pakar	
Receive Internal	F02SSFKP-0018242	Drug	22/10/2019 01:07 PM	Pending For Approval	Substor Farmasi Klinik Pakar	

NOTIFICATION

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

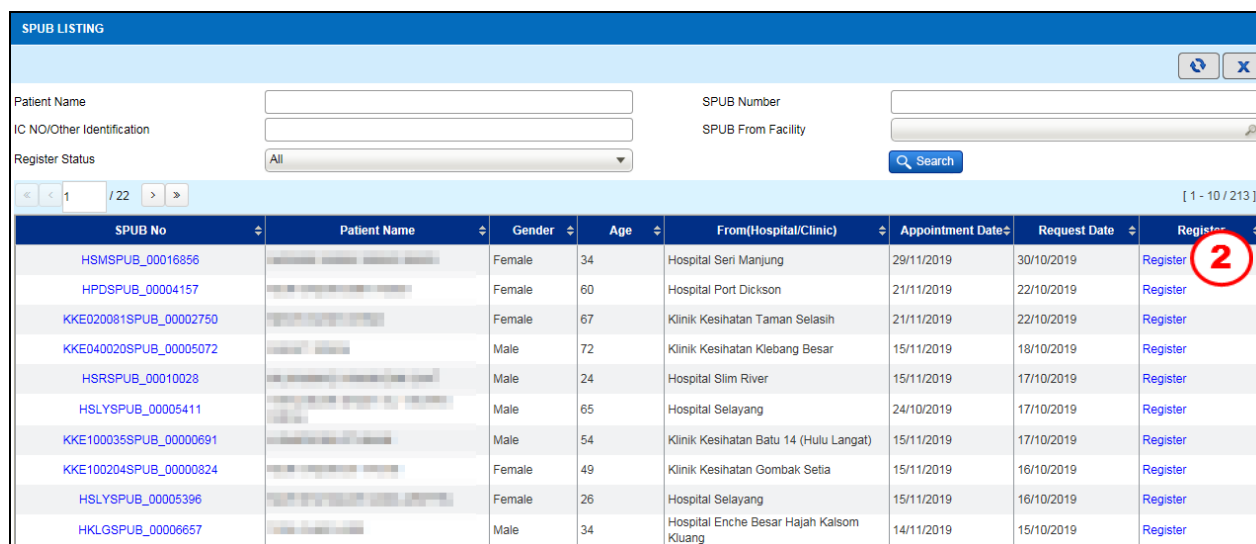
External Notification

Online SPUB R1 Request Received:	213	
Online Indent SPUB Received:	14	
Online Issue SPUB Request Received:	0	
Online Indent Manufacturing Received:	1	
Online Issue Manufacturing Received:	0	

Figure 3.6.2.1-1 PhIS Home Page

STEP 1

Click on the Online SPUB R1 Request Received **213** button from External Notification section and SPUB Listing screen will be display



SPUB LISTING

Patient Name: SPUB Number:

IC NO/Other Identification: SPUB From Facility:

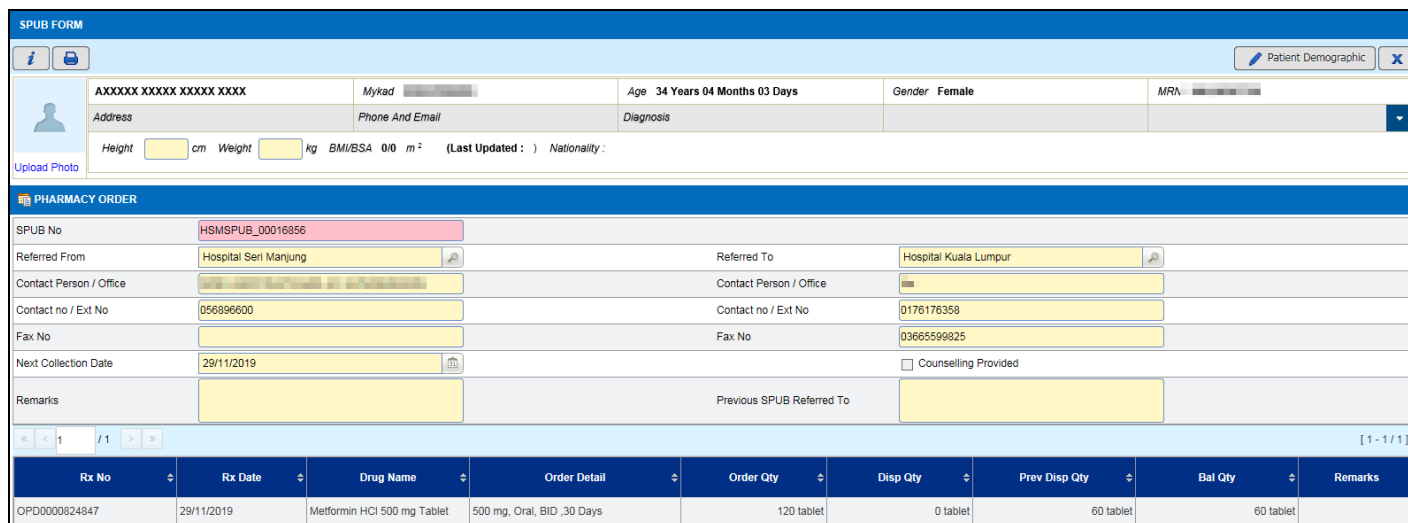
Register Status:

SPUB No	Patient Name	Gender	Age	From(Hospital/Clinic)	Appointment Date	Request Date	Register
HSMSPUB_00016856		Female	34	Hospital Seri Manjung	29/11/2019	30/10/2019	Register
HPDSPUB_00004157		Female	60	Hospital Port Dickson	21/11/2019	22/10/2019	Register
KKE020081SPUB_00002750		Female	67	Klinik Kesihatan Taman Selasih	21/11/2019	22/10/2019	Register
KKE040020SPUB_00005072		Male	72	Klinik Kesihatan Klebang Besar	15/11/2019	18/10/2019	Register
HSRSPUB_00010028		Male	24	Hospital Slim River	15/11/2019	17/10/2019	Register
HSLYSPUB_00005411		Male	65	Hospital Selayang	24/10/2019	17/10/2019	Register
KKE100035SPUB_00000691		Male	54	Klinik Kesihatan Batu 14 (Hulu Langat)	15/11/2019	17/10/2019	Register
KKE100204SPUB_00000824		Female	49	Klinik Kesihatan Gombak Setia	15/11/2019	16/10/2019	Register
HSLYSPUB_00005396		Female	26	Hospital Selayang	15/11/2019	16/10/2019	Register
HKLGSPUB_00006657		Male	34	Hospital Enche Besar Hajah Kalsom Kuang	14/11/2019	15/10/2019	Register




Figure 3.6.2.1-2 SPUB Listing

Note

- Click on the SPUB No hyperlink and SPUB Form will be display as Figure 3.6.2.1-3



SPUB FORM

	AXXXXX XXXXX XXXXX XXXX	Mykad 	Age 34 Years 04 Months 03 Days	Gender Female	MRA 
	Address	Phone And Email	Diagnosis		
Upload Photo	Height <input type="text"/> cm Weight <input type="text"/> kg BMI/BSA 0/0 m ² (Last Updated :) Nationality :				


PHARMACY ORDER

SPUB No	HSMSPUB_00016856				
Referred From	Hospital Seri Manjung	Referred To	Hospital Kuala Lumpur		
Contact Person / Office		Contact Person / Office			
Contact no / Ext No	056896600	Contact no / Ext No	0176176358		
Fax No		Fax No	03665599825		
Next Collection Date	29/11/2019	<input type="checkbox"/> Counselling Provided			
Remarks		Previous SPUB Referred To			

[1 - 1 / 1]

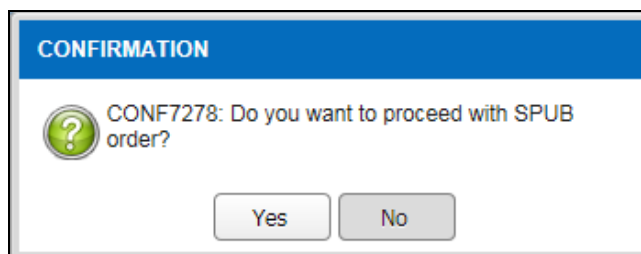
Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
OPD0000824847	29/11/2019	Metformin HCl 500 mg Tablet	500 mg, Oral, BID, 30 Days	120 tablet	0 tablet	60 tablet	60 tablet	

Figure 3.6.2.1-3 SPUB Form

- User can view/print SPUB Form by click on the  button
- For facility with Implementation type is Inventory (D), there are able to view SPUB R1 Request Received notification but cannot register SPUB patient. They are only able to view and print SPUB Form (Figure 3.6.2.1-3)

STEP 2

Click on the **Register** hyperlink and Confirmation Message will be display as Figure 3.6.2.1-4



CONFIRMATION


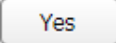
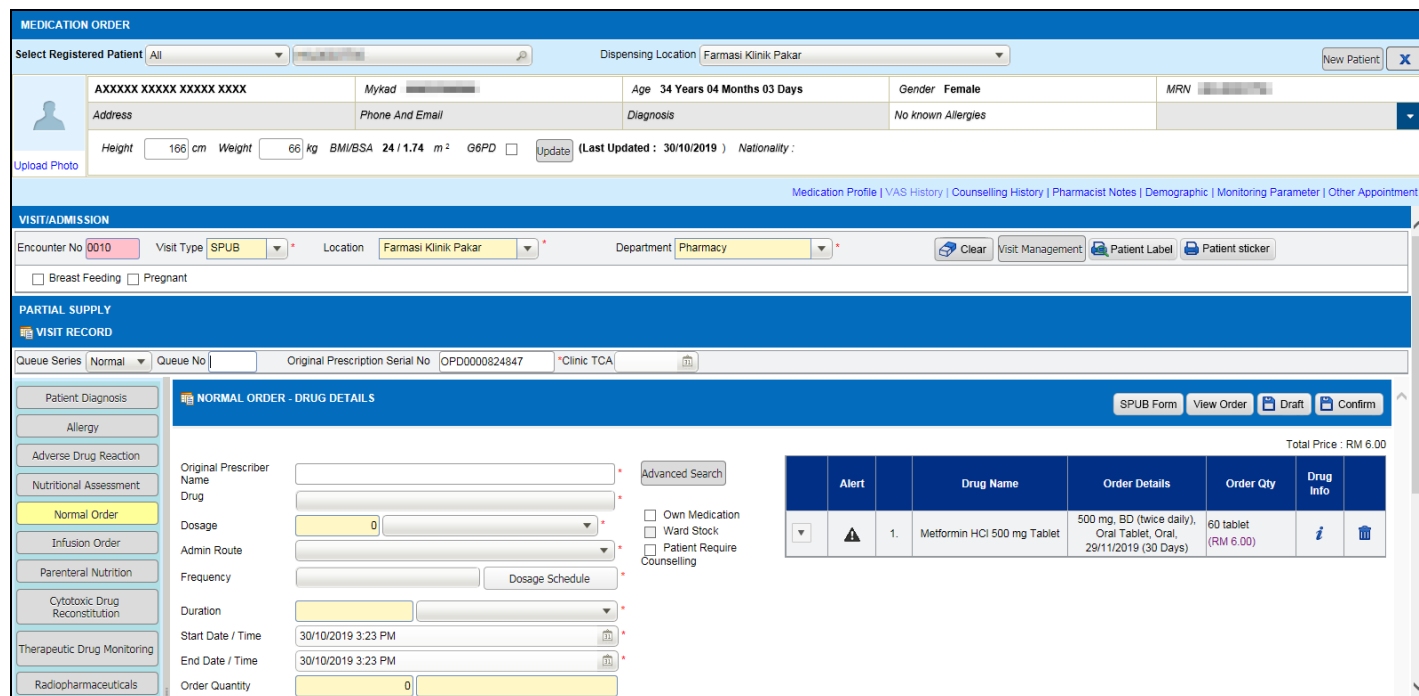
 CONF7278: Do you want to proceed with SPUB order?

Figure 3.6.2.1-4 Confirmation Message

Note

- If user click on the  button, SPUB Order will automatically inserted into the draft list in medication order screen as shown in Figure 3.6.2.1-5



MEDICATION ORDER

Select Registered Patient: All [Search] Dispensing Location: Farmasi Klinik Pakar [New Patient] [X]

XXXXXX XXXXX XXXXX XXXX Mykad: [Redacted] Age: 34 Years 04 Months 03 Days Gender: Female MRN: [Redacted]

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

Height: 166 cm Weight: 66 kg BMI/BSA: 24 / 1.74 m² G6PD: [] Update (Last Updated: 30/10/2019) Nationality: [Redacted]

Upload Photo

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

VISIT/ADMISSION

Encounter No: 0010 Visit Type: SPUB Location: Farmasi Klinik Pakar Department: Pharmacy Clear Visit Management Patient Label Patient sticker

☐ Breast Feeding ☐ Pregnant

PARTIAL SUPPLY

VISIT RECORD

Queue Series: Normal Queue No: [Redacted] Original Prescription Serial No: OPD0000824847 *Clinic TCA: [Redacted]

SPUB Form View Order Draft Confirm

NORMAL ORDER - DRUG DETAILS

Original Prescriber Name: [Redacted] Advanced Search

Drug: [Redacted]

Dosage: 0 Admin Route: [Redacted] Frequency: [Redacted] Duration: [Redacted]

Start Date / Time: 30/10/2019 3:23 PM End Date / Time: 30/10/2019 3:23 PM Order Quantity: 0

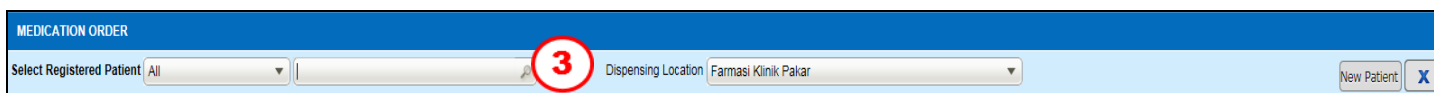
☐ Own Medication ☐ Ward Stock ☐ Patient Require Counselling

Alert	Drug Name	Order Details	Order Qty	Drug Info
1.	Metformin HCl 500 mg Tablet	500 mg, BD (twice daily), Oral Tablet, Oral, 29/11/2019 (30 Days)	60 tablet (RM 6.00)	[i] [X]

Total Price: RM 6.00

Figure 3.6.2.1-5 Medication Order

- If user click on the **No** button, SPUB Order will not save into medication order draft list but SPUB Visit will be created
- user need to search the registered SPUB patient in record prescription as shown in Figure 3.6.2.1-6



MEDICATION ORDER

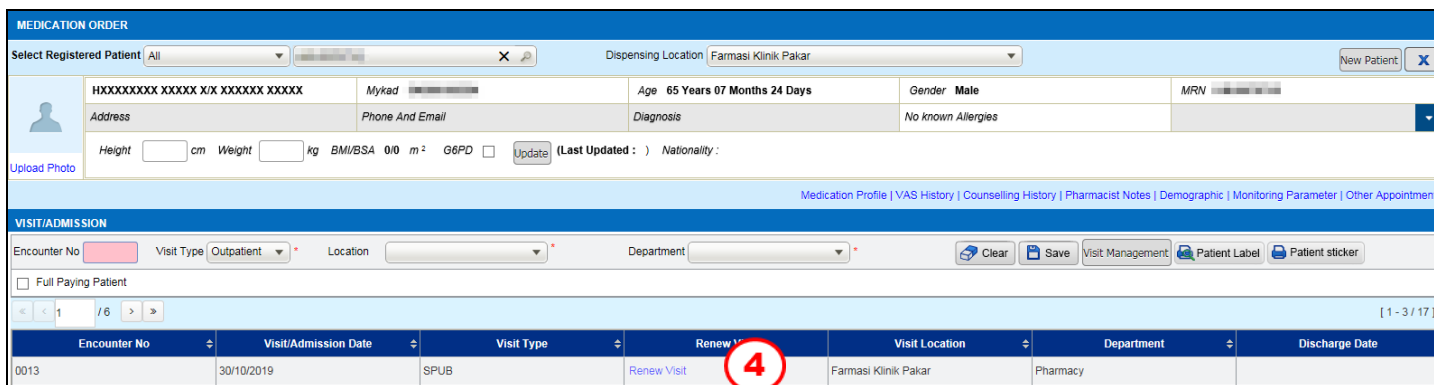
Select Registered Patient: All [Search] Dispensing Location: Farmasi Klinik Pakar [New Patient] [X]

3

Figure 3.6.2.1-6 Record Prescription

STEP 3

Search SPUB registered patient and Medication Order screen will be display as Figure 3.6.2.1-7



MEDICATION ORDER

Select Registered Patient: All [Search] Dispensing Location: Farmasi Klinik Pakar [New Patient] [X]

HXXXXXXXX XXXXX X/X XXXXXX XXXXX Mykad: [Redacted] Age: 65 Years 07 Months 24 Days Gender: Male MRN: [Redacted]

