



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

User Manual Maintenance-Pharmacy

Version	: 8th EDITION
Document ID	: U MANUAL_MASTER_SETUP_PHARMACY



PhIS & CPS Project User Manual – Master Setup



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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 twelve (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, Parenteral Nutrition, 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 Pharmacy Maintenance-Pharmacy 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:

- Maintenance - Pharmacy

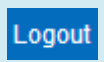
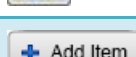
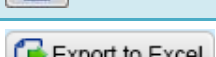
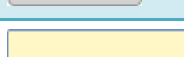
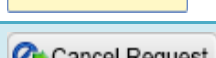
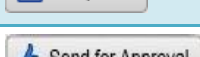
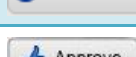
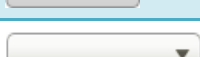
1.3 Organised Sections

These are the sections within this document:

- Section 1: Introduction
- Section 2: Application Standard Features
- Section 3: Maintenance - 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

3.0 Master Setup - Pharmacy

Overview

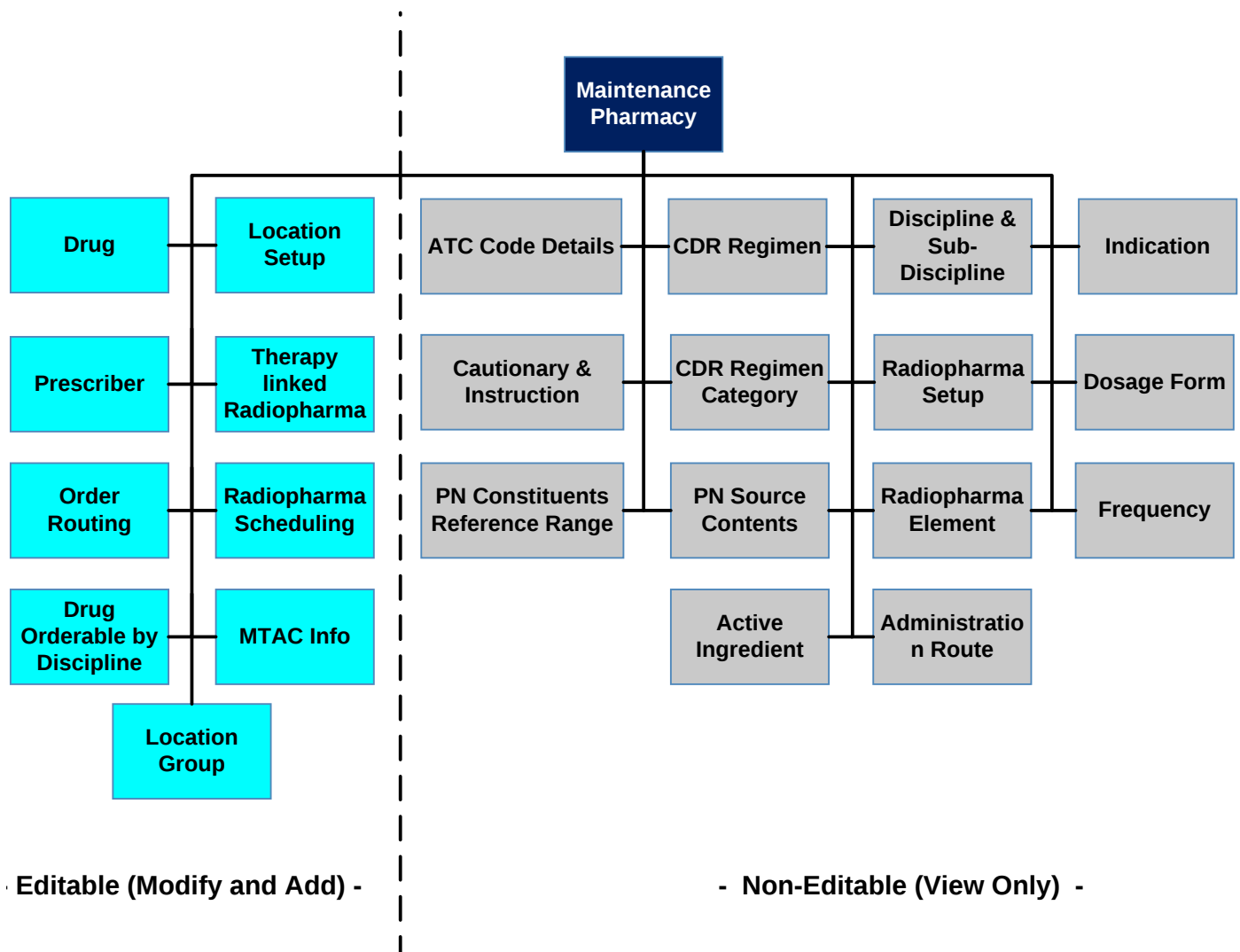
Application Master Setup describes the relationship between preliminary setup for each component; the details validation and data/ information that required to setup before system ready.

This application enables the facility to perform any modification to existing setting. Master setup generally controlled by respective personal from each site, some changes must undergo HQ approval.

User Group

This module is for appointed Data Admin, usually Head of Pharmacist, Head of Unit Pharmacy Main Store and Sub-Store or authorised personnel to view, create or modify this record in accordance with MOH or Facility Policy. System will provide a screen for user to define access level for every PhIS user based on their user role.

Functional Diagram



Functional Description

Maintenance - Pharmacy module comprises of twenty-three (23) main sub modules:

MENU	DESCRIPTION
Drug	Drug is natural or synthetic substance which taken into a living body affects its functioning or structure, and is used in the diagnosis, mitigation, treatment, or prevention of a disease or relief of discomfort. Drug screen allows user facility user to view and to modify drug master records. The Drug records will be used for Inpatient Pharmacy, Outpatient Pharmacy, Medication Order and Manufacturing modules in system. Facility User able to add and edit a few information in the screen.
Location Setup	Location is where the drug is “Prescribe” and “Dispense” that defined by facility. These locations used for patient registration, prescribing, dispensing and others functions. This function also indicates requester unit (Storeroom) that placed in a location. User able to change serving time of a frequency based on wards medication serving time. Facility User able to add and edit a few information in the screen.
Prescriber	A person who give directions, either orally or in writing, for the preparation and administration of a drug to be used in the treatment of any disease. Record prescriber details are stored in the system to allow record credential on prescription and other functions. Facility user able to edit and save record.
Therapy linked Radiopharma	Radiopharmaceuticals are used in the field of nuclear medicine as tracers in the diagnosis and treatment of many diseases. The screen consists of Type of Scan/Therapy and its Radiopharmaceuticals Facility user able to activate or inactive which combination is applicable in own facility. Selected set of scan/therapy`s type and radiopharmaceuticals will be displayed in radiopharma ordering and Radiopharmaceuticals appointment screens. Editable by Facility User. Facility user able to activate or inactive which combination is applicable in own facility. Facility user also able to set minimum and maximum dosage of the radiopharmaceuticals to be ordered by prescriber.
Order Routing	This setup is to manage dispensing counter that will prepare the prescription from prescribing location. User will be able control this settings according to location of where the patient registered. Facility User able to add and edit a few information in the screen.
Radiopharma Scheduling	The screen allows recording schedule for the selected type of scan/therapy based on facility. System will crosscheck the appointment date in Radiopharma Rx with radiopharma schedule & calendar in store Maintenance to provide alert if selected date falls on non-scheduled date for the type of scan/therapy or Public Holiday. Facility user can edit and select the day of appointment for the type of scan/therapy and determine the quota of appointment for each selected day. Editable by Facility User.
Drug Orderable by Discipline	Certain drugs are allowed in only in some departments. This can be set up here. Facility User able to add and edit a few information in the screen.
MTAC Info	The screen show list of all type MTAC in KKM and enable facility user to set availability of the MTAC in the facility.

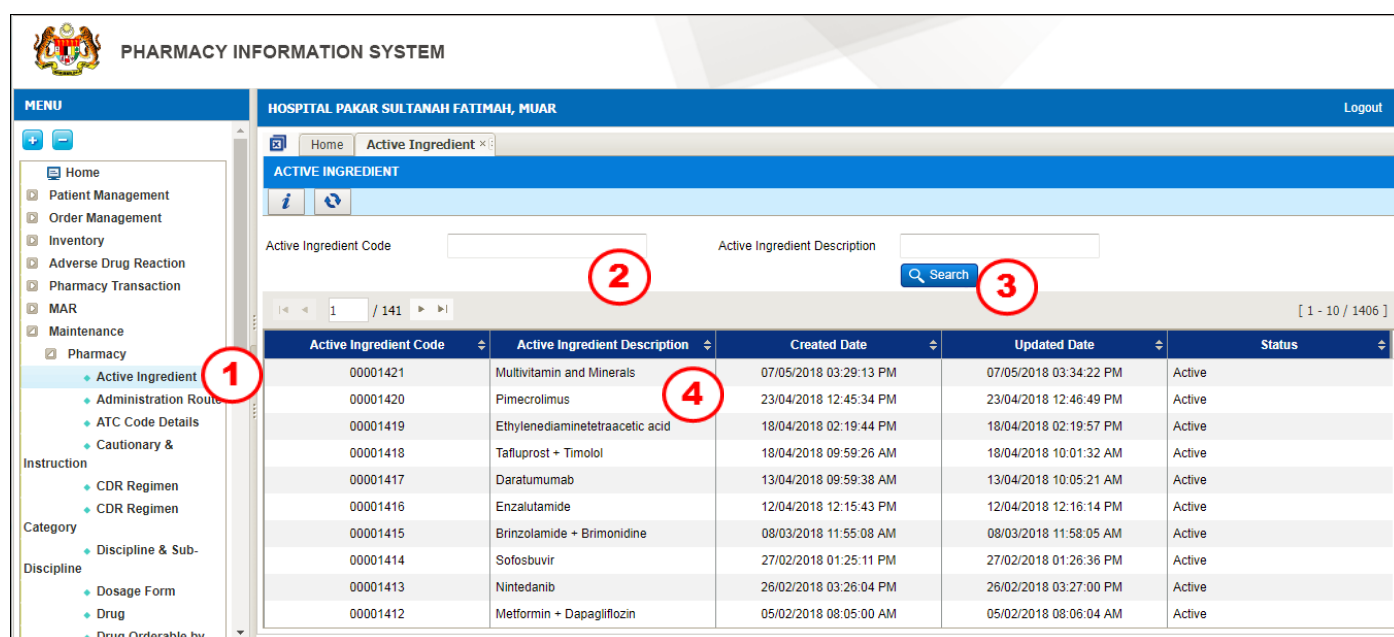
	Editable by Facility User.
Location Group	This screen enable user to group a few locations for user profile`s location setting. Facility User able to add and edit a few information in the screen.
Active Ingredient	Active ingredients are components in a drug that provide some pharmaceutical value, which act as carriers to make the drug easier for the body to process. Active Ingredient information will be used by Drug Master and Order Management in PhIS system. Not editable by Facility User.
Administration Route	Allows user to view administration route records. The administration Route information will be used in Drug Master, Order Management, Inpatient Pharmacy and Outpatient Pharmacy. Not editable by Facility User.
Frequency	Frequency is number of times that drug administrated within a given period or per day. Drug is ordered and dispensed based on the frequency set by HQ. Users are able to view existing frequency master record details made by HQ in system. Not editable by Facility User.
Dosage Form	The dosage form records will be used for Inventory, Drug Master, Order Management, Inpatient Pharmacy and Outpatient Pharmacy in PhIS system. Not editable by Facility User.
ATC Code details	The Anatomical Therapeutic Chemical (ATC) Classification System is used for the classification of drugs. This pharmaceutical coding system divides drugs into different groups according to the organ or system on which they act on their therapeutic and chemical characteristics. One drug can have more than one code, several different brands share the same code if they have the same active substance and indications. Facility user are able to view existing record for ATC code details done by HQ in system. Not editable by Facility User.
Cautionary & Instruction	Cautionary are intended to warn or advice to beware about drug, or when taking drug. Instruction intended to advice about drug or way to take drug. This information used for Drug master, label printing purposes and etc. Not editable by Facility User.
Indication	An indication is a valid reason to use a certain test, medication, procedure, or surgery. Indicated as necessary or expedient, as in the administration of a drug. System will have the information on a treatment of a disease, This information Not editable by Facility User.
CDR Regimen	Cytotoxic Drug Reconstitution (CDR) an anticancer drug which acts by killing or preventing the cell division. Programs of treatment (sets of drugs) that regulates aspects of one's lifestyle for a hygienic or therapeutic purpose. Facility User able to view applied treatment plan that specifies the dosage, the schedule, and the duration of Treatment, regimen code, regimen Status, regimen description, category, sub-category, cycle duration, no of cycles and remarks of the regimen. CDR Regimen Master is setup by HQ. Not editable by Facility User.
CDR Regimen Category	Cytotoxic Drug Reconstitution (CDR) regimen is a plan a regulated medical treatment designed to give a positive result. CDR regimen categories are Hematology, Oncology, Pediatric and others. Category is important, in order to prepare the regimen for CDR treatment based on specialty hematology, oncology, pediatric or others. Facility user able to view category and regimen type in system. Not editable by Facility User.
Discipline & Sub-Discipline	Discipline and sub-discipline are facility department responsible for the administration of functions and activities pertaining to the delivery of medication treatment.

	CDR Regimen Master is setup by HQ. Not editable by Facility User.
PN Constituents Reference Range	Parenteral Nutrition (PN) is used for patients who cannot or should not get their nutrition through eating. PN may include a combination of sugar and carbohydrates (for energy), proteins (for muscle strength), lipids (fat), electrolytes, and trace elements. Nutrients may contain all or some of these substances, depending on patient condition. PN Constituents screen able facility user to view PN Constituents range group by age. Complete details on range of Macronutrients, Electrolytes, Trace element, Vitamins and Glutamine have been set by HQ for PN QALCULATOR function in pHIS. This enable user to calculate volume of compounded PN for patient's abdomen based on patient age and weight. Not editable by Facility User.
PN Source Contents	The screen allows defining the value for the PN Generics content and value of calculation from ordering unit to volume unit. HQ's setup will be based on the value and unit for each of ingredient based on type of PN Generics. On change of Generics, the list of Ingredients will change accordingly from HQ. Facility user able to selects drug name and PN Type and view PN source content. Not editable by Facility User.
Radiopharma Element	Screen will be displayed Radiopharma ingredient or compound. It's also indicate the time of a drug takes for half of it to be eliminated from the bloodstream Not editable by Facility User.
Radiopharma Setup	Prior to the administration of any radiopharmaceutical therapy procedure, the user shall assign and date an order that specifies the patient, the radiopharmaceutical, the dosage, and the route of administration. Facility user able to view Radiopharma equipment needed for Radiopharma by HQ. Not editable by Facility User.
TDM Guidelines	Therapeutic drug monitoring (TDM) is specializes in the measurement of medication concentrations in blood. Its focus is on drugs with a narrow therapeutic range, i.e. drugs that can easily be under- or overdosed. TDM aimed at improving patient care by individually adjusting the dose of drugs. Facility user able to view in system variables that influence the interpretation of drug concentration data: time, route and dose of drug given, time of blood sampling, handling and storage conditions, precision and accuracy of the analytical method and clinical status of the patient. Not editable by Facility User.

3.1 Active Ingredient

Active Ingredient is the medium by which a drug ,fluid or substance that make a drug. All Active Ingredient are generally listed in this page is used to complete information for a drug at Drug Master screen. Facility user able to view existing record for Active ingredient done by HQ. User is not allowed to add information.

To view existing record



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Logout

Home Active Ingredient

ACTIVE INGREDIENT

Active Ingredient Code: Active Ingredient Description:

[1 - 10 / 1406]

Active Ingredient Code	Active Ingredient Description	Created Date	Updated Date	Status
00001421	Multivitamin and Minerals	07/05/2018 03:29:13 PM	07/05/2018 03:34:22 PM	Active
00001420	Pimecrolimus	23/04/2018 12:45:34 PM	23/04/2018 12:46:49 PM	Active
00001419	Ethylene diaminetetraacetic acid	18/04/2018 02:19:44 PM	18/04/2018 02:19:57 PM	Active
00001418	Tafuprost + Timolol	18/04/2018 09:59:26 AM	18/04/2018 10:01:32 AM	Active
00001417	Daratumumab	13/04/2018 09:59:38 AM	13/04/2018 10:05:21 AM	Active
00001416	Enzalutamide	12/04/2018 12:15:43 PM	12/04/2018 12:16:14 PM	Active
00001415	Brinzolamide + Brimonidine	08/03/2018 11:55:08 AM	08/03/2018 11:58:05 AM	Active
00001414	Sofosbuvir	27/02/2018 01:25:11 PM	27/02/2018 01:26:36 PM	Active
00001413	Nintedanib	26/02/2018 03:26:04 PM	26/02/2018 03:27:00 PM	Active
00001412	Metformin + Dapagliflozin	05/02/2018 08:05:00 AM	05/02/2018 08:06:04 AM	Active

Figure 3.1-1 Active Ingredient

Facility user able to view existing records for the administration route made by HQ.

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Active Ingredient'

STEP 2

Search existing record based on below search criteria:

- Active Ingredient Code
- Active Ingredient Description

STEP 3

Click on button to search Active Ingredient Description records.

STEP 4

Double click on selected Active Ingredient Description to view the record.

ACTIVE INGREDIENT DESCRIPTION
5
X

i

Active Ingredient Code

00001420

Active Ingredient Description

Pimecrolimus

Status

Active

ATC LIST

|< < 1 / 1 > >|

[1 - 1 / 1]

ATC Code	Description
D11AH02	pimecrolimus

Figure 3.1-2 Active Ingredient Description

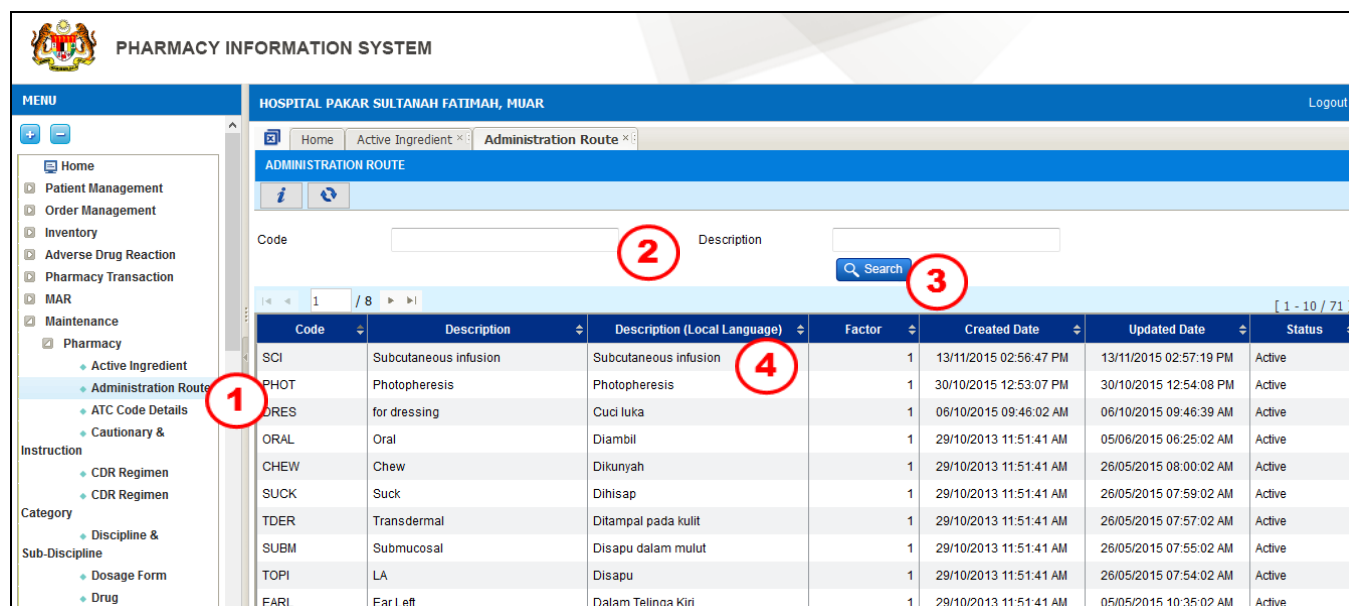
STEP 5

Click on the  button and to close record

3.2 Administration Route

Administration route is the path by which a drug, fluid or other substance is taken into the body. Routes of administration are generally classified by facility at which the substance is applied. Facility user able to view existing record for administration route done by HQ. User is not allowed to add duplicate information.

To view existing record



Code	Description	Description (Local Language)	Factor	Created Date	Updated Date	Status
SCI	Subcutaneous infusion	Subcutaneous infusion	1	13/11/2015 02:56:47 PM	13/11/2015 02:57:19 PM	Active
PHOT	Photopheresis	Photopheresis	1	30/10/2015 12:53:07 PM	30/10/2015 12:54:08 PM	Active
DRES	for dressing	Cuci luka	1	06/10/2015 09:46:02 AM	06/10/2015 09:46:39 AM	Active
ORAL	Oral	Diambil	1	29/10/2013 11:51:41 AM	05/06/2015 06:25:02 AM	Active
CHEW	Chew	Dikunyah	1	29/10/2013 11:51:41 AM	26/05/2015 08:00:02 AM	Active
SUCK	Suck	Dihisap	1	29/10/2013 11:51:41 AM	26/05/2015 07:59:02 AM	Active
TDER	Transdermal	Ditampal pada kulit	1	29/10/2013 11:51:41 AM	26/05/2015 07:57:02 AM	Active
SUBM	Submucosal	Disapu dalam mulut	1	29/10/2013 11:51:41 AM	26/05/2015 07:55:02 AM	Active
TOPI	LA	Disapu	1	29/10/2013 11:51:41 AM	26/05/2015 07:54:02 AM	Active
EARL	Ear Left	Dalam Telinga Kiri	1	29/10/2013 11:51:41 AM	05/05/2015 10:35:02 AM	Active

Figure 3.2-1 Administration Route Listing Page

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Administration Route'

STEP 2

Search existing record based on below search criteria:

Code – Code created from respective HQ

Description – Route or method of drug to be administer.

STEP 3

Click on  button to search the Administration Route

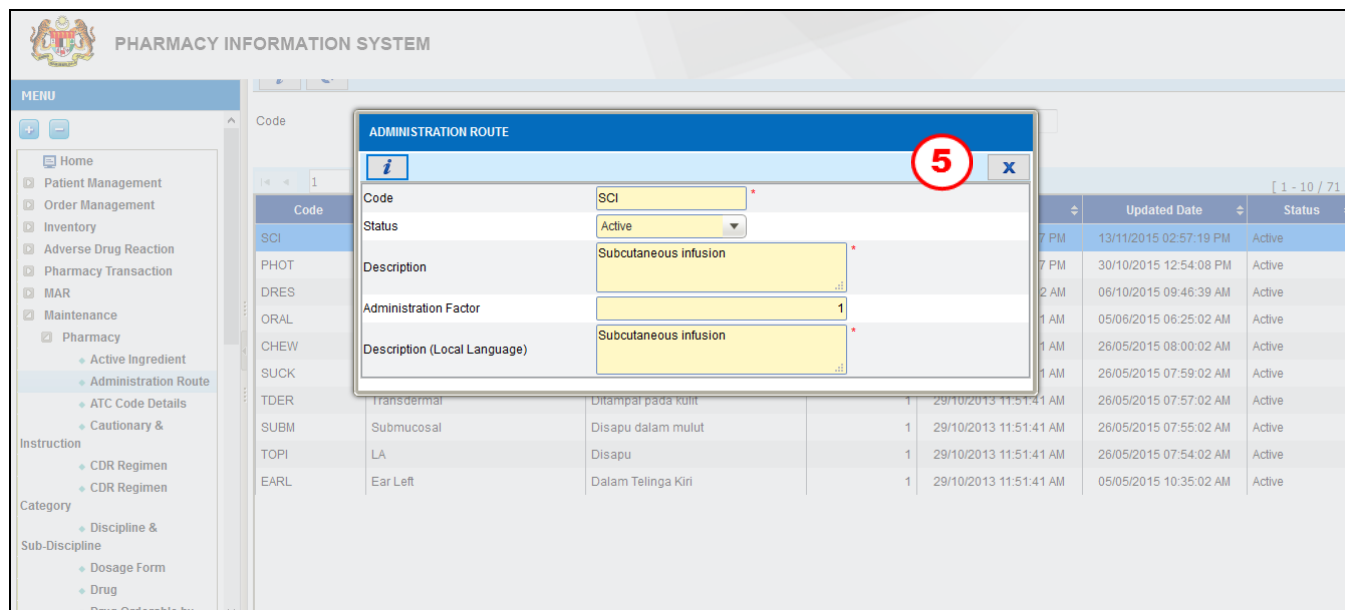
Note

- Search result of administration route list will be displayed:

- Code
- Description
- Description (Local Language)
- Created Date
- Updated Date
- Status

STEP 4

Click On Existing Record



Code	Description	Status
SCI	Subcutaneous infusion	Active
PHOT		
DRES		
ORAL		
CHEW		
SUCK		
TDER	Transdermal	Active
SUBM	Submucosal	Active
TOPI	LA	Active
EARL	Ear Left	Active

Figure 3.2-2 Administration Route

Note

Administration Route will be displayed:

- Code – A words given for transmitting messages requiring secrecy or brevity for administration route. This code creates by HQ.
- Status – Will be displayed condition:
 - * Active – Will be defaulted to 'Active' after setup administration route by HQ. If the status are 'Active' the specific administration route will be displayed to accustomed in system.
 - * Inactive – Able to change status from the 'Active' to 'Inactive' by HQ. Status will be 'Inactive' the specific administration route will not be displayed to accustom in system.
- Description – Statement or an account describing about the specific administration route. This field shall be defined in English
- Description (Local Language) - statement or an account describing about the specific administration route. This field shall be defined in local language (e.g. Malay)

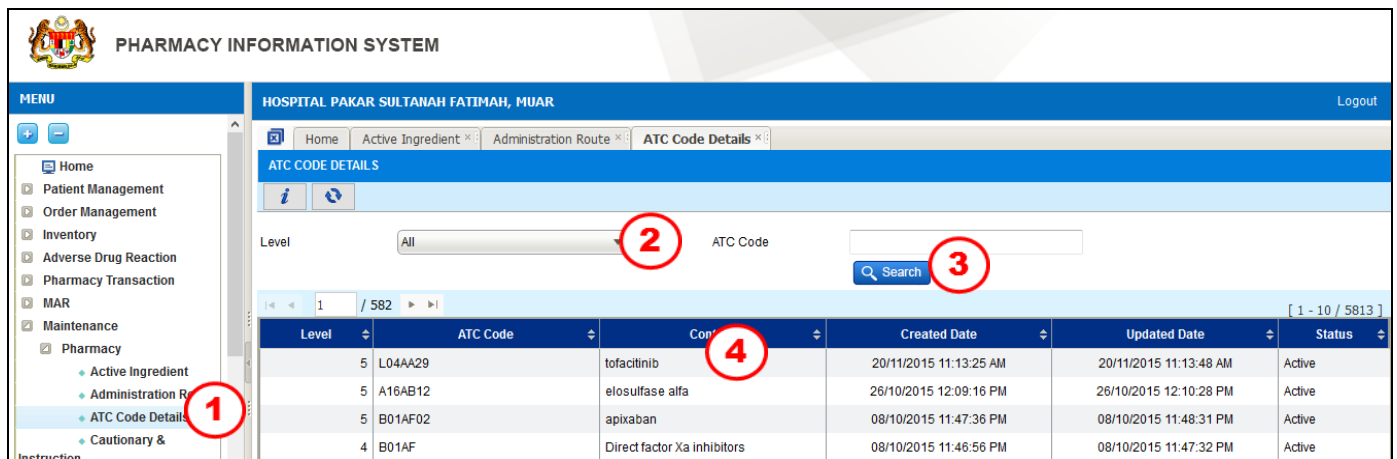
STEP 5

Click and close  button and to close record.

3.3 ATC Code Details

ATC Code details is list of drug that group by ATC Code level 1,2,3,4 and 5. Facility user able to view existing records for the ATC Code Details that have been done by HQ.

