



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

User Manual Inpatient Pharmacy

Version	: 12th Edition
Document ID	: U. MANUAL_INPATIENT PHARMACY



PhIS & CPS Project
User Manual – Inpatient Pharmacy



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1.0 Introduction

1.1 Overview of PhIS

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

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

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

1.2 Purpose and Objectives

This user manual outlines the Inpatient Pharmacy sub-module and its key features and functionalities. The primary objective is to help guide user through the process of completing PhIS application process. User will understand the following activities in details:

- Screening & Verification
- Preparation
- Dispensing
- Fill List
- Inpatient Partial Supply
- Released / Discard Batch
- Medication Return
- Re-Dispensing

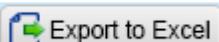
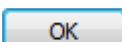
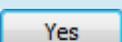
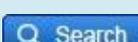
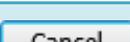
1.3 Organised Sections

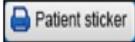
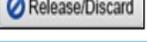
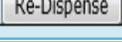
These are the sections within this document:

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

2.0 Application Standard Features

2.1 PhIS Legend

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

Inpatient Module Legend					
	Update Patient's Height and Weight		Print Ingredient Label		Fill List
	Patient Sticker		Dispense		Label
	Preparation		Print Original Prescription		Worksheet
	Edit Label		Verify		Manage Fill List
	Generate Worksheet		Confirm		Balance Medication Sheet
	Invoice		Release/Discard		Collapse All Fill List
	Previous/Next record		Re-Dispense		Expand All Fill List

Note

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

3.0 Inpatient Pharmacy

Overview