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

Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 0/0 m² G6PD: [] Update (Last Updated:) Nationality: [Redacted]

Upload Photo

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

VISIT/ADMISSION

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

☐ Full Paying Patient

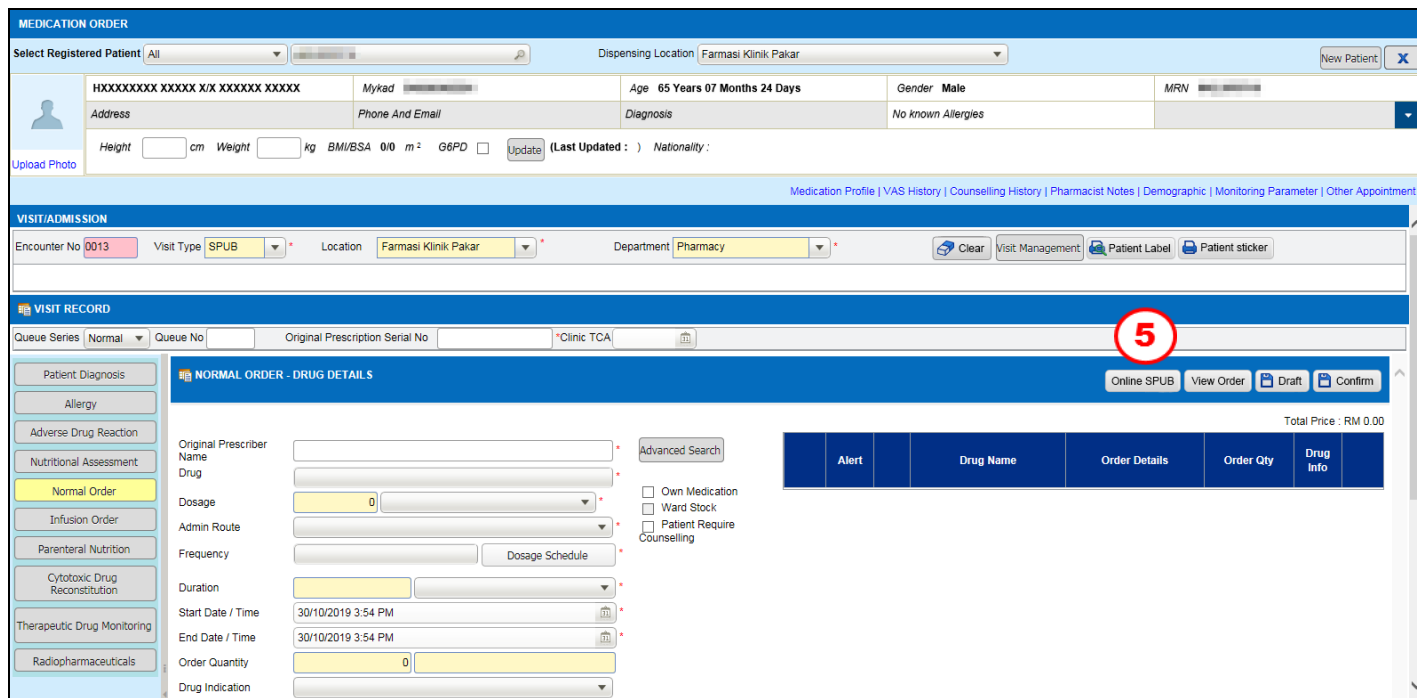
[1 - 3 / 17]

Encounter No	Visit/Admission Date	Visit Type	Renew	Visit Location	Department	Discharge Date
0013	30/10/2019	SPUB	4 Renew Visit	Farmasi Klinik Pakar	Pharmacy	

Figure 3.6.2.1-7 Medication Order

STEP 4

Double click on the visit information



MEDICATION ORDER

Select Registered Patient: All [Patient Name] Dispensing Location: Farmasi Klinik Pakar [New Patient]

Mykad: [Mykad] Age: 65 Years 07 Months 24 Days Gender: Male MRN: [MRN]

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

Height: [Height] cm Weight: [Weight] kg BMI/BSA: [BMI/BSA] m² G6PD: [G6PD] [Update] (Last Updated:) Nationality: [Nationality]

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

VISIT/ADMISSION

Encounter No: 0013 Visit Type: SPUB Location: Farmasi Klinik Pakar Department: Pharmacy [Clear] [Visit Management] [Patient Label] [Patient sticker]

VISIT RECORD

Queue Series: Normal Queue No: [Queue No] Original Prescription Serial No: [Original Prescription Serial No] *Clinic TCA: [Clinic TCA]

NORMAL ORDER - DRUG DETAILS

Online SPUB [View Order] [Draft] [Confirm]

Total Price: RM 0.00

Alert [Drug Name] [Order Details] [Order Qty] [Drug Info]

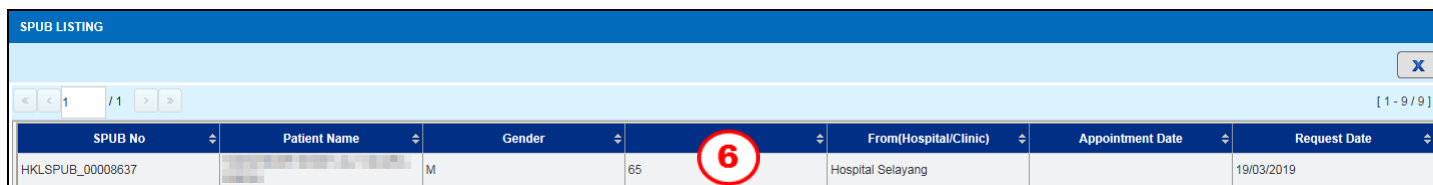
Original Prescriber Name: [Original Prescriber Name] Drug: [Drug] Dosage: [Dosage] Admin Route: [Admin Route] Frequency: [Frequency] Duration: [Duration] Start Date / Time: 30/10/2019 3:54 PM End Date / Time: 30/10/2019 3:54 PM Order Quantity: [Order Quantity] Drug Indication: [Drug Indication]

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

Figure 3.6.2.1-8 Medication Order

STEP 5

Click on the **Online SPUB** button and SPUB Listing screen will display as Figure 3.6.2.1-9



SPUB No	Patient Name	Gender	Age	From(Hospital/Clinic)	Appointment Date	Request Date
HKLS PUB_00008637	[Patient Name]	M	65	Hospital Selayang		19/03/2019

Figure 3.6.2.1-9 SPUB Listing

STEP 6

Double click on the list and SPUB Order will be updated in the medication order as shown in Figure 3.6.2.1-10

MEDICATION ORDER

Select Registered Patient: All [Patient Name] Dispensing Location: Farmasi Klinik Pakar [New Patient]

Address: HXXXXXXXXX XXXXXX X/X XXXXXXX XXXXXX Mykad: [Mykad] Age: 65 Years 07 Months 24 Days Gender: Male MRN: [MRN]

Height: [] cm Weight: [] kg BMI/BSA: 0/0 m² G6PD: [] Update (Last Updated:) Nationality: []

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

VISIT/ADMISSION

Encounter No: 0013 Visit Type: SPUB Location: Farmasi Klinik Pakar Department: Pharmacy Clear Visit Management Patient Label Patient sticker

VISIT RECORD

Queue Series: Normal Queue No: [] Original Prescription Serial No: FKP0000762394 *Clinic TCA: []

NORMAL ORDER - DRUG DETAILS

SPUB Form Online SPUB View Order Draft Confirm

Total Price: RM 140.30

Alert	Drug Name	Order Details	Order Qty	Drug Info
1. ⚠	Finasteride 5 mg Tablet	5 mg, OD (once daily), Oral Tablet, Oral, 19/03/2019 (122 Days)	122 tablet (RM 36.60)	[i] []
2. ⚠	Alfuzosin HCl 10 mg Tablet	10 mg, HS (at bedtime), Oral Tablet, Oral, 19/03/2019 (122 Days)	122 tablet (RM 103.70)	[i] []

Original Prescriber Name: [] Drug: [] Dosage: [] Admin Route: [] Frequency: [] Dosage Schedule: [] Duration: [] Start Date / Time: 30/10/2019 3:57 PM End Date / Time: 30/10/2019 3:57 PM Order Quantity: [] Drug Indication: []

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

Figure 3.6.2.1-10 Medication Order

STEP 7

Click on the  button to confirm the SPUB Order

MEDICATION ORDER

Select Registered Patient: All [Patient Name] Dispensing Location: Farmasi Klinik Pakar [New Patient]

Address: AXXXXX XXXXXX XXXXXX XXXXXX Mykad: [Mykad] Age: 34 Years 04 Months 03 Days Gender: Female MRN: [MRN]

Height: 166 cm Weight: 66 kg BMI/BSA: 24 / 1.74 m² G6PD: [] Update (Last Updated: 30/10/2019) Nationality: []

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

VISIT/ADMISSION

Encounter No: 0010 Visit Type: SPUB Location: Farmasi Klinik Pakar Department: Pharmacy Clear Visit Management Patient Label Patient sticker

☐ Breast Feeding ☐ Pregnant

PARTIAL SUPPLY

VISIT RECORD

Queue Series: Normal Queue No: 3345 Original Prescription Serial No: OPD0000824847

PRESCRIPTION

PROCEED TO PREPARATION ENGLISH Prescription Label Label Allocate Full Supply Verify

Clinic TCA: [] Next Collection Mode: Normal Collection SPUB SPUB R1 Form Waiting Time: 0 : 0 : 6

Next Collection Date: [] Dispense At: [] Next Visit Collection: []

Supply Duration: 30 Next Collection Location: Farmasi Klinik Pakar Adherence Score: []

Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous	Original Prescriber	Status
Metformin HCl 500 mg Tablet	500 mg, BID, Oral, 30 Days 29/11/2019 11:39 AM - 29/12/2019 11:39 AM	60 tablet	0 <input type="checkbox"/> POMs Alternate	0 tablet	0 tablet	60 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail		[]	Acknowledged

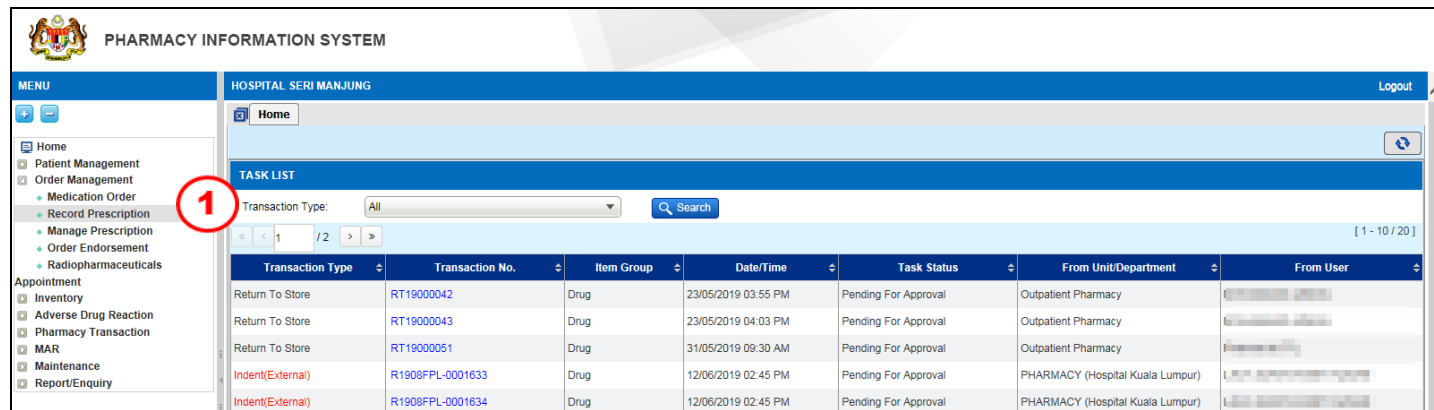
Figure 3.6.2.1-10 Dispensing

Note

After confirm the SPUB Order, user can proceed with normal dispensing process

3.6.2.2 SPUB In Offline

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



PHARMACY INFORMATION SYSTEM

HOSPITAL SERI MANJUNG

Home

TASK LIST

Transaction Type: All Search

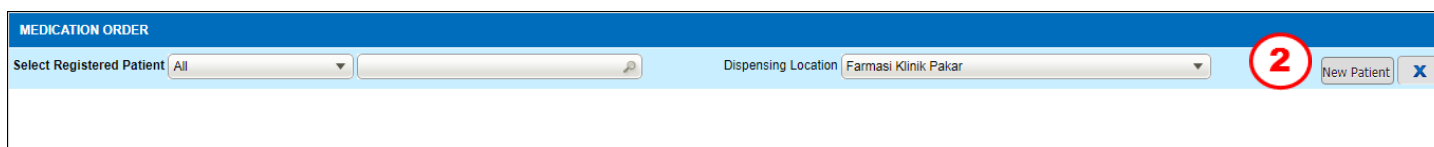
[1 - 10 / 20]

Transaction Type	Transaction No.	Item Group	Date/Time	Task Status	From Unit/Department	From User
Return To Store	RT19000042	Drug	23/05/2019 03:55 PM	Pending For Approval	Outpatient Pharmacy	
Return To Store	RT19000043	Drug	23/05/2019 04:03 PM	Pending For Approval	Outpatient Pharmacy	
Return To Store	RT19000051	Drug	31/05/2019 09:30 AM	Pending For Approval	Outpatient Pharmacy	
Indent(External)	R1908FPL-0001633	Drug	12/06/2019 02:45 PM	Pending For Approval	PHARMACY (Hospital Kuala Lumpur)	
Indent(External)	R1908FPL-0001634	Drug	12/06/2019 02:45 PM	Pending For Approval	PHARMACY (Hospital Kuala Lumpur)	

Figure 3.6.2.2-1 PhIS Home Page

STEP 1

Click on 'Order Management' menu followed by 'Record Prescription' and screen will be displayed as per Figure 3.6.2.2-2



MEDICATION ORDER

Select Registered Patient All

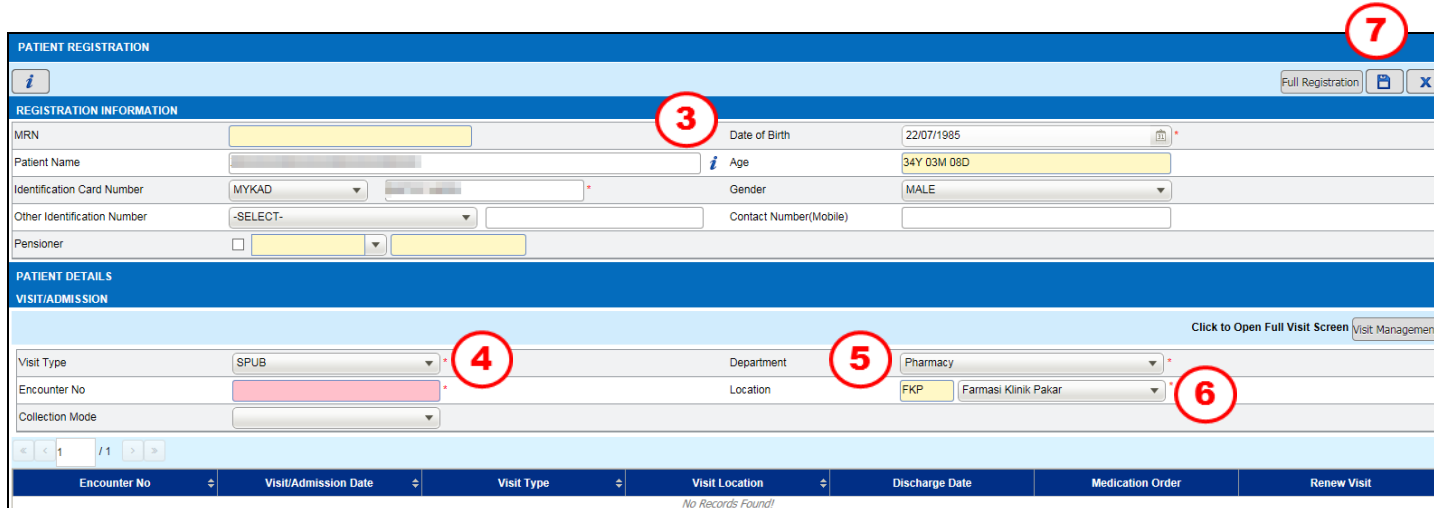
Dispensing Location Farmasi Klinik Pakar

New Patient

Figure 3.6.2.2-2 Transcribe Order Create New Patient

STEP 2

Click on the **New Patient** to register for new patient



PATIENT REGISTRATION

Full Registration

REGISTRATION INFORMATION

MRN

Patient Name

Identification Card Number MYKAD

Other Identification Number -SELECT-

Pensioner

Date of Birth 22/07/1985

Age 34Y 03M 08D

Gender MALE

Contact Number(Mobile)

PATIENT DETAILS

VISIT/ADMISSION

Visit Type SPUB

Encounter No

Collection Mode

Department Pharmacy

Location FKP Farmasi Klinik Pakar

Discharge Date

Medication Order

Renew Visit

No Records Found!