To View Existing Record



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Home Active Ingredient Administration Route ATC Code Details

ATC CODE DETAILS

Level: All ATC Code: [Search]

1 / 582 [1 - 10 / 5813]

Level	ATC Code	Content	Created Date	Updated Date	Status
5	L04AA29	tofacitinib	20/11/2015 11:13:25 AM	20/11/2015 11:13:48 AM	Active
5	A16AB12	elosulfase alfa	26/10/2015 12:09:16 PM	26/10/2015 12:10:28 PM	Active
5	B01AF02	apixaban	08/10/2015 11:47:36 PM	08/10/2015 11:48:31 PM	Active
4	B01AF	Direct factor Xa inhibitors	08/10/2015 11:46:56 PM	08/10/2015 11:47:32 PM	Active

Figure 3.3-1 ATC Code

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'ATC Code Details

STEP 2

Search existing record based on below search criteria:

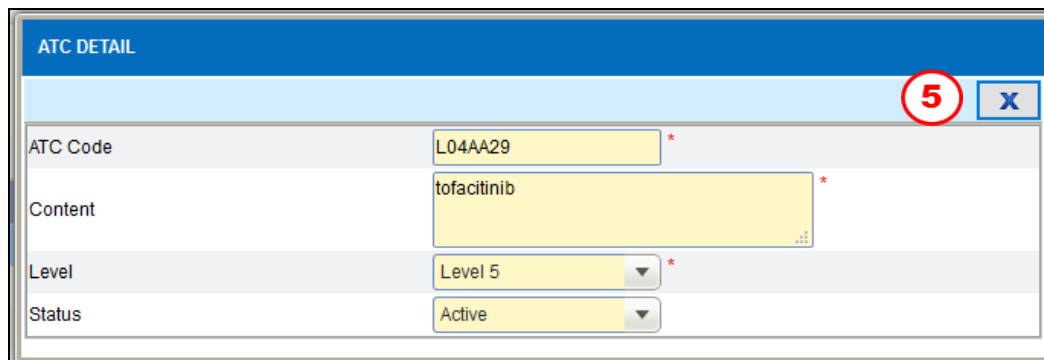
- Code
- Description

STEP 3

Click on  button to search the ATC Code Details records

STEP 4

Double click on selected ATC Code Details to view the record



ATC DETAIL

ATC Code: L04AA29 *

Content: tofacitinib *

Level: Level 5 *

Status: Active

5 [X]

Figure 3.3-2 ATC Detail

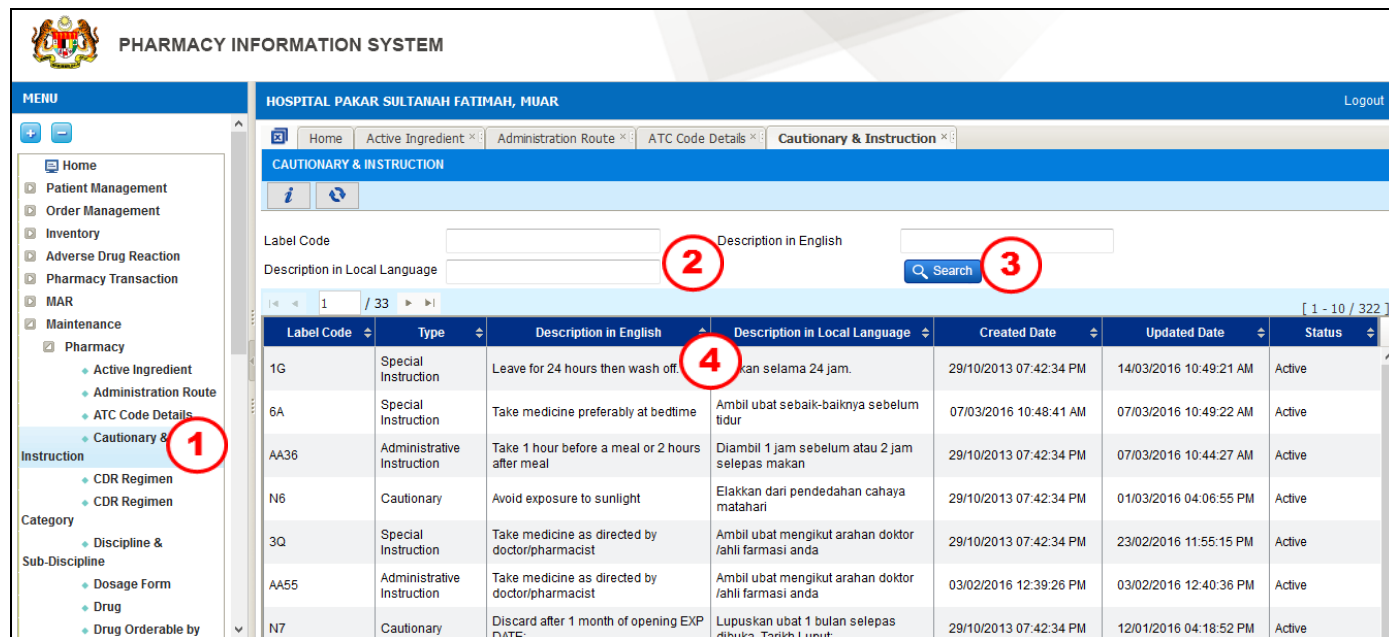
STEP 5

Click on the  button and to close record

3.4 Cautionary & Instruction

This screen shows list of Cautionary & Instruction that will be printed on Drug Label

To View Existing Record



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Logout

Home Active Ingredient Administration Route ATC Code Details **Cautionary & Instruction**

CAUTIONARY & INSTRUCTION

Label Code Description in English Description in Local Language Search

1 / 33 [1 - 10 / 322]

Label Code	Type	Description in English	Description in Local Language	Created Date	Updated Date	Status
1G	Special Instruction	Leave for 24 hours then wash off.	kan selama 24 jam.	29/10/2013 07:42:34 PM	14/03/2016 10:49:21 AM	Active
6A	Special Instruction	Take medicine preferably at bedtime	Ambil ubat sebaik-baiknya sebelum tidur	07/03/2016 10:48:41 AM	07/03/2016 10:49:22 AM	Active
AA36	Administrative Instruction	Take 1 hour before a meal or 2 hours after meal	Diambil 1 jam sebelum atau 2 jam selepas makan	29/10/2013 07:42:34 PM	07/03/2016 10:44:27 AM	Active
N6	Cautionary	Avoid exposure to sunlight	Elakkan dari pendedahan cahaya matahari	29/10/2013 07:42:34 PM	01/03/2016 04:06:55 PM	Active
3Q	Special Instruction	Take medicine as directed by doctor/pharmacist	Ambil ubat mengikut arahan doktor /ahli farmasi anda	29/10/2013 07:42:34 PM	23/02/2016 11:55:15 PM	Active
AA55	Administrative Instruction	Take medicine as directed by doctor/pharmacist	Ambil ubat mengikut arahan doktor /ahli farmasi anda	03/02/2016 12:39:26 PM	03/02/2016 12:40:36 PM	Active
N7	Cautionary	Discard after 1 month of opening EXP DATE	Lupuskan ubat 1 bulan selepas dibuka. Tarikh Luput	29/10/2013 07:42:34 PM	12/01/2016 04:18:52 PM	Active

Figure 3.4-1 Cautionary & Instruction

STEP 1

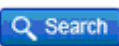
Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Cautionary & Instruction'

STEP 2

Search existing record based on below search criteria:

- Label Code
- Description in Local Languages
- Description in English

STEP 3

Click on  button to search the Cautionary & Instruction records

STEP 4

Double click on selected Cautionary & Instruction to view the record

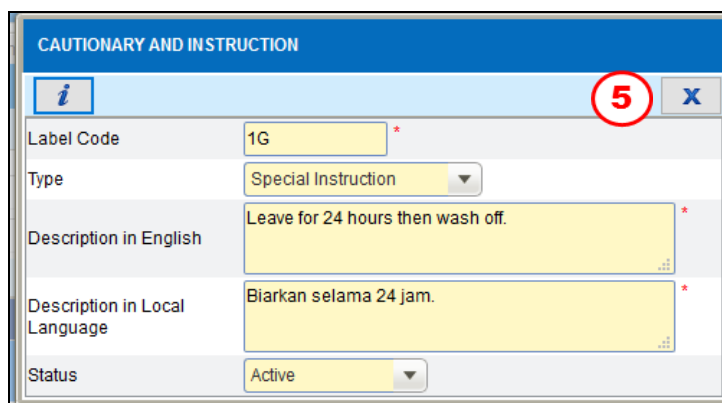


Figure 3.4-2 Cautionary And Instruction

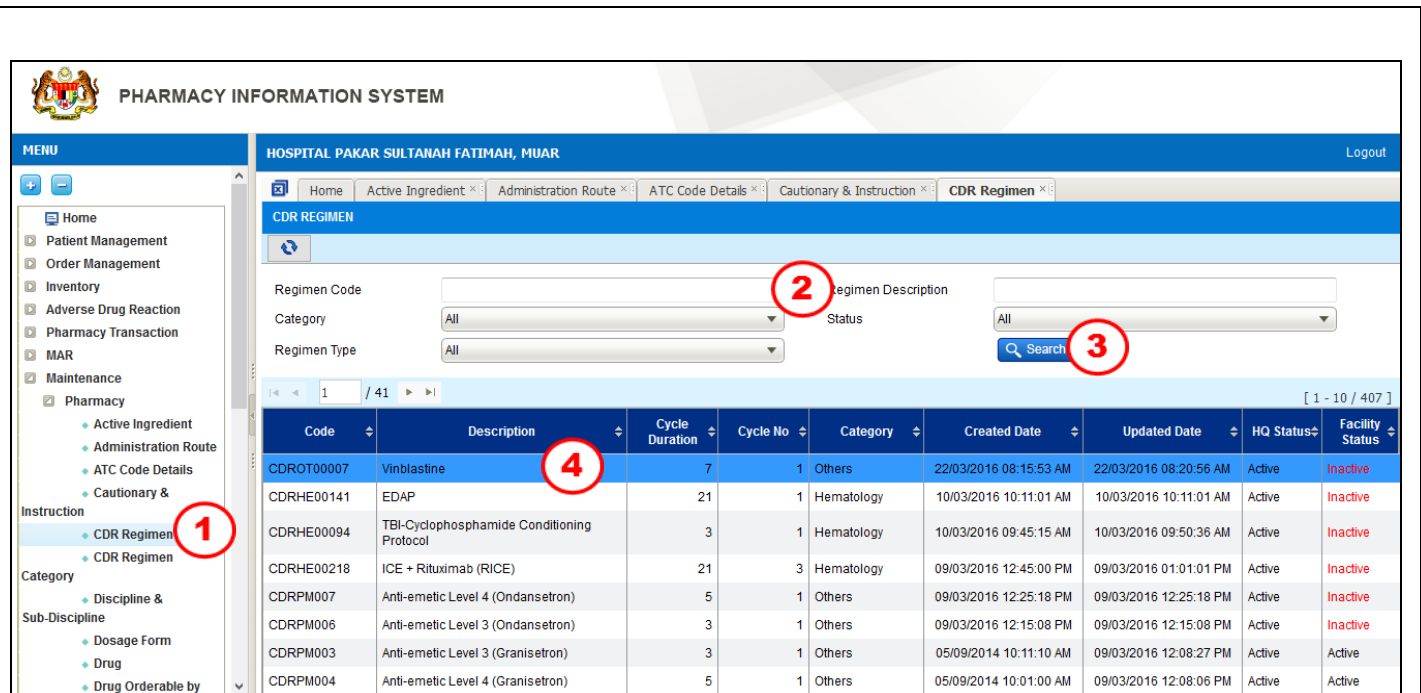
STEP 5

Click on the  button and to close record.

3.5 CDR Regimen

This screen shows the CDR Regimen screen. In this screen, users are allowed to choose which CDR regimen that will be use in the facility.

To View and Edit Existing Record



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Logout

Home Active Ingredient Administration Route ATC Code Details Cautionary & Instruction CDR Regimen

CDR REGIMEN

Regimen Code Regimen Description

Category Status

Regimen Type

1 / 41

Code	Description	Cycle Duration	Cycle No	Category	Created Date	Updated Date	HQ Status	Facility Status
CDROT00007	Vinblastine	7	1	Others	22/03/2016 08:15:53 AM	22/03/2016 08:20:56 AM	Active	Inactive
CDRHE00141	EDAP	21	1	Hematology	10/03/2016 10:11:01 AM	10/03/2016 10:11:01 AM	Active	Inactive
CDRHE00094	TBI-Cyclophosphamide Conditioning Protocol	3	1	Hematology	10/03/2016 09:45:15 AM	10/03/2016 09:50:36 AM	Active	Inactive
CDRHE00218	ICE + Rituximab (RICE)	21	3	Hematology	09/03/2016 12:45:00 PM	09/03/2016 01:01:01 PM	Active	Inactive
CDRPM007	Anti-emetic Level 4 (Ondansetron)	5	1	Others	09/03/2016 12:25:18 PM	09/03/2016 12:25:18 PM	Active	Inactive
CDRPM006	Anti-emetic Level 3 (Ondansetron)	3	1	Others	09/03/2016 12:15:08 PM	09/03/2016 12:15:08 PM	Active	Inactive
CDRPM003	Anti-emetic Level 3 (Granisetron)	3	1	Others	05/09/2014 10:11:10 AM	09/03/2016 12:08:27 PM	Active	Active
CDRPM004	Anti-emetic Level 4 (Granisetron)	5	1	Others	05/09/2014 10:01:00 AM	09/03/2016 12:08:06 PM	Active	Active

Figure 3.5-1 CDR Regimen

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'CDR Regimen'

STEP 2

Search existing record based on below search criteria:

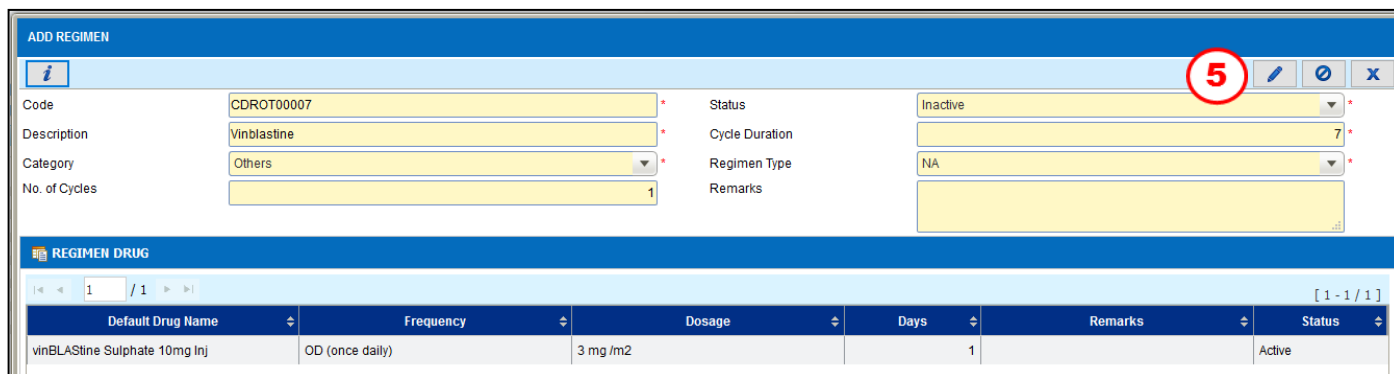
- Regimen Code
- Regimen Description
- Category
- Status
- Regimen type

STEP 3

Click on button to search the CDR Regimen records

STEP 4

Double click on selected CDR Regimen to view the record



ADD REGIMEN

5 [Edit Icon]

Code: CDROT00007 * Status: Inactive *

Description: Vinblastine * Cycle Duration: 7 *

Category: Others * Regimen Type: NA *

No. of Cycles: 1 Remarks:

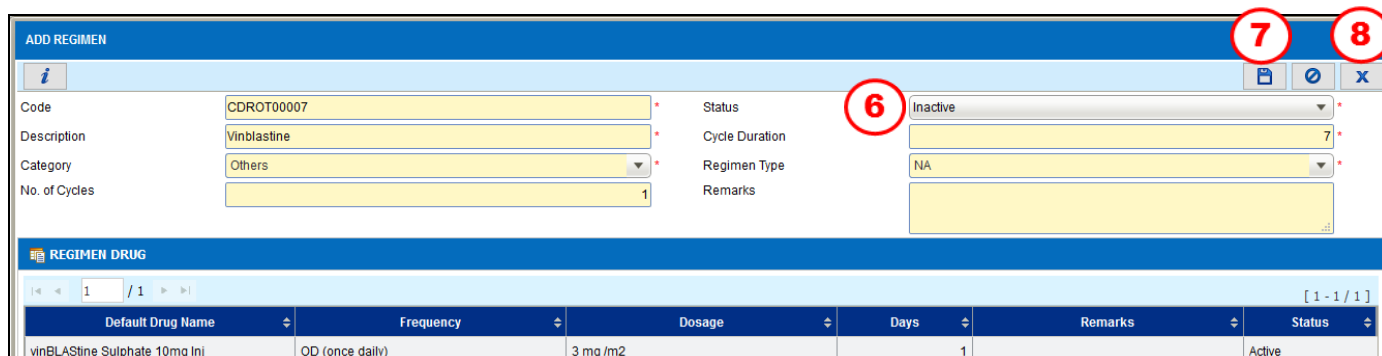
REGIMEN DRUG

Default Drug Name	Frequency	Dosage	Days	Remarks	Status
vinBLASline Sulphate 10mg Inj	OD (once daily)	3 mg /m2	1		Active

Figure 3.5-2 Edit Regimen

STEP 5

Click on  button to proceed with editing.



ADD REGIMEN

6 [Status Dropdown: Inactive] **7** [Save Icon] **8** [Close Icon]

Code: CDROT00007 * Status: Inactive *

Description: Vinblastine * Cycle Duration: 7 *

Category: Others * Regimen Type: NA *

No. of Cycles: 1 Remarks:

REGIMEN DRUG

Default Drug Name	Frequency	Dosage	Days	Remarks	Status
vinBLASline Sulphate 10mg Inj	OD (once daily)	3 mg /m2	1		Active

Figure 3.5-3 Change Status in Add Regimen

STEP 6

Click on the Status and select options

- a) Active – CDR Regimen for dispensing is available in facility
- b) Inactive – CDR Regimen for dispensing is not available in facility

STEP 7

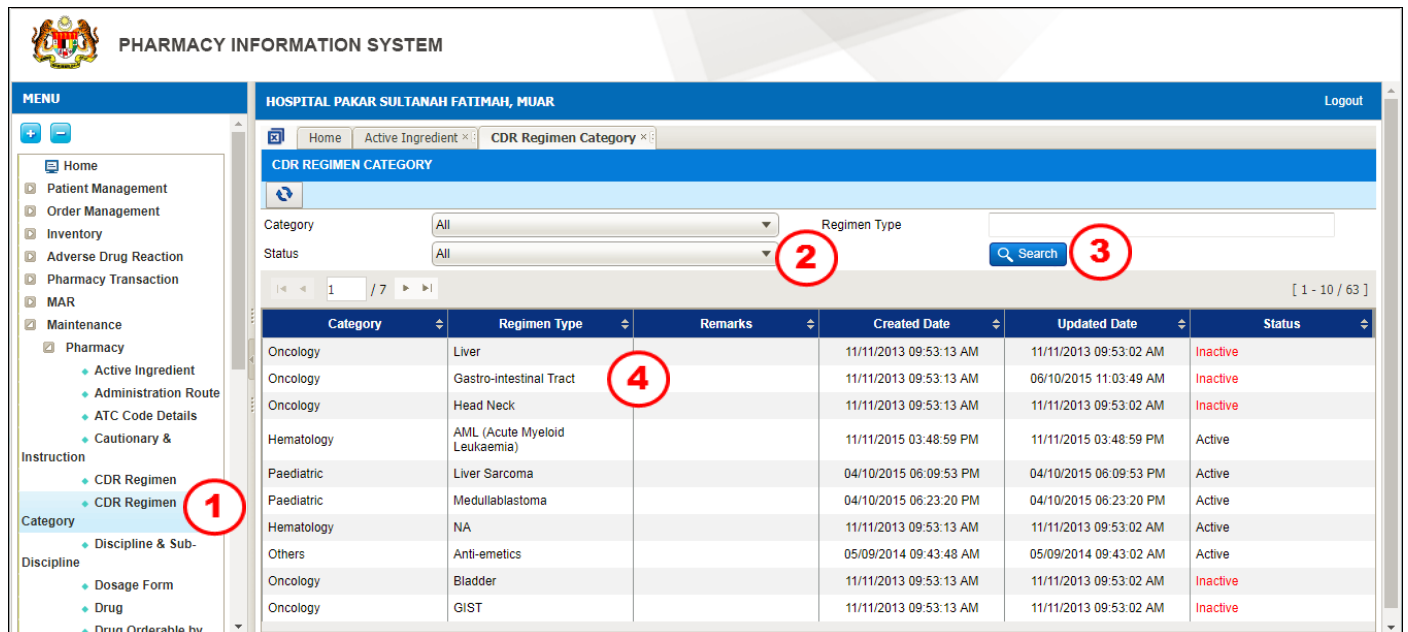
Click  button to save and complete the process

STEP 8

Click on the  button and to close record.

3.6 CDR Regimen Category

To view CDR Regimen Category record



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Active Ingredient CDR Regimen Category

CDR REGIMEN CATEGORY

Category: All Regimen Type: Status: All Search

1 / 7 [1 - 10 / 63]

Category	Regimen Type	Remarks	Created Date	Updated Date	Status
Oncology	Liver		11/11/2013 09:53:13 AM	11/11/2013 09:53:02 AM	Inactive
Oncology	Gastro-intestinal Tract		11/11/2013 09:53:13 AM	06/10/2015 11:03:49 AM	Inactive
Oncology	Head Neck		11/11/2013 09:53:13 AM	11/11/2013 09:53:02 AM	Inactive
Hematology	AML (Acute Myeloid Leukaemia)		11/11/2015 03:48:59 PM	11/11/2015 03:48:59 PM	Active
Paediatric	Liver Sarcoma		04/10/2015 06:09:53 PM	04/10/2015 06:09:53 PM	Active
Paediatric	Medullablastoma		04/10/2015 06:23:20 PM	04/10/2015 06:23:20 PM	Active
Hematology	NA		11/11/2013 09:53:13 AM	11/11/2013 09:53:02 AM	Active
Others	Anti-emetics		05/09/2014 09:43:48 AM	05/09/2014 09:43:02 AM	Active
Oncology	Bladder		11/11/2013 09:53:13 AM	11/11/2013 09:53:02 AM	Inactive
Oncology	GIST		11/11/2013 09:53:13 AM	11/11/2013 09:53:02 AM	Inactive

Figure 3.6-1 CDR Regimen Category

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'CDR Regimen Category'

STEP 2

Search existing record based on below search criteria:

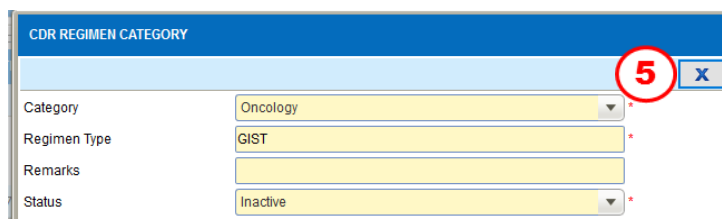
- Category
- Status
- Regimen Category

STEP 3

Click on  button to search the CDR Regimen Category records.

STEP 4

Double click on selected CDR Regimen to view the records.



CDR REGIMEN CATEGORY

Category: Oncology Regimen Type: GIST Remarks: Status: Inactive

5 X

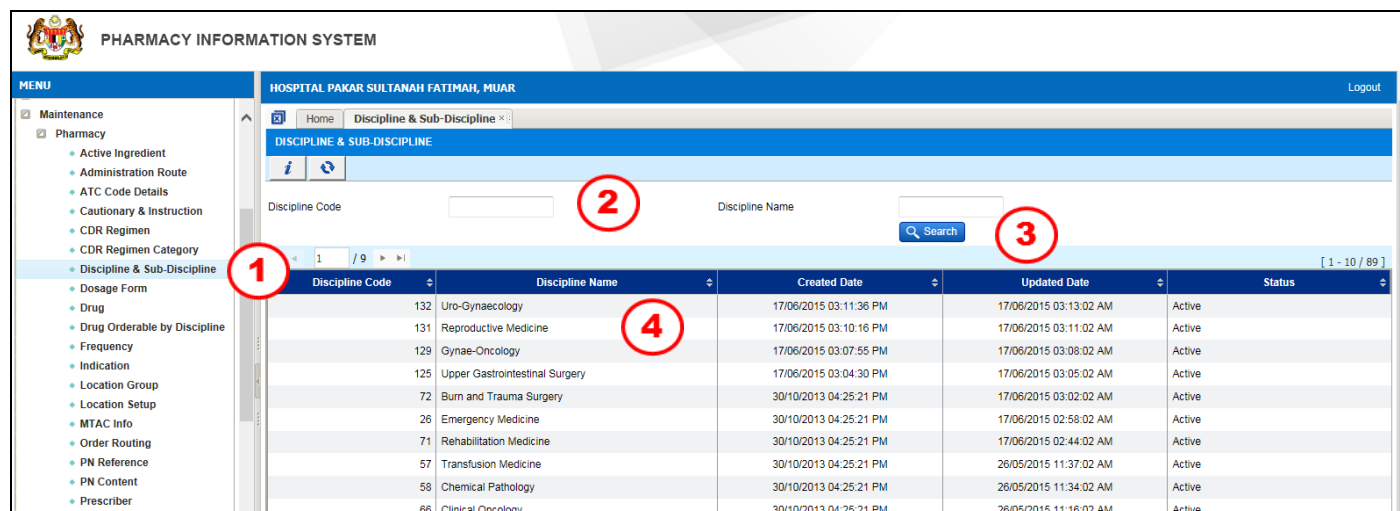
Figure 3.6-2 CDR Regimen Category

STEP 5

Click on the  button and to close record.

3.7 Discipline & Sub-Discipline

To View Discipline & Sub-Discipline record



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home Discipline & Sub-Discipline

DISCIPLINE & SUB-DISCIPLINE

Discipline Code Discipline Name

1 / 9

Discipline Code	Discipline Name	Created Date	Updated Date	Status
132	Uro-Gynaecology	17/06/2015 03:11:36 PM	17/06/2015 03:13:02 AM	Active
131	Reproductive Medicine	17/06/2015 03:10:16 PM	17/06/2015 03:11:02 AM	Active
129	Gynae-Oncology	17/06/2015 03:07:55 PM	17/06/2015 03:08:02 AM	Active
125	Upper Gastrointestinal Surgery	17/06/2015 03:04:30 PM	17/06/2015 03:05:02 AM	Active
72	Burn and Trauma Surgery	30/10/2013 04:25:21 PM	17/06/2015 03:02:02 AM	Active
26	Emergency Medicine	30/10/2013 04:25:21 PM	17/06/2015 02:58:02 AM	Active
71	Rehabilitation Medicine	30/10/2013 04:25:21 PM	17/06/2015 02:44:02 AM	Active
57	Transfusion Medicine	30/10/2013 04:25:21 PM	26/05/2015 11:37:02 AM	Active
58	Chemical Pathology	30/10/2013 04:25:21 PM	26/05/2015 11:34:02 AM	Active
66	Clinical Oncology	30/10/2013 04:25:21 PM	26/05/2015 11:16:02 AM	Active

Figure 3.7-1 Discipline & Sub-Discipline

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Discipline & Sub-Discipline

STEP 2

Search existing record based on below search criteria:

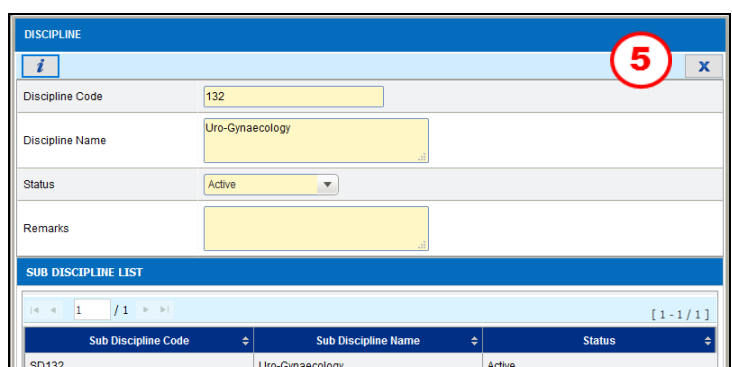
- Discipline Code
- Discipline name

STEP 3

Click on button to search the Discipline & Sub-Discipline records

STEP 4

Double click on selected Discipline & Sub-Discipline to view the record



DISCIPLINE

Discipline Code

Discipline Name

Status

Remarks

SUB DISCIPLINE LIST

1 / 1

Sub Discipline Code	Sub Discipline Name	Status
SD132	Uro-Gynaecology	Active

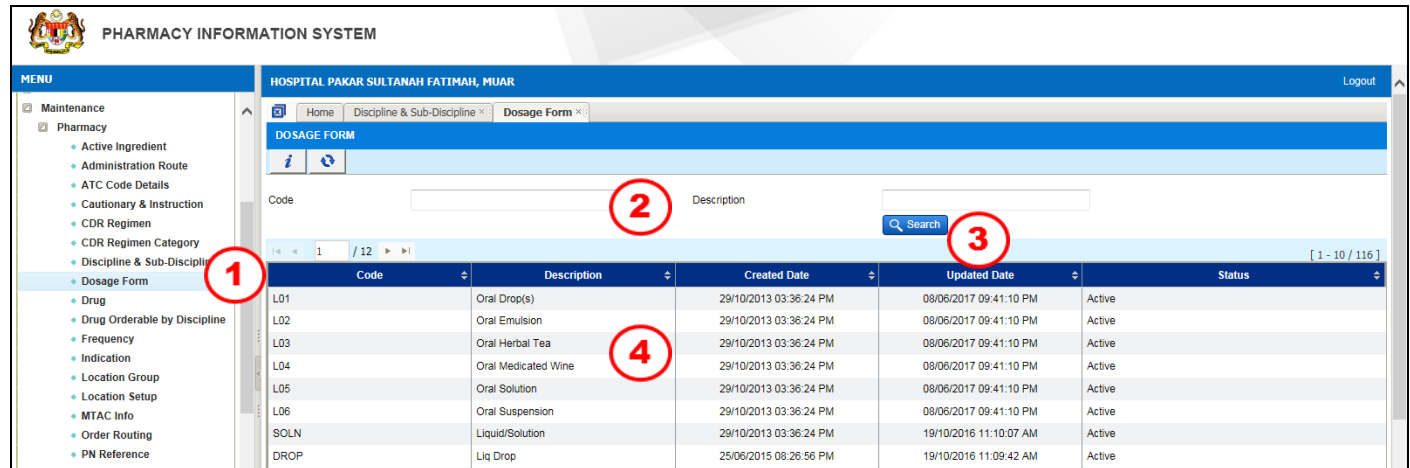
Figure 3.7-2 Discipline & Sub-Discipline List

STEP 5

Click on the button and to close record

3.8 Dosage Form

To view Dosage Form record



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

MENU

- Maintenance
 - Pharmacy
 - Active Ingredient
 - Administration Route
 - ATC Code Details
 - Cautionary & Instruction
 - CDR Regimen
 - CDR Regimen Category
 - Discipline & Sub-Discipline
 - Dosage Form**
 - Drug
 - Drug Orderable by Discipline
 - Frequency
 - Indication
 - Location Group
 - Location Setup
 - MTAC Info
 - Order Routing
 - PN Reference

DOSAGE FORM

Code: Description:

Code	Description	Created Date	Updated Date	Status
L01	Oral Drop(s)	29/10/2013 03:36:24 PM	08/06/2017 09:41:10 PM	Active
L02	Oral Emulsion	29/10/2013 03:36:24 PM	08/06/2017 09:41:10 PM	Active
L03	Oral Herbal Tea	29/10/2013 03:36:24 PM	08/06/2017 09:41:10 PM	Active
L04	Oral Medicated Wine	29/10/2013 03:36:24 PM	08/06/2017 09:41:10 PM	Active
L05	Oral Solution	29/10/2013 03:36:24 PM	08/06/2017 09:41:10 PM	Active
L06	Oral Suspension	29/10/2013 03:36:24 PM	08/06/2017 09:41:10 PM	Active
SOLN	Liquid/Solution	29/10/2013 03:36:24 PM	19/10/2016 11:10:07 AM	Active
DROP	Liq Drop	25/06/2015 08:26:56 PM	19/10/2016 11:09:42 AM	Active

Figure 3.8-1 Dosage Form

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Dosage Form'.