Figure 3.6.2.2-3 Registration Information

STEP 3

Enter Registration Information

- **Patient Name**
- **Identification Card Number**
- **Contact Number** (if applicable)

STEP 4

Select the **Visit Type** as **SPUB**


STEP 5

Select the **Department** from dropdown box

STEP 6

Select **Location** from dropdown box

STEP 7

Click on the  button and Medication Order will be display as Figure 3.6.2.2-4

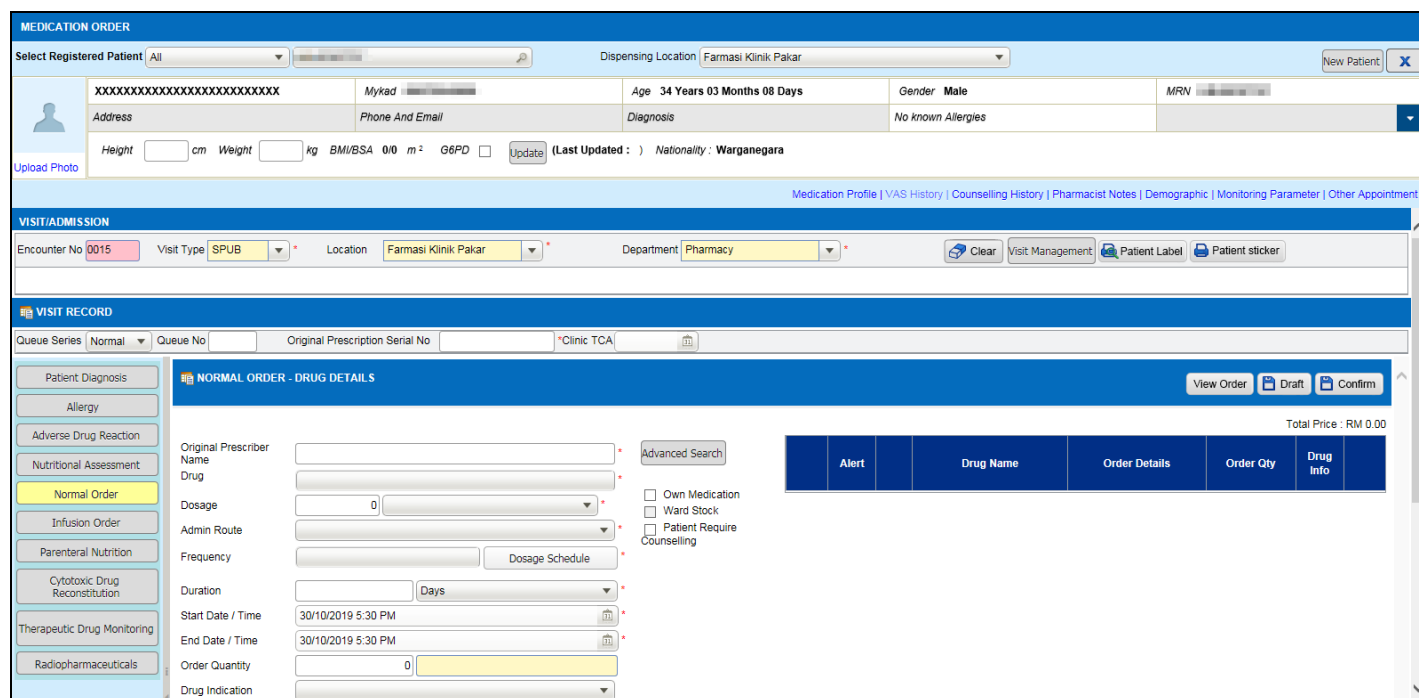


Figure 3.6.2.2-4 Medication Order

Note

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

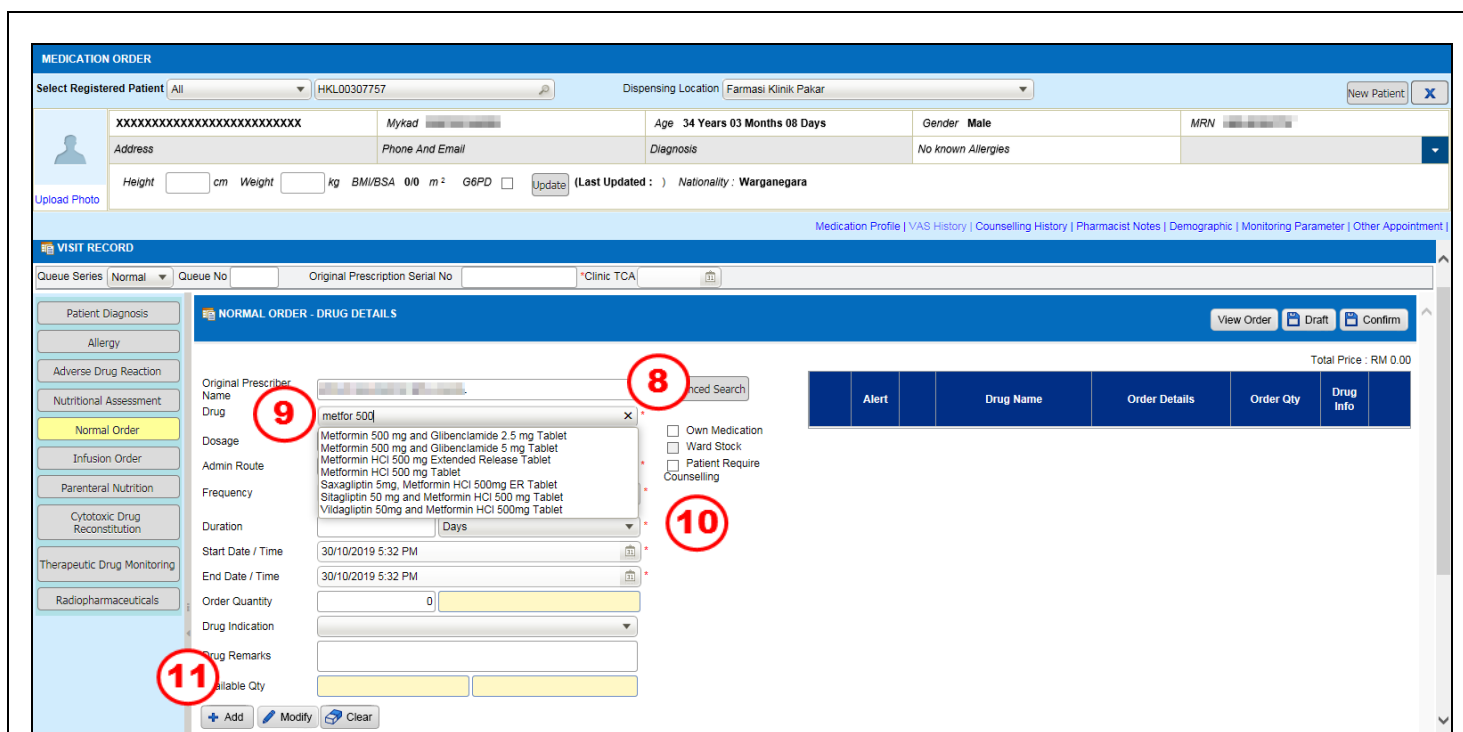


Figure 3.6.2.2-5 Medication Order

STEP 8

Enter **Original Prescriber Name**


STEP 9

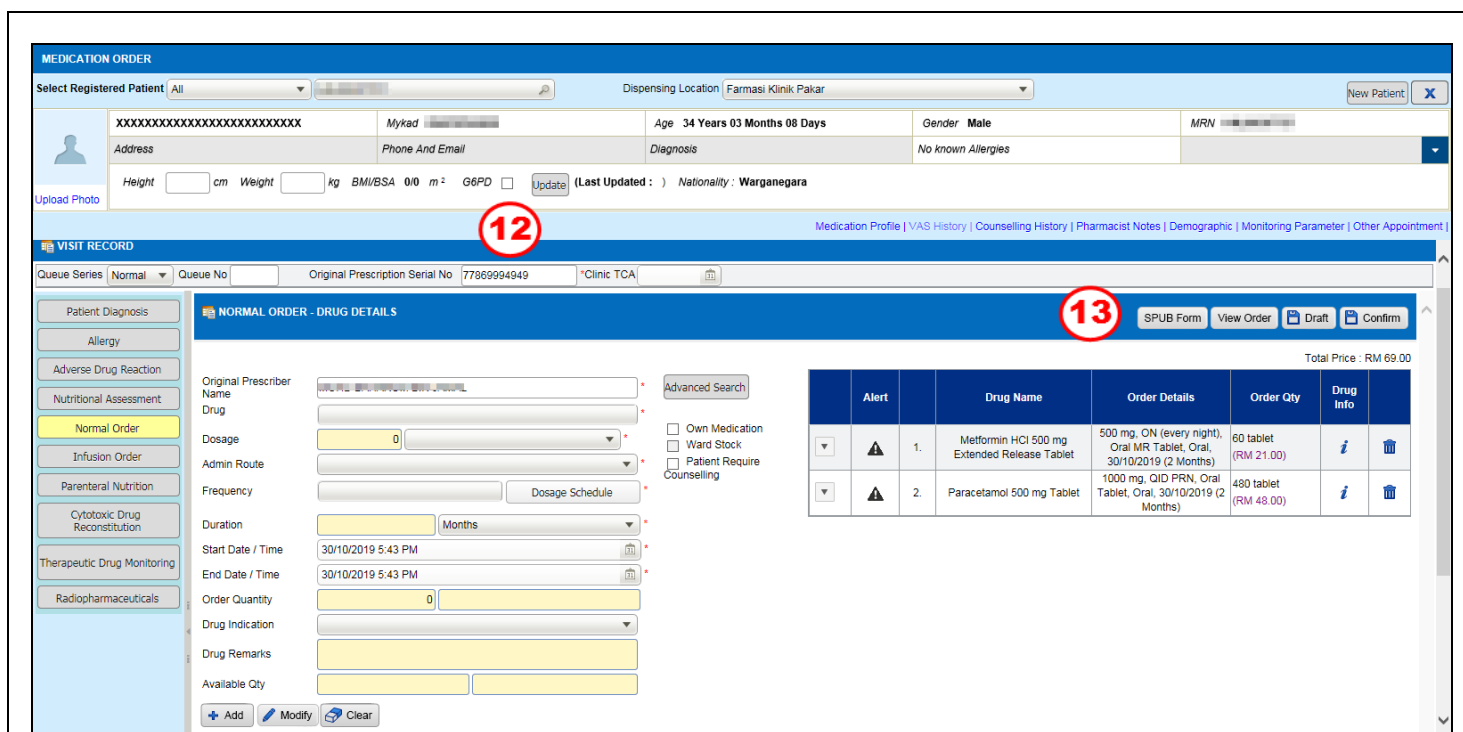
Search and select **Drug**

STEP 10

Enter **Duration**

STEP 11

Click on the  button to add the drug in the prescription as Figure 3.6.2.2-6



MEDICATION ORDER

Select Registered Patient: All [Dropdown] Dispensing Location: Farmasi Klinik Pakar [Dropdown] New Patient [X]

XXXXXXXXXXXXXXXXXXXXXXXXX Mykad: [Masked] Age: 34 Years 03 Months 08 Days Gender: Male MRN: [Masked]

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

Height: [Masked] cm Weight: [Masked] kg BMI/BSA: 0/0 m² G6PD: [Masked] [Update] (Last Updated:) Nationality: Warganegara

Upload Photo

12

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

VIT RECORD

Queue Series: [Normal] Queue No: [Masked] Original Prescription Serial No: 77869994949 *Clinic TCA: [Masked]

NORMAL ORDER - DRUG DETAILS

13 SPUB Form View Order Draft Confirm

Total Price: RM 69.00

Alert		Drug Name	Order Details	Order Qty	Drug Info
▼	⚠	1. Metformin HCl 500 mg Extended Release Tablet	500 mg, ON (every night), Oral MR Tablet, Oral, 30/10/2019 (2 Months)	60 tablet (RM 21.00)	i [Icon]
▼	⚠	2. Paracetamol 500 mg Tablet	1000 mg, QID PRN, Oral Tablet, Oral, 30/10/2019 (2 Months)	480 tablet (RM 48.00)	i [Icon]

Figure 3.6.2.2-6 Medication Order

Note

Repeat **STEP 9** to **STEP 11** to add more Drug into the prescription

STEP 12

Enter **Original Prescription Serial No**

STEP 13

Click on the  button to update SPUB information and SPUB Form will be display as Figure 3.6.2.2-7

15

SPUB FORM

Patient Demographic
 Draft

NXX XXXXXXXX XXXX XXXXX XXXX XXXXX

Address

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

[Upload Photo](#)

Mykad

Phone And Email

Age 21 Years 10 Months 21 Days

Diagnosis

Gender Female

No known Allergies

MRN

PHARMACY ORDER

SPUB No

Referred From

Contact Person / Office

Contact no / Ext No

Fax No

Next Collection Date

Referral Received Date

Remarks

Referred To

Contact Person / Office

Contact no / Ext No

Fax No

☐ Counselling Provided

Previous SPUB Referred To

1 / 1

[1 - 2 / 2]

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
FPL0000824871	31/10/2019	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD (once daily), Oral MR Tablet, Oral, 31/10/2019 (1 Months)	30 tablet	0 tablet	0 tablet	30 tablet	Remark
FPL0000824871	31/10/2019	Warfarin Sodium 5 mg Tablet	5 mg, PM (every evening), Oral Tablet, Oral, 31/10/2019 (1 Months)	30 mg	0 mg	0 mg	30 mg	Remark

Figure 3.6.2.2-7 SPUB Form

STEP 14

Fill in all information in the selected field

STEP 15

Click on the Draft button to save the SPUB form and Confirmation Message will be display

CONFIRMATION

CONF0002: Are you sure you want to save?

Figure 3.6.2.2-8 Confirmation Message

Note

Click on the Yes button to save the SPUB Form

PB_U.MANUAL_OP-10th E

Page 128

17

SPUB FORM

16

Upload Photo

NXX XXXXXXXX XXXX XXXXX XXXX XXXXX
Mykad
Age 21 Years 10 Months 21 Days
Gender Female
MRN

Address
Phone And Email
Diagnosis
No known Allergies

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

PHARMACY ORDER

SPUB No HSMS PUB_00016857

Referred From Hospital Kuala Lumpur
Referred To Hospital Seri Manjung

Contact Person / Office
Contact Person / Office

Contact no / Ext No 0176176358
Contact no / Ext No 056896600

Fax No 03665599825
Fax No

Next Collection Date
☐ Counselling Provided

Referral Received Date 31/10/2019

Remarks
Previous SPUB Referred To

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

Rx No	Rx Date	Drug Name	Order Detail	Order Qty	Disp Qty	Prev Disp Qty	Bal Qty	Remarks
FPL0000824871	31/10/2019	Metformin HCl 500 mg Extended Release Tablet	500 mg, OD (once daily), Oral MR Tablet, Oral, 31/10/2019 (1 Months)	30 tablet	0 tablet	0 tablet	30 tablet	Remark
FPL0000824871	31/10/2019	Warfarin Sodium 5 mg Tablet	5 mg, PM (every evening), Oral Tablet, Oral, 31/10/2019 (1 Months)	30 mg	0 mg	0 mg	30 mg	Remark

Figure 3.6.2.2-9 Confirmation Message

STEP 16

Click on the button to view/print SPUB Form report (Figure 3.6.2.2-10)

STEP 17

Click on the button to close the SPUB Form

SPUB-R1 (Pindaan 3/2009)

RUJUKAN PRESKRIPSI SPUB | KEMENTERIAN KESIHATAN MALAYSIA

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

Fasiliti Yang Merujuk Negeri : WP Kuala Lumpur Hospital : Hospital Kuala Lumpur Nombor SPUB : HSMSPUB_00016857 Daerah/Bandar : Wilayah Persekutuan No. Tel : 0176176358 No. Faks : 03665599825	Fasiliti dirujuk Negeri : Perak Hospital : Hospital Seri Manjung Daerah/Bandar : No. Tel : 056896600 No. Faks :
---	--

No. Rujukan
(04311/10/2019)

A. Maklumat Pesakit :

Nama : NXX XXXXXXXXXX XXXX XXXXX XXXX XXXXX

Umur : 21 Years 10 Months 21 Days Jantina : Perempuan

No. Kad Pengenalan : No. Telefon : 123456789

B. Maklumat Preskripsi :

No. Preskripsi : FPL0000824871 Tarikh Preskripsi : 31/10/2019

No. Siri Preskripsi : RX998765 Tarikh Akan Datang :
Catatan:

C. Maklumat Bekalan :

Tarikh	Nama Ubat	Maklumat Ubat	Baki Kuantiti	Tempoh Bekalan	Jumlah Penuh Kuantiti	Catatan Preskripsi
31/10/2019	Metformin HCl 500 mg Extended Release Tablet	500 mg, Oral, OD	30 tablet	1 Months	30 tablet	
31/10/2019	Warfarin Sodium 5 mg Tablet	5 mg, Oral, OV	30 mg	1 Months	30 mg	

D. Kaunseling telah diberikan Ya ☐ Tidak ☒

(Jika Ya, sila lampirkan rekod kaunseling)

Tandatangan :
 Nama :
 Jawatan : Pegawai Farmasi UF48

Untuk diisi oleh Fasiliti yang menerima rujukan :

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

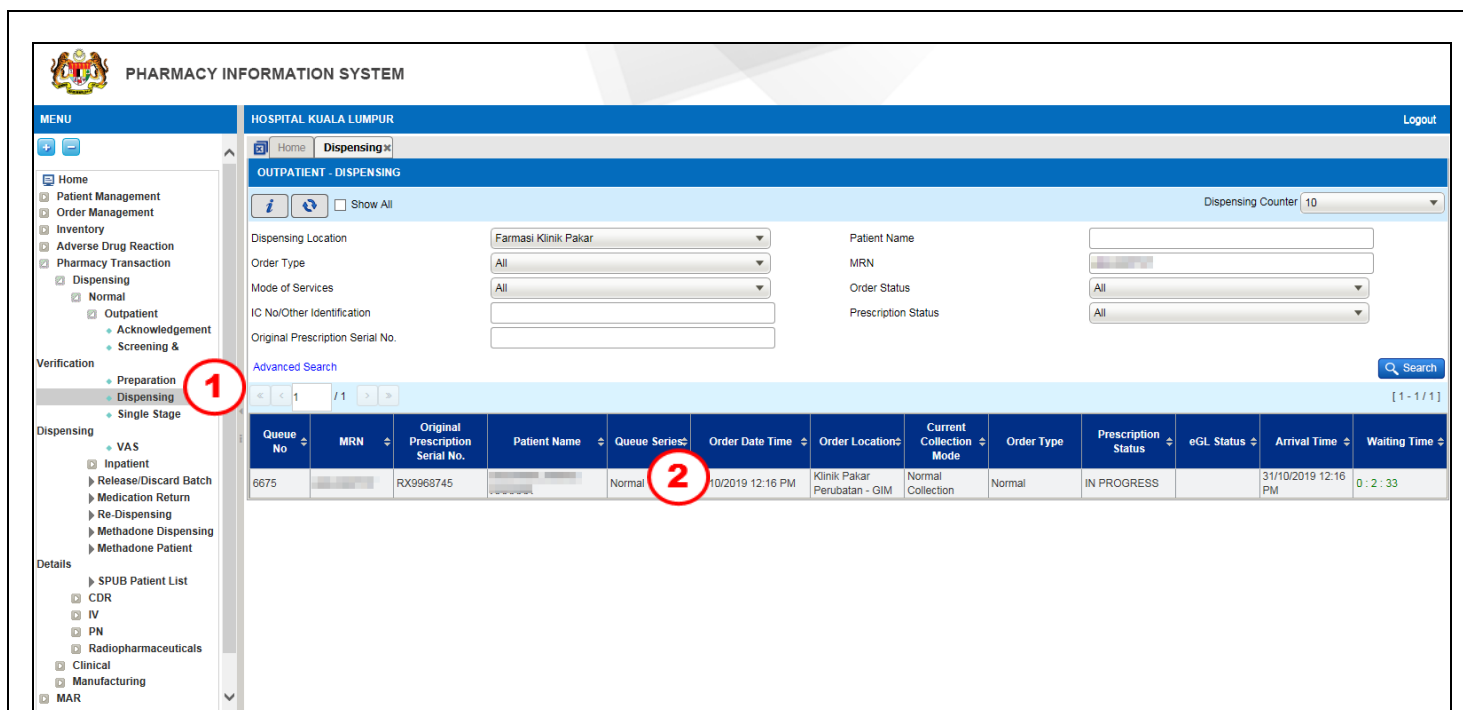
Figure 3.6.2-10 SPUB Form

3.7 Release / Discard Batch

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

3.7.1 Before Patient Called

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



Queue No	MRN	Original Prescription Serial No.	Patient Name	Queue Series	Order Date Time	Order Location	Current Collection Mode	Order Type	Prescription Status	eGL Status	Arrival Time	Waiting Time
6675		RX9968745		Normal	10/2019 12:16 PM	Klinik Pakar Perubatan - GIM	Normal Collection	Normal	IN PROGRESS		31/10/2019 12:16 PM	0 : 2 : 33

Figure 3.7.1-1 Dispensing

STEP 1

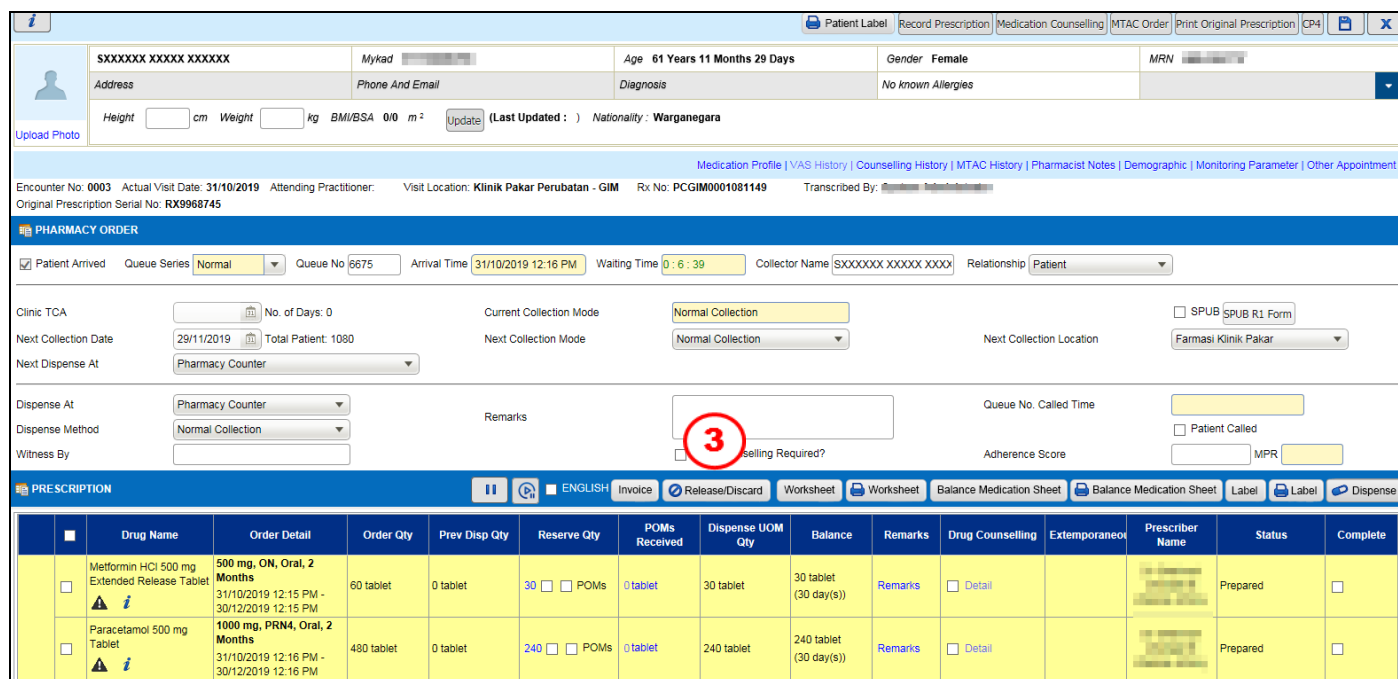
Click on 'Dispensing' sub menu

Note

Search the patient

STEP 2

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



PHARMACY ORDER

☒ Patient Arrived Queue Series: **Normal** Queue No: **6675** Arrival Time: **31/10/2019 12:16 PM** Waiting Time: **0:6:39** Collector Name: **SXXXXXX XXXXX XXXX** Relationship: **Patient**

Clinic TCA: **29/11/2019** No. of Days: **0** Current Collection Mode: **Normal Collection** Next Collection Date: **29/11/2019** Total Patient: **1080** Next Collection Mode: **Normal Collection** Next Collection Location: **Farmasi Klinik Pakar**

Dispense At: **Pharmacy Counter** Dispense Method: **Normal Collection** Remarks: **3** Queue No. Called Time: Patient Called: ☐ MPR:

PRESCRIPTION

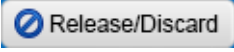
Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, Oral, 2 Months 31/10/2019 12:15 PM - 30/12/2019 12:15 PM	60 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet	30 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>
Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 2 Months 31/10/2019 12:16 PM - 30/12/2019 12:16 PM	480 tablet	0 tablet	240 <input type="checkbox"/> POMs	0 tablet	240 tablet	240 tablet (30 day(s))	Remarks	<input type="checkbox"/> Detail			Prepared	<input type="checkbox"/>

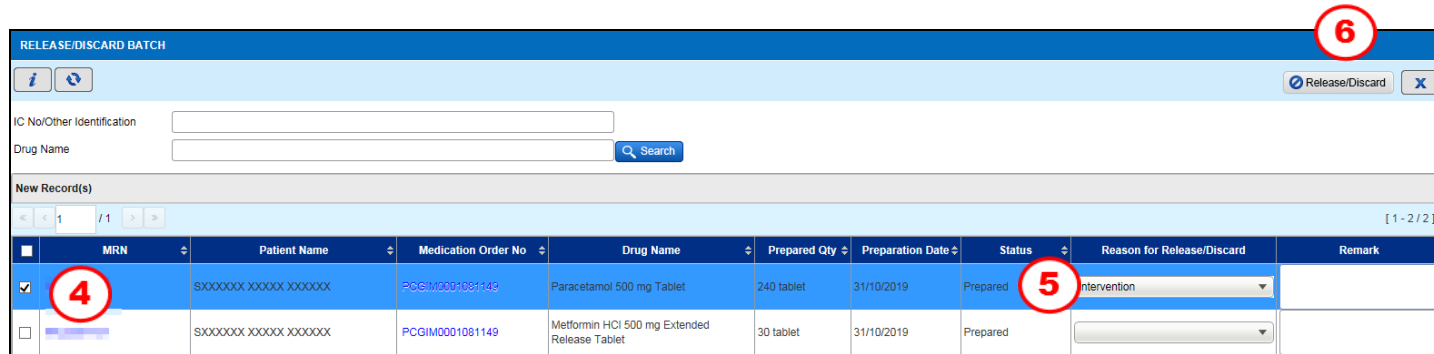
Figure 3.7.1-2 Dispensing

Note

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

STEP 3

Click on the  button and release/Discard Batch window will displayed



RELEASE/DISCARD BATCH

IC No/Other Identification: Drug Name: Search:

New Record(s): **1 / 1**

MRN	Patient Name	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remark
<input checked="" type="checkbox"/> 4	SXXXXXX XXXXX XXXXX	PCGIM0001081149	Paracetamol 500 mg Tablet	240 tablet	31/10/2019	Prepared 5	Intervention	
<input type="checkbox"/>	SXXXXXX XXXXX XXXXX	PCGIM0001081149	Metformin HCl 500 mg Extended Release Tablet	30 tablet	31/10/2019	Prepared		

Figure 3.7.1-3 Release/Discard Batch

STEP 4

Click on the ☒ checkbox for selected Drug


STEP 5

Select **Reason for Release/Discard**

- Change of Regimen
- Faulty Product

- Intervention
- Patient Refused
- Uncollected
- Wrong Allocation

STEP 6

Click on the  button and Information Message will displayed

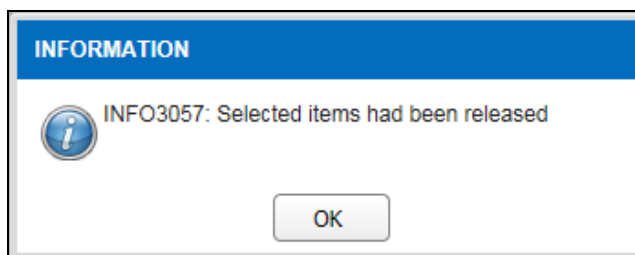
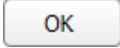




Figure 3.7.1-4 Information Message

Note

- Click on the  button to confirmed release the selected drug
- The Reserve Quantity will be null [0] and the status will change from Prepared to Verified.
- As the drug status changed to Verified, user will have to go to the preparation screen to perform the intervention (for new order only) as shown in Figure 3.7.1-5

PREPARATION

 Patient Label Record Prescription Print Original Prescription PCI CP4


SXXXXXX XXXXX XXXXXX Mykad XXXXXXXXXX Age 61 Years 11 Months 29 Days Gender Female MRN XXXXXXXXXX
 Address XXXXXXXXXX Phone And Email XXXXXXXXXX Diagnosis XXXXXXXXXX No known Allergies
 Height 160 cm Weight 60 kg BMI/BSA 0/0 m² Update (Last Updated :) Nationality : Warganegara
 Upload Photo

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













Encounter No: 0003 Actual Visit Date: 31/10/2019 Attending Practitioner: Visit Location: Klinik Pakar Perubatan - GIM Rx No: PCGIM0001081149 Transcribed By: XXXXXXXXXX

Original Prescription Serial No: RX9968745

PHARMACY ORDER

☒ Patient Arrived Queue Series Normal Queue No 6675 Arrival Time 31/10/2019 12:16 PM Waiting Time 0:31:31 Collector Name SXXXXXX XXXXX XXXX Relationship Patient

Clinic TCA XXXXXXXXXX No. of Days: 0 Current Collection Mode Normal Collection
 Next Collection Date 29/11/2019 Total Patient: 1080 Next Collection Mode Normal Collection Next Dispense At Pharmacy Counter
 Supply Duration 30 Days Next Collection Location Farmasi Klinik Pakar ☐ SPUB ☐ SPUB R1 Form
 Adherence Score MPR

PRESCRIPTION            







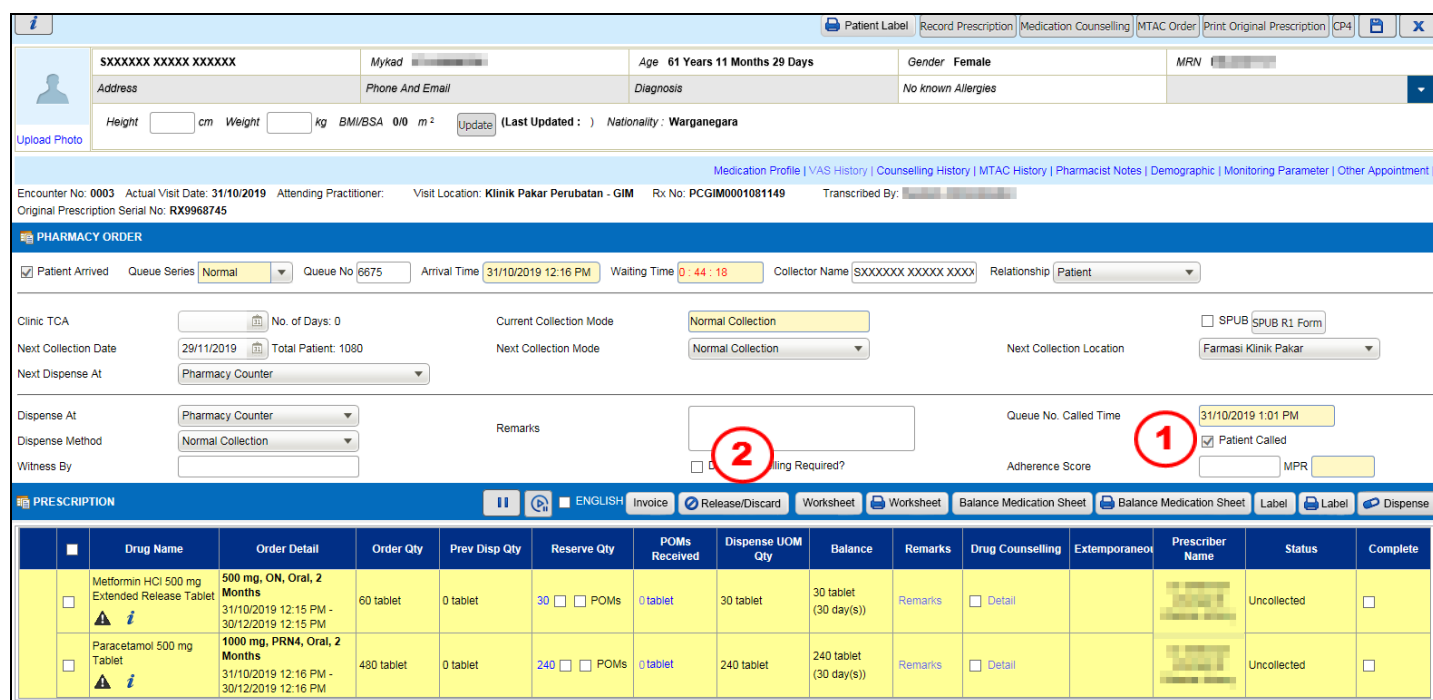
	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, Oral, 2 Months 31/10/2019 12:15 PM - 30/12/2019 12:15 PM	60 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate/C2	0 tablet	0 tablet	60 tablet (60 day(s))	Remarks 				Verified
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 2 Months 31/10/2019 12:16 PM - 30/12/2019 12:16 PM	480 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate	0 tablet	0 tablet	480 tablet (60 day(s))	Remarks 				Verified

Figure 3.7.1-5 Preparation

- User can also do other functions such as Alternate, Alternate/combination, Extemporaneous or change the Reserve Quantity.
- After intervention, proceed until dispense.