STEP 2

Search existing record based on below search criteria:

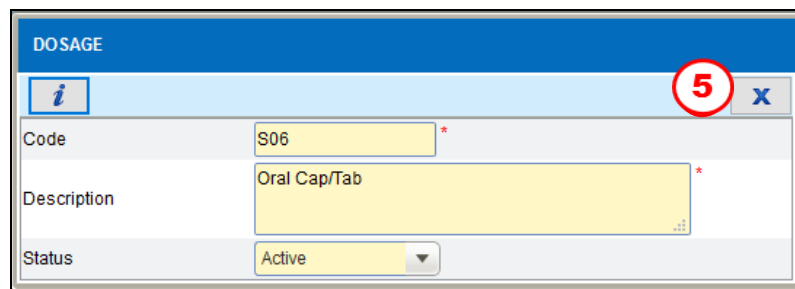
- Code
- Description

STEP 3

Button to search Dosage Form.

STEP 4

Double click on selected Dosage Form to view the record.



DOSAGE

Code:

Description:

Status:

Figure 3.8-2 Dosage Record

STEP 5

Click on the button and to close record.

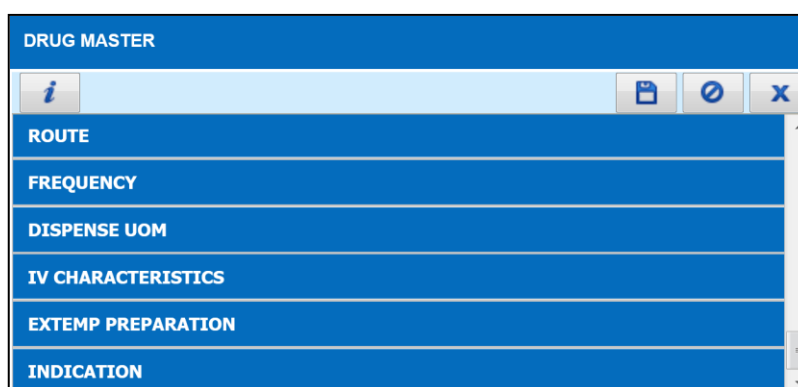
3.9 Drug

This screen consists of synchronized data from IWP (Integrated Web Portal) managed and supervised by Respective BPF. There are a few configurations can be edited and add by Data Admin in Facility. Drug Master screen allows facility user to view and modify a few drug master information. The Drug records is used for Inpatient Pharmacy, Outpatient Pharmacy, Medication Order, Manufacturing and other function in system.

Malaysia Drug Code (MDC) is a code assigned to a particular drug for identification. It is assigned uniquely to identify all drug products involving prescribed medicines and over the counter (OTC) products that have been registered with Drug Control Authority or have obtained special approval for use in Malaysia. The MDC will be used as a standard code for drug management in all health application systems in the Ministry of Health institution and for information sharing among health care providers.

MDC can also be used as a tool for drug utilization research. The use of standard coding throughout health facilities would ideally accomplish similar cost savings in contracting, inventory management, product identification, utilization and benchmarking, distribution and logistics management. MDC contains 17 alphanumeric digits and grouped into five segments.

As per below is information with details that manage by respective HQ.



Drug master consist:

Section	Functions
Route	Uses to set default route of administration as top selection during prescribing.
Frequency	Uses to sets Facility Default Frequency as top selection during prescribing.
Dispense UOM	Uses for allocation function at pharmacy preparation stage. This function allows user to dispense based on packaging.
IV Characteristic	Uses to sets default dilution and shelf life duration of an infusion upon IV Order.
Extemp Preparation	Uses to standardize formulation of preparation worksheet.
Indication	Uses to set a symptom that suggests certain medical treatment that necessary for a drug. This information will be used in prescribe function and printed label.

DRUG MASTER

Drug Code

B01AD01000P4001XX

Formulary

Yes

Strength value

1500000

International

Drug Category

A*

Drug Type

General

Quantity value

5

millilitre

Drug Schedule

Schedule Poison

Dosage Form

Powder for Solution

Active Ingredient

Streptokinase

Item Sub Class

Injectables

SKU

1

vial

Drug Name

Streptokinase 1,500,000 IU Inj

Trade Name

NA

Conversion Factor

5

Drug Label

Streptokinase 1,500,000 IU Inj

Status

Active

Defined Daily Dose

0

UOM

Value To Be Displayed

☒ Strength ☐ Quantity ☐ None

Authorisation Category

A#

Drug Price

901.80

Description in English

Description in Local Language

Drug Average Price (RM)

736.54

Administration Instruction

Special Instruction

Recons with Normal Saline

Cautionary

☒ Split Dose Applicable
☒ Tapering Down
☒ Tapering Up
☐ Opioid Substitution Treatment (OST)

☐ NEDL Flag
☒ Fractional Dosage Applicable
☒ Fractional Dosage Round Up

☐ AUC Calculator Applicable
☐ TDM
☐ Compounded Item

☐ Special Approved Drug
☐ Allow Duplicate Order
☐ Combination Drug

Figure 3.9-1 Drug Master

Note

- As per below is information that only viewable by facility user as per figure 3.9-1 Drug Master.

Drug Master	
Drug Code	These codes are based on HQ standards procedures and guidelines on drug code creation. Codes are based on MDC code and Code managed by HQ.
Drug Category	A drug is classified by the chemical type of the active ingredient or by the way it is used to treat a particular condition.
Drug Schedule	The sequence and time allotted for each drug or medication required for its completion.
Active Ingredient	Components of a chemical product which (irrespective of their relative quantity) help directly in achieving its performance objectives.
Drug Name	The chemical name of a drug
Drug Label	The name of a drug printed on label
Value to Be Display	HQ will select either one of these value, to be prescribe and dispensed: Strength – Strength or dosage of the drug Quantity – Amount of drug
Administration Instruction	Detailed directions on procedure to consume drug
Special Instruction	Special direction on how to consume drug
Cautionary	As a warning; intended to warn about the drug
Formulary	A book containing a list of pharmaceutical products, with their formulas and means of preparation, HQ will select from the drop down list: * Yes – if the drug prepared by referring to formulas * No – if the drug not prepared by referring to formulas
Drug Type	Kind of drug, HQ will be select from either one of these list:

	* General * Generator * PN * Radiopharma * Raw Material
Item Sub Class	Form of a drug.
Trade Name	A name used to identify a commercial product or service, also called brand name.
Status	Will be displayed condition: *Active – Status indicates HQ enable Facility User to use the drug. This will enable user to do next procurement, prescribing and others functionality at Facility. *Inactive – Status indicates HQ disable Facility User to use the drug. This will disable user to do next procurement, prescribing and others functionality at Facility.
Authorization Category	List of drug category if the particular drug need authorization, HQ will select either one from the drop down list: - * A - * A* - * A/KK - * C - * B
Description in Local Language	Statement or an account describing about the specific drug. -This field shall be defined in local language (e.g. Malay)
Strength Value	Amount of the drug strength.
Quantity Value	Amount of the drug quantity.
Dosage form	Describe the physical form of drug.
SKU	Stock keeping unit, amount of drug.
Conversation Factor	A value that represent ratio between SKU and PKU. This ratio used in various functions in system such as indenting, issuing and etc.
Define Daily Dose	A value to define daily dose for reporting purposes.
Drug Price	Drug's price for Labeled drug.
Drug Average Price(RM)	It's a price derived from a formula that calculates average of all item average price. Used for several functions and reports in system such as supplementary order for APPL, RPL and etc. Refer user manual inventory procurement APPL.

☒ Split Dose Applicable	☒ Tapering Down	☒ Tapering Up	☐ Opioid Substitution Treatment (OST)
☒ NEDL Flag	☒ Fractional Dosage Applicable	☐ Fractional Dosage Round Up	
☐ AUC Calculator Applicable	☒ TDM	☐ Compounded Item	
☐ Special Approved Drug	☐ Allow Duplicate Order	☐ Combination Drug	

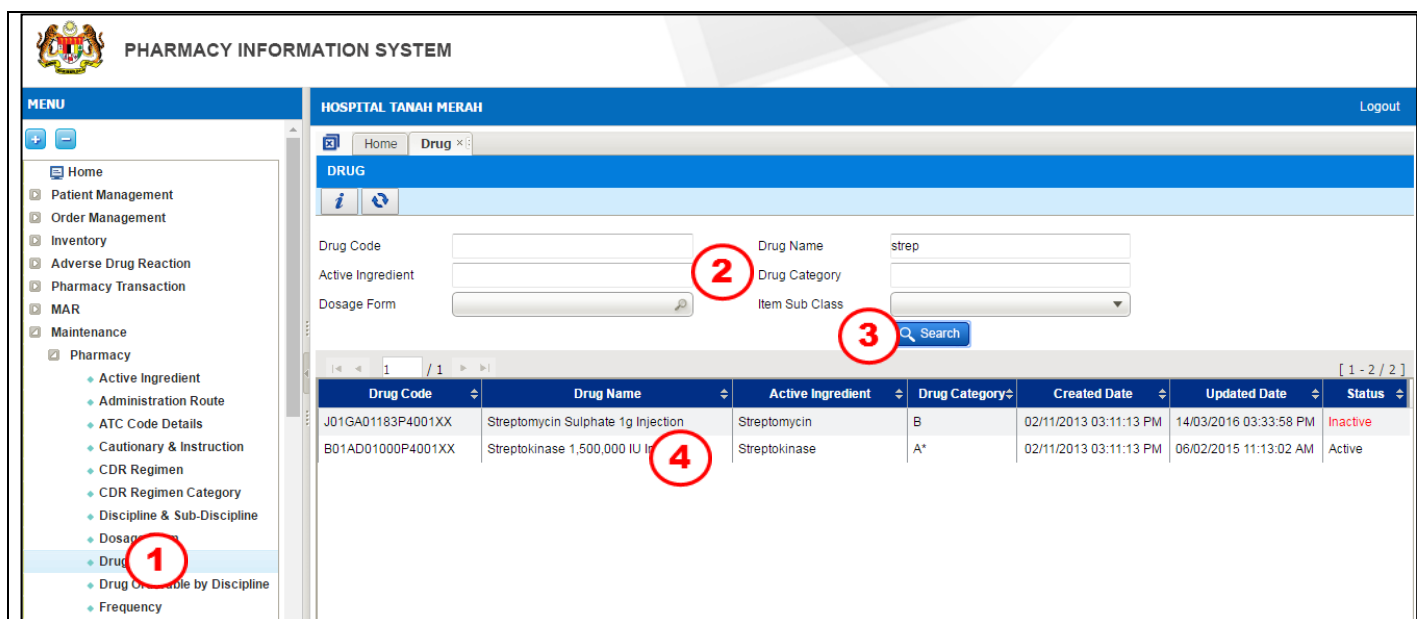
Figure 3.9-2 Drug Master

Note

- As per below is information that only viewable by facility user as per figure 3.9-1 Drug Master.

Column	Description
Split Dose Applicable	To enable split dose function for the drug upon ordering.
NEDL Flag	To set a drug is National Essential Drug List
AUC Calculator Applicable	To set a drug able to use AUC Calculator upon ordering
Special Approved Drug	To set a drug as KPK drug and use in Special Drug Request order, inventory etc.
Tapering Down	To enable Tapering Down function for the drug upon ordering.
Fractional Dosage Applicable	To enable Fractional Dosage function for the drug upon ordering.
TDM	To enable TDM function for the drug upon ordering.
Allow Duplicate Order	To Allow Duplicate Order function for the drug upon ordering.
Tapering Up	To Allow Tapering Up function for the drug upon ordering.
Fractional Dosage Round Up	To Allow Fractional Dosage Round Up function for the drug upon ordering.
Compounded Item	To Allow Compounded Item function for the drug upon preparation.
Combination Drug	To Allow Combination Drug function for the drug upon preparation.
Opioid Substitution Treatment (OST)	To Allow Methadone Dispensing function for the drug upon ordering.

To view and edit existing record



PHARMACY INFORMATION SYSTEM

HOSPITAL TANAH MERAH Logout

Home Drug

DRUG

Drug Code: Drug Name:

Active Ingredient: Drug Category:

Dosage Form: Item Sub Class:

Drug Code	Drug Name	Active Ingredient	Drug Category	Created Date	Updated Date	Status
J01GA01183P4001XX	Streptomycin Sulphate 1g Injection	Streptomycin	B	02/11/2013 03:11:13 PM	14/03/2016 03:33:58 PM	Inactive
B01AD01000P4001XX	Streptokinase 1,500,000 IU In	Streptokinase	A*	02/11/2013 03:11:13 PM	06/02/2015 11:13:02 AM	Active

Figure 3.9-3 Drug Page

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' and click 'Drug'

STEP 2

To search for existing record(s), user may search by criteria as follows:

No	Field	Description	Remarks
a	Drug Code	HQ drug code or etc	Able to filter and search record(s)
b	Drug Name	HQ drug name or etc	Able to filter and search record(s)
c	Active Ingredient	By Drug`s active ingredient	Able to filter and search record(s)
d	Drug Category	By Drug`s category	Able to filter and search record(s)
e	Dosage Form	Search by; - Oral Pill - Oral Suspension - etc	Display existing Data
f	Item subclass	Search by; - Cytotoxic - Tablet/Capsule - etc	Display existing Data

Table 3.9-4

STEP 3

Click on the button after inserting criteria as per Figure 3.9-3 Drug Page.

Note

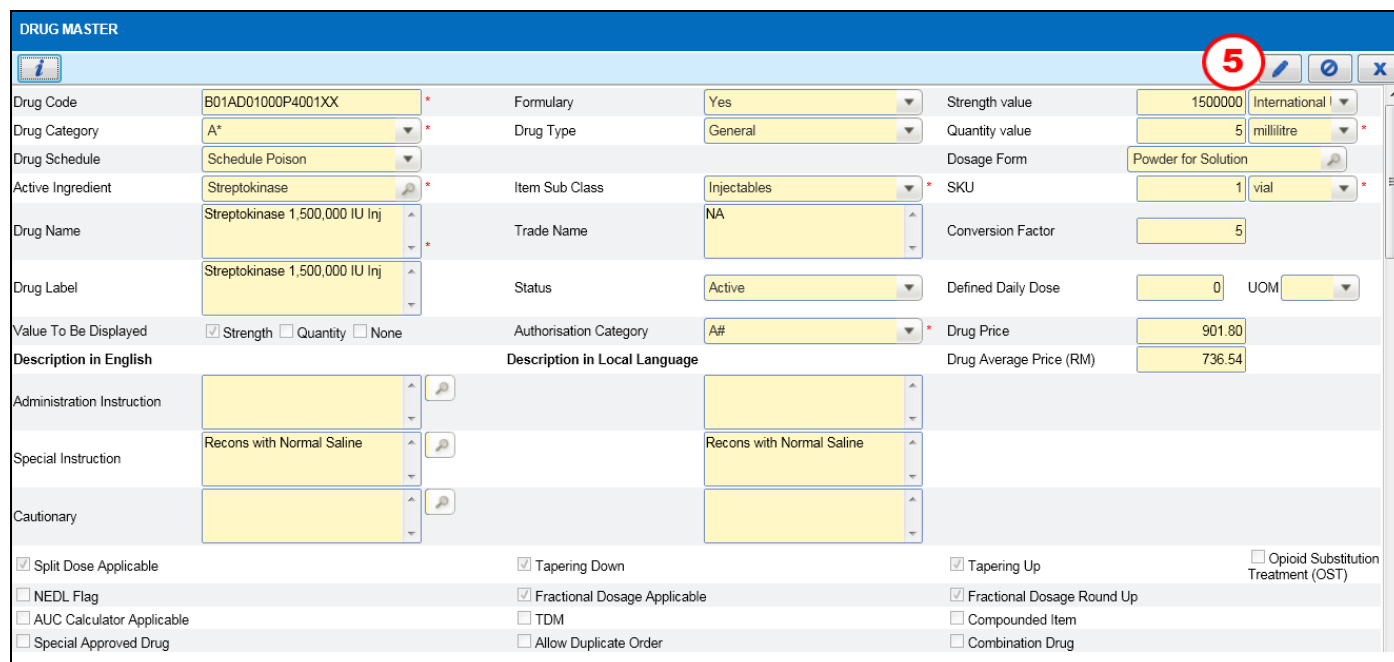
- The result display will be based on the entered criteria as shown in Figure 3.9-4.

STEP 4

Double click on the selected record details listed down as per Figure 3.1-1.

Note

- The details of the Drug's DRUG MASTER screen will be displayed as per Figure 3.1-2.



DRUG MASTER							
Drug Code	B01AD01000P4001XX *	Formulary	Yes	Strength value	1500000	International I	
Drug Category	A* *	Drug Type	General	Quantity value	5	millilitre	*
Drug Schedule	Schedule Poison			Dosage Form	Powder for Solution		
Active Ingredient	Streptokinase *	Item Sub Class	Injectables *	SKU	1	vial	*
Drug Name	Streptokinase 1,500,000 IU Inj *	Trade Name	NA	Conversion Factor	5		
Drug Label	Streptokinase 1,500,000 IU Inj	Status	Active	Defined Daily Dose	0	UOM	
Value To Be Displayed	☒ Strength ☐ Quantity ☐ None	Authorisation Category	A# *	Drug Price	901.80		
Description in English		Description in Local Language		Drug Average Price (RM)	736.54		
Administration Instruction							
Special Instruction	Recons with Normal Saline						
Cautionary							
☒ Split Dose Applicable ☒ Tapering Down ☒ Tapering Up ☐ Opioid Substitution Treatment (OST)							
☐ NEDL Flag ☒ Fractional Dosage Applicable ☒ Fractional Dosage Round Up							
☐ AUC Calculator Applicable ☐ TDM ☐ Compounded Item							
☐ Special Approved Drug ☐ Allow Duplicate Order ☐ Combination Drug							

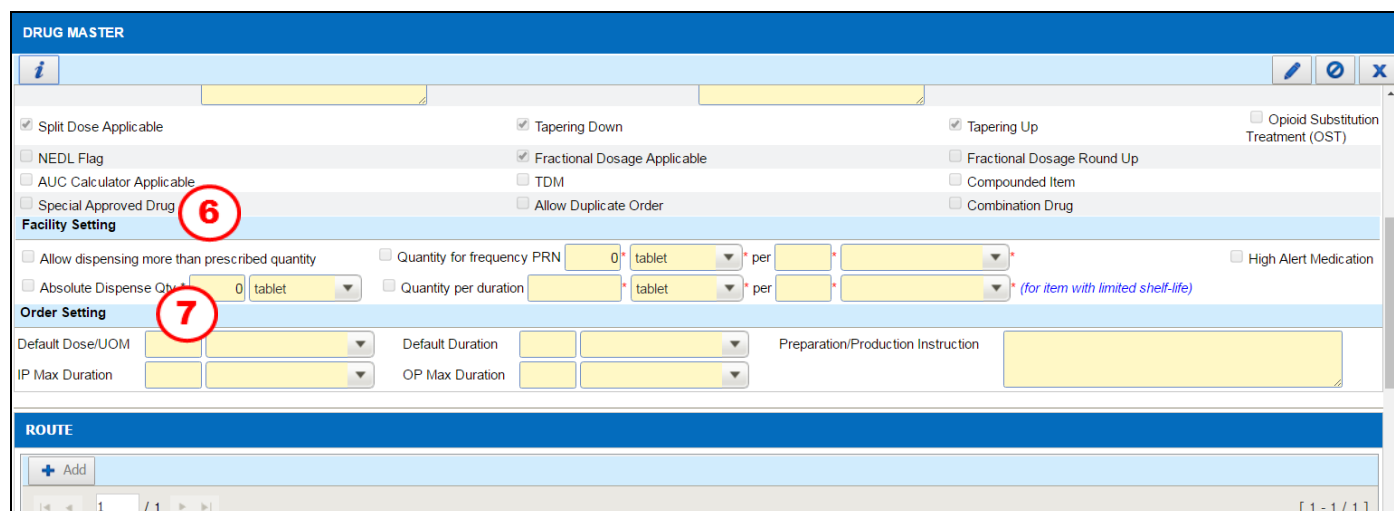
Figure 3.9-5 Drug Master

STEP 5

Click button  "Edit Record" as per Figure 3.9-5 Drug Master

Note

- This enable user to edit and add a few configuration



DRUG MASTER

☒ Split Dose Applicable ☒ Tapering Down ☒ Tapering Up ☐ Opioid Substitution Treatment (OST)

☐ NEDL Flag ☒ Fractional Dosage Applicable ☐ Fractional Dosage Round Up

☐ AUC Calculator Applicable ☐ TDM ☐ Compounded Item

☐ Special Approved Drug ☐ Allow Duplicate Order ☐ Combination Drug

Facility Setting

☐ Allow dispensing more than prescribed quantity ☐ Quantity for frequency PRN 0 tablet per [] [] ☐ High Alert Medication

☐ Absolute Dispense Qty 0 tablet ☐ Quantity per duration [] tablet per [] [] (for item with limited shelf-life)

Order Setting

Default Dose/UOM [] [] Default Duration [] [] Preparation/Production Instruction [] []

IP Max Duration [] [] OP Max Duration [] []

ROUTE

+ Add

1 / 1 [1 - 1 / 1]

Figure 3.9-6 Drug Master

STEP 6

Edit facility setting by select the applicable ☐ check boxes;

Allow dispensing more than prescribed quantity.	To allow the selected drug to be dispensed more than prescribed quantity.
Default Qty when PRN Frequency selected.	To allow default quantity to be ordered When PRN Frequency Selected.
High Alert Medication.	To mark the drug with icon High Alert Medication at Ordering screen.
Absolute Dispense Qty.	To ensure the drug dispensing is equal or lower than value inserted during prescribe.
Quantity Per Duration	To allow default quantity to be ordered by duration with limited shelf life

STEP 7

Edit order setting by select and fill the applicable boxes;

Default Dose/UOM	To set default dosing value upon prescribing.
Default Duration	To allow duration for the drug ordered defaulted to the value upon prescribing.
IP Max Duration	To lock maximum duration order for inpatient prescription.
OP Max Duration	To lock maximum duration order for outpatient prescription.
Preparation/Production Instruction	To set preparation/production instruction for the drug.

DRUG MASTER

ROUTE

+ Add

1 / 1 [1 - 2 / 2]

Code	Description	Facility Default Route	HQ Default Route	Factor	Description In Local Language	Status
IV	Intravenous	☒ 8	☐	1	Intravenous	Active
INF	Intravenous Infusion	☐	☒	1	IV Infusion	Active

Figure 3.9-7 Drug Master

STEP 8

Click the radio button to set the admin route practiced in the facility for the selected drug as per Figure 3.9-7 Drug Master.

DRUG MASTER

FREQUENCY

+ Add

1 / 1 [1 - 5 / 5]

Frequency Code	Description	Facility Default Frequency	HQ Default Frequency	Description In Local Language	Guideline	Status
TDS	TDS (3 times a day)	☐	☐	3 kali sehari (Pagi, Petang, Malam)	MOH Recommendation	Active
QID	QID (4 times a day)	☐	☐	4 kali sehari (Pg, Tghr, Ptg, Mlm)	MOH Recommendation	Active
BID	BD (twice daily)	☒ 9	☐	2 kali sehari (Pagi dan ptg)	MOH Recommendation	Active
OD	OD (once daily)	☐	☒	1 Kali Sehari	MOH Recommendation	Active
STAT	STAT	☐	☐	Serta merta	MOH Recommendation	Active

DISPENSE UOM

+ Add

1 / 1 [1 - 2 / 2]

UOM Code	UOM Description	Conversion To Primary SKU	Default Dispense UOM	Dispensing Price	Status
ml	millilitre	1	☒	0.02	Active
bott	bottle of 120 millilitre	120	☐ 10	2.40	Active

Figure 3.9-8 Drug Master

STEP 9

Click the radio button to set the frequency practiced in the facility for the selected drug as per Figure 3.9-8 Drug Master.

STEP 10

Click the radio button to set default Dispense UOM (unit of measurement) during drug preparation as per Figure 3.9-8 Drug Master.

DRUG MASTER

IV CHARACTERISTICS

Diluent

Drug

☒

Infuse Over (hh:mm)

Reconstitution Fluid

Inotrope Order Applicable

Storage Condition

☐ Room Temperature (< 25 °C)

☒ Refrigerate (2 - 8 °C)

Preparation Options

☒ Option 1: Total Volume = Drug Volume + Diluent Volume

☐ Option 2: Diluent Volume = Total Volume - Drug Volume

Compatible Fluid

1 / 1

[1 - 3 / 3]

Drug	Default	Status
Sodium Chloride 0.9% 500mL IV soln	☐	Active
Sodium Chloride 0.45% 500mL IV soln	☐	Active
Dextrose 5% 500ml IV soln	☒	Active

Figure 3.9-9 Drug Master

STEP 11

Click the radio button to set your default configuration as per Figure 3.9-9 Drug Master.

STEP 12

Click the radio button to set your default configuration as per Figure 3.9-9 Drug Master.

EXTEMP PREPARATION

+ Add

1 / 1

Default	Preparation Name	Vehicle	Storage	Expiry (Days)	Remark	Status
No Records Found!						

INDICATION

+ Add

1 / 1

[1 - 2 / 2]

Indication Code	Indication Description	Facility Default Indication	HQ Default Indication	Guideline	Status
A10B	Diabetes	☐	☒	MOH Recommendation	Active
IND0034	Diabetes	☐	☐	MOH Recommendation	Inactive

Figure 3.9-10 Drug Master

STEP 13

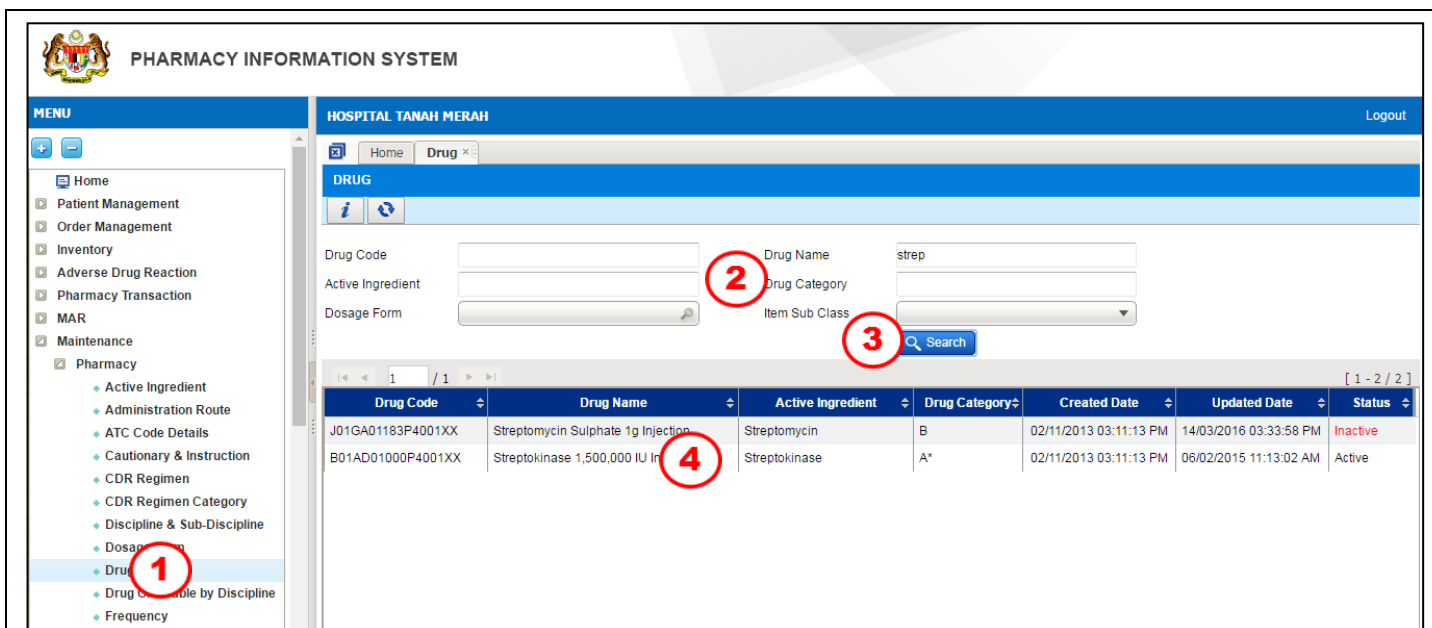
Click the radio button to set your default preparation for extemporaneous as per Figure 3.9-10 Drug Master.

STEP 14

Click the radio button to set your facility default indication to be printed on label as per Figure 3.9-10 Drug Master.

To Add New record

This function is to add settings that are allowed by HQ.