3.7.2 After Patient Called

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



PHARMACY ORDER

☒ Patient Arrived Queue Series: **Normal** Queue No: 6675 Arrival Time: 31/10/2019 12:16 PM Waiting Time: 0:44:18 Collector Name: SXXXXXX XXXXX XXXX Relationship: Patient

Clinic TCA: No. of Days: 0 Current Collection Mode: **Normal Collection** ☐ SPUB SPUB R1 Form
Next Collection Date: 29/11/2019 Total Patient: 1080 Next Collection Mode: **Normal Collection** Next Collection Location: **Farmasi Klinik Pakar**
Next Dispense At: **Pharmacy Counter**

Dispense At: **Pharmacy Counter** Remarks: Queue No. Called Time: 31/10/2019 1:01 PM
Dispense Method: **Normal Collection** ☒ Patient Called
Witness By: ☐ Calling Required? Adherence Score: MPR:

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status	Complete
<input type="checkbox"/>	Metformin HCl 500 mg Extended Release Tablet	500 mg, ON, Oral, 2 Months 31/10/2019 12:15 PM - 30/12/2019 12:15 PM	60 tablet	0 tablet	30 <input type="checkbox"/> POMs	0 tablet	30 tablet (30 day(s))	30 tablet (30 day(s))	Remarks <input type="text"/>	<input type="checkbox"/> Detail			Uncollected	<input type="checkbox"/>
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 2 Months 31/10/2019 12:16 PM - 30/12/2019 12:16 PM	480 tablet	0 tablet	240 <input type="checkbox"/> POMs	0 tablet	240 tablet (30 day(s))	240 tablet (30 day(s))	Remarks <input type="text"/>	<input type="checkbox"/> Detail			Uncollected	<input type="checkbox"/>

Figure 3.7.2-1 Dispensing

STEP 1

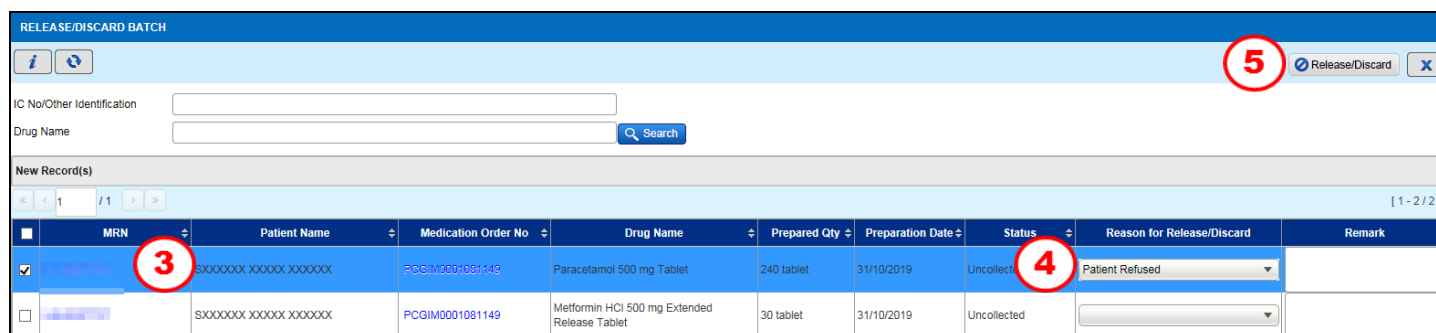
Click on the **Patient Called** ☒ checkbox to call patient

Note

The drug status will change from prepared to uncollected once the **Patient Called** checkbox is selected

STEP 2

Click on the **Release/Discard** button and release/Discard Batch window will displayed



RELEASE/DISCARD BATCH

IC No/Other Identification: Drug Name:

New Record(s):

	MRN	Patient Name	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remark
<input checked="" type="checkbox"/>	SXXXXXX XXXXX XXXXX	SXXXXXX XXXXX XXXXX	PCGIM0001081143	Paracetamol 500 mg Tablet	240 tablet	31/10/2019	Uncollected	Patient Refused	
<input type="checkbox"/>	SXXXXXX XXXXX XXXXX	SXXXXXX XXXXX XXXXX	PCGIM0001081149	Metformin HCl 500 mg Extended Release Tablet	30 tablet	31/10/2019	Uncollected		

Figure 3.7.2-2 Release/Discard Batch

STEP 3


Click on the ☒ checkbox for selected Drug

STEP 4

Select **Reason for Release/Discard**

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

STEP 5

Click on the  button and Information Message will displayed

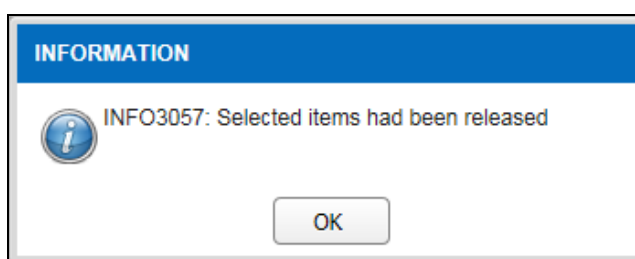
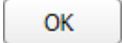


Figure 3.7.2-3 Information Message

Note

- Click on the  button to confirmed release the selected drug
- The Reserve Quantity will be null [0] and the status will change from Prepared to Orderd
- As the drug status changed to Ordered, user will have to go to the Acknowledgment screen (for new order only) as shown in Figure 3.7.2-4







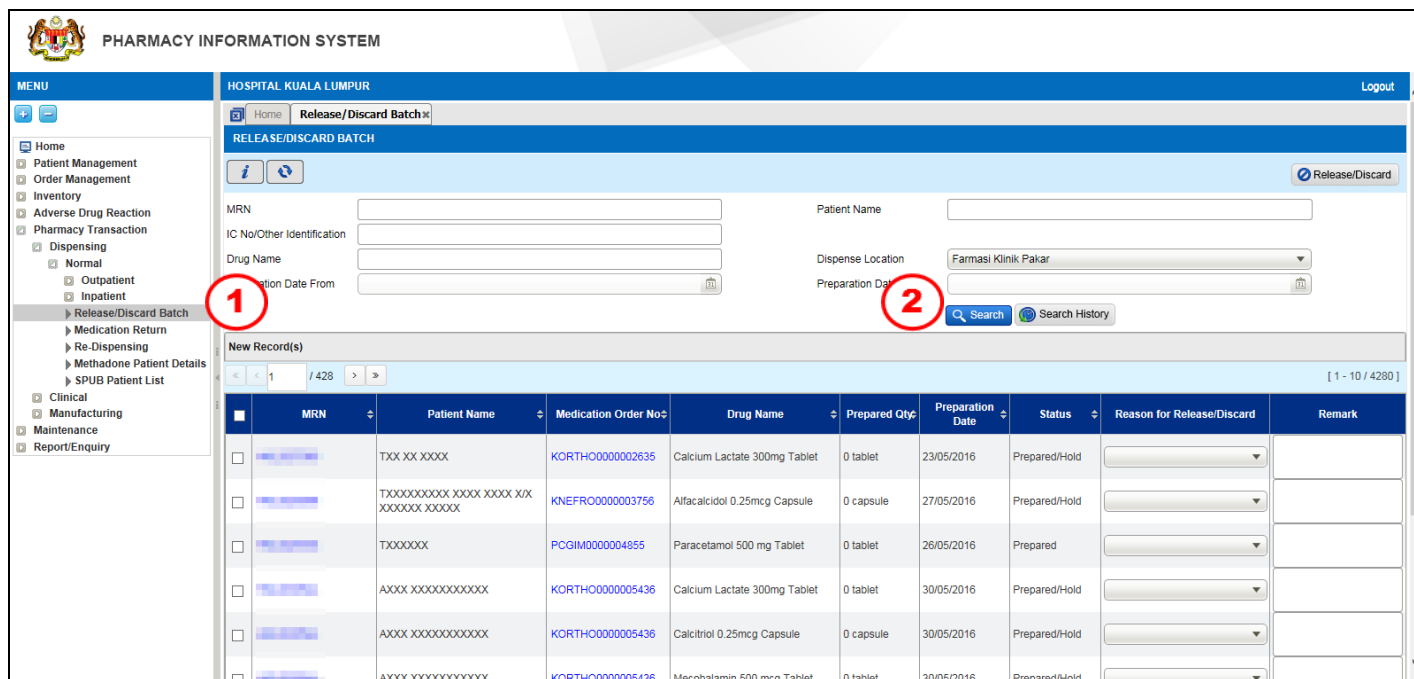
PHARMACY ACKNOWLEDGEMENT												
<div>  <div> <div>Print Queue No</div> <div>Acknowledge</div> <div>X</div> </div> </div>												
		SXXXXXX XXXXXX XXXXXX Address		Mykad  Phone And Email		Age 61 Years 11 Months 29 Days Diagnosis		Gender Female No known Allergies		MRN 		
Upload Photo		Height <input type="text"/> cm Weight <input type="text"/> kg BMI/BSA 0/0 m ²  (Last Updated :) Nationality : Warganegara										
Medication Profile VAS History Counselling History MTAC History Pharmacist Notes Demographic Monitoring Parameter Other Appointment												
Encounter No: 0003 Actual Visit Date: 31/10/2019 Visit Location: Klinik Pakar Perubatan - GIM Rx No: PCGIM0001081149 Transcribed By: 												
Original Prescription Serial No: RX9968745												
PHARMACY ACKNOWLEDGEMENT												
<input type="checkbox"/> Patient Arrived Arrived Date 31/10/2019 Arrived Time 12:16 PM												
Queue No 6675		Queue Series Normal		Dispensing Location Farmasi Klinik Pakar								
Collector Name SXXXXXX XXXXXX XXXXXX		Relationship Patient		<input type="checkbox"/> SPUB								
PRESCRIPTIONS												
Drug Name	Dosage Form	Drug Route	Dose	Frequency	Duration	Order Qty	Dispensed Qty	Balance	Start Date / Time	End Date / Time	Status	Remarks
Metformin HCl 500 mg Extended Release Tablet	Oral MR Tablet	Oral	500 mg	ON	2 Months	60 tablet	0	30 tablet	31/10/2019 12:15:55 PM	30/12/2019 12:15:55 PM	Uncollected	Remark
Paracetamol 500 mg Tablet	Oral Tablet	Oral	1000 mg	PRN4	2 Months	480 tablet	0	480 tablet	31/10/2019 12:16:17 PM	30/12/2019 12:16:17 PM	Ordered	Remark

Figure 3.7.2-4 Pharmacy Acknowledgement

3.7.3 Release/Discard Batch (Menu)

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



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR Logout

Home Release/Discard Batch

RELEASE/DISCARD BATCH

Release/Discard

MRN Patient Name

IC No/Other Identification

Drug Name Dispense Location Farnasi Klinik Pakar

Preparation Date From Preparation Date To

Search Search History

New Record(s)

1 / 428 [1 - 10 / 4280]

	MRN	Patient Name	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remark
<input type="checkbox"/>	TXXX XX XXXX		KORTHO0000002635	Calcium Lactate 300mg Tablet	0 tablet	23/05/2016	Prepared/Hold		
<input type="checkbox"/>	TXXXXXXXXX XXXX XXXX XX XXXXXX XXXXX		KNEFRO0000003756	Alfacalcidol 0.25mcg Capsule	0 capsule	27/05/2016	Prepared/Hold		
<input type="checkbox"/>	TXXXXXX		PCGIM0000004855	Paracetamol 500 mg Tablet	0 tablet	26/05/2016	Prepared		
<input type="checkbox"/>	AXXX XXXXXXXXXXXXX		KORTHO0000005436	Calcium Lactate 300mg Tablet	0 tablet	30/05/2016	Prepared/Hold		
<input type="checkbox"/>	AXXX XXXXXXXXXXXXX		KORTHO0000005436	Calcitriol 0.25mcg Capsule	0 capsule	30/05/2016	Prepared/Hold		
<input type="checkbox"/>	AXXX XXXXXXXXXXXXX		KORTHO0000005436	Mecobalamin 500 mcg Tablet	0 tablet	30/05/2016	Prepared/Hold		

Figure 3.7.3-1 Release/Discard Batch

STEP 1

Click on 'Release/Discard Batch' sub menu

Note

Various search criteria are provided as below:


No	Field	Description	Remark
a	MRN	Patient Medical Record Number	Search option: <ul style="list-style-type: none"> Type the MRN either full or partial: Example: HPSF00001234 or "1234"
b	Patient Name	Patient name	Able to filter by patient name
c	IC No/Other Identification	Identification Card	Example: 57083104321
d	Drug Name	Drug Name	Example: Tramadol or "Tram"
e	Dispense Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
f	Preparation Date From	The date of the drug being prepared	Example: 21/06/2017
g	Preparation Date To	The date of the drug being prepared	Example: 21/06/2017

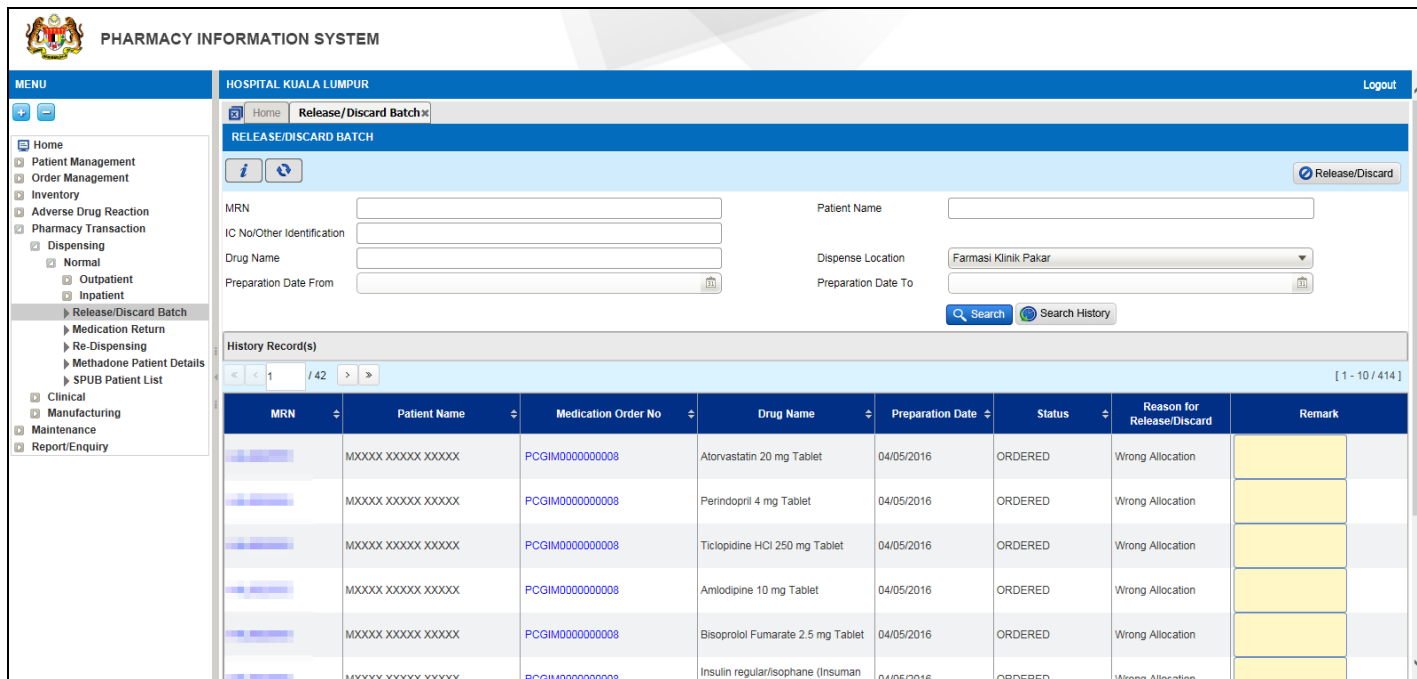
Table 3.7.3-1

STEP 2

Click on the  button to search the patient

Note

Click on the  Search History button to view the history of previous transactions as Figure 3.7.3-2



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Logout

Home Release/Discard Batch

RELEASE/DISCARD BATCH

MRN: Patient Name:

IC No/Other Identification:

Drug Name:

Dispense Location: Farnasi Klinik Pakar

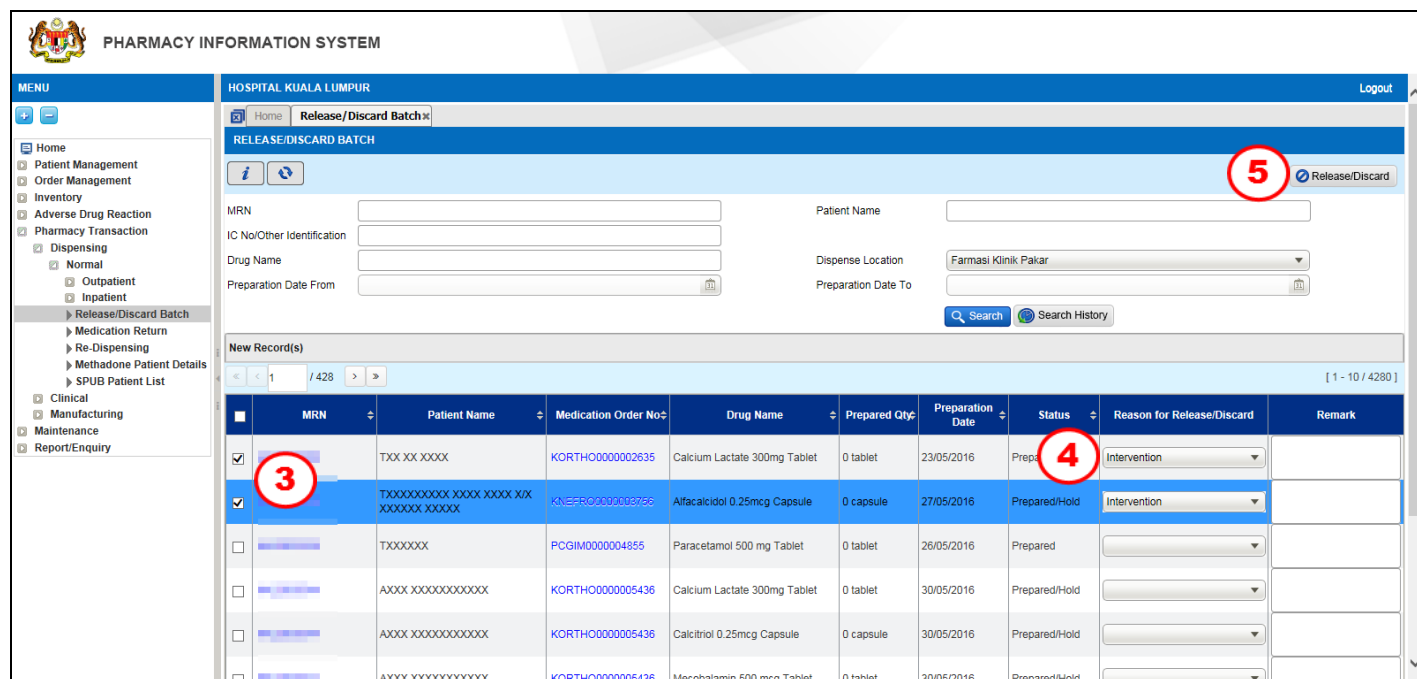
Preparation Date From: Preparation Date To:

Search Search History

History Record(s)

MRN	Patient Name	Medication Order No	Drug Name	Preparation Date	Status	Reason for Release/Discard	Remark
XXXXXX XXXXX XXXXX	XXXXXX XXXXX XXXXX	PCGIM0000000008	Atorvastatin 20 mg Tablet	04/05/2016	ORDERED	Wrong Allocation	
XXXXXX XXXXX XXXXX	XXXXXX XXXXX XXXXX	PCGIM0000000008	Perindopril 4 mg Tablet	04/05/2016	ORDERED	Wrong Allocation	
XXXXXX XXXXX XXXXX	XXXXXX XXXXX XXXXX	PCGIM0000000008	Ticlopidine HCl 250 mg Tablet	04/05/2016	ORDERED	Wrong Allocation	
XXXXXX XXXXX XXXXX	XXXXXX XXXXX XXXXX	PCGIM0000000008	Amlodipine 10 mg Tablet	04/05/2016	ORDERED	Wrong Allocation	
XXXXXX XXXXX XXXXX	XXXXXX XXXXX XXXXX	PCGIM0000000008	Bisoprolol Fumarate 2.5 mg Tablet	04/05/2016	ORDERED	Wrong Allocation	
XXXXXX XXXXX XXXXX	XXXXXX XXXXX XXXXX	PCGIM0000000008	Insulin regular/isophane (Insuman)	04/05/2016	ORDERED	Wrong Allocation	

Figure 3.7.3-2 Release/Discard Batch History



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Logout

Home Release/Discard Batch

RELEASE/DISCARD BATCH

MRN: Patient Name:

IC No/Other Identification:

Drug Name:

Dispense Location: Farnasi Klinik Pakar

Preparation Date From: Preparation Date To:

Search Search History

New Record(s)

	MRN	Patient Name	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remark
<input checked="" type="checkbox"/>	TXXX XX XXXX	TXXX XX XXXX	KORTH00000002635	Calcium Lactate 300mg Tablet	0 tablet	23/05/2016	Prepared	Intervention	
<input checked="" type="checkbox"/>	TXXXXXXXX XXXX XXXX X/X XXXXXX XXXXX	TXXXXXXXX XXXX XXXX X/X XXXXXX XXXXX	KNEFRO00000003755	Alfacalcidol 0.25mcg Capsule	0 capsule	27/05/2016	Prepared/Hold	Intervention	
<input type="checkbox"/>	TXXXXXXX	TXXXXXXX	PCGIM00000004855	Paracetamol 500 mg Tablet	0 tablet	26/05/2016	Prepared		
<input type="checkbox"/>	AXXX XXXXXXXXXX	AXXX XXXXXXXXXX	KORTH00000005436	Calcium Lactate 300mg Tablet	0 tablet	30/05/2016	Prepared/Hold		
<input type="checkbox"/>	AXXX XXXXXXXXXX	AXXX XXXXXXXXXX	KORTH00000005436	Calcitriol 0.25mcg Capsule	0 capsule	30/05/2016	Prepared/Hold		
<input type="checkbox"/>	AXXX XXXXXXXXXX	AXXX XXXXXXXXXX	KORTH00000005436	Mecobalamin 500 mcg Tablet	0 tablet	30/05/2016	Prepared/Hold		

Figure 3.7.3-3 Release/Discard Batch

STEP 3

Select check box of the selected drug

Note


- User is allowed to select multiple Drug to release
- Enter **Remarks** if required

STEP 4

Select **Reason for Release/Discard**

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

STEP 5

Click on the  button to proceed the release/discard process

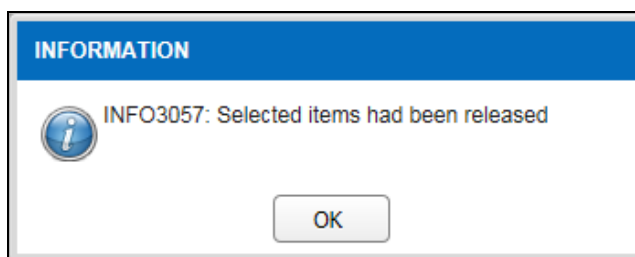
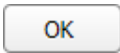


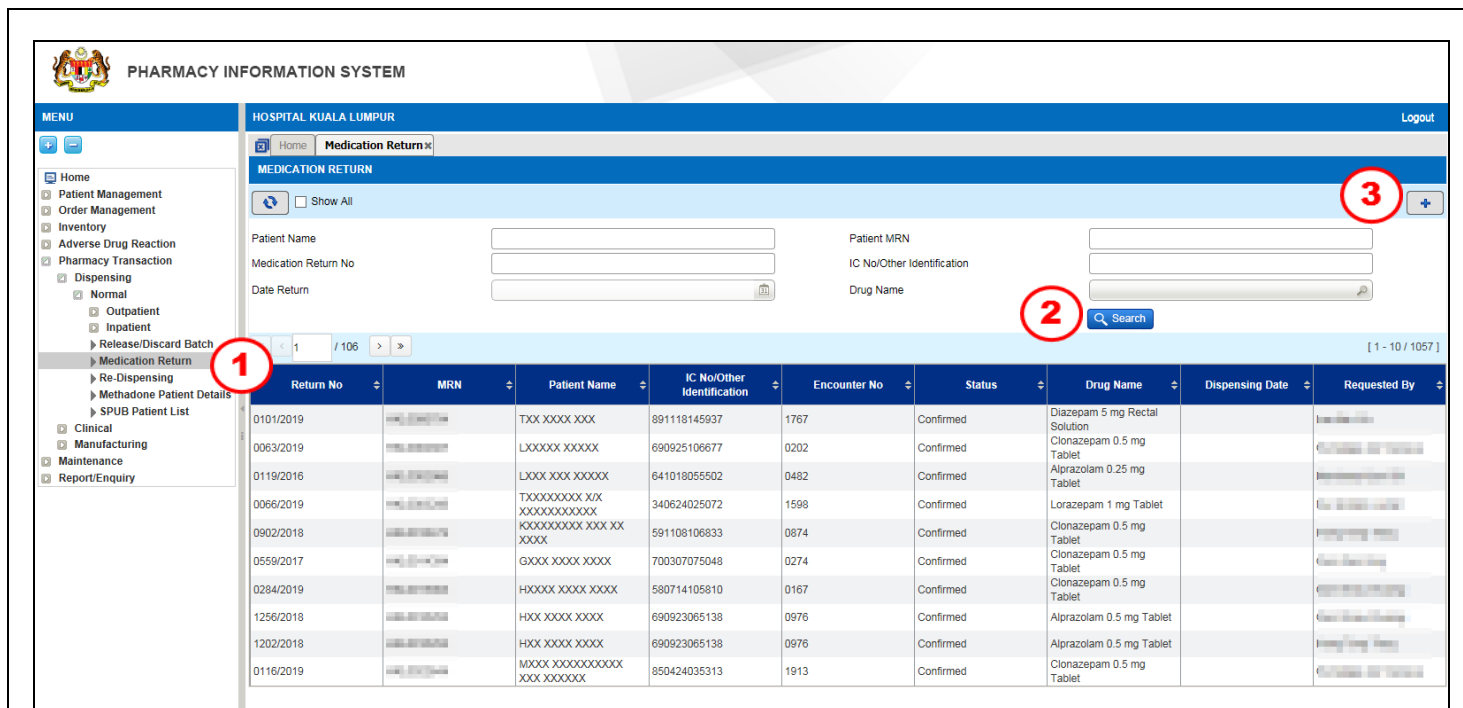
Figure 3.7.3-4 Information Message

Note

- Click on the  button to confirmed release the selected drug
- Drug with status *Prepared* or *Prepared/Hold*, after release status will change to *Verified*
- Drug with status *Uncollected*, after release status will change to *Ordered*

3.8 Medication Return

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



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Logout

Home Medication Return

MEDICATION RETURN

Show All

Patient Name Patient MRN

Medication Return No IC No/Other Identification

Date Return Drug Name

Search

1 2 3

Return No	MRN	Patient Name	IC No/Other Identification	Encounter No	Status	Drug Name	Dispensing Date	Requested By
0101/2019		TXXX XXXX XXXX	891118145937	1767	Confirmed	Diazepam 5 mg Rectal Solution		
0063/2019		LXXXXX XXXXX	690925106677	0202	Confirmed	Clonazepam 0.5 mg Tablet		
0119/2016		LXXX XXXX XXXXX	641018055502	0482	Confirmed	Alprazolam 0.25 mg Tablet		
0066/2019		TXXXXXXXXXXX XXXXXXXXXXXXX	340624025072	1598	Confirmed	Lorazepam 1 mg Tablet		
0902/2018		XXXXXXXXXXXXX XXXX	591108106833	0874	Confirmed	Clonazepam 0.5 mg Tablet		
0559/2017		GXXX XXXX XXXX	700307075048	0274	Confirmed	Clonazepam 0.5 mg Tablet		
0284/2019		HXXXX XXXX XXXX	580714105810	0167	Confirmed	Clonazepam 0.5 mg Tablet		
1256/2018		HXX XXXX XXXX	690923065138	0976	Confirmed	Alprazolam 0.5 mg Tablet		
1202/2018		HXX XXXX XXXX	690923065138	0976	Confirmed	Alprazolam 0.5 mg Tablet		
0116/2019		XXXX XXXXXXXXXXXX XXX XXXXXX	850424035313	1913	Confirmed	Clonazepam 0.5 mg Tablet		

Figure 3.8-1 Medication Return

STEP 1

Click on 'Medication Return' sub menu

Note

Various search criteria are provided as below:


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

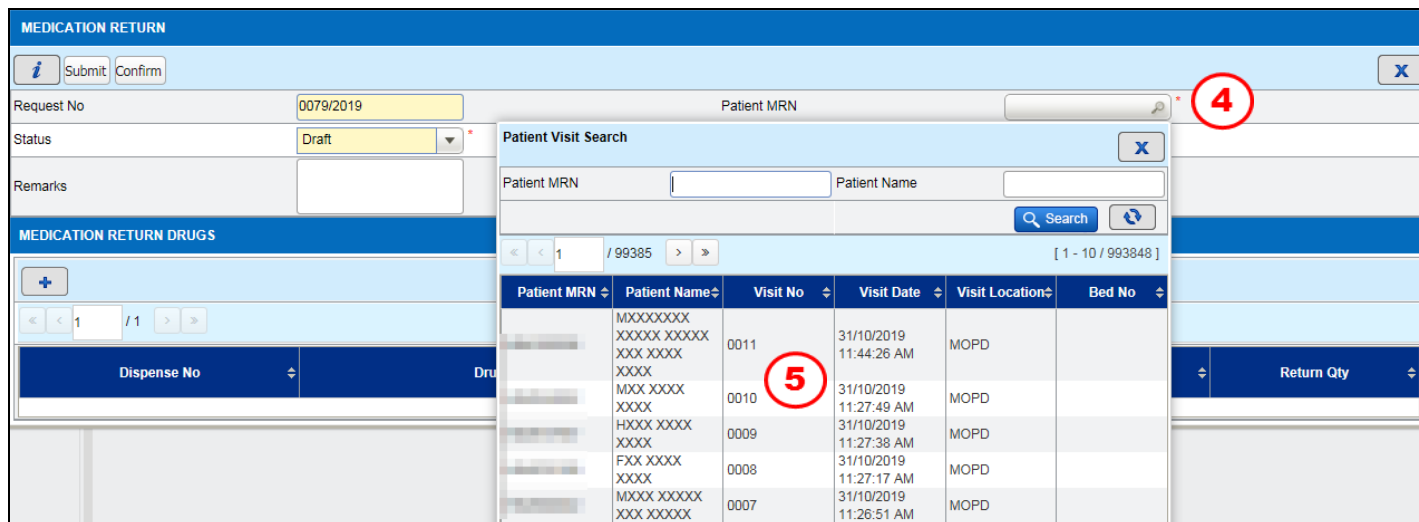
Table 3.8-1

STEP 2

Click on the  button to search the patient

STEP 3

Click on the  button to add new patient record



MEDICATION RETURN

Request No: 0079/2019 Patient MRN: [Search Field] 4

Status: Draft

Remarks: [Text Area]

MEDICATION RETURN DRUGS

Dispense No: [Field] / 1

Patient Visit Search

Patient MRN: [Field] Patient Name: [Field] Search

[1 - 10 / 993848]

Patient MRN	Patient Name	Visit No	Visit Date	Visit Location	Bed No
XXXXXXXXXXXX XXXX XXXX	XXXXXXXXXXXX XXXX XXXX	0011	31/10/2019 11:44:26 AM	MOPD	
XXXXXXXXXXXX XXXX XXXX	XXXXXXXXXXXX XXXX XXXX	0010	31/10/2019 11:27:49 AM	MOPD	
XXXXXXXXXXXX XXXX XXXX	XXXXXXXXXXXX XXXX XXXX	0009	31/10/2019 11:27:38 AM	MOPD	
XXXXXXXXXXXX XXXX XXXX	XXXXXXXXXXXX XXXX XXXX	0008	31/10/2019 11:27:17 AM	MOPD	
XXXXXXXXXXXX XXXX XXXX	XXXXXXXXXXXX XXXX XXXX	0007	31/10/2019 11:26:51 AM	MOPD	

5

Return Qty: [Field]