PHARMACY INFORMATION SYSTEM

HOSPITAL TANAH MERAH Logout

Home Drug

DRUG

Drug Code: Drug Name:

Active Ingredient: Drug Category:

Dosage Form: Item Sub Class:

Drug Code	Drug Name	Active Ingredient	Drug Category	Created Date	Updated Date	Status
J01GA01183P4001XX	Streptomycin Sulphate 1g Injection	Streptomycin	B	02/11/2013 03:11:13 PM	14/03/2016 03:33:58 PM	Inactive
B01AD01000P4001XX	Streptokinase 1,500,000 IU In	Streptokinase	A*	02/11/2013 03:11:13 PM	06/02/2015 11:13:02 AM	Active

Figure 3.9-11 Drug Master

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' and click 'Drug'

STEP 2

To search for existing record(s), user may search by criteria as follows:

No	Field	Description	Remarks
a	Drug Code	HQ drug code or etc	Able to filter and search record(s)
b	Drug Name	HQ drug name or etc	Able to filter and search record(s)
c	Active Ingredient	By Drug`s active ingredient	Able to filter and search record(s)
d	Drug Category	By Drug`s category	Able to filter and search record(s)
e	Dosage Form	Search by; - Oral Pill - Oral Suspension - etc	Display existing Data
f	Item subclass	Search by; - Cytotoxic - Tablet/Capsule - etc	Display existing Data

Table 3.9-12

STEP 3

Click on the button after inserting criteria as per Figure 3.9-11 Drug Page.

Note

- The result display will be based on the entered criteria as shown in Figure 3.9-12.

STEP 4

Double click on the selected record details listed down as per Figure 3.9-11

Note

- The details of the Drug`s DRUG MASTER screen will be displayed as per Figure 3.9-12

DRUG MASTER

5

Drug Code: B01AD01000P4001XX * Formulary: Yes Strength value: 1500000 International I

Drug Category: A* Drug Type: General Quantity value: 5 millilitre *

Drug Schedule: Schedule Poison Dosage Form: Powder for Solution *

Active Ingredient: Streptokinase * Item Sub Class: Injectables * SKU: 1 vial *

Drug Name: Streptokinase 1,500,000 IU Inj Trade Name: NA Conversion Factor: 5

Drug Label: Streptokinase 1,500,000 IU Inj Status: Active Defined Daily Dose: 0 UOM: *

Value To Be Displayed: ☒ Strength ☐ Quantity ☐ None Authorisation Category: A# * Drug Price: 901.80

Description in English: Description in Local Language: Drug Average Price (RM): 736.54

Administration Instruction: Recons with Normal Saline

Special Instruction: Recons with Normal Saline

Cautionary:

☒ Split Dose Applicable ☒ Tapering Down ☒ Tapering Up ☐ Opioid Substitution Treatment (OST)

☐ NEDL Flag ☒ Fractional Dosage Applicable ☒ Fractional Dosage Round Up

☐ AUC Calculator Applicable ☐ TDM ☐ Compounded Item

☐ Special Approved Drug ☐ Allow Duplicate Order ☐ Combination Drug

Figure 3.9-13 Drug Master

STEP 5

Click button  "Edit Record" as per Figure 3.9-13 Drug Master.

DRUG MASTER

6

OD	OD (once daily)	☒	☒	1 Kali Sehari	MOH Recommendation	Active
BID	BD (twice daily)	☐	☐	2 kali sehari (Pagi dan ptg)	MOH Recommendation	Active
PRN3	TDS PRN	☐	☐	3 kali sehari bila perlu	MOH Recommendation	Active
PRN2	BD PRN	☐	☐	2 kali sehari bila perlu	MOH Recommendation	Active

DISPENSE UOM

7

UOM Code	UOM Description	Conversion To Primary SKU	Default Dispense UOM	Dispensing Price	Status
pck	pack of 500 gram	500	☐	10.00	Active
pck	pack of 30 gram	30	☒	0.60	Active
pck	pack of 15 gram	15	☐	0.30	Active
pck	pack of 250 gram	250	☐	5.00	Active
g	gram	1	☐	0.02	Active

IV CHARACTERISTICS

Diluent: Drug:

Figure 3.9-14 Drug Master

STEP 6

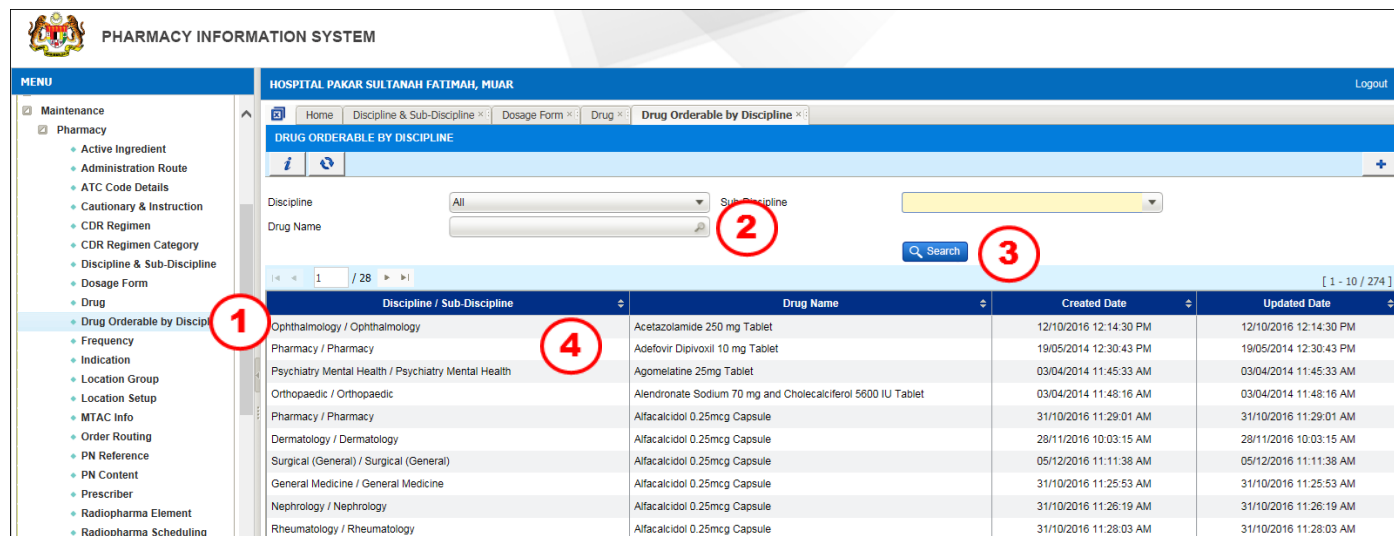
Click the  button to set your default configuration as per Figure 3.9-14 Drug Master.

STEP 7

Click the radio button to set your default configuration to assist on order as per Figure 3.9-14 Drug Master.

3.10 Drug Orderable by Discipline

To view and edit Drug Orderable by Discipline



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home | Discipline & Sub-Discipline | Dosage Form | Drug | **Drug Orderable by Discipline**

DRUG ORDERABLE BY DISCIPLINE

Discipline: All Sub-Discipline: []

Drug Name: [] **2**

3 Search

[1 - 10 / 274]

Discipline / Sub-Discipline	Drug Name	Created Date	Updated Date
Ophthalmology / Ophthalmology	Acetazolamide 250 mg Tablet	12/10/2016 12:14:30 PM	12/10/2016 12:14:30 PM
Pharmacy / Pharmacy	Adelovir Dipivoxil 10 mg Tablet	19/05/2014 12:30:43 PM	19/05/2014 12:30:43 PM
Psychiatry Mental Health / Psychiatry Mental Health	Agomelatine 25mg Tablet	03/04/2014 11:45:33 AM	03/04/2014 11:45:33 AM
Orthopaedic / Orthopaedic	Alendronate Sodium 70 mg and Cholecalciferol 5600 IU Tablet	03/04/2014 11:48:16 AM	03/04/2014 11:48:16 AM
Pharmacy / Pharmacy	Alfacalcidol 0.25mcg Capsule	31/10/2016 11:29:01 AM	31/10/2016 11:29:01 AM
Dermatology / Dermatology	Alfacalcidol 0.25mcg Capsule	28/11/2016 10:03:15 AM	28/11/2016 10:03:15 AM
Surgical (General) / Surgical (General)	Alfacalcidol 0.25mcg Capsule	05/12/2016 11:11:38 AM	05/12/2016 11:11:38 AM
General Medicine / General Medicine	Alfacalcidol 0.25mcg Capsule	31/10/2016 11:25:53 AM	31/10/2016 11:25:53 AM
Nephrology / Nephrology	Alfacalcidol 0.25mcg Capsule	31/10/2016 11:26:19 AM	31/10/2016 11:26:19 AM
Rheumatology / Rheumatology	Alfacalcidol 0.25mcg Capsule	31/10/2016 11:28:03 AM	31/10/2016 11:28:03 AM

Figure 3.10-1 Drug Orderable by Discipline

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Drug Orderable by Discipline'

STEP 2

Click **Search** button existing record based on below search criteria:

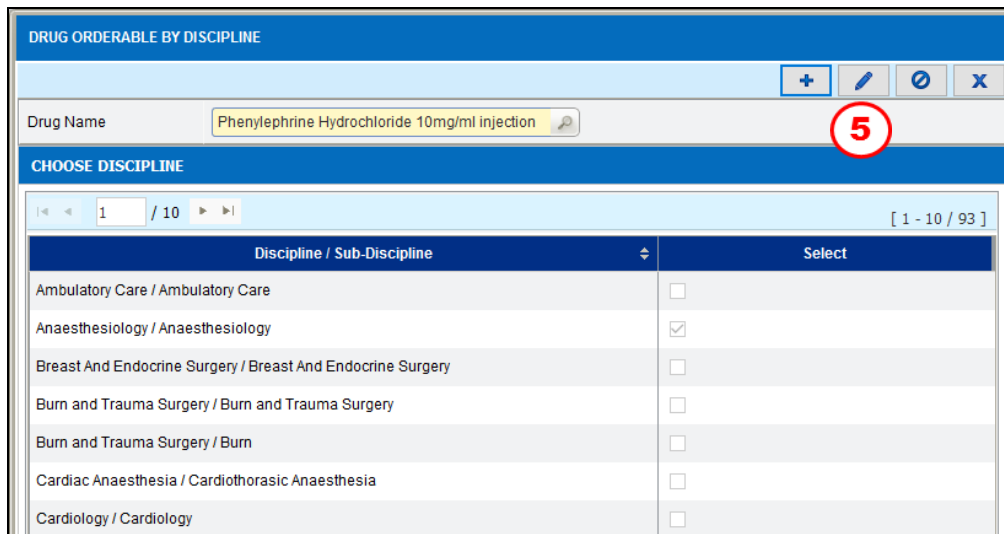
- Discipline
- Drug Name

STEP 3

Button to search Drug Orderable by Discipline

STEP 4

Double click on selected Drug Orderable by Discipline to view the record



DRUG ORDERABLE BY DISCIPLINE

Drug Name: Phenylephrine Hydrochloride 10mg/ml injection

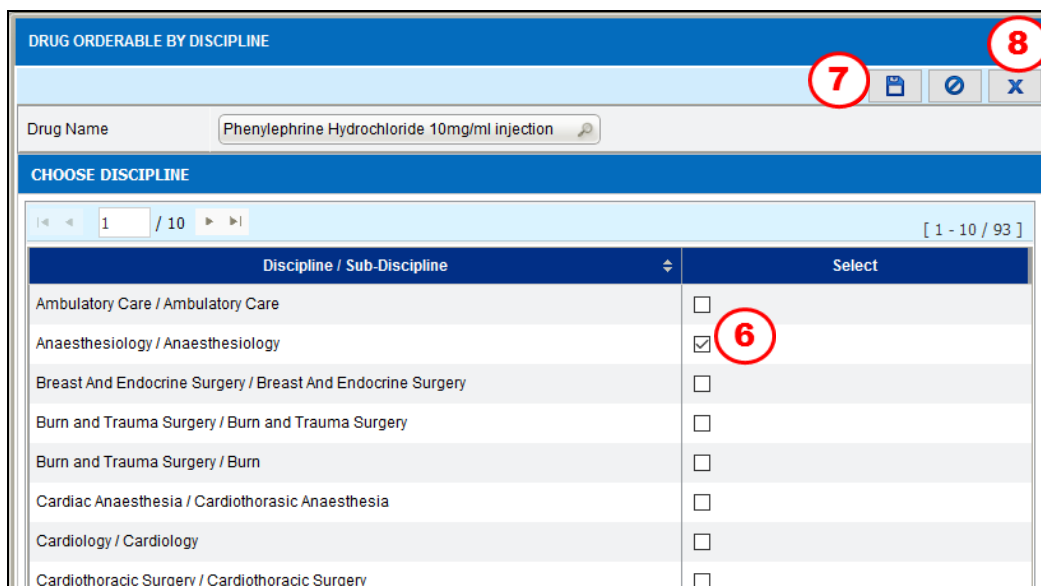
CHOOSE DISCIPLINE

Discipline / Sub-Discipline	Select
Ambulatory Care / Ambulatory Care	☐
Anaesthesiology / Anaesthesiology	☒
Breast And Endocrine Surgery / Breast And Endocrine Surgery	☐
Burn and Trauma Surgery / Burn and Trauma Surgery	☐
Burn and Trauma Surgery / Burn	☐
Cardiac Anaesthesia / Cardiothoracic Anaesthesia	☐
Cardiology / Cardiology	☐

Figure 3.10-2 Drug Orderable by Discipline

STEP 5

Click on the  button and to edit record



DRUG ORDERABLE BY DISCIPLINE

Drug Name: Phenylephrine Hydrochloride 10mg/ml injection

CHOOSE DISCIPLINE

Discipline / Sub-Discipline	Select
Ambulatory Care / Ambulatory Care	☐
Anaesthesiology / Anaesthesiology	☒
Breast And Endocrine Surgery / Breast And Endocrine Surgery	☐
Burn and Trauma Surgery / Burn and Trauma Surgery	☐
Burn and Trauma Surgery / Burn	☐
Cardiac Anaesthesia / Cardiothoracic Anaesthesia	☐
Cardiology / Cardiology	☐
Cardiothoracic Surgery / Cardiothoracic Surgery	☐

Figure 3.10-3 Drug Orderable by Discipline

STEP 6

Select Discipline/Sub-Discipline by clicking on the check box in Select

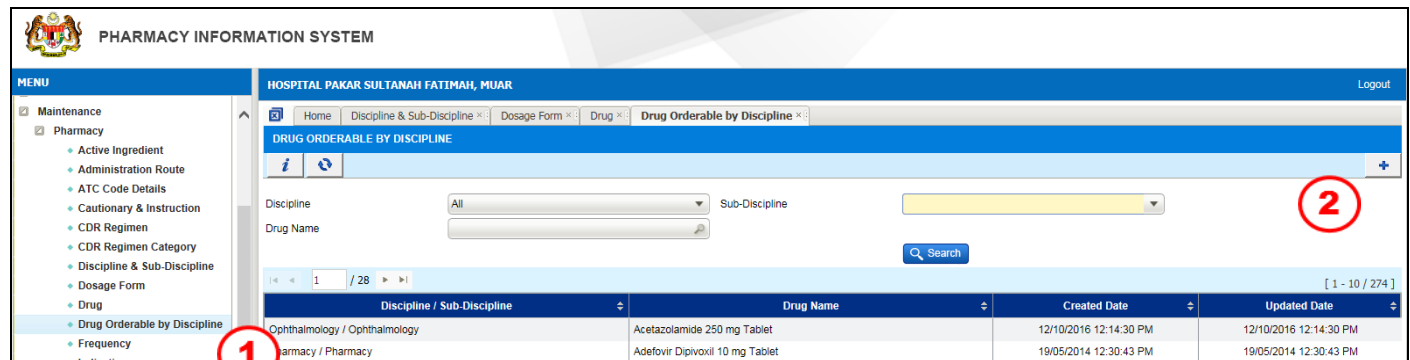
STEP 7

Click  button to save and complete the process

STEP 8

Click on the  button and to close record.

To add new Drug Orderable by Facility



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home | Discipline & Sub-Discipline | Dosage Form | Drug | Drug Orderable by Discipline

DRUG ORDERABLE BY DISCIPLINE

Discipline: All Sub-Discipline: []

Drug Name: []

[Search]

[1 - 10 / 274]

Discipline / Sub-Discipline	Drug Name	Created Date	Updated Date
Ophthalmology / Ophthalmology	Acetazolamide 250 mg Tablet	12/10/2016 12:14:30 PM	12/10/2016 12:14:30 PM
Pharmacy / Pharmacy	Acyclovir Dipivoxil 10 mg Tablet	19/05/2014 12:30:43 PM	19/05/2014 12:30:43 PM

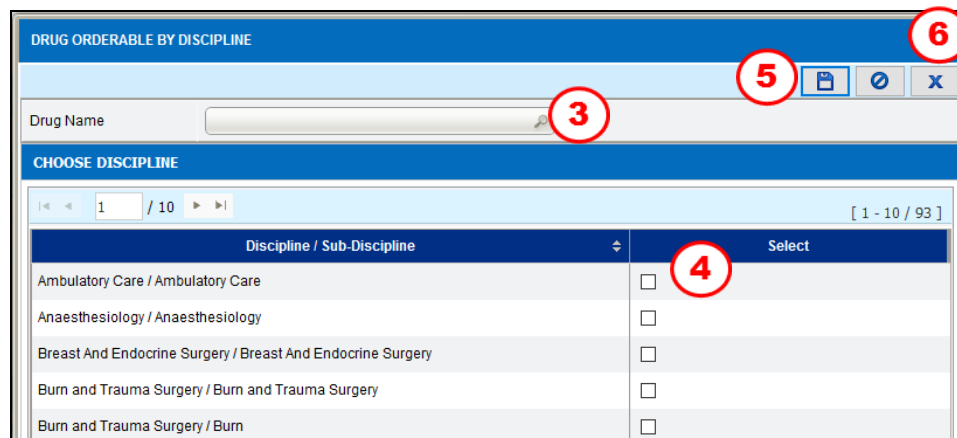
Figure 3.10-4 Drug Orderable by Discipline

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Drug Orderable by Discipline'

STEP 2

Click add button to add new Drug Orderable by Discipline



DRUG ORDERABLE BY DISCIPLINE

Drug Name: []

CHOOSE DISCIPLINE

[1 - 10 / 93]

Discipline / Sub-Discipline	Select
Ambulatory Care / Ambulatory Care	☐
Anaesthesiology / Anaesthesiology	☐
Breast And Endocrine Surgery / Breast And Endocrine Surgery	☐
Burn and Trauma Surgery / Burn and Trauma Surgery	☐
Burn and Trauma Surgery / Burn	☐

Figure 3.10-5 Drug Orderable by Discipline

STEP 3

Click  and search for drugs to setup.

STEP 4

Select Discipline/Sub-Discipline by clicking on the check box in Select.

STEP 5

Click  button to save and complete the process.

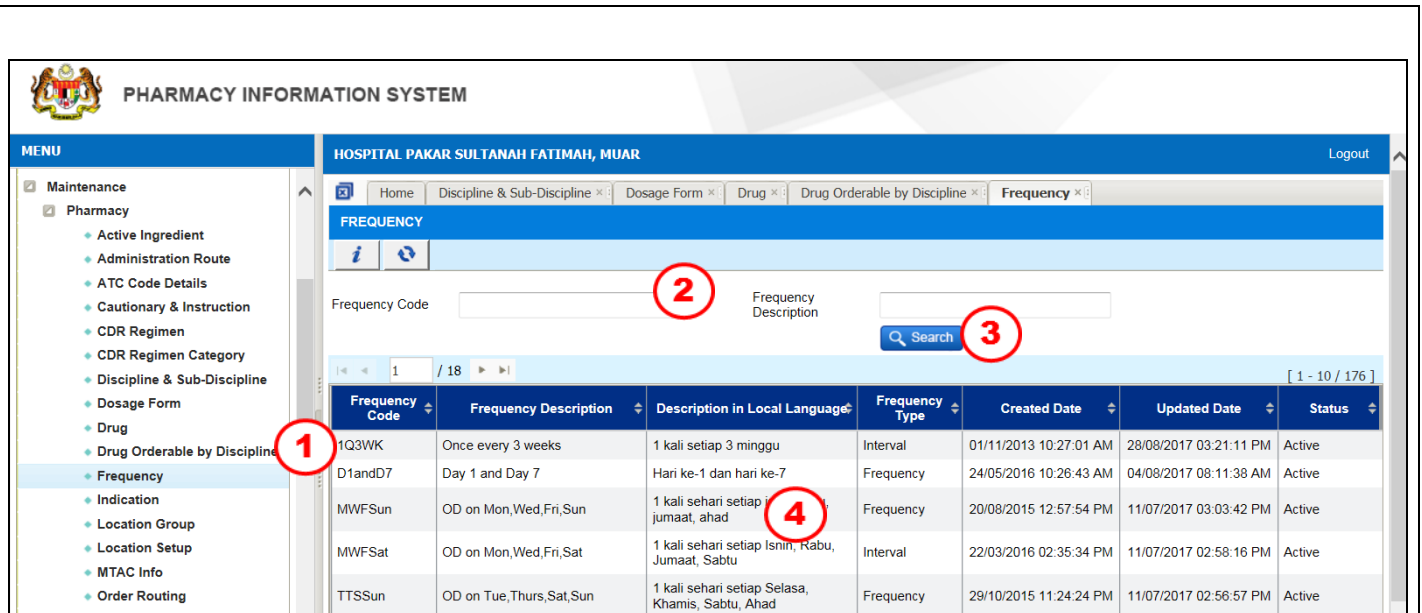
STEP 6

Click on the  button and to close record.

3.11 Frequency

Frequency is number of times that drug administered within a given period or per day. Drug is ordered and dispensed based on the frequency set by HQ. Users are able to view existing frequency master record details made by HQ in system.

To view frequency



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home Discipline & Sub-Discipline Dosage Form Drug Drug Orderable by Discipline **Frequency**

FREQUENCY

Frequency Code Frequency Description

1 / 18 [1 - 10 / 176]

Frequency Code	Frequency Description	Description in Local Language	Frequency Type	Created Date	Updated Date	Status
1Q3WK	Once every 3 weeks	1 kali setiap 3 minggu	Interval	01/11/2013 10:27:01 AM	28/08/2017 03:21:11 PM	Active
D1andD7	Day 1 and Day 7	Hari ke-1 dan hari ke-7	Frequency	24/05/2016 10:26:43 AM	04/08/2017 08:11:38 AM	Active
MWFSun	OD on Mon,Wed,Fri,Sun	1 kali sehari setiap jumaat, ahad	Frequency	20/08/2015 12:57:54 PM	11/07/2017 03:03:42 PM	Active
MWFSat	OD on Mon,Wed,Fri,Sat	1 kali sehari setiap Isnin, Rabu, Jumaat, Sabtu	Interval	22/03/2016 02:35:34 PM	11/07/2017 02:58:16 PM	Active
TTSSun	OD on Tue,Thurs,Sat,Sun	1 kali sehari setiap Selasa, Khamis, Sabtu, Ahad	Frequency	29/10/2015 11:24:24 PM	11/07/2017 02:56:57 PM	Active

Figure 3.11-1 Frequency

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Frequency'

STEP 2

Click button existing record based on below search criteria:

- Frequency Code
- Frequency Description

STEP 3

Click button to search Frequency

STEP 4

Double click on selected Drug Orderable by Discipline to view the record.

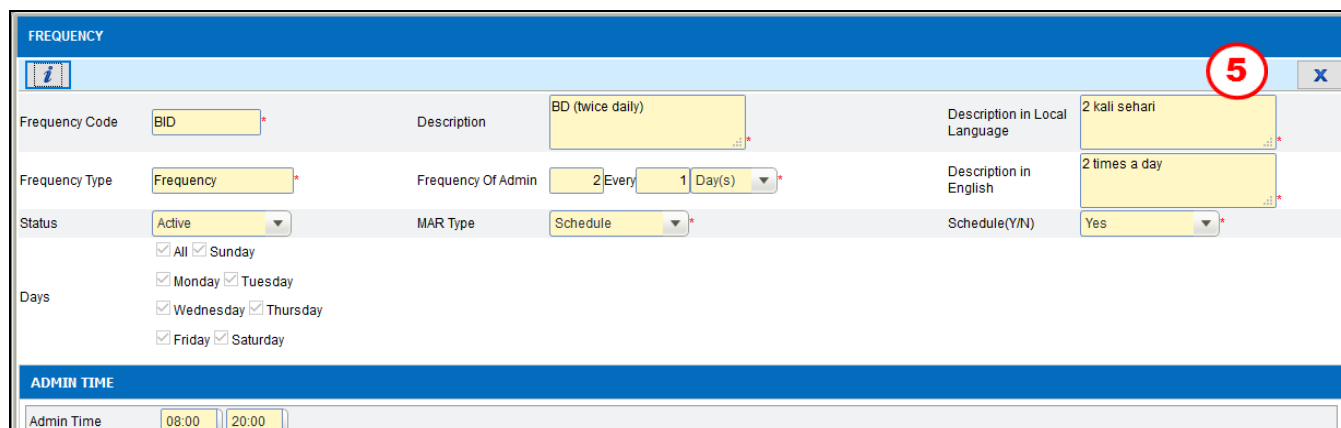


Figure 3.11-2 Frequency

STEP 5

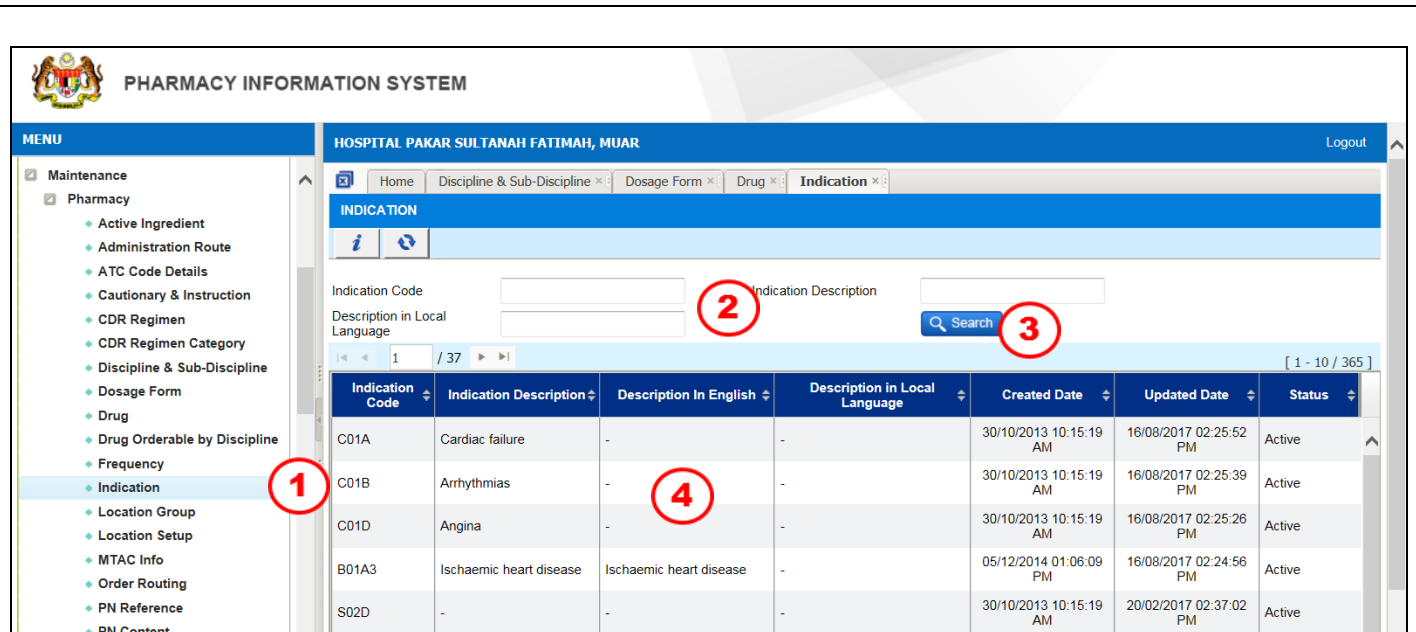
Click on the  button and to close record.

Note

- Frequency screen will be displayed:
 - a) Frequency Code – Code for frequency term which are manage and created by HQ
 - b) Frequency Type – Code for frequency term which are manage and created by HQ
 - * Continuous – patient have to continue take the drug
 - * Frequency – rate of occurrence, the drug dosage can be increased or decreased at different time
 - * Interval – the drug taken particular period of time not continually, after a gap
 - * PRN - drug taken when needed only
 - * STAT – drug have to take immediately
 - c) Status – will be displayed condition:
 - *Active – will be defaulted to 'Active' after setup frequency by HQ. If the status is 'Active' the specific frequency will be capable and displayed to accustomed in system
 - *Inactive – Able to change status from the 'Active' to 'Inactive' by HQ. Status will be 'Inactive' the specific frequency will not be capable and will not be displayed to accustomed in system
 - d) Description – statement or an account describing about the specific frequency
 - e) Frequency Of Admin – details of how many times and have to take the drug by either one of the following terms- HQ will select and setup from the drop down list.
 - * Day (s) – how many times per day have to take drug
 - * Hour (s) – within how many hours have to take drug
 - * Minutes (s) – within how many minutes have to take drug
 - * Month (s) – within how many months have to take drug
 - * Week (s) – within how many weeks have to take drug
 - f) Days – what are the days have to take medication, HQ will select and click on the check box, following day:
 - * All – have to take drug for all days
 - * Sunday – have to take drug on Sunday
 - * Monday – have to take drug on Monday
 - * Tuesday– have to take drug on Tuesday
 - g) Description in Local Language – Statement or an account describing about the specific administration route.
 - This field shall be defined in local language (e.g. Malay)
 - h) Description in English – Statement or an account describing about the specific administration route to be printed on drug label. This field shall be defined in English
 - i) Schedule – indicate the drug have schedule, is the drop down list
 - * Yes – schedule
 - * No – not schedule
 - j) Admin Time – Time to take medication.

3.12 Indication

To view frequency



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Discipline & Sub-Discipline Dosage Form Drug Indication

INDICATION

Indication Code: Indication Description:

1 / 37

Indication Code	Indication Description	Description In English	Description in Local Language	Created Date	Updated Date	Status
C01A	Cardiac failure	-	-	30/10/2013 10:15:19 AM	16/08/2017 02:25:52 PM	Active
C01B	Arrhythmias	-	-	30/10/2013 10:15:19 AM	16/08/2017 02:25:39 PM	Active
C01D	Angina	-	-	30/10/2013 10:15:19 AM	16/08/2017 02:25:26 PM	Active
B01A3	Ischaemic heart disease	Ischaemic heart disease	-	05/12/2014 01:06:09 PM	16/08/2017 02:24:56 PM	Active
S02D	-	-	-	30/10/2013 10:15:19 AM	20/02/2017 02:37:02 PM	Active

Figure 3.12-1 Frequency

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Indication'

STEP 2

Click button to search existing record based on below search criteria:

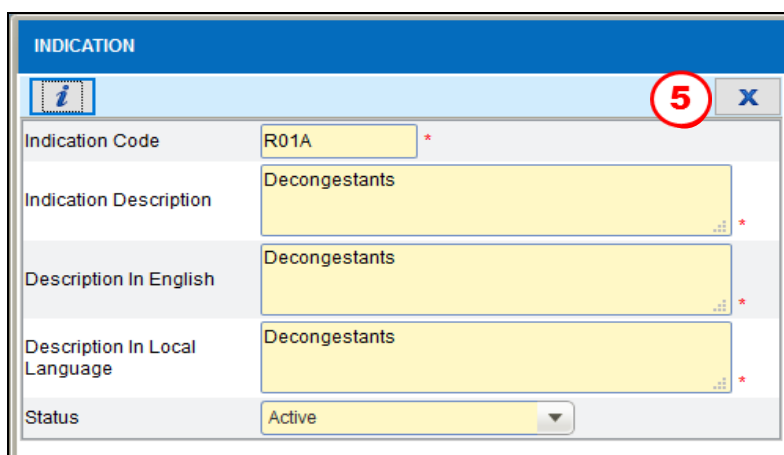
- Indication Code
- Indication Description
- Description in Local Language

STEP 3

Click search button to find Frequency

STEP 4

Double click on selected Indication to view the record



INDICATION	
Indication Code	R01A *
Indication Description	Decongestants *
Description In English	Decongestants *
Description In Local Language	Decongestants *
Status	Active

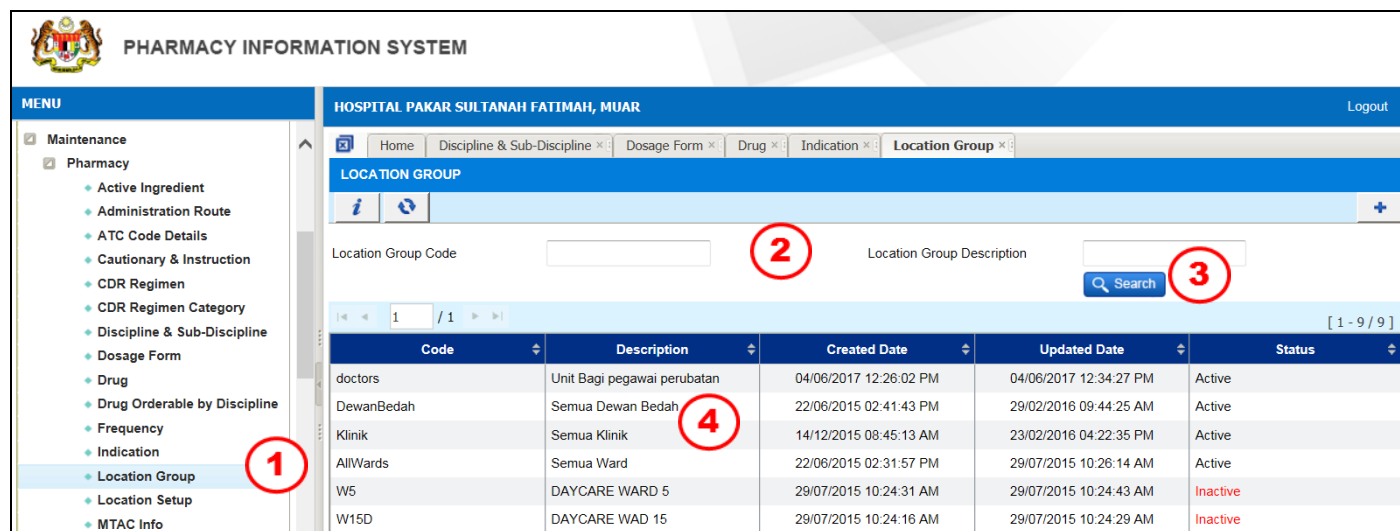
Figure 3.12-2 Frequency

STEP 5

Click on the  button and to close record

3.13 Location group

To view and edit location group



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

LOCATION GROUP

Location Group Code: Location Group Description:

Code	Description	Created Date	Updated Date	Status
doctors	Unit Bagi pegawai perubatan	04/06/2017 12:26:02 PM	04/06/2017 12:34:27 PM	Active
DewanBedah	Semua Dewan Bedah	22/06/2015 02:41:43 PM	29/02/2016 09:44:25 AM	Active
Klinik	Semua Klinik	14/12/2015 08:45:13 AM	23/02/2016 04:22:35 PM	Active
AllWards	Semua Ward	22/06/2015 02:31:57 PM	29/07/2015 10:26:14 AM	Active
W5	DAYCARE WARD 5	29/07/2015 10:24:31 AM	29/07/2015 10:24:43 AM	Inactive
W15D	DAYCARE WAD 15	29/07/2015 10:24:16 AM	29/07/2015 10:24:29 AM	Inactive

Figure 3.13-1 Location Group

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Location Group'

STEP 2

Click button to search existing record based on below search criteria:

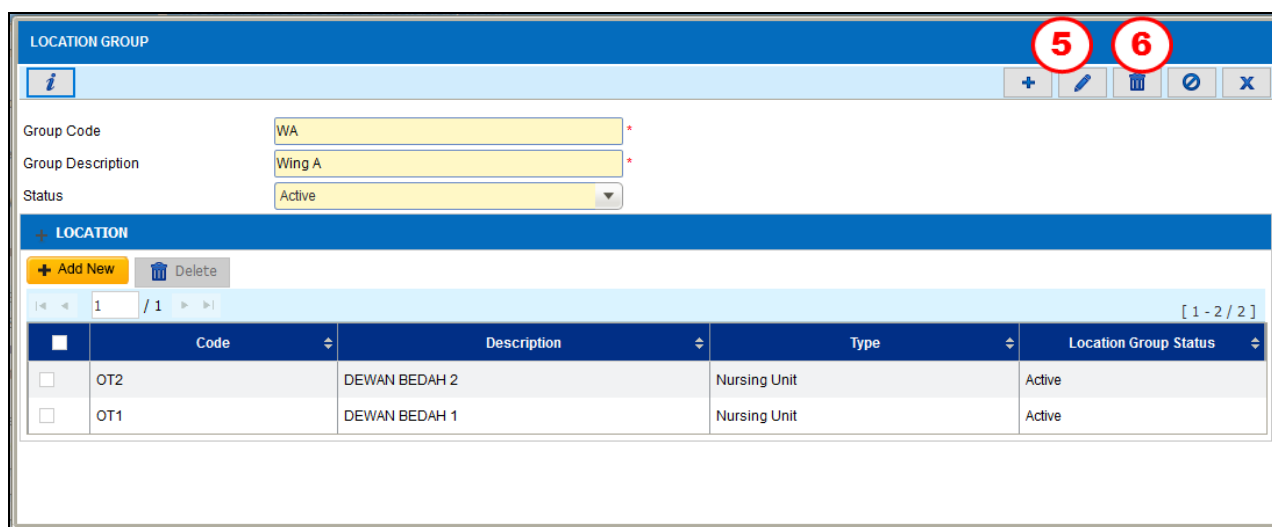
- Location Group Code
- Location Group Description

STEP 3

Click search button to find Location Group

STEP 4

Double click on selected Location Group to view the record



LOCATION GROUP

Group Code: Group Description: Status:

LOCATION

Code	Description	Type	Location Group Status
OT2	DEWAN BEDAH 2	Nursing Unit	Active
OT1	DEWAN BEDAH 1	Nursing Unit	Active

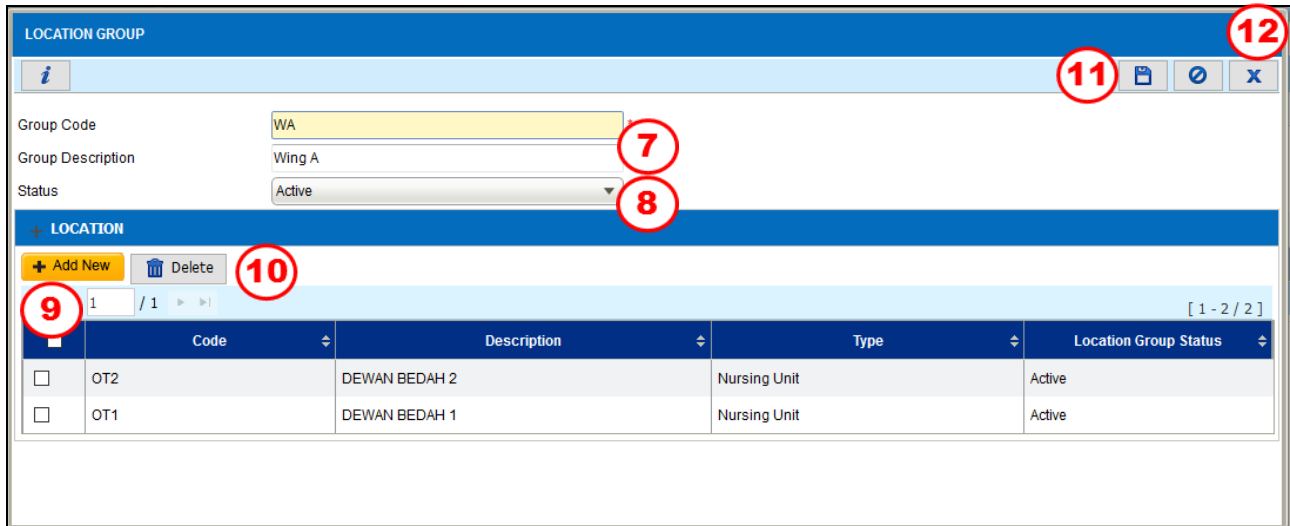
Figure 3.13-2 Location Group

STEP 5

Click edit button in order to edit info

STEP 6

Click on dustbin button to delete the record thus inactive the location group



The screenshot shows the 'LOCATION GROUP' form. At the top, there is a blue header bar with the title 'LOCATION GROUP' and a red circle 12. Below the header, there is a light blue bar with an information icon (red circle 11) and three action buttons: a save button, a refresh button, and a close button (red circle 12). The form contains three input fields: 'Group Code' with the value 'WA', 'Group Description' with the value 'Wing A' (red circle 7), and 'Status' with the value 'Active' (red circle 8). Below these fields is a section titled 'LOCATION' with a blue header bar. This section contains two buttons: '+ Add New' (red circle 9) and 'Delete' (red circle 10). Below the buttons is a table with the following data:

	Code	Description	Type	Location Group Status
☐	OT2	DEWAN BEDAH 2	Nursing Unit	Active
☐	OT1	DEWAN BEDAH 1	Nursing Unit	Active

At the bottom right of the table, there is a pagination indicator '[1 - 2 / 2]'.

Figure 3.13-3 Location Group

STEP 7

Change group description in putting new input into the Group Description text box

STEP 8

Click on status to change

- a) Active – make the group location available
- b) Inactive – Make the group for the location not available

STEP 9

Click Add New to add new location into the group

STEP 10

Click delete to remove unwanted location in the group

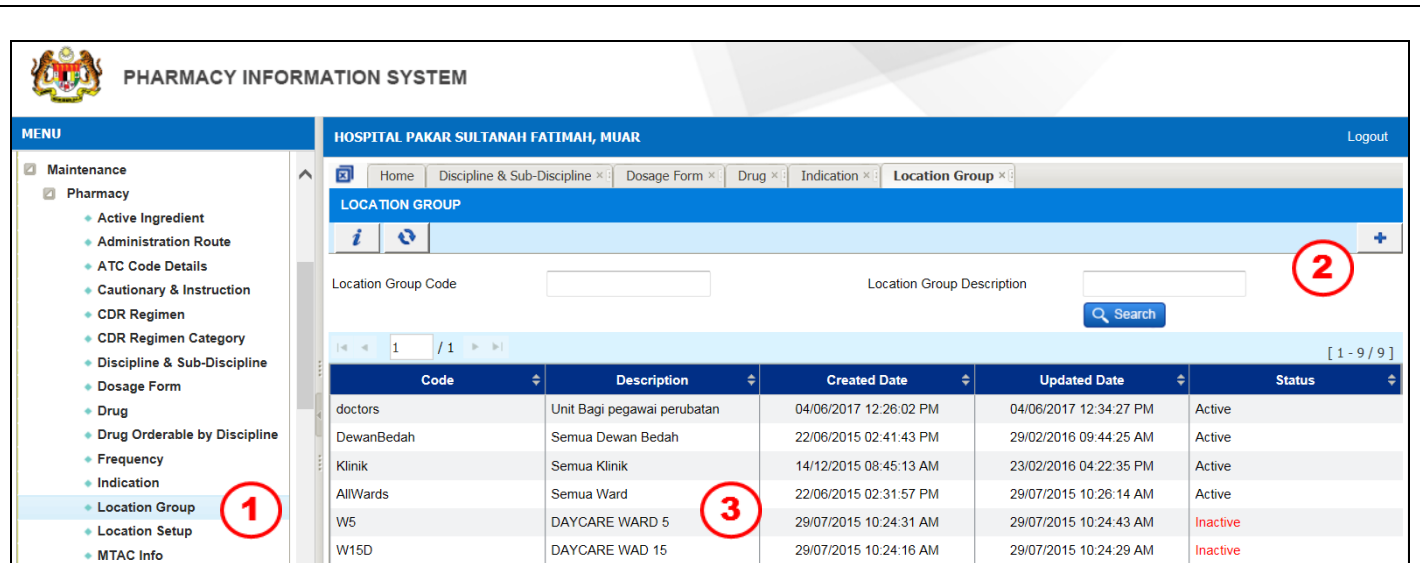
STEP 11

Click  button to save and complete the process

STEP 12

Click on the  button and to close record.

To add new group location



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Discipline & Sub-Discipline Dosage Form Drug Indication Location Group

LOCATION GROUP

Location Group Code Location Group Description

Search

[1 - 9 / 9]

Code	Description	Created Date	Updated Date	Status
doctors	Unit Bagi pegawai perubatan	04/06/2017 12:26:02 PM	04/06/2017 12:34:27 PM	Active
DewanBedah	Semua Dewan Bedah	22/06/2015 02:41:43 PM	29/02/2016 09:44:25 AM	Active
Klinik	Semua Klinik	14/12/2015 08:45:13 AM	23/02/2016 04:22:35 PM	Active
AllWards	Semua Ward	22/06/2015 02:31:57 PM	29/07/2015 10:26:14 AM	Active
W5	DAYCARE WARD 5	29/07/2015 10:24:31 AM	29/07/2015 10:24:43 AM	Inactive
W15D	DAYCARE WAD 15	29/07/2015 10:24:16 AM	29/07/2015 10:24:29 AM	Inactive

Figure 3.13-4 Location Group

STEP 1

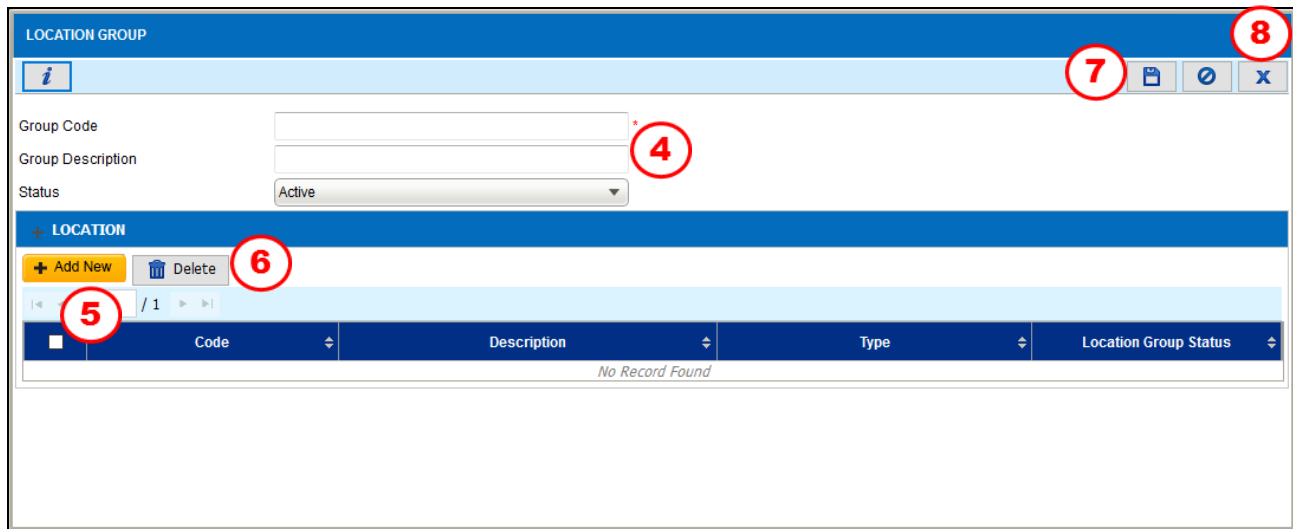
Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Location Group'.

STEP 2

Click on add button to add new record

STEP 3

Insert new Group Code



The screenshot shows the 'LOCATION GROUP' form. At the top, there is a blue header bar with the title 'LOCATION GROUP' and a red circle with the number 8. Below the header, there is a light blue bar with an information icon (red circle 7) and buttons for save, refresh, and close. The form contains fields for 'Group Code', 'Group Description' (red circle 4), and 'Status' (set to 'Active'). Below these fields is a section titled '+ LOCATION' with '+ Add New' (red circle 6) and 'Delete' buttons. A table below this section has a red circle 5 on the 'Add New' button. The table has columns: Code, Description, Type, and Location Group Status. The table is currently empty, showing 'No Record Found'.

Figure 3.13-5 Location Group

STEP 4

Insert new Group Description

STEP 5

Click Add New to add new location to the group

STEP 6

Click delete to remove unwanted location in the group

STEP 7

Click  button to save and complete the process.

STEP 8

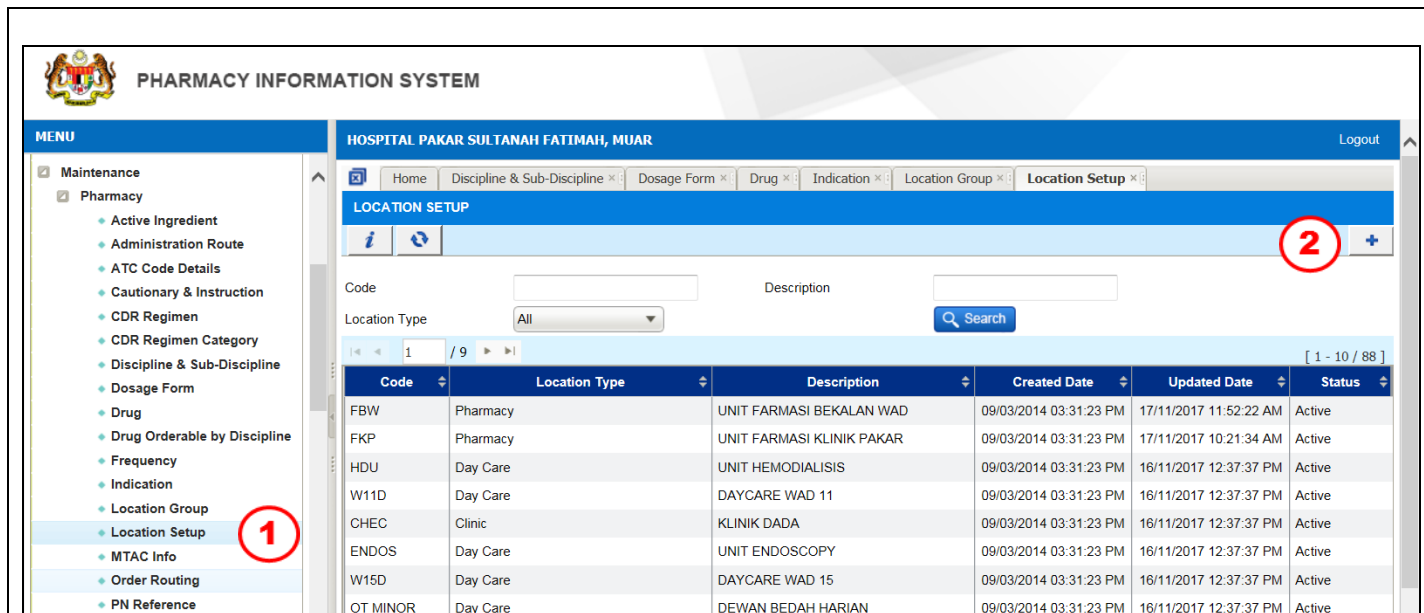
Click on the  button and to close record.

3.14 Location Setup

Location is distinguished by 2 criteria, “prescribed location” and “dispensing location”. User able to view existing record and create new record for location setup at facility level.

To add new settings

These settings are designed to add new location that issues prescription and carry out dispensing. For example, new ward, clinic, department and dispensing counter.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Discipline & Sub-Discipline Dosage Form Drug Indication Location Group **Location Setup**

LOCATION SETUP

Code Description Location Type All Search

1 / 9 [1 - 10 / 88]

Code	Location Type	Description	Created Date	Updated Date	Status
FBW	Pharmacy	UNIT FARMASI BEKALAN WAD	09/03/2014 03:31:23 PM	17/11/2017 11:52:22 AM	Active
FKP	Pharmacy	UNIT FARMASI KLINIK PAKAR	09/03/2014 03:31:23 PM	17/11/2017 10:21:34 AM	Active
HDU	Day Care	UNIT HEMODIALISIS	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
W11D	Day Care	DAYCARE WAD 11	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
CHEC	Clinic	KLINIK DADA	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
ENDOS	Day Care	UNIT ENDOSCOPY	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
W15D	Day Care	DAYCARE WAD 15	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
OT MINOR	Day Care	DEWAN BEDAH HARIAN	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active

Figure 3.14-1 Location Setup Listing Page

STEP 1

Click on ‘Maintenance’ menu followed by ‘Pharmacy’ sub-menu and click on Location Setup

STEP 2

Click on the  button to create new Location Setup

LOCATION SETUP

Location Type

Pharmacy

Code

FKP

Unit

FKP FILLING STATION

Start Working Hours

07:30 AM

End Working Hours

09:00 PM

Auto Generate Queue No

☐

Visit Type

☐ Outpatient
☐ Inpatient
☐ Emergency
☒ Walk-In
☐ Daycare
☒ SPUB
☐ outsource

Default Language for Drug Label

Malay

Dispense Location

☒ Outpatient

Description

UNIT FARMASI KLINIK PAKAR

Status

Active

Total Bed No.

0

Total Full Time Pharmacist

6

Total Part Time Pharmacist

Working Days

☒ Sunday
☒ Monday
☒ Tuesday
☒ Wednesday
☒ Thursday
☒ Friday
☒ Saturday

DEPARTMENT

+ Add New

Delete

1 / 1

[1 - 1 / 1]

Department Code	Department Name
28	Pharmacy

OUTPATIENT

Default Dispense Duration

30 Days

Buffer Days

0

Figure 3.14-2 Location Setup

STEP 3

Click on the applicable field as per below;

Note

- User can select location Type, Status and Dispense Location.
- Location Setup screen consists of 6 sections which are:

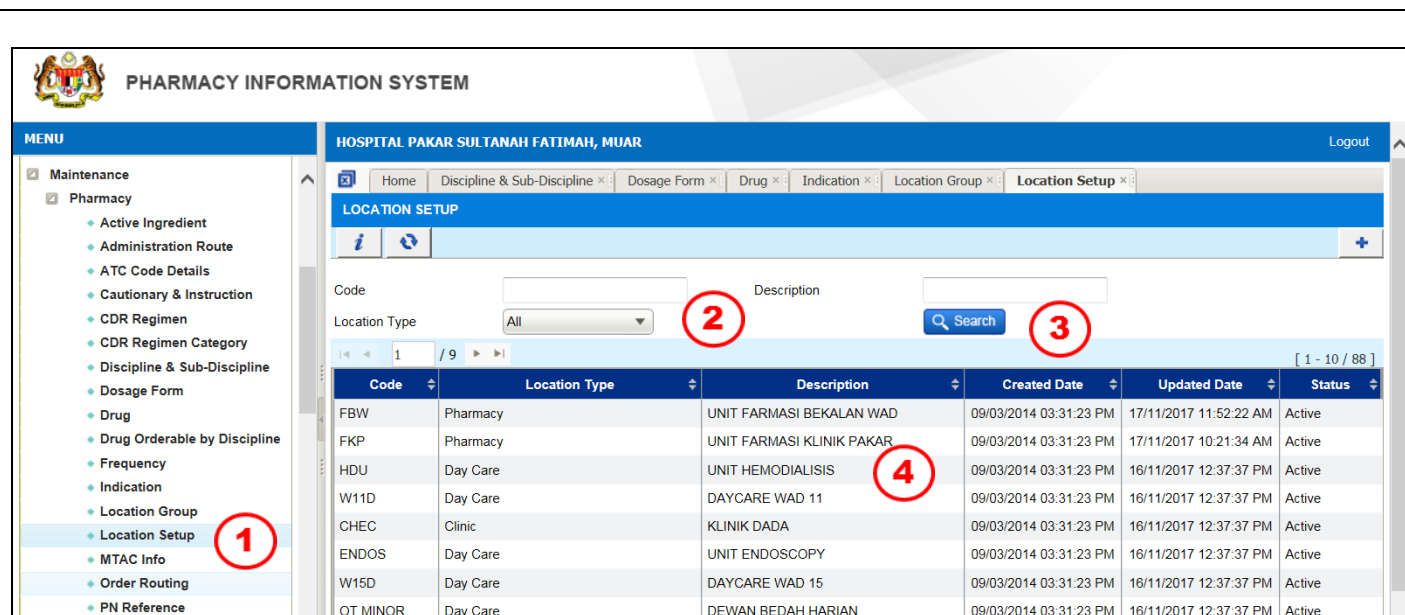
Section	Column	Description	Details
Location Setup	Location Type	Required for reporting purposes e.g.; Nursing Unit, Clinic, ER, Day Care, Pharmacy.	Able to filter and search record(s)
	Code	Code that justified by user such as abbreviation of Location Name.	Fill with alphanumeric character (letter, number, symbol)
	Description	Location Name.	Fill with alphanumeric character (letter, number, symbol)
	Dispense Location	Tick the checkbox and select either Inpatient or Outpatient for location where pharmacist do dispensing online. e.g.; Outpatient pharmacy counter, Inpatient Pharmacy Counter etc.	Able to filter and search record(s)
	Unit	Set which requester unit's stocks used for dispensing purposes.	Display existing Data
	Status	User able to select either to inactive or activate for added location	Display existing Data
	Start Working Hours and End Working Hours	Setting that required for appointment function such as medication counselling module	
	Total Bed no	Set quantity maximum bed in a ward	
	Total Full Time Pharmacist	Total number of in-house pharmacist	

	Total Part Time Pharmacist	Total number of external pharmacist working on part time basis	
	Auto Generate Queue No	System auto-generate queue number after transcribe and use PHIS QMS device if check box is ticked	
	Visit Type	Uses to populate for patient registration and reports	
	Working Days	Setting that required for appointment uses	
	Default Language for Drug Label	Set for the location`s drug label language	
Department	Department	Set of Department that related to the location, for patient registration purposes.	
Inpatient	Default Dispense Duration	Default supply duration, eg; if facility practiced UOD then set as 1 day. *This section only showed when Dispensing Location set.	
Outpatient	Allow to modify order	User able to modify the order after confirmed order.	
Queue Management		Set que start from which number according to category of ques e.g.; SPECIAL set starts from 3000.	
Frequency Schedule		Sets of serving time for MAR function. User able to change the defaulted serving time based on frequency of ordered drug. E.g.; Location pediatrics ward for OD defaulted is 8:00 am, user can change to 6:00am.	

Table 3.14-1

To view and edit existing settings

These settings are required for changes in Location's name and other settings.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Discipline & Sub-Discipline Dosage Form Drug Indication Location Group **Location Setup**

LOCATION SETUP

Code Description

Location Type All Search

1 / 9 [1 - 10 / 88]

Code	Location Type	Description	Created Date	Updated Date	Status
FBW	Pharmacy	UNIT FARMASI BEKALAN WAD	09/03/2014 03:31:23 PM	17/11/2017 11:52:22 AM	Active
FKP	Pharmacy	UNIT FARMASI KLINIK PAKAR	09/03/2014 03:31:23 PM	17/11/2017 10:21:34 AM	Active
HDU	Day Care	UNIT HEMODIALISIS	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
W11D	Day Care	DAYCARE WAD 11	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
CHEC	Clinic	KLINIK DADA	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
ENDOS	Day Care	UNIT ENDOSCOPY	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
W15D	Day Care	DAYCARE WAD 15	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active
OT MINOR	Day Care	DEWAN BEDAH HARIAN	09/03/2014 03:31:23 PM	16/11/2017 12:37:37 PM	Active

Figure 3.14-3 Location Setup

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' sub-menu and click on Location Setup

STEP 2

Search by field

No	Field	Description	Remarks
a	Code	Location abbreviation/code decided by facility. These code is use for system transactional basis and will not display in any report or	Able to filter and search record(s)
b	Description	Location name that created by data admin to identify patient's treatment location and Drug Dispensing Counter	Able to filter and search record(s)
c	Location Type	By Drug's active ingredient	Able to filter and search record(s)

STEP 3

Click on the  button after input criteria as per 3.14-3 Location Setup

STEP 4

Double click on selected data

5

LOCATION SETUP

Location Type

Pharmacy

Dispense Location

☒ Outpatient

Code

FKP

Description

UNIT FARMASI KLINIK PAKAR

Unit

FKP FILLING STATION

Status

Active

Start Working Hours

07:30 AM

Total Bed No.

0

End Working Hours

09:00 PM

Total Full Time Pharmacist

6

Auto Generate Queue No

☒

Total Part Time Pharmacist

Visit Type

☒ Outpatient ☐ Inpatient
☐ Emergency ☒ Walk-In
☐ Daycare ☒ SPUB
☐ outsource

Working Days

☒ Sunday ☒ Monday
☒ Tuesday ☒ Wednesday
☒ Thursday ☒ Friday
☒ Saturday

Default Language for Drug Label

Malay

DEPARTMENT

+ Add New

Delete

1

/ 1

Department Code

28

Department Name

Pharmacy

Figure 3.14-4 Location Setup

STEP 5

Click button  "Edit Record" as per Figure 3.14-4 Location Setup

6 7

LOCATION SETUP

Location Type

Pharmacy

Dispense Location

☒ Outpatient

Code

FKP

Description

UNIT FARMASI KLINIK PAKAR

Unit

FKP FILLING STATION

Status

Active

Start Working Hours

07:30 AM

Total Bed No.

0

End Working Hours

09:00 PM

Total Full Time Pharmacist

6

Auto Generate Queue No

☐

Total Part Time Pharmacist

Visit Type

☐ Outpatient ☐ Inpatient
☐ Emergency ☒ Walk-In
☐ Daycare ☒ SPUB
☐ outsource

Working Days

☒ Sunday ☒ Monday
☒ Tuesday ☒ Wednesday
☒ Thursday ☒ Friday
☒ Saturday

Default Language for Drug Label

Malay

DEPARTMENT

+ Add New

Delete

1

/ 1

Department Code

28

Department Name

Pharmacy

OUTPATIENT

Default Dispense Duration

30 Days

Buffer Days

0

Figure 3.14-5 Location Setup

Note

- All Configuration is changeable by user and details are as per below;

Section	Column	Description	Details
Location Setup	Location Type	Required for reporting purposes e.g.; Nursing Unit, Clinic, ER, Day Care, Pharmacy.	Able to filter and search record(s)
	Code	Code that justified by user such as abbreviation of	Fill with alphanumeric

		Location Name.	character (letter, number, symbol)
	Description	Location Name.	Fill with alphanumeric character (letter, number, symbol)
	Dispense Location	Tick the checkbox and select either Inpatient or Outpatient for location where pharmacist do dispensing online. e.g.; Outpatient pharmacy counter, Inpatient Pharmacy Counter etc.	Able to filter and search record(s)
	Unit	Set which requester unit's stocks used for dispensing purposes.	Display existing Data
	Status	User able to select either to inactive or activate for added location	Display existing Data
	Start Working Hours and End Working Hours	Setting that required for appointment function such as medication counselling module	
	Total Bed no	Set quantity maximum bed in a ward	
	Total Full Time Pharmacist	Total number of in-house pharmacist	
	Total Part Time Pharmacist	Total number of external pharmacist working on part time basis	
	Auto Generate Queue No	System auto-generate queue number after transcribe and use PHIS QMS device if check box is ticked	
	Visit Type	Uses to populate for patient registration and reports	
	Working Days	Setting that required for appointment uses	
	Default Language for Drug Label	Set for the location's drug label language	
Department	Department	Set of Department that related to the location, for patient registration purposes.	
Inpatient	Default Dispense Duration	Default supply duration, eg; if facility practiced UOD then set as 1 day. *This section only showed when Dispensing Location set.	
Outpatient	Allow to modify order	User able to modify the order after confirmed order.	
Queue Management		Set que start from which number according to category of ques e.g.; SPECIAL set starts from 3000.	
Frequency Schedule		Sets of serving time for MAR function. User able to change the defaulted serving time based on frequency of ordered drug. E.g.; Location pediatrics ward for OD defaulted is 8:00 am, user can change to 6:00am.	

Table 3.14-2

STEP 6

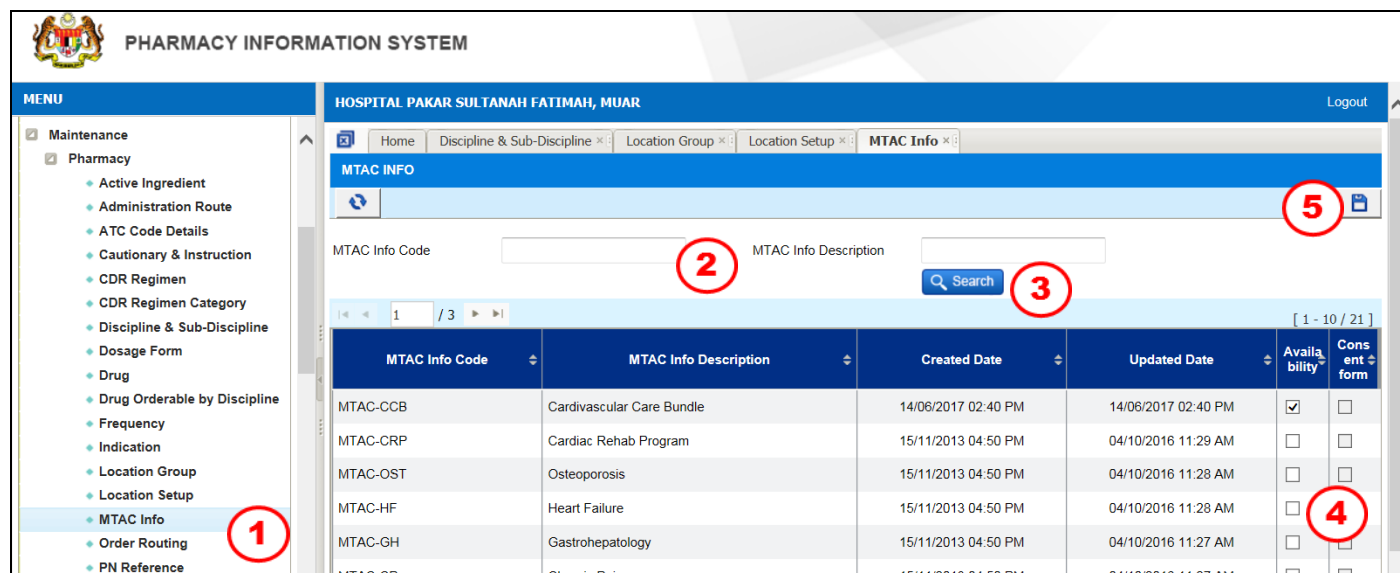
Click  to save edited setup as per Figure 3.14-5 Location Setup

STEP 7

Click  to close the pop up box as per Figure 3.14-5 Location Setup

3.15 MTAC Info

To view and edit MTAC Info



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Discipline & Sub-Discipline Location Group Location Setup **MTAC Info**

MTAC INFO

MTAC Info Code MTAC Info Description

1 / 3 [1 - 10 / 21]

MTAC Info Code	MTAC Info Description	Created Date	Updated Date	Availability	Consent form
MTAC-CCB	Cardiovascular Care Bundle	14/06/2017 02:40 PM	14/06/2017 02:40 PM	☒	☐
MTAC-CRP	Cardiac Rehab Program	15/11/2013 04:50 PM	04/10/2016 11:29 AM	☐	☐
MTAC-OST	Osteoporosis	15/11/2013 04:50 PM	04/10/2016 11:28 AM	☐	☐
MTAC-HF	Heart Failure	15/11/2013 04:50 PM	04/10/2016 11:28 AM	☐	☐
MTAC-GH	Gastrohepatology	15/11/2013 04:50 PM	04/10/2016 11:27 AM	☐	☐
MTAC-CP	Chronic Pain	15/11/2013 04:50 PM	04/10/2016 11:27 AM	☐	☐

Figure 3.15-1 MTAC Info

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'MTAC Info'

STEP 2

Search record by inserting details

- MTAC Info Code
- MTAC Info Description

STEP 3

Click Button to find the record

STEP 4

Click applicable checkbox based on availability of the MTAC service in Facility.

STEP 5

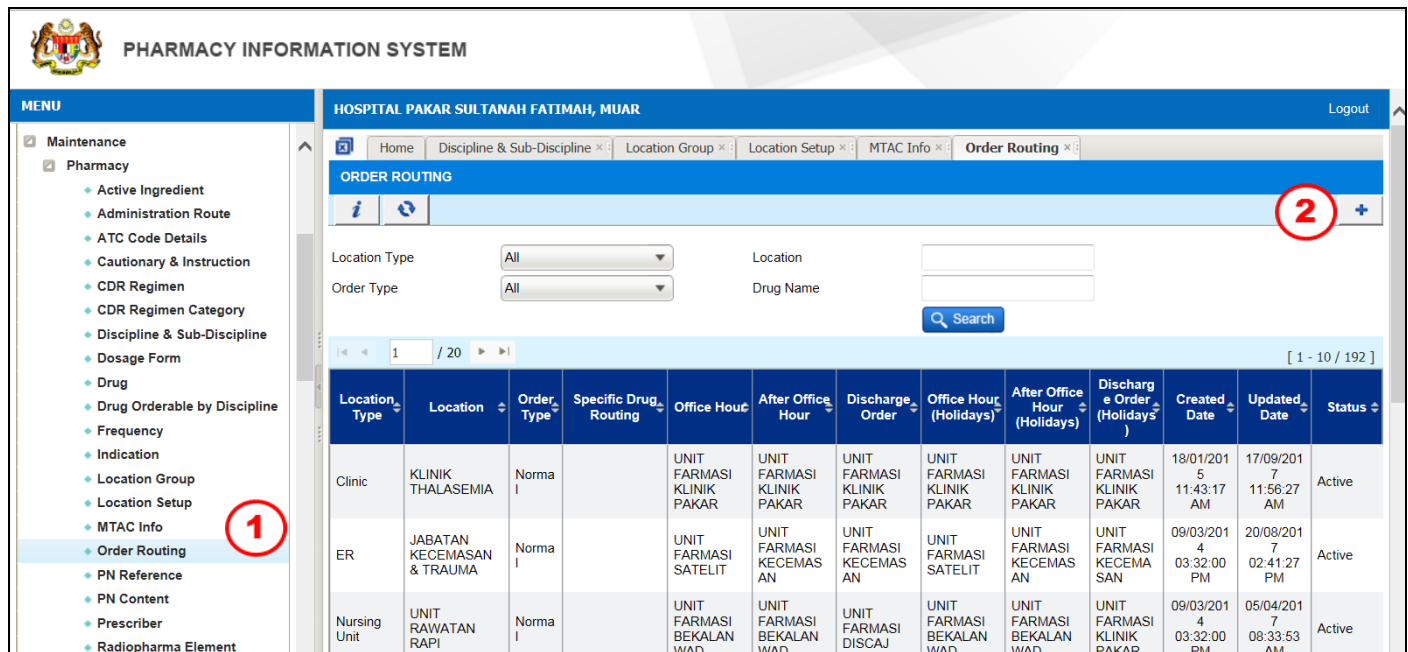
Click button to save and complete the process

3.16 Order Routing

This setup is to manage dispensing counter that will prepare the order from prescribing location. Data Admin will control the setup according to location of where the patient registered.

To add new setting

Data admin are required to configure this setting if there is new location is created. This is to ensure orders from the Doctor reflected on pharmacist screen.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Discipline & Sub-Discipline Location Group Location Setup MTAC Info **Order Routing**

ORDER ROUTING 2 +

Location Type: All Location:

Order Type: All Drug Name:

1 / 20 [1 - 10 / 192]

Location Type	Location	Order Type	Specific Drug Routing	Office Hour	After Office Hour	Discharge Order	Office Hour (Holidays)	After Office Hour (Holidays)	Discharge Order (Holidays)	Created Date	Updated Date	Status
Clinic	KLINIK THALASEMIA	Normal		UNIT FARMASI KLINIK PAKAR	UNIT FARMASI KLINIK PAKAR	UNIT FARMASI KLINIK PAKAR	UNIT FARMASI KLINIK PAKAR	UNIT FARMASI KLINIK PAKAR	UNIT FARMASI KLINIK PAKAR	18/01/2015 11:43:17 AM	17/09/2017 11:58:27 AM	Active
ER	JABATAN KECEMASAN & TRAUMA	Normal		UNIT FARMASI SATELIT	UNIT FARMASI KECEMASAN	UNIT FARMASI KECEMASAN	UNIT FARMASI SATELIT	UNIT FARMASI KECEMASAN	UNIT FARMASI KECEMASAN	09/03/2014 03:32:00 PM	20/08/2017 02:41:27 PM	Active
Nursing Unit	UNIT RAWATAN RAPI	Normal		UNIT FARMASI BEKALAN WAD	UNIT FARMASI BEKALAN WAD	UNIT FARMASI DISCAJ	UNIT FARMASI BEKALAN WAD	UNIT FARMASI BEKALAN WAD	UNIT FARMASI KLINIK PAKAR	09/03/2014 03:32:00 PM	05/04/2017 08:33:53 AM	Active

Figure 3.16-1 Order Routing

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' sub-menu and click on Order Routing

STEP 2

Click on the  button to create new Location Setup

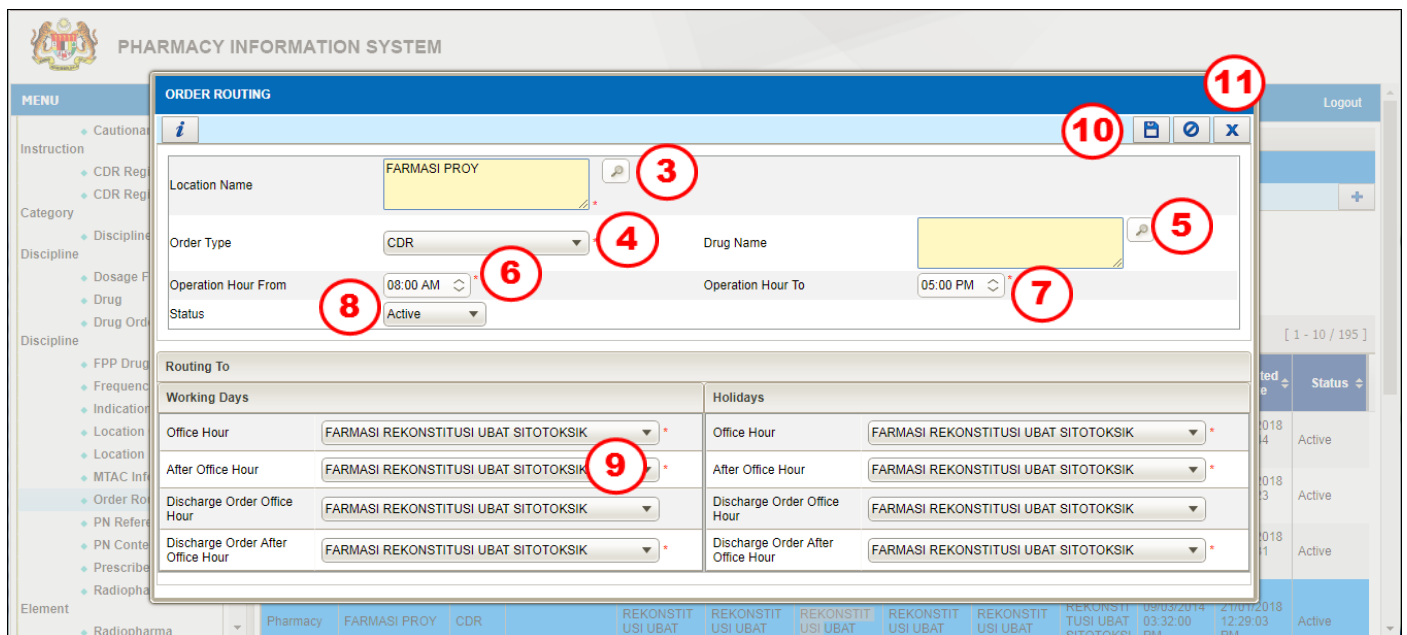


Figure 3.16-2 Order Routing

STEP 3

Click on  button to search for location

STEP 4

Click on the drop down list for order types

- CDR
- IV
- Normal
- PN
- Radiopharmaceuticals
- TDM

STEP 5

Click on  button to search drug that required to be controlled from ordering [OPTIONAL]

STEP 6

Click to set location`s operation hour [start time]

STEP 7

Click to set location`s operation hour [ends time]

STEP 8

Click to set order routing setup availability

STEP 9

Click to set routing to

Working day	
Office hour	Where the drug will dispensed during Office hour
After office hour	Where the drug will dispensed After office hour
Discharge Order Office Hour	Where the drug will dispensed during office hour
Discharge Order After office hour	Where the drug will dispensed after office hour
Holiday	
Office hour	Where the drug will flow Office hour during holiday
After office hour	Where the drug will flow After office hour during holiday
Discharge Order Office Hour	Where the drug will dispensed during office hour on holiday
Discharge Order After office hour	Where the drug will dispensed after office hour during holiday

STEP 10

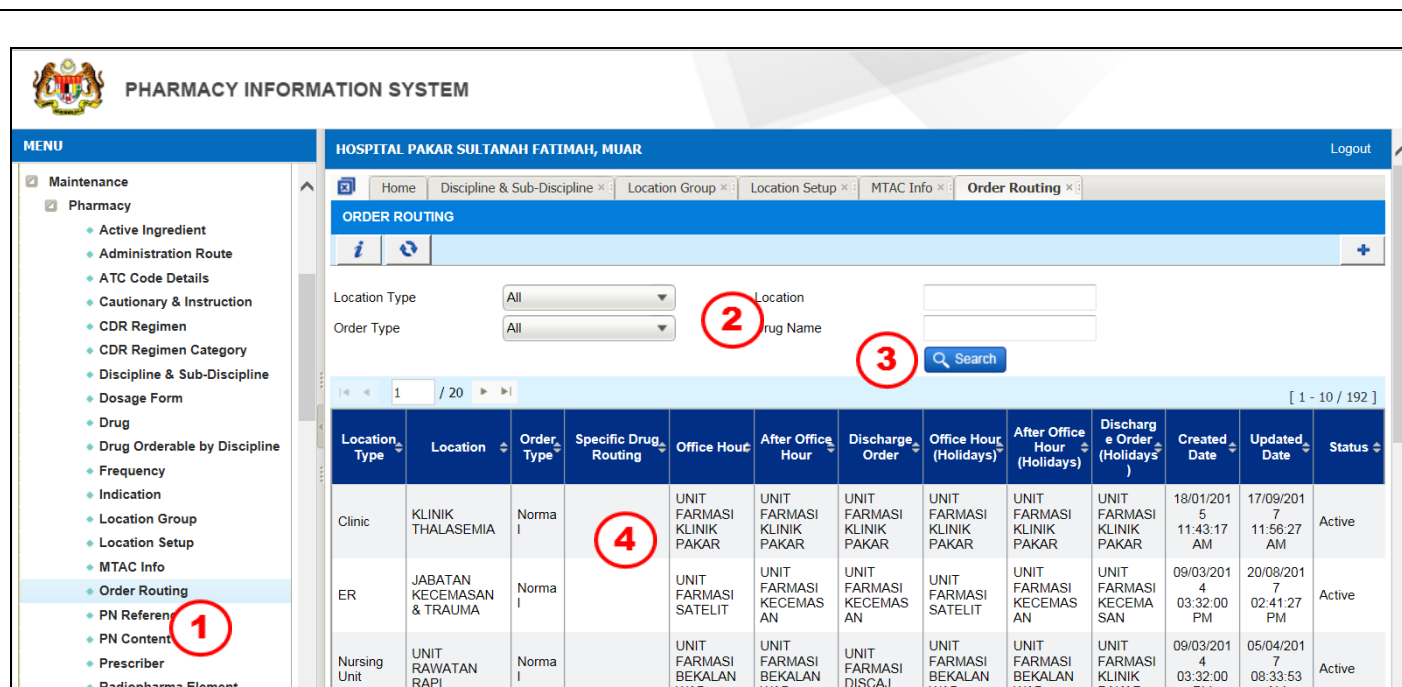
Click  to save edited setup as per figure 3.16-2 Order Routing

STEP 11

Click  to close the pop up box as per figure 3.16-2 Order Routing

To view and edit existing record

Data admin able to edit existing setting if facility happens to change dispensing location for certain location. Due to certain reasons such as counter dispensing closed due renovation or etc.



3.16-3 Order Routing

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' sub-menu and click on Order Routing

STEP 2

Search by field

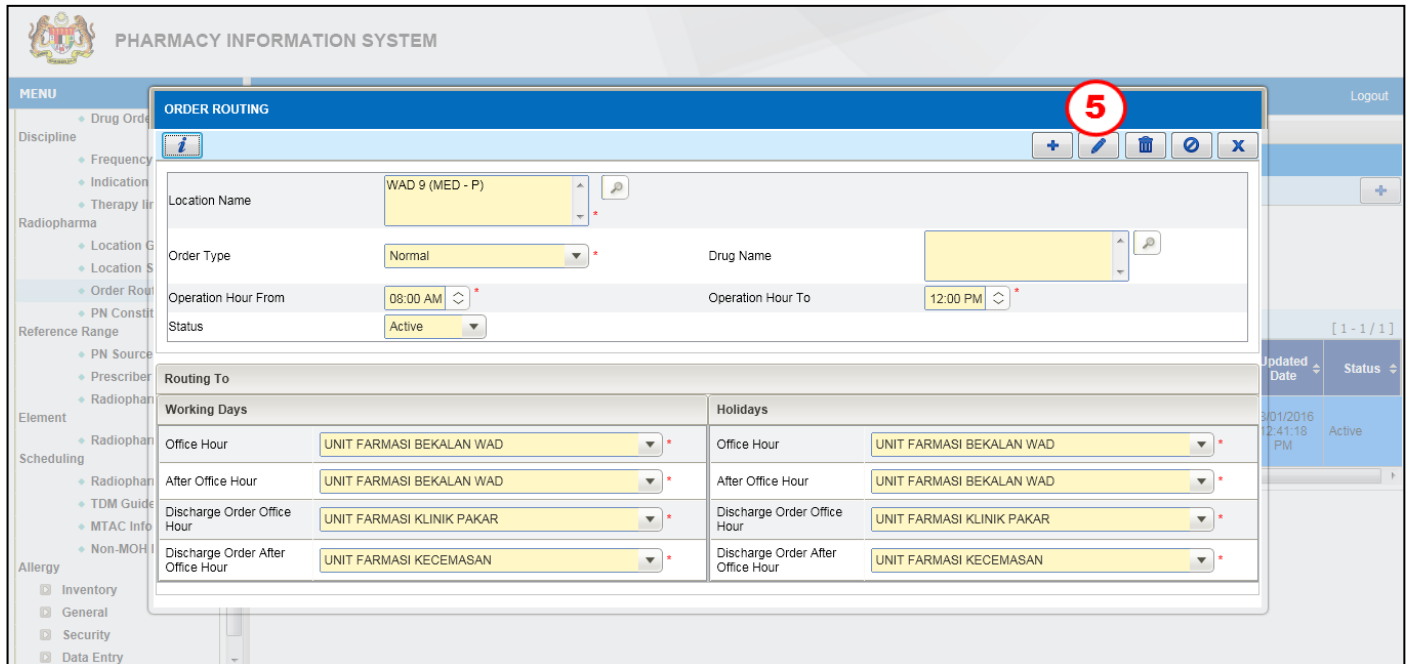
No	Field	Description	Remarks
a	Location Type	Able to filter according to -All -Clinic -Daycare -ER -Nursing Unit -Pharmacy	Able to filter and search record(s) according to drop down list data
b	Order Type	Able to filter according to order type which differentiate during order -All -CDR -IV -Normal -PN -Radiopharmaceuticals	Able to filter and search record(s) according to drop down list data
c	Location	Location name that created by data admin to identify patient's treatment location and Drug Dispensing Counter	Able to filter and search record(s)
d	Drug Name	Search by drug name that already setup controlled by Location and Order Type.	Able to filter and search record(s)

STEP 3

Click on the  button after input criteria as per 3.16-3 Location Setup

STEP 4

Double click on selected data



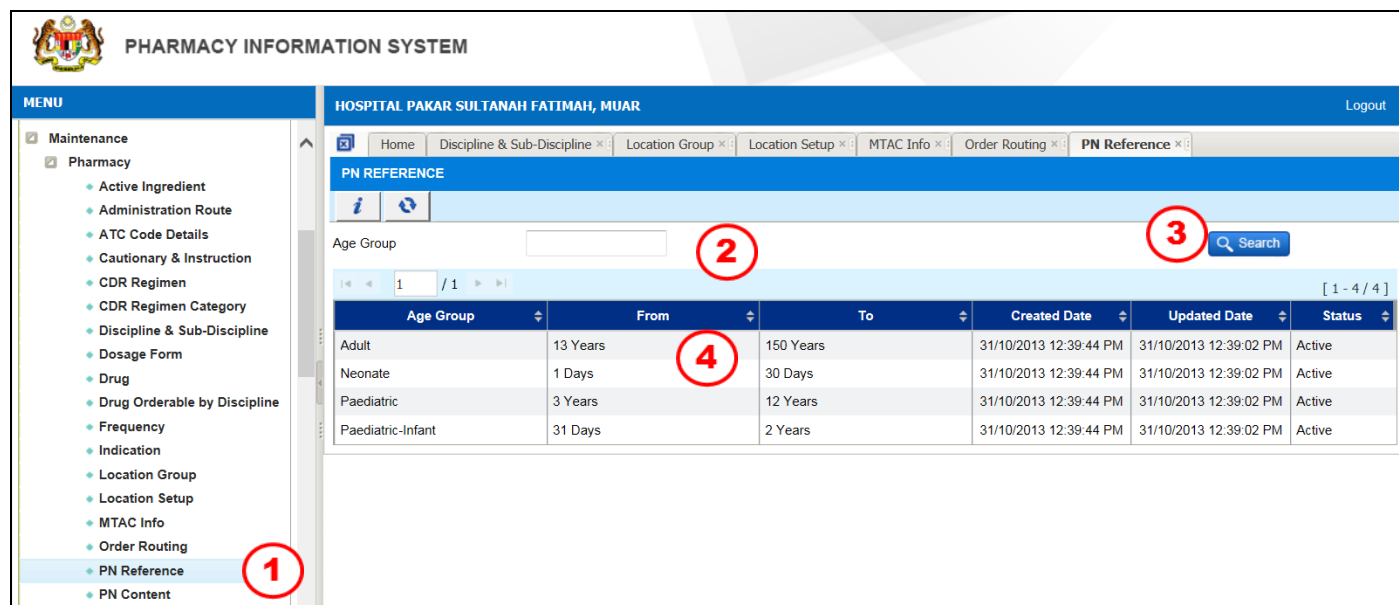
3.16-4 Order Routing

STEP 5

Click button  "Edit Record" as per Figure 3.16-4 Order Routing

3.17 PN Reference

To view existing record



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR Logout

Home Discipline & Sub-Discipline Location Group Location Setup MTAC Info Order Routing **PN Reference**

PN REFERENCE

Age Group **2** **3** Search

1 / 1 [1 - 4 / 4]

Age Group	From	To	Created Date	Updated Date	Status
Adult	13 Years 4	150 Years	31/10/2013 12:39:44 PM	31/10/2013 12:39:02 PM	Active
Neonate	1 Days	30 Days	31/10/2013 12:39:44 PM	31/10/2013 12:39:02 PM	Active
Paediatric	3 Years	12 Years	31/10/2013 12:39:44 PM	31/10/2013 12:39:02 PM	Active
Paediatric-Infant	31 Days	2 Years	31/10/2013 12:39:44 PM	31/10/2013 12:39:02 PM	Active

Figure 3.17-1 PN Constituent Reference Range

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'PN Constituents Reference Range '

STEP 2

Search record by inserting detail in Age Group

STEP 3

Click on the  button to find the record

STEP 4

Click on Age group existed record to open

CONSTITUENTS REFERENCE RANGE


5


Age Group Adult

From 13 Years To 150 Years

MACRONUTRIENTS

Protein	Min	0.5	Max	2	Avg	1.25
Carbohydrate	Min	3	Max	5	Avg	4
Lipid	Min	0.5	Max	2	Avg	1.25

ELECTROLYTES

Sodium	Min	1	Max	2	Avg	1.5
Potassium	Min	0.7	Max	1.5	Avg	1.1
Chloride	Min	1.3	Max	2	Avg	1.65
Acetate	Min	0	Max	0	Avg	0
Phosphate	Min	0.5	Max	0.7	Avg	0.6
Magnesium	Min	0.05	Max	0.15	Avg	0.1
Calcium	Min	0.1	Max	0.15	Avg	0.12

TRACE ELEMENTS

Trace Element Solution	Min	0	Max	10	Avg	5
------------------------	-----	--------------------------------	-----	---------------------------------	-----	--------------------------------

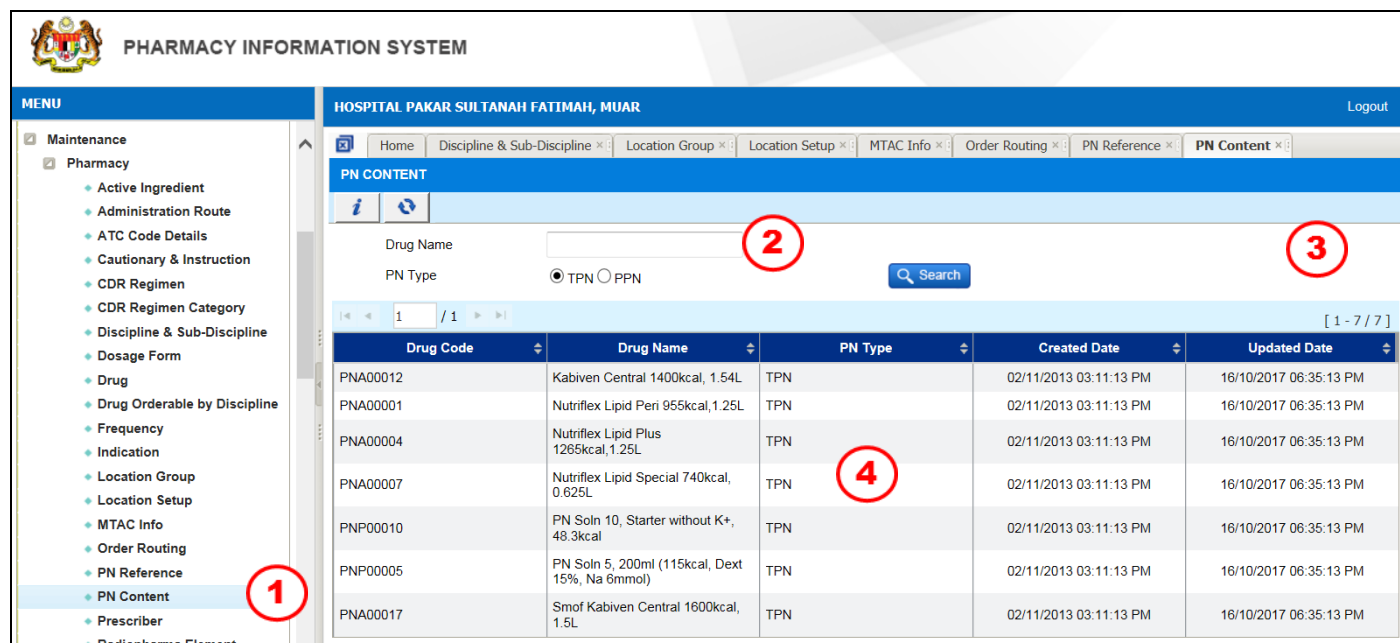
Figure 3.17-2 Constituents Reference Range

STEP 5

Click on the  button and to close record

3.18 PN Content

To view PN Source Content



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

MENU

- Maintenance
 - Pharmacy
 - Active Ingredient
 - Administration Route
 - ATC Code Details
 - Cautionary & Instruction
 - CDR Regimen
 - CDR Regimen Category
 - Discipline & Sub-Discipline
 - Dosage Form
 - Drug
 - Drug Orderable by Discipline
 - Frequency
 - Indication
 - Location Group
 - Location Setup
 - MTAC Info
 - Order Routing
 - PN Reference
 - PN Content**
 - Prescriber
 - Radiopharma Element

PN CONTENT

Drug Name:

PN Type: ☒ TPN ☐ PPN

Drug Code	Drug Name	PN Type	Created Date	Updated Date
PNA00012	Kabiven Central 1400kcal, 1.54L	TPN	02/11/2013 03:11:13 PM	16/10/2017 06:35:13 PM
PNA00001	Nutriflex Lipid Peri 955kcal, 1.25L	TPN	02/11/2013 03:11:13 PM	16/10/2017 06:35:13 PM
PNA00004	Nutriflex Lipid Plus 1265kcal, 1.25L	TPN	02/11/2013 03:11:13 PM	16/10/2017 06:35:13 PM
PNA00007	Nutriflex Lipid Special 740kcal, 0.625L	TPN	02/11/2013 03:11:13 PM	16/10/2017 06:35:13 PM
PNP00010	PN Soln 10, Starter without K+, 48.3kcal	TPN	02/11/2013 03:11:13 PM	16/10/2017 06:35:13 PM
PNP00005	PN Soln 5, 200ml (115kcal, Dext 15%, Na 6mmol)	TPN	02/11/2013 03:11:13 PM	16/10/2017 06:35:13 PM
PNA00017	Smof Kabiven Central 1600kcal, 1.5L	TPN	02/11/2013 03:11:13 PM	16/10/2017 06:35:13 PM

Figure 3.18-1 PN Source Content

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'PN Source Content'

STEP 2

Choose PN Type

- a) TPN – Total parental nutrition
- b) PPN – Partial parental nutrition

STEP 3

Click on the button to find the record

STEP 4

Double click on any type of item group existed record to open.

TPN

i
5
x

Drug Name Nutriflex Lipid Peri 955kcal,1.25L

Volume 1250 ml

Total Energy 955 kCal

Osmolarity 840 mOsm/L

	Ingredient	Value
Macronutrient	Amino Acids	40 g
	Glucose	80 g
	Lipids	50 g
Electrolytes	Sodium	50 mmol
	Potassium	30 mmol
	Calcium	3 mmol
	Magnesium	3 mmol
	Phosphate	7.5 mmol
	Chloride	48 mmol
	Acetate	40 mmol
	Zinc	0 mmol
	Trace Element	0 ml
	Vitamin Solution	0 ml
Water soluble	0 ml	

Figure 3.18-2 TPN

STEP 5

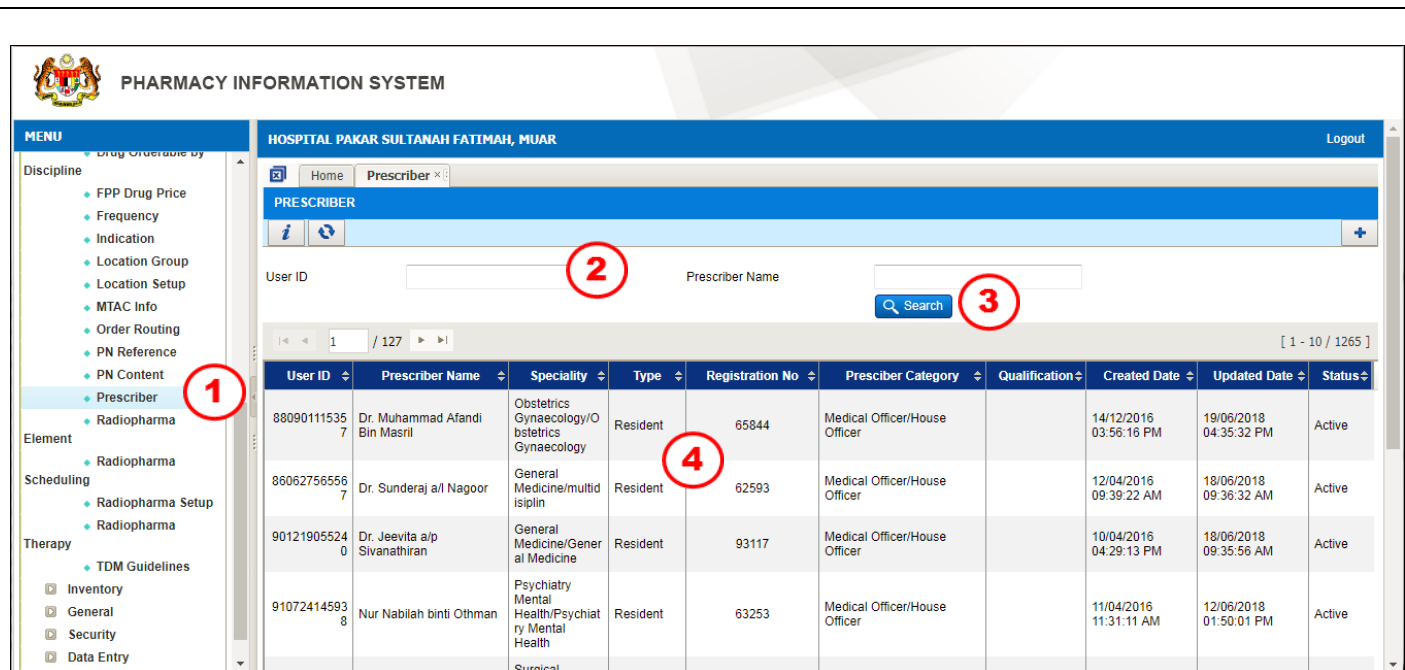
Click on the  button and to close record

3.19 Prescriber

Prescriber screen allows user to create or modify prescriber records. The Prescriber records will be used for all modules except Pharmacy Inventory inside PhIS and CPS system. Before filling the data for Prescriber record, user needs to register the prescriber in User Master.

To view and edit existing record

This screen provides function for user to view and edit existing prescriber information.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Prescriber

PRESCRIBER

User ID: Prescriber Name:

1 / 127 [1 - 10 / 1265]

User ID	Prescriber Name	Speciality	Type	Registration No	Prescriber Category	Qualification	Created Date	Updated Date	Status
880901115357	Dr. Muhammad Afandi Bin Masril	Obstetrics Gynaecology/O bstetrics Gynaecology	Resident	65844	Medical Officer/House Officer		14/12/2016 03:56:16 PM	19/06/2018 04:35:32 PM	Active
880627565567	Dr. Sunderaj a/l Nagoor	General Medicine/multid isiplin	Resident	62593	Medical Officer/House Officer		12/04/2016 09:39:22 AM	18/06/2018 09:36:32 AM	Active
901219055240	Dr. Jeevita a/p Sivanathiran	General Medicine/Gener al Medicine	Resident	93117	Medical Officer/House Officer		10/04/2016 04:29:13 PM	18/06/2018 09:35:56 AM	Active
910724145938	Nur Nabilah binti Othman	Psychiatry Mental Health/Psychiat ry Mental Health	Resident	63253	Medical Officer/House Officer		11/04/2016 11:31:11 AM	12/06/2018 01:50:01 PM	Active

Figure 3.19-1 Prescriber

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' and click 'Prescriber'.

STEP 2

To search for existing Indent record(s), user may search by criteria as follows:

Collumn	Description	Remarks
User ID	This information comes from user profile.	Fill in user`s IC number.
Prescriber Name	This information comes from user profile.	Fill in user`s prescriber number.

STEP 3

Click on the button after input criteria.

STEP 4

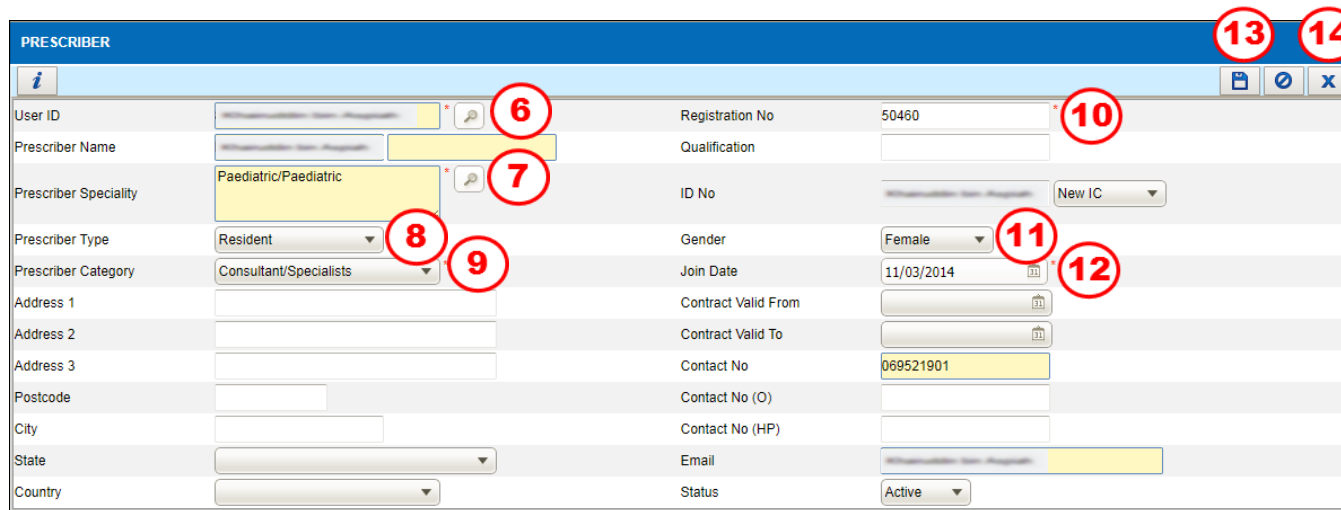
Double click on selected data

PRESCRIBER			
User ID	50460	Registration No	50460
Prescriber Name	Paediatric/Paediatric	Qualification	
Prescriber Speciality	Paediatric/Paediatric	ID No	New IC
Prescriber Type	Resident	Gender	Female
Prescriber Category	Consultant/Specialists	Join Date	11/03/2014
Address 1		Contract Valid From	
Address 2		Contract Valid To	
Address 3		Contact No	069521901
Postcode		Contact No (O)	
City		Contact No (HP)	
State		Email	
Country		Status	Active

Figure 3.19-2 Prescriber

STEP 5

Click button  "Edit Record" as per Figure 3.19-2 Prescriber



The screenshot shows the 'PRESCRIBER' form with the following fields and callouts:

- 6**: Search icon for User ID
- 7**: Search icon for Prescriber Specialty
- 8**: Prescriber Type dropdown menu
- 9**: Prescriber Category dropdown menu
- 10**: Registration No field
- 11**: Gender dropdown menu
- 12**: Join Date field
- 13**: Save button
- 14**: Close button

Figure 3.19-3 Prescriber

STEP 6

Click on  button to search for user ID.

Note

- This search function can search by using either UserID, First Name or Last Name.

STEP 7

Click on  button to search for prescriber specialty.

Note

- This search function can search by using either specialty name or code.

STEP 8

Click the  button to choose different prescriber type.

Note

- This function enable users to choose either Resident, Part-time or Visiting.

STEP 9

Click the  button to choose different prescriber category.

Note

- This function enable users to choose prescriber categories as below;
 - Paramedical Staff doing midwifery
 - Pharmacist(MTAC, SPUB and Transcribe SPUB)
 - Consultant/Specialists
 - Consultant/Specialists for specific Indications only
 - Consultant/Specialists/Family Physician Specialists
 - Medical Officer/House Officer

STEP 10

Edit user's registration number such as pharmacist license number, doctor license number or etc.

STEP 11

Edit gender either male or female.

STEP 12

Edit join date of the user at facility.

Note

- All the step above is MANDATORY to be filled.
- There's a few field is OPTIONAL as per below

Column	Description
Address 1	Residential unit number eg: No 1, No Block A-10-12 and etc.
Address 2	Name of Residential unit eg; Taman Kalungan Mas, Condo Villa Casa and etc.
Address 3	Residential road name eg; Jalan PJU 2/8, Jalan Pesiaran Istimewa.
Postcode	Postcode number.
City	City name.
State	System will show list of state in drop down box.
Country	System will show list of country in drop down box.
Qualification	Qualification of prescriber.
ID No	Identity number of the prescriber.
Contract Valid From	To be fill if the prescriber is contract basis.
Contract Valid to	To be fill if the prescriber is contract basis.
Contact No	Contact number of prescriber.
Contact No (O)	Contact number of prescriber`s office.
Contact No (HP)	Contact number of prescriber`s hand phone.
Email	This data un editable at this page but can be edit in menu "User Profile"
Status	Status of the prescriber at facility. • Active • Inactive

STEP 13

Click  to save edited setup as per figure 3.19-3 Prescriber.

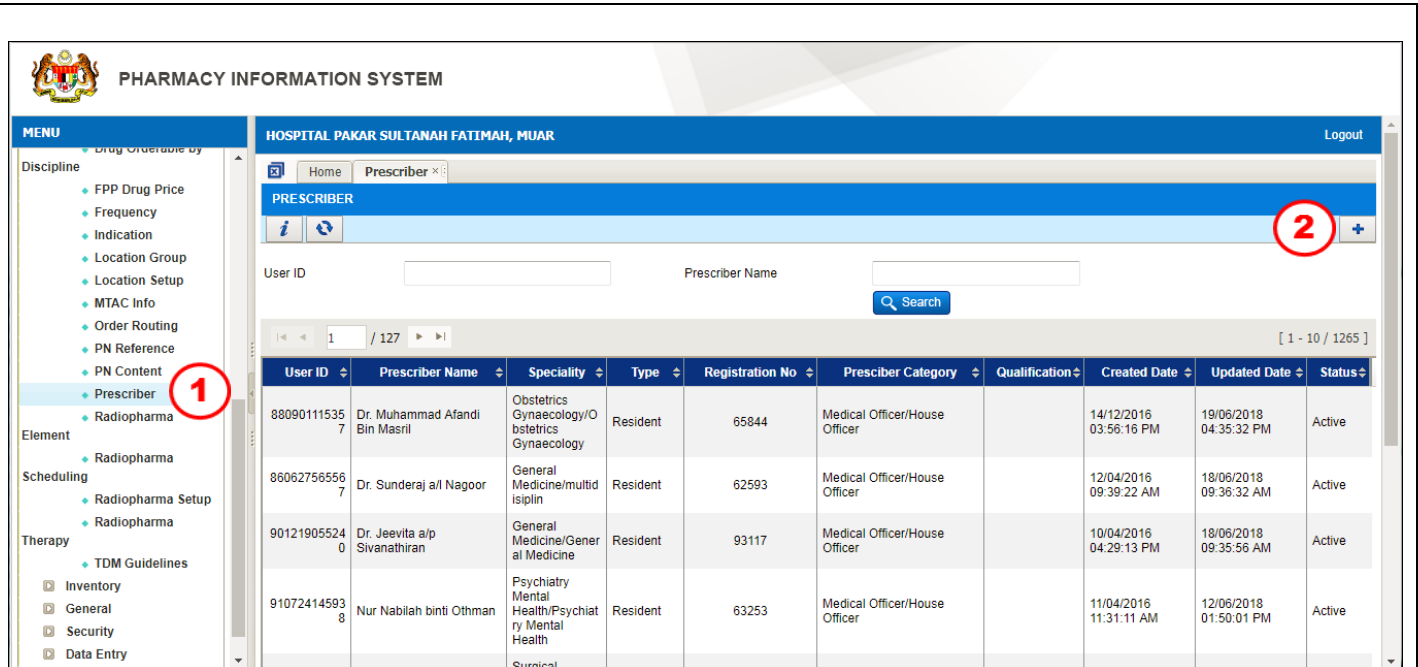
STEP 14

Click  to close the pop up box as per figure 3.19-3 Prescriber.

To add new setting

Data admin is required to add this setting if there is new prescriber registered in facility. This is enable prescriber can open screen medication order.

To add the new value for prescriber, user need to search whether the value is existed within the system. User is not allowed to duplicate information.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Prescriber

PREScriBER

User ID Prescriber Name Search

1 / 127 [1 - 10 / 1265]

User ID	Prescriber Name	Speciality	Type	Registration No	Prescriber Category	Qualification	Created Date	Updated Date	Status
880901115357	Dr. Muhammad Afandi Bin Masril	Obstetrics Gynaecology/O bstetrics Gynaecology	Resident	65844	Medical Officer/House Officer		14/12/2016 03:56:16 PM	19/06/2018 04:35:32 PM	Active
860627565567	Dr. Sunderaj a/l Nagoor	General Medicine/multid isiplin	Resident	62593	Medical Officer/House Officer		12/04/2016 09:39:22 AM	18/06/2018 09:36:32 AM	Active
901219055240	Dr. Jeevita a/p Sivanathiran	General Medicine/Gener al Medicine	Resident	93117	Medical Officer/House Officer		10/04/2016 04:29:13 PM	18/06/2018 09:35:56 AM	Active
910724145938	Nur Nabilah binti Othman	Psychiatry Mental Health/Psychiat ry Mental Health	Resident	63253	Medical Officer/House Officer		11/04/2016 11:31:11 AM	12/06/2018 01:50:01 PM	Active

Figure 3.19-4 Prescriber

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' sub-menu and click on Prescriber.

STEP 2

Click on the  button to add new prescriber.

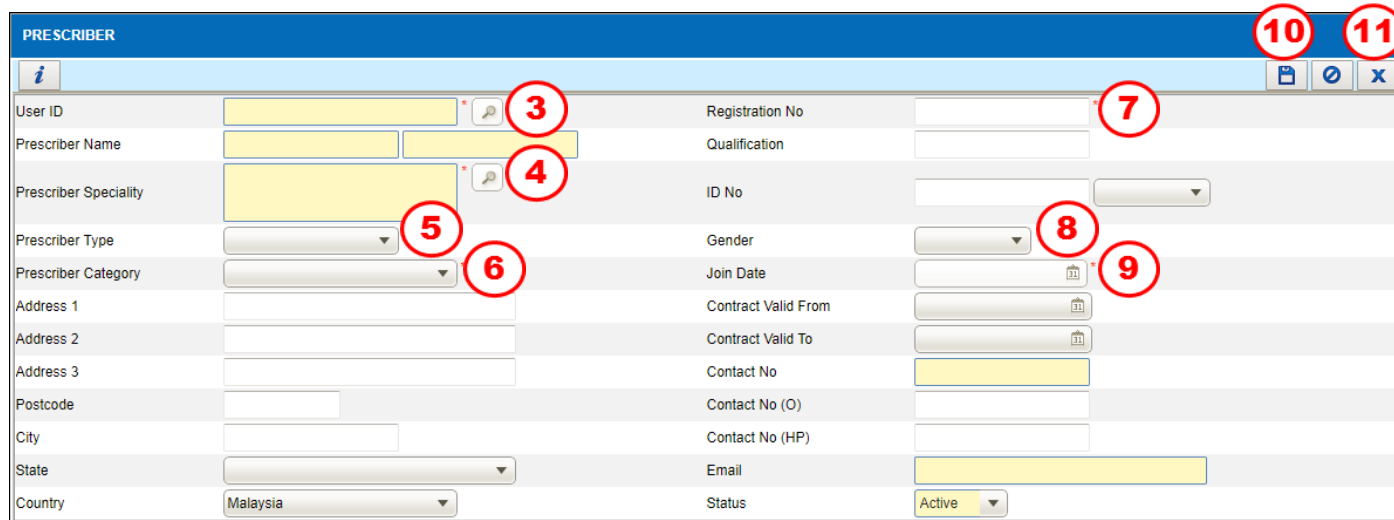


Figure 3.19-5 New Prescriber Record

STEP 3

Click on  button to search for user ID as per figure - Prescriber

Note

- User required to search user profile's existing record for prescriber setup.

STEP 4

Click on  button to search for prescriber specialty

Note

- This search function can search by using either specialty name or code.

STEP 5

Click the  button to choose different prescriber type.

Note

- This function enable users to choose either Resident, Part-time or Visiting.

STEP 6

Click the  button to choose different prescriber category.

Note

- This function enable users to choose prescriber categories as below;
 - Paramedical Staff doing midwifery
 - Pharmacist(MTAC,SPUB and Transcribe SPUB)
 - Consultant/Specialists
 - Consultant/Specialists for specific Indications only
 - Consultant/Specialists/Family Physician Specialists
 - Medical Officer/House Officer

STEP 7

Fill in the user's registration number such as pharmacist license number, doctor license number or etc.

STEP 8

Fill up gender either male or female.

STEP 9

Fill up join date of the user at facility.

Note

- All the step above is MANDATORY to be filled.
- There's a few field is OPTIONAL as per below

Column	Description
Address 1	Residential unit number eg: No 1, No Block A-10-12 and etc.
Address 2	Name of Residential unit eg; Taman Kalungan Mas, Condo Villa Casa and etc.
Address 3	Residential road name eg; Jalan PJU 2/8, Jalan Pesiaran Istimewa.
Postcode	Postcode number.
City	City name.
State	System will show list of state in drop down box.
Country	System will show list of country in drop down box.
Qualification	Qualification of prescriber.
ID No	Identity number of the prescriber.
Contract Valid From	To be fill if the prescriber is contract basis.
Contract Valid To	To be fill if the prescriber is contract basis.
Contact No	Contact number of prescriber.
Contact No (O)	Contact number of prescriber`s office.
Contact No (HP)	Contact number of prescriber`s hand phone.
Email	This data un editable at this page but can be edit in menu "User Profile"
Status	Status of the prescriber at facility. • Active • Inactive

STEP 10

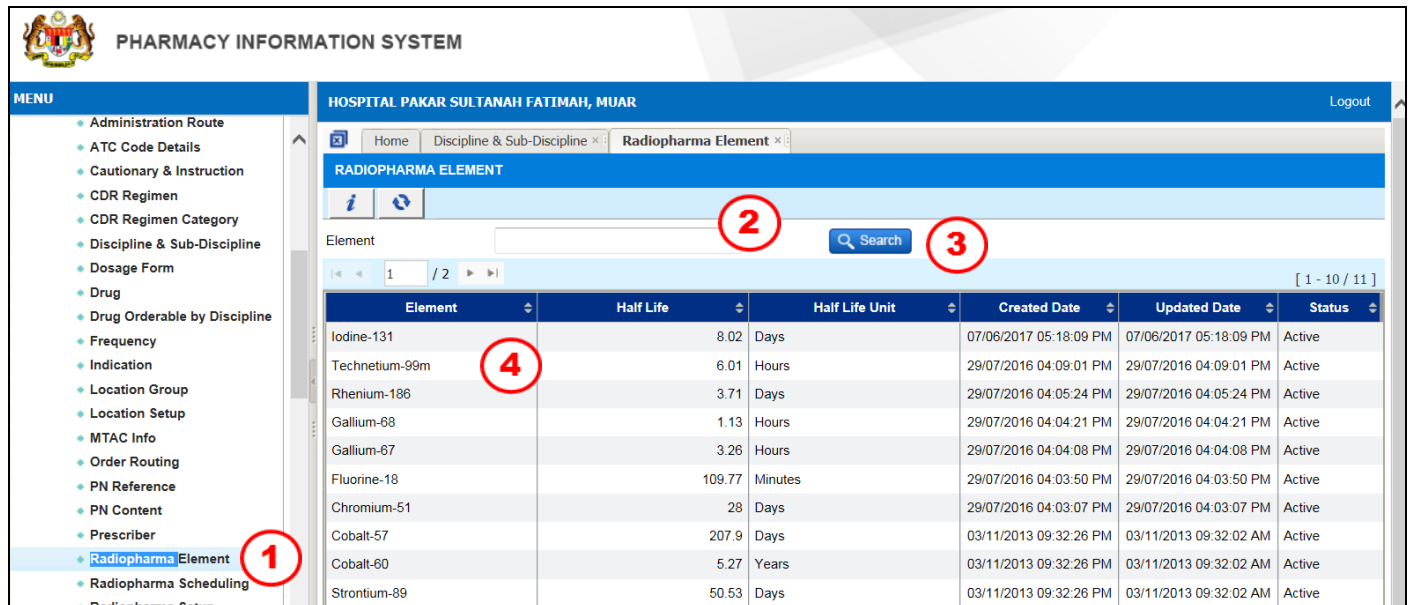
Click  to save edited setup as per figure 3.19-5 Prescriber.

STEP 11

Click  to close the pop up box as per figure 3.19-5 Prescriber.

3.20 Radiopharma Element

To view Radiopharma Element



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home Discipline & Sub-Discipline Radiopharma Element

RADIOPHARMA ELEMENT

Element

[1 - 10 / 11]

Element	Half Life	Half Life Unit	Created Date	Updated Date	Status
Iodine-131	8.02	Days	07/06/2017 05:18:09 PM	07/06/2017 05:18:09 PM	Active
Technetium-99m	6.01	Hours	29/07/2016 04:09:01 PM	29/07/2016 04:09:01 PM	Active
Rhenium-186	3.71	Days	29/07/2016 04:05:24 PM	29/07/2016 04:05:24 PM	Active
Gallium-68	1.13	Hours	29/07/2016 04:04:21 PM	29/07/2016 04:04:21 PM	Active
Gallium-67	3.26	Hours	29/07/2016 04:04:08 PM	29/07/2016 04:04:08 PM	Active
Fluorine-18	109.77	Minutes	29/07/2016 04:03:50 PM	29/07/2016 04:03:50 PM	Active
Chromium-51	28	Days	29/07/2016 04:03:07 PM	29/07/2016 04:03:07 PM	Active
Cobalt-57	207.9	Days	03/11/2013 09:32:26 PM	03/11/2013 09:32:02 AM	Active
Cobalt-60	5.27	Years	03/11/2013 09:32:26 PM	03/11/2013 09:32:02 AM	Active
Strontium-89	50.53	Days	03/11/2013 09:32:26 PM	03/11/2013 09:32:02 AM	Active

Figure 3.20-1 Radiopharma Element

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Radiopharma Element'.

STEP 2

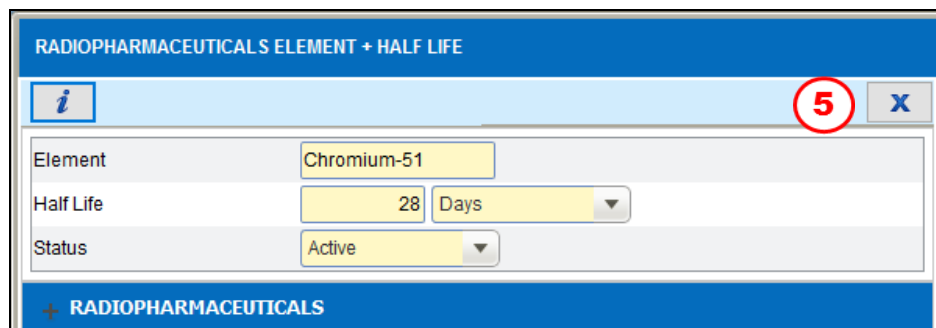
Search record by inserting detail in Element.

STEP 3

Click on button to find the record.

STEP 4

Click on Element in existed record.



RADIOPHARMACEUTICALS ELEMENT + HALF LIFE

Element

Half Life

Status

RADIOPHARMACEUTICALS

Figure 3.20-2 Radiopharmaceuticals Element + Half Life

STEP 5

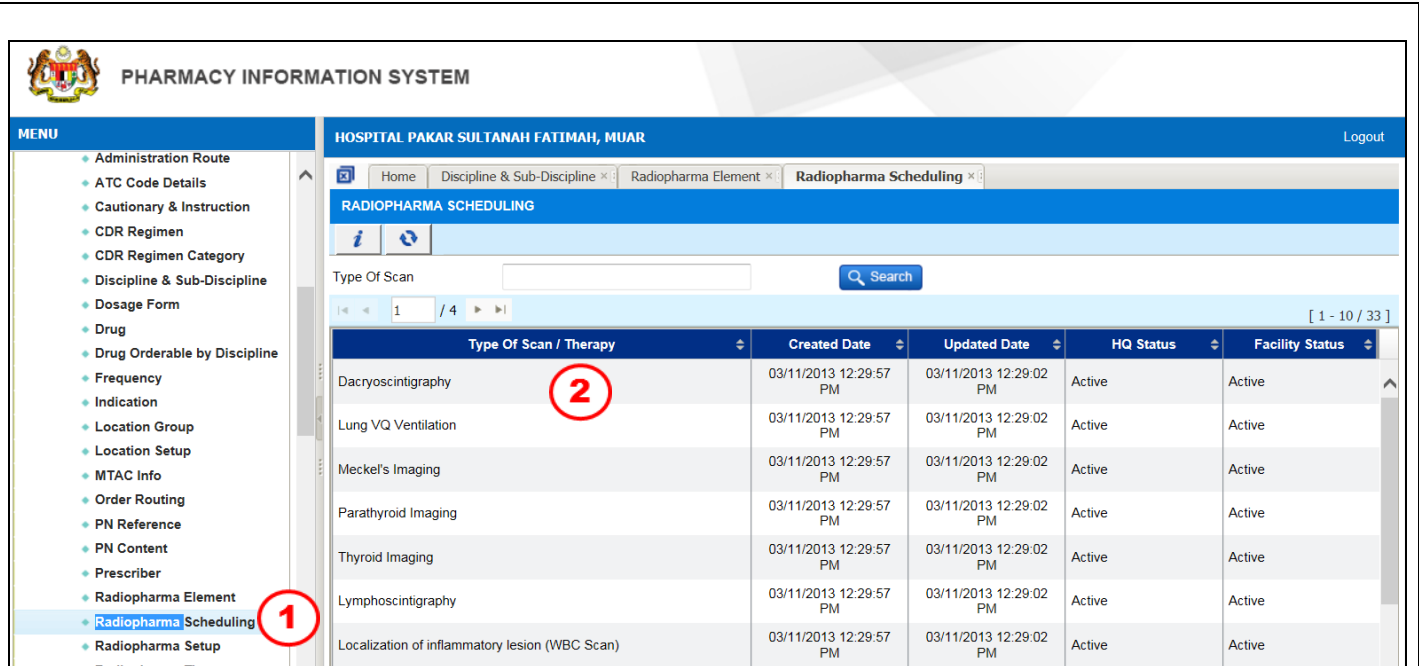
Click on the button and to close record.

3.21 Radiopharma Scheduling

Radiopharma screen enable user to edit value of daily scheduled scan quota.

To view and edit existing record

This screen provides function for user to view and edit existing prescriber information.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Discipline & Sub-Discipline Radiopharma Element Radiopharma Scheduling

RADIOPHARMA SCHEDULING

Type Of Scan Search

1 / 4 [1 - 10 / 33]

Type Of Scan / Therapy	Created Date	Updated Date	HQ Status	Facility Status
Dacryoscintigraphy	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Lung VQ Ventilation	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Meckel's Imaging	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Parathyroid Imaging	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Thyroid Imaging	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Lymphoscintigraphy	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Localization of inflammatory lesion (WBC Scan)	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active

3.21-1 Radiopharma Scheduling

STEP 1

Click on 'Maintenance' menu followed by 'Pharmacy' sub-menu and click on Radiopharma Scheduling.

STEP 2

Click on type of scan/therapy that user want to edit scan quota.

The screenshot displays the PHARMACY INFORMATION SYSTEM interface. On the left is a menu with categories like FPP Drug Price, Frequency, Indication, Location Group, Location Setup, MTAC Info, Order Routing, PN Reference, PN Content, Prescriber, Radiopharma, Radiopharma Scheduling, Radiopharma Setup, Radiopharma, TDM Guidelines, Inventory, General, Security, Data Entry, and Report/Enquiry. The main content area shows the 'RADIOPHARMACEUTICALS SCHEDULING' window. This window has a 'Type Of Scan' dropdown set to 'Meckel's Imaging' and a table with columns 'Select', 'Day', and 'Scan Quota'. The table lists days from Monday to Sunday with corresponding scan quotas. A red circle highlights the 'Meckel's Imaging' entry in the table. On the right is a sidebar with a 'Logout' button and a table with columns 'HQ Status' and 'Facility Status'.

Select	Day	Scan Quota
☒	Monday	3
☒	Tuesday	4
☒	Wednesday	2
☒	Thursday	4
☒	Friday	3
☐	Saturday	0
☐	Sunday	0

Figure 3.21-2 Radiopharmaceuticals Scheduling

STEP 3

Click and set number of scans in a day for the particular working day.

STEP 4

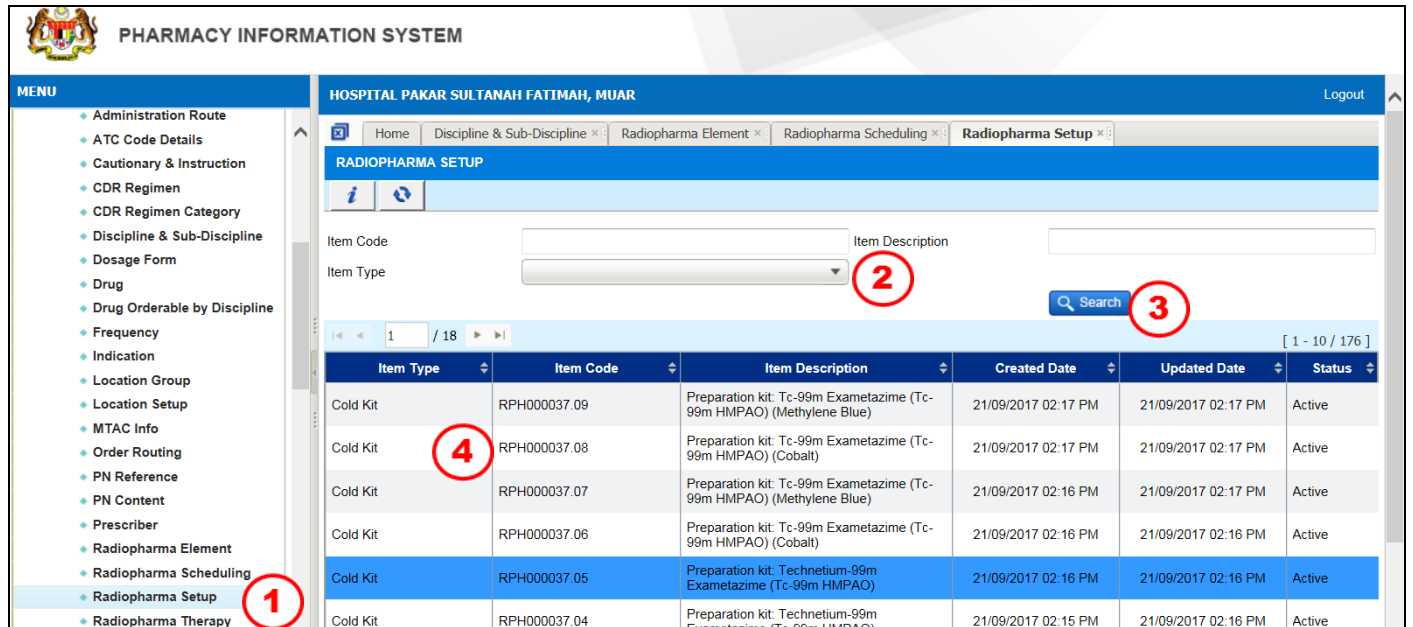
Click to save edited setup.

STEP 5

Click  to close the pop up box.

3.22 Radiopharma Setup

To view Radiopharma Setup



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Discipline & Sub-Discipline Radiopharma Element Radiopharma Scheduling Radiopharma Setup

RADIOPHARMA SETUP

Item Code Item Description

Item Type

Search

1 / 18

Item Type	Item Code	Item Description	Created Date	Updated Date	Status
Cold Kit	RPH000037.09	Preparation kit: Tc-99m Exametazime (Tc-99m HMPAO) (Methylene Blue)	21/09/2017 02:17 PM	21/09/2017 02:17 PM	Active
Cold Kit	RPH000037.08	Preparation kit: Tc-99m Exametazime (Tc-99m HMPAO) (Cobalt)	21/09/2017 02:17 PM	21/09/2017 02:17 PM	Active
Cold Kit	RPH000037.07	Preparation kit: Tc-99m Exametazime (Tc-99m HMPAO) (Methylene Blue)	21/09/2017 02:16 PM	21/09/2017 02:17 PM	Active
Cold Kit	RPH000037.06	Preparation kit: Tc-99m Exametazime (Tc-99m HMPAO) (Cobalt)	21/09/2017 02:16 PM	21/09/2017 02:16 PM	Active
Cold Kit	RPH000037.05	Preparation kit: Technetium-99m Exametazime (Tc-99m HMPAO)	21/09/2017 02:16 PM	21/09/2017 02:16 PM	Active
Cold Kit	RPH000037.04	Preparation kit: Technetium-99m Exametazime (Tc-99m HMPAO)	21/09/2017 02:15 PM	21/09/2017 02:16 PM	Active

Figure 3.22-1 Radiopharma Setup

STEP 1

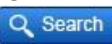
Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Radiopharma Setup'

STEP 2

Search record by inserting details

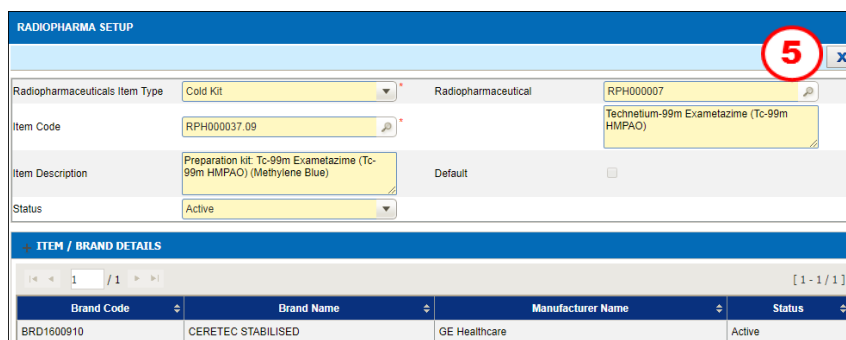
- Item Code
- Item Type
- Item Description

STEP 3

Click  Button to find the record

STEP 4

Click on Item in existed record to open



RADIOPHARMA SETUP

Radiopharmaceuticals Item Type: Cold Kit Radiopharmaceutical: RPH000007

Item Code: RPH000037.09

Item Description: Preparation kit: Tc-99m Exametazime (Tc-99m HMPAO) (Methylene Blue)

Status: Active

ITEM / BRAND DETAILS

Brand Code	Brand Name	Manufacturer Name	Status
BRD1600910	CERETEC STABILISED	GE Healthcare	Active

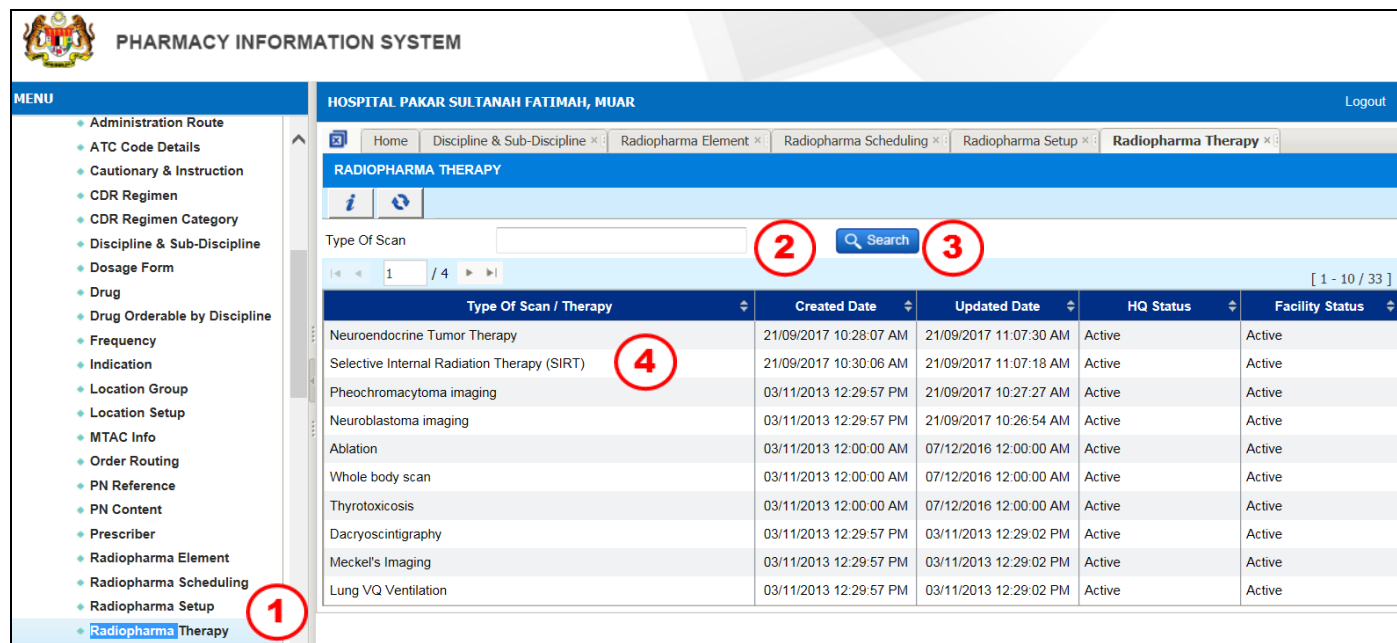
Figure 3.22-2 Radiopharma Setup

STEP 5

Click on the  button and to close record

3.23 Radiopharma Therapy

To view and edit Radiopharma Therapy



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Discipline & Sub-Discipline Radiopharma Element Radiopharma Scheduling Radiopharma Setup Radiopharma Therapy

RADIOPHARMA THERAPY

Type Of Scan

1 / 4 [1 - 10 / 33]

Type Of Scan / Therapy	Created Date	Updated Date	HQ Status	Facility Status
Neuroendocrine Tumor Therapy	21/09/2017 10:28:07 AM	21/09/2017 11:07:30 AM	Active	Active
Selective Internal Radiation Therapy (SIRT)	21/09/2017 10:30:06 AM	21/09/2017 11:07:18 AM	Active	Active
Pheochromocytoma imaging	03/11/2013 12:29:57 PM	21/09/2017 10:27:27 AM	Active	Active
Neuroblastoma imaging	03/11/2013 12:29:57 PM	21/09/2017 10:26:54 AM	Active	Active
Ablation	03/11/2013 12:00:00 AM	07/12/2016 12:00:00 AM	Active	Active
Whole body scan	03/11/2013 12:00:00 AM	07/12/2016 12:00:00 AM	Active	Active
Thyrotoxicosis	03/11/2013 12:00:00 AM	07/12/2016 12:00:00 AM	Active	Active
Dacryoscintigraphy	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Meckel's Imaging	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active
Lung VQ Ventilation	03/11/2013 12:29:57 PM	03/11/2013 12:29:02 PM	Active	Active

Figure 3.23-1 Radiopharma Therapy

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'Radiopharma Therapy'

STEP 2

Click on button to search existing record based on below search criteria:

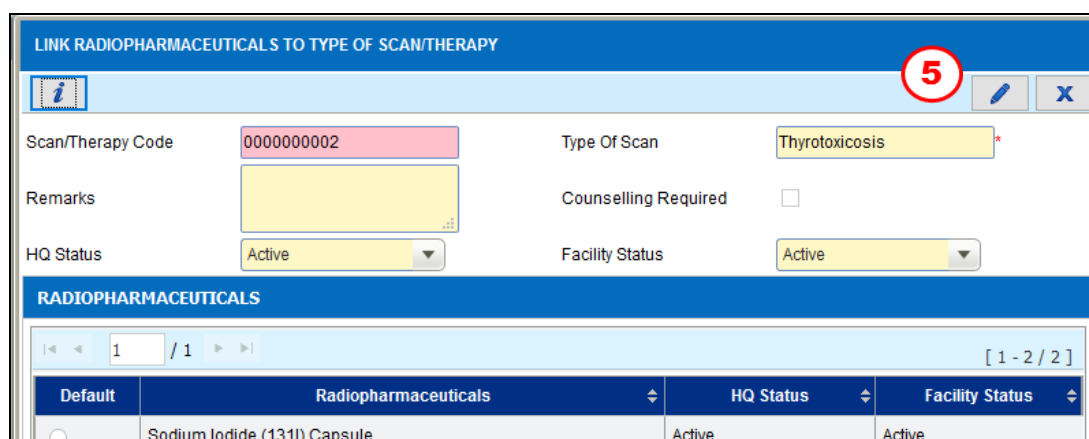
a) Type of scans

STEP 3

Click on button to find Radiopharma Therapy

STEP 4

Double click on selected Type of Scans/Therapy to view the record



LINK RADIOPHARMACEUTICALS TO TYPE OF SCAN/THERAPY

Scan/Therapy Code Type Of Scan

Remarks

HQ Status Counselling Required ☐

Facility Status

RADIOPHARMACEUTICALS

1 / 1 [1 - 2 / 2]

Default	Radiopharmaceuticals	HQ Status	Facility Status
☐	Sodium Iodide (131I) Capsule	Active	Active

Figure 3.23-2 Radiopharma Therapy

STEP 5

Click  button to proceed with editing

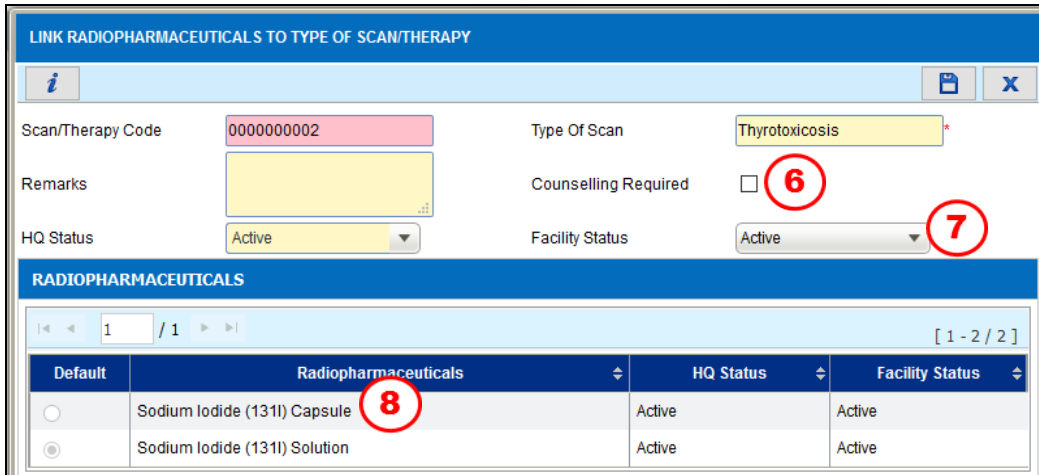


Figure 3.23-3 Radiopharma Therapy

STEP 6

Click the check box to indicate that the Radiopharmaceuticals require counselling [optional]

STEP 7

Click to Change Facility Status

STEP 8

Click on Radiopharmaceutical record to edit

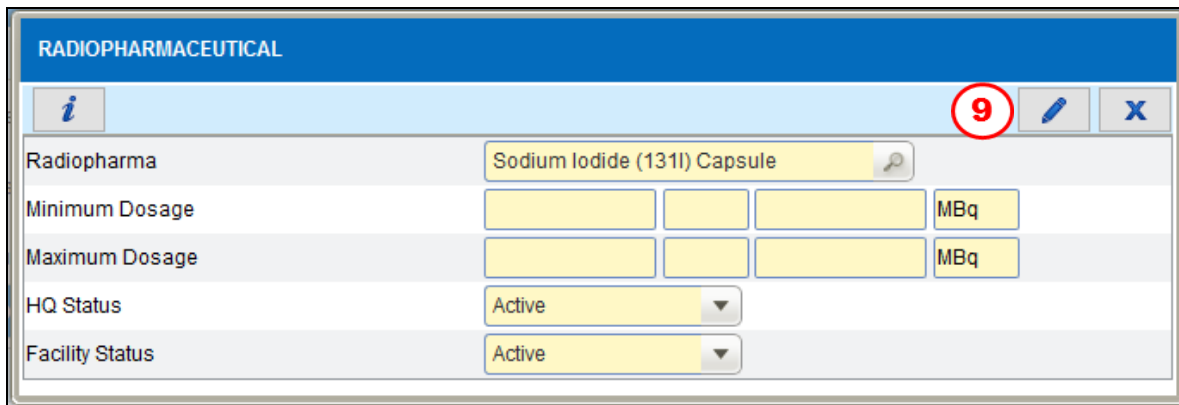
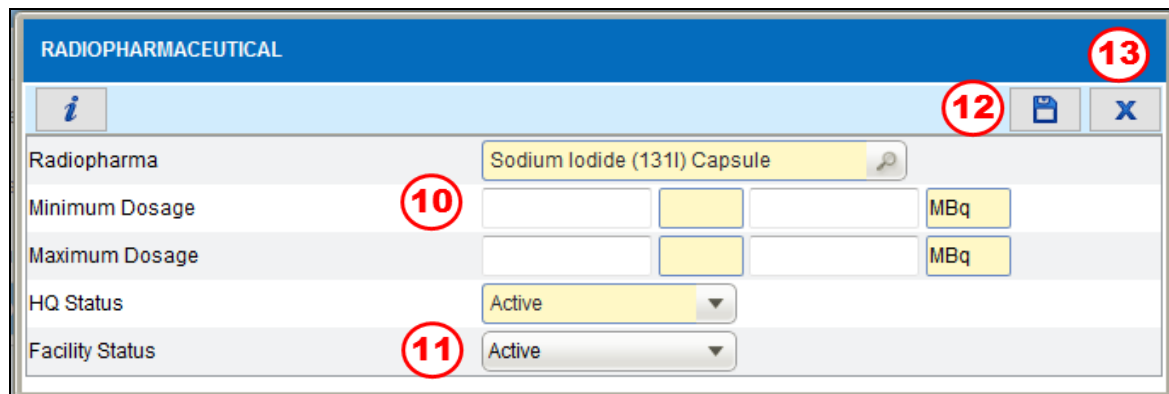


Figure 3.23-4 Radiopharma Therapy

STEP 9

Click on  button to edit



The screenshot shows a web form titled "RADIOPHARMACEUTICAL". It contains several fields and buttons. Callout 10 points to the "Minimum Dosage" input field. Callout 11 points to the "Facility Status" dropdown menu. Callout 12 points to the save button (a floppy disk icon). Callout 13 points to the close button (an 'X' icon). The form also includes a search icon, a "Radiopharma" field with a search icon, and "Maximum Dosage" and "HQ Status" fields.

RADIOPHARMACEUTICAL			
			
Radiopharma	Sodium Iodide (131I) Capsule 		
Minimum Dosage			MBq
Maximum Dosage			MBq
HQ Status	Active 		
Facility Status	Active 		

Figure 3.23-5 Radiopharma Therapy

STEP 10

Input value according to facility for Minimum Dosage and Maximum Dosage

STEP 11

Click to Change Facility Status

STEP 12

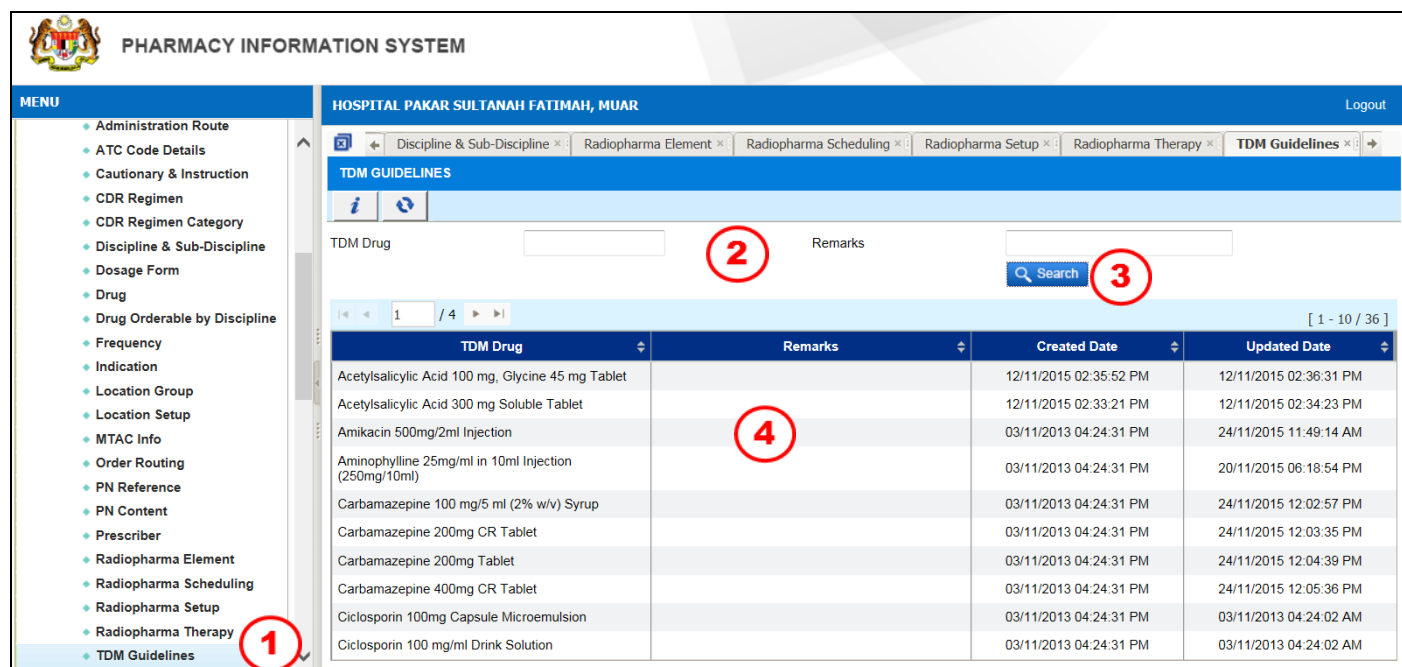
Click  button to save and complete the process.

STEP 13

Click on the  button and to close record.

3.24 TDM Guidelines

To view TDM Guideline



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

TDM GUIDELINES

TDM Drug Remarks

1 4 10 36

TDM Drug	Remarks	Created Date	Updated Date
Acetylsalicylic Acid 100 mg, Glycine 45 mg Tablet		12/11/2015 02:35:52 PM	12/11/2015 02:36:31 PM
Acetylsalicylic Acid 300 mg Soluble Tablet		12/11/2015 02:33:21 PM	12/11/2015 02:34:23 PM
Amikacin 500mg/2ml Injection		03/11/2013 04:24:31 PM	24/11/2015 11:49:14 AM
Aminophylline 25mg/ml in 10ml Injection (250mg/10ml)		03/11/2013 04:24:31 PM	20/11/2015 06:18:54 PM
Carbamazepine 100 mg/5 ml (2% w/v) Syrup		03/11/2013 04:24:31 PM	24/11/2015 12:02:57 PM
Carbamazepine 200mg CR Tablet		03/11/2013 04:24:31 PM	24/11/2015 12:03:35 PM
Carbamazepine 200mg Tablet		03/11/2013 04:24:31 PM	24/11/2015 12:04:39 PM
Carbamazepine 400mg CR Tablet		03/11/2013 04:24:31 PM	24/11/2015 12:05:36 PM
Ciclosporin 100mg Capsule Microemulsion		03/11/2013 04:24:31 PM	03/11/2013 04:24:02 AM
Ciclosporin 100 mg/ml Drink Solution		03/11/2013 04:24:31 PM	03/11/2013 04:24:02 AM

Figure 3.24-1 TDM Guideline

STEP 1

Click on 'Maintenance' menu follow by 'Pharmacy' sub-menu and click on 'TDM Guideline'

STEP 2

Key in the name of TDM drug

STEP 3

Click on button to find TDM drug

STEP 4

Double click on selected TDM drug

Note

- The Figure 3.24.2 show the TDM Guideline Detail

TDM GUIDELINE

TDM Drug: Acetylsalicylic Acid 100 mg, Glyc... Total Cost of Analysis(RM): 0

Time to reach steady state: NA Remarks:

Calculator:

Digoxin
Aminoglycoside Pre
Carbamazepine
Phenobarbitone
Vancomycin Pre
Theophylline
Valproic Acid
Vancomycin Post

No Records Found!

TDM GUIDELINE DETAIL

1 / 1 [1 - 1 / 1]

Sampling Type	After/Before	Default time	Lab Order	Therapeutic Range	UOM	Updated On
Random	AFTER	1 MINUTES	Salicylate Random	4 hours after ingestion	mcg/ml	12/11/2015

Figure 3.24-2 TDM Guideline Detail

STEP 5

Double click on sampling type to view the detail as figure 3.24.3

TDM GUIDELINE DETAIL

Sampling Type: Random Lab Order: Salicylate Random

Default Time(HH:MM): 1 Minutes After/Before: After

UOM: mcg/ml Therapeutic Range: 4 hours after ingestion

Figure 3.24-3 TDM Guideline Detail

4.0 Acronyms

Abbreviation	Definition
HQ	Project Team
MOH	Ministry of Health
KKM	Kementerian Kesihatan Malaysia
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
PKU	Packaging Keeping Unit
SKU	Store Keeping Unit
TDM	Therapeutic Drug Monitoring
CDR	Cytotoxic Drug Reconstitution