Figure 3.8-2 Medication Return

STEP 4

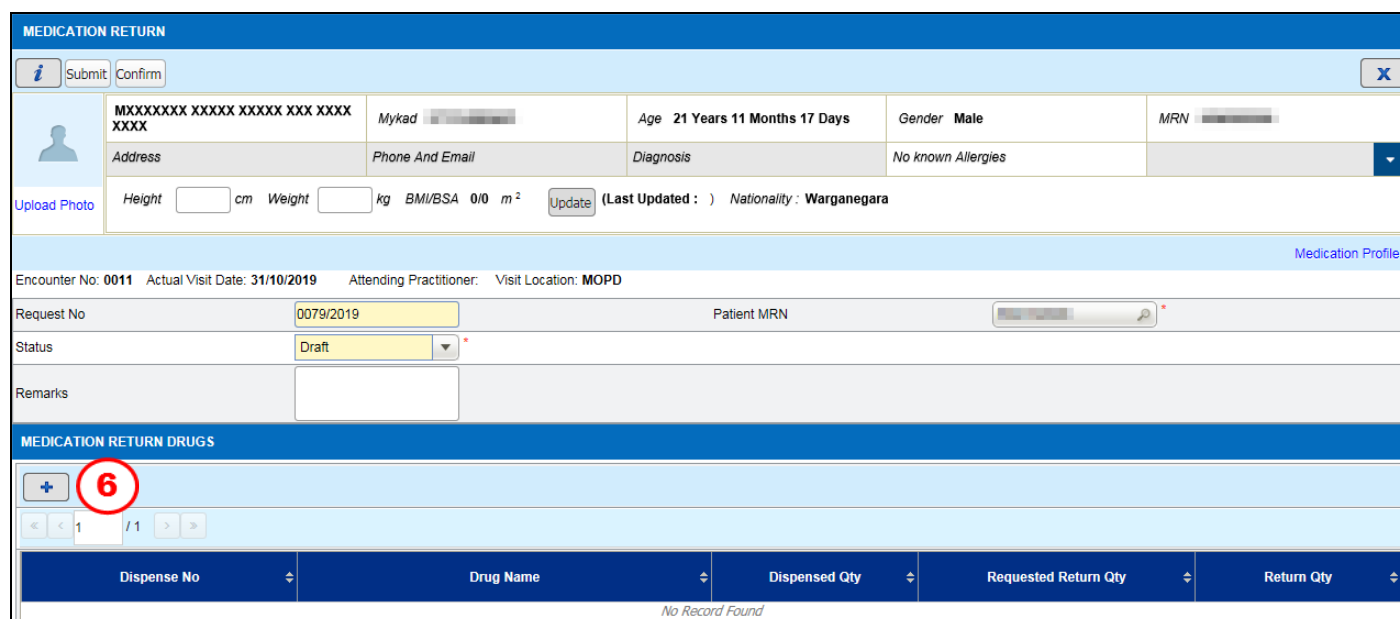
Click on the  button to search the patient

Note

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

STEP 5

Double click on the selected patient's details



MEDICATION RETURN

Submit Confirm X

Mykad: [Field] Age: 21 Years 11 Months 17 Days Gender: Male MRN: [Field]

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

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

Encounter No: 0011 Actual Visit Date: 31/10/2019 Attending Practitioner: Visit Location: MOPD

Request No: 0079/2019 Patient MRN: [Field] Search

Status: Draft

Remarks: [Text Area]

MEDICATION RETURN DRUGS

6

Dispense No: [Field] / 1

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

Figure 3.8-3 Medication Return

STEP 6

Click on the  button to add drug to medication return list




MEDICATION RETURN DRUG			
<div>  <div>   </div> </div>			
RETURN DRUG			
Dispense No	072118_00080	Drug Name	Cephalexin Monohydra
Reason	Patient Refused	Request Return Qty	30 cap
		Previous Dispense Qty	30 cap
RECEIVE RETURN QUANTITY			
Return Qty	20 cap	Batch No	5000703
Discard Qty	10	Batch Expiry Date	30/11/2020

Figure 3.8-4 Medication Return Drug

STEP 7


Select **Dispense No** from dropdown menu

STEP 8

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

- Change of Regimen
- Excess Supply
- Patient Deceased
- Patient Discharged
- Patient Refused
- Uncollected Medication

STEP 9

Click on the **Drug Name**  button to search drug and Search Drug window will displayed







Search Drug		
Drug Code	<input type="text"/>	 Search 
Drug Name	<input type="text"/>	
<div>   1 / 1   </div>		
Drug Code	Drug Name	Order Detail
B05CB10955M40 01XX	Sodium Bicarbonate, Citric Acid, Sodium Citrate, Tartaric Acid 4g/sachet	1 sachet TID, Oral, 7 Days 21/07/2018 08:12 AM - 28/07/2018 08:12 AM
J01DB01010C100 1XX	Cephalexin Monohydrate 250mg Capsule	1000 mg TID, Oral, 5 Days 21/07/2018 08:12 AM - 28/07/2018 08:12 AM
N02BE01000T100 1XX	Paracetamol 500 mg Tablet	1000 mg PRN3, Oral, 7 Days 21/07/2018 08:12 AM - 28/07/2018 08:12 AM

Figure 3.8-5 Search Drug

STEP 10

Double click on the selected Drug




MEDICATION RETURN DRUG			
<div> <div>  </div> <div> <div>14</div> <div>   </div> </div> </div>			
RETURN DRUG			
Dispense No	072118_00080	Drug Name	Cephalexin Monohydra
Reason	Patient Refused	Request Return Qty	30 cap
		Previous Dispense Qty	30 cap
RECEIVE RETURN QUANTITY			
Return Qty	20 cap	Batch No	5000703
Discard Qty	10	Batch Expiry Date	30/11/2020

Figure 3.8-6 Medication Return Drug

Note

Once select the drug, system will display **Previous Dispense Qty**

STEP 11

Enter **Request Return Qty**

Note

Request Return Qty cannot more than **Previous Dispense Qty**

STEP 12

Enter **Return Qty**

Note

- **Return Qty** cannot more than **Request Return Qty**
- if **Return Qty** less than **Request Return Qty**, **Discard Qty** will be automatically calculate variants between **Request Return Qty** and **Return Qty**

STEP 13

Select **Batch No** from dropdown menu

Note

- For patient record dispense by UMP Method, **UMP Defect Type** will be enable as figure 3.8-7




MEDICATION RETURN DRUG			
<div> <div>  </div> <div> <div></div> <div>   </div> </div> </div>			
RETURN DRUG			
Dispense No	070919_00001	Drug Name	Loratadine 10 mg Tabl
Reason	Excess Supply	Request Return Qty	30 tab
UMP Defect Type	Return By Patient	Previous Dispense Qty	30 tab
RECEIVE RETURN QUANTITY			
Return Qty	30 tab	Batch No	1807056
Discard Qty	0	Batch Expiry Date	31/07/2022

Figure 3.8-7 Medication Return Drug

- Select **UMP Defect Type** from dropdown menu
 - **Return By Patient**
 - **Return By Poslaju**

STEP 14

Click on the  button to save the transaction and Confirmation Message will display

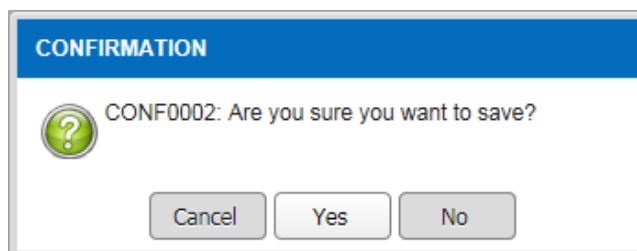
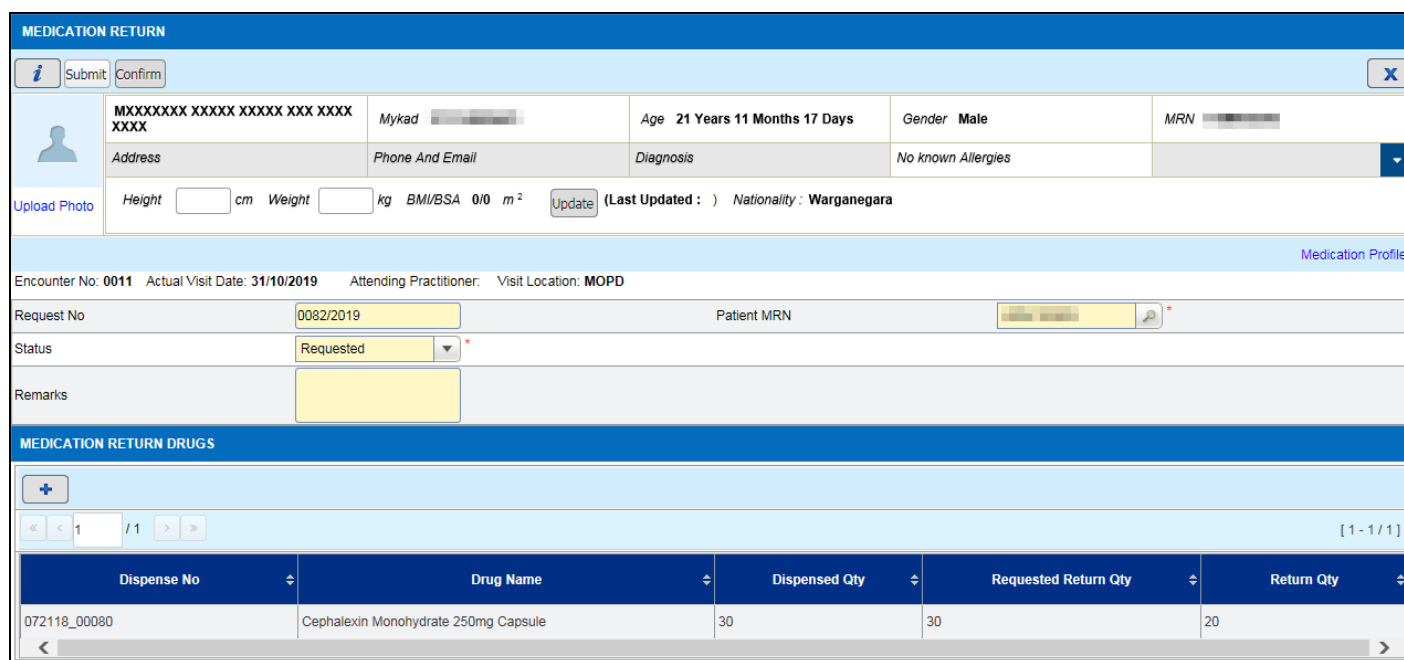


Figure 3.8-8 Confirmation Message

Note

Click on the  button to save the transaction



The form is titled "MEDICATION RETURN". It contains several sections for patient information, encounter details, and a list of drugs.

Patient Information:

- Mykad: [Redacted]
- Age: 21 Years 11 Months 17 Days
- Gender: Male
- MRN: [Redacted]
- Address: [Redacted]
- Phone And Email: [Redacted]
- Diagnosis: [Redacted]
- No known Allergies
- Height: [Redacted] cm Weight: [Redacted] kg BMI/BSA: 0/0 m²
- Nationality: Warganegara

Encounter Details:

- Encounter No: 0011 Actual Visit Date: 31/10/2019 Attending Practitioner: Visit Location: MOPD
- Request No: 0082/2019 Patient MRN: [Redacted]
- Status: Requested
- Remarks: [Redacted]

MEDICATION RETURN DRUGS:

Dispense No	Drug Name	Dispensed Qty	Requested Return Qty	Return Qty
072118_00080	Cephalexin Monohydrate 250mg Capsule	30	30	20

Figure 3.8-9 Medication Return

Note

- To add more drug into the list, repeat from **STEP 6** to **STEP 14**
- User is allowed to edit Medication Return Drug by double click on the drug list and Medication Return Drug screen will display as shown in Figure 3.8-10








MEDICATION RETURN DRUG			
<div>  <div>     </div> </div>			
RETURN DRUG			
Dispense No	072118_00080	Drug Name	Cephalexin Monohydrate
Reason	Patient Refused	Request Return Qty	30 pck
		Previous Dispense Qty	30 pck
RECEIVE RETURN QUANTITY			
Return Qty	20 pck	Batch No	5000703
Discard Qty	10	Batch Expiry Date	30/11/2020

Figure 3.8-10 Medication Return Drug

- Click on the  button to modify or click on the  button to delete the record
- User is allowed to modify **Return Qty** and **Batch No**















MEDICATION RETURN					
<div>  <div>   <div>15</div>  </div> </div>					
 Upload Photo	XXXXXXXX XXXXX XXXXX XXX XXXX XXXX Address	Mykad  Phone And Email	Age 21 Years 11 Months 17 Days Diagnosis	Gender Male No known Allergies	MRN 
	Height <input type="text"/> cm Weight <input type="text"/> kg BMI/BSA 0/0 m ²	Update (Last Updated :) Nationality : Warganegara			
	Medication Profile				
Encounter No: 0011 Actual Visit Date: 31/10/2019 Attending Practitioner: Visit Location: MOPD					
Request No	0082/2019	Patient MRN 			
Status	Requested				
Remarks					
MEDICATION RETURN DRUGS					
<div>  </div>					
<div> <div>   1 </div> <div>   </div> </div> <div>1 - 1 / 1</div>					
Dispense No	Drug Name	Dispensed Qty	Requested Return Qty	Return Qty	
072118_00080	Cephalexin Monohydrate 250mg Capsule	30	30	20	

Figure 3.8-11 Medication Return

STEP 15

Click on the  button to confirm the transaction and Confirmation Message will be displayed

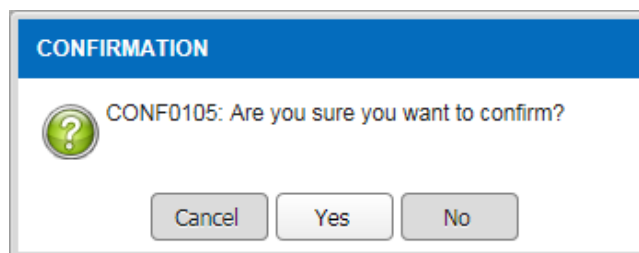


Figure 3.8-12 Confirmation Message

Note

- Click on the  button and Information Message will display as Figure 3.8-13

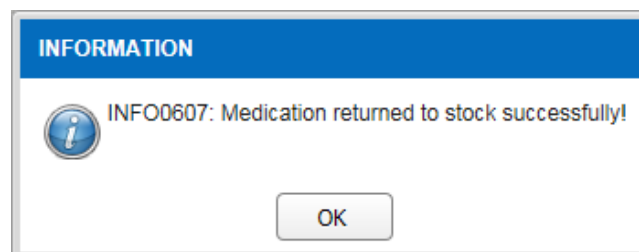
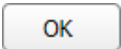
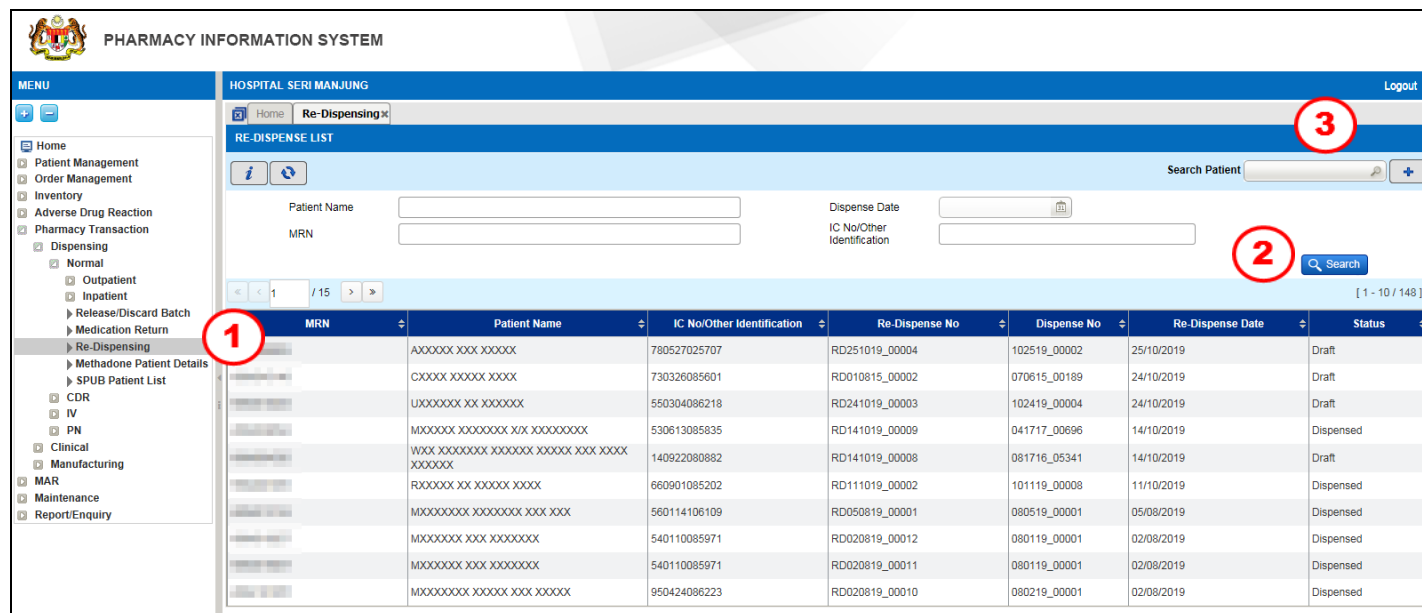


Figure 3.8-13 Information Message

- Click on the  button to return the stock into inventory

3.9 Re-Dispensing

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



PHARMACY INFORMATION SYSTEM

HOSPITAL SERI MANJUNG

Logout

Home Re-Dispensing

RE-DISPENSE LIST

Search Patient

Patient Name

MRN

Dispense Date

IC No/Other Identification

Search

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MRN	Patient Name	IC No/Other Identification	Re-Dispense No	Dispense No	Re-Dispense Date	Status
AXXXXX XXX XXXXX		780527025707	RD251019_00004	102519_00002	25/10/2019	Draft
CXXXX XXXX XXXX		730326085601	RD010815_00002	070615_00189	24/10/2019	Draft
UXXXXX XX XXXXXX		550304086218	RD241019_00003	102419_00004	24/10/2019	Draft
MXXXXX XXXXXX XX XXXXXXXX		530613085835	RD141019_00009	041717_00696	14/10/2019	Dispensed
WXX XXXXXXXX XXXXXX XXXX XXXX XXXXXX		140922080882	RD141019_00008	081716_05341	14/10/2019	Draft
RXXXXX XX XXXXX XXXX		660901085202	RD111019_00002	101119_00008	11/10/2019	Dispensed
MXXXXXXX XXXXXXXX XXX XXX		560114106109	RD050819_00001	080519_00001	05/08/2019	Dispensed
MXXXXX XXX XXXXXXXX		540110085971	RD020819_00012	080119_00001	02/08/2019	Dispensed
MXXXXX XXX XXXXXXXX		540110085971	RD020819_00011	080119_00001	02/08/2019	Dispensed
MXXXXXXX XXXXX XXX XXXXX		950424086223	RD020819_00010	080219_00001	02/08/2019	Dispensed

Figure 3.9-1 Re-Dispensing

STEP 1

Click on 'Re-Dispensing' sub menu

Note

Various search criteria are provided as below:


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

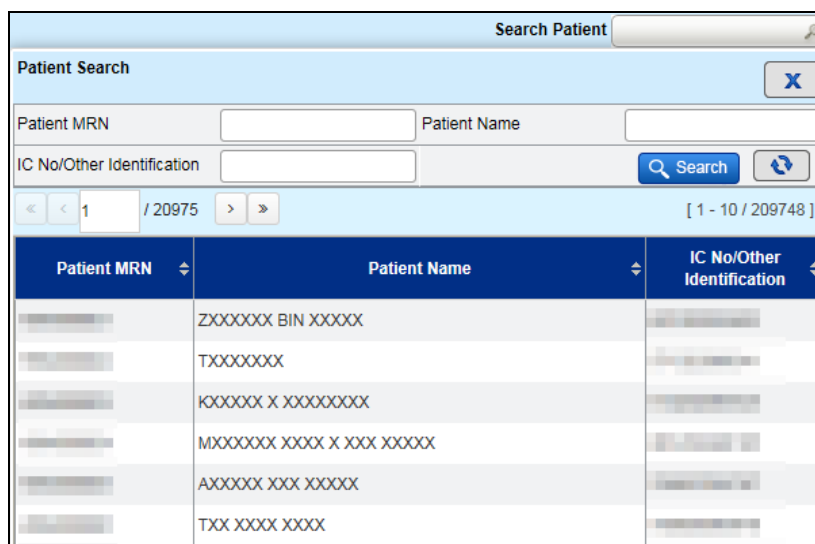
Table 3.9-1

STEP 2

Click on the  button to search the patient

STEP 3

Click on the **Search Patient**  button and Patient Search window will display



Search Patient

Patient Search

Patient MRN Patient Name

IC No/Other Identification

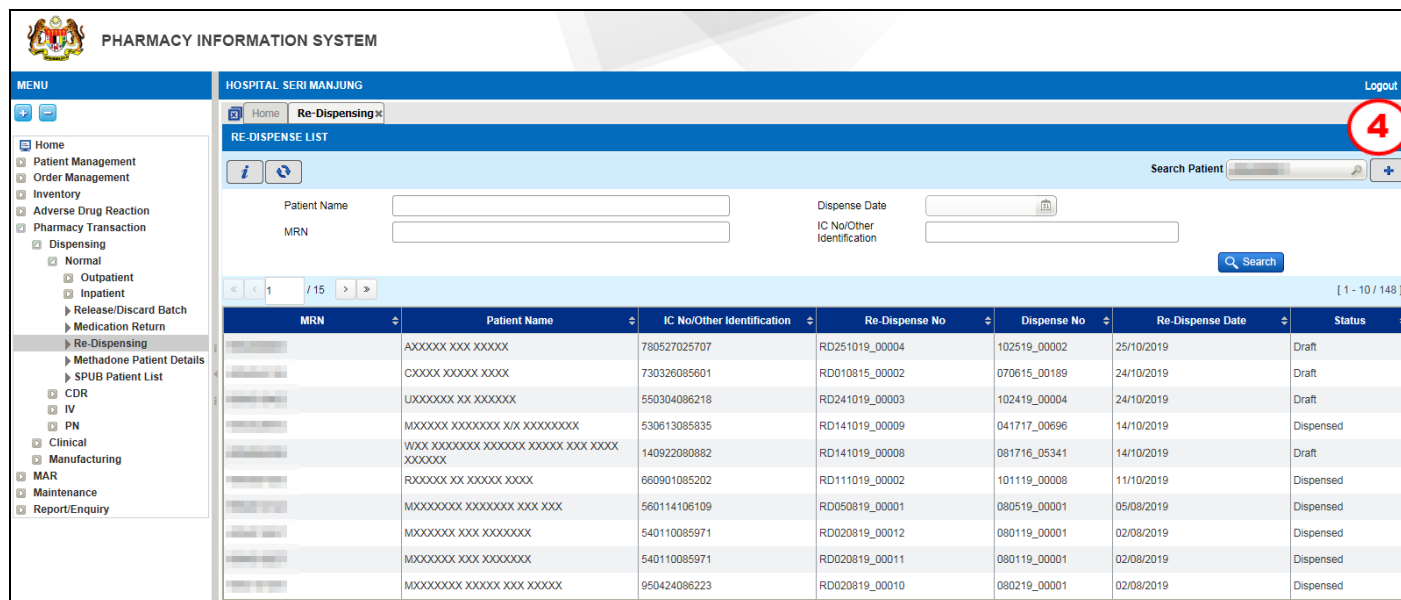
< < 1 / 20975 > > [1 - 10 / 209748]

Patient MRN	Patient Name	IC No/Other Identification
	ZXXXXXX BIN XXXXX	
	TXXXXXX	
	KXXXXX X XXXXXXXX	
	MXXXXXX XXXX X XXX XXXXX	
	AXXXXX XXX XXXXX	
	TXX XXXX XXXX	

Figure 3.9-2 Patient Search

Note

- User is allowed to enter Patient MRN or/and Patient Name or/and IC No/Other Identification and click on the button
- Double click on the selected patient



PHARMACY INFORMATION SYSTEM

HOSPITAL SERI MANJUNG

Logout

Home Re-Dispensing

RE-DISPENSE LIST

Search Patient

Patient Name Dispense Date

MRN IC No/Other Identification

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MRN	Patient Name	IC No/Other Identification	Re-Dispense No	Dispense No	Re-Dispense Date	Status
	AXXXXX XXX XXXXX	780527025707	RD251019_00004	102519_00002	25/10/2019	Draft
	CXXXX XXXXX XXXX	730326085601	RD010815_00002	070615_00189	24/10/2019	Draft
	UXXXXXX XX XXXXXXX	550304086218	RD241019_00003	102419_00004	24/10/2019	Draft
	MXXXXX XXXXXXXX XX XXXXXXXX	530613085835	RD141019_00009	041717_00696	14/10/2019	Dispensed
	WXX XXXXXXXX XXXXXXX XXXX XXXX XXXXXXX	140922080882	RD141019_00008	081716_05341	14/10/2019	Draft
	RXXXXX XX XXXXX XXXX	660901085202	RD111019_00002	101119_00008	11/10/2019	Dispensed
	MXXXXXXX XXXXXXX XXX XXXX	560114106109	RD050819_00001	080519_00001	05/08/2019	Dispensed
	MXXXXXX XXX XXXXXXX	540110085971	RD020819_00012	080119_00001	02/08/2019	Dispensed
	MXXXXXX XXX XXXXXXX	540110085971	RD020819_00011	080119_00001	02/08/2019	Dispensed
	MXXXXXX XXXXX XXX XXXXX	950424086223	RD020819_00010	080219_00001	02/08/2019	Dispensed

Figure 3.9-3 Re-Dispensing

STEP 4

Click on the  button and Re Dispensing screen will be display as Figure 3.9-5

Note

- If selected patient do not have active medication, information message will display as Figure 3.9-4

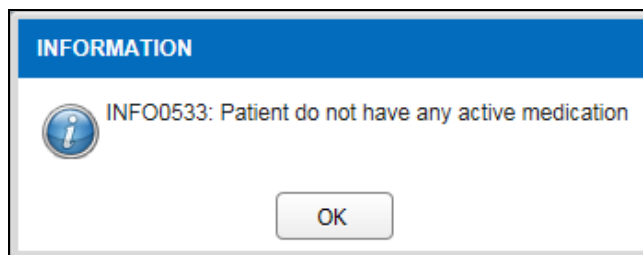
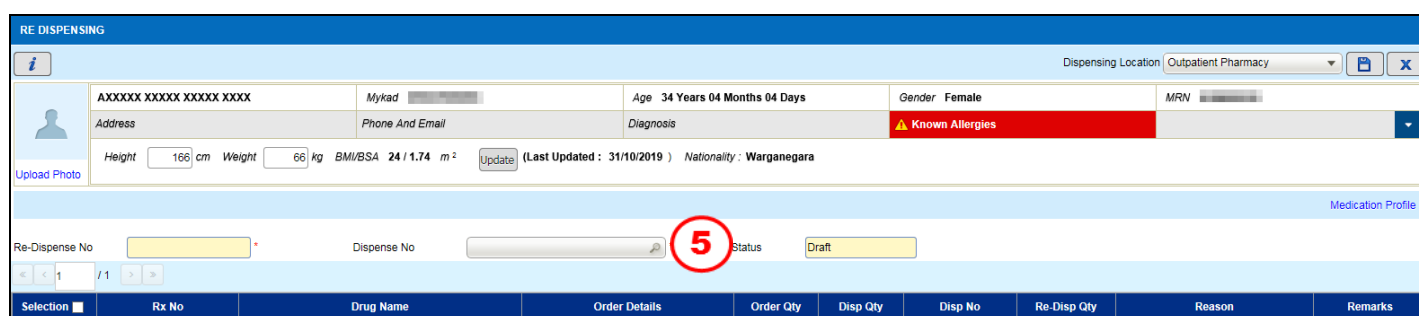


Figure 3.9-4 Information Message

- Click on the  button



RE DISPENSING

Dispensing Location: Outpatient Pharmacy

Mykad: XXXXXX XXXXXX XXXXXX Age: 34 Years 04 Months 04 Days Gender: Female MRN: XXXXXX

Address: XXXXXX XXXXXX XXXXXX Phone And Email: XXXXXX XXXXXX XXXXXX Diagnosis: XXXXXX

Height: 166 cm Weight: 66 kg BMI/BSA: 24 / 1.74 m² (Last Updated: 31/10/2019) Nationality: Warganegara

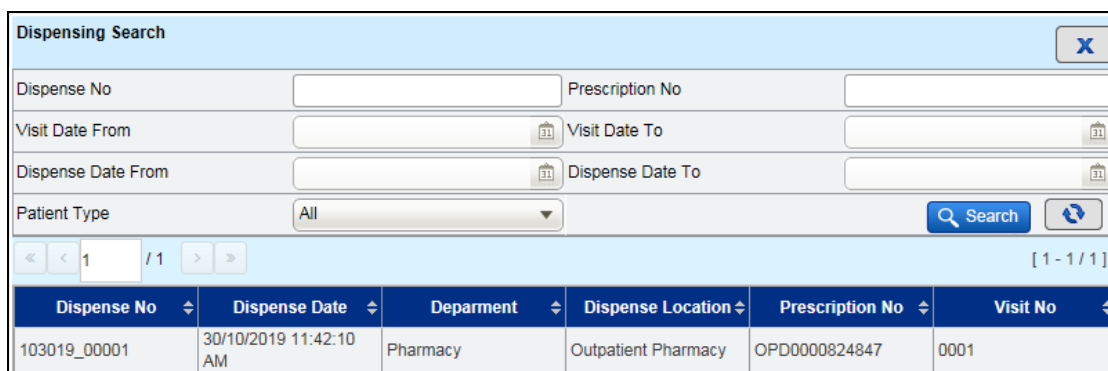
Re-Dispense No: XXXXXX Dispense No: XXXXXX Status: Draft

Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks

Figure 3.9-5 Re Dispensing

STEP 5

Click on the **Dispense No**  button and Dispensing Search window will display as Figure 3.9-6



Dispensing Search

Dispense No: XXXXXX Prescription No: XXXXXX

Visit Date From: XXXXXX Visit Date To: XXXXXX

Dispense Date From: XXXXXX Dispense Date To: XXXXXX

Patient Type: All


Search

Dispense No	Dispense Date	Department	Dispense Location	Prescription No	Visit No
103019_00001	30/10/2019 11:42:10 AM	Pharmacy	Outpatient Pharmacy	OPD0000824847	0001

Figure 3.9-6 Dispensing Search

Note

- Search Patient by:
 - Dispense No
 - Prescription No
 - Visit Date From
 - Visit Date To
 - Dispense Date From
 - Dispense Date To
 - Patient Type

- Click on the  button and double click on the Dispense No selected

RE DISPENSING

Dispersing Location: Outpatient Pharmacy

XXXXXX XXXXX XXXXX XXXX Mykad: XXXXXXXX Age: 34 Years 04 Months 04 Days Gender: Female MRN: XXXXXXXX

Address: XXXXXXXX Phone And Email: XXXXXXXX Diagnosis: XXXXXXXX **Known Allergies**

Height: 166 cm Weight: 66 kg BMI/BSA: 24 / 1.74 m² Update (Last Updated: 31/10/2019) Nationality: Warganegara

Rx No: RD311019_00002 Dispense No: 103019_00001 Status: Draft

Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks
<input checked="" type="checkbox"/>	OPD0000824847	Metformin HCl 500 mg Tablet	500 mg, BID, 2 Months	120 tablet	60 tab	103019_00001	0		Remarks

Figure 3.9-7 Re Dispensing

STEP 6

Selection ☒

☒

Click on the ☒ checkbox for the selected Drug

STEP 7

Click on the **Re-Disp Qty** [0](#) hyperlink and Item Batch Details screen will be display as Figure 3.9-8

ITEM BATCH DETAILS

Drug Code: A10BA02110T1001XX Default SKU: tablet

Drug Name: Metformin HCl 500 mg Tablet Dispense UOM: tab

BATCH DETAIL

< < 1 / 1 > >

Batch No	Expiry Date	Available Qty	UOM Qty	Allocated Qty
33233	31/08/2020	199792	60 x	60
Total Available Qty		199792	Total Allocated Qty	
			60	

Figure 3.9-8 Item Batch Details

STEP 8

Enter **UOM Qty**

Note

UOM Qty cannot more than **Disp Qty**

STEP 9

Click on the  button to save the record

RE DISPENSING

Dispensing Location: Outpatient Pharmacy | Edit Label | Re-Dispense | [Print] | [Refresh] | [Close]

AXXXXX XXXXX XXXXX XXXX | Mykad: [Redacted] | Age: 34 Years 04 Months 04 Days | Gender: Female | MRN: [Redacted]
 Address: [Redacted] | Phone And Email: [Redacted] | Diagnosis: [Redacted] | **Known Allergies** [Redacted]
 Height: 166 cm | Weight: 66 kg | BMI/BSA: 24 / 1.74 m² | Update (Last Updated: 31/10/2019) | Nationality: Warganegara

Upload Photo | Medication Profile |

Re-Dispense No: RD311019_00002 | Dispense No: 103019_00001 | Status: Draft

Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks
<input checked="" type="checkbox"/>	OPD0000824847	Metformin HCl 500 mg Tablet	500 mg, BID, 2 Months	120 tablet	60 tab	103019_00001	60	Lost	Remarks

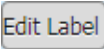

Figure 3.9-9 Re Dispensing

STEP 10

Select **Reason** from dropdown menu

- Spilled
- Broken
- Lost
- Others

Note

User is allowed to print Drug Label by either to click on the  button to preview or click on the  button to direct printing drug label

STEP 11

Click on the  button and Information Message will be display as Figure 3.9-10

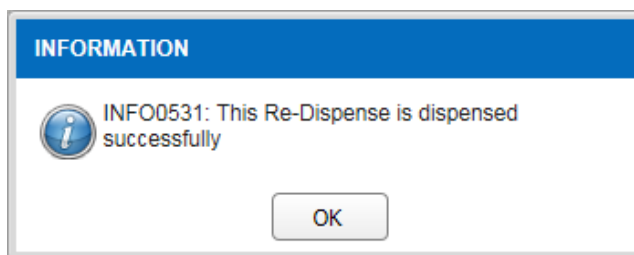
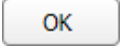


Figure 3.9-10 Information Message

Note

- Click on the  button to completed the Re-Dispensing process
- User is allowed to Re-Dispense normal Drug only but not for psychotropic drug

4.0 Acronyms

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

5.0 Links to Clinical Modules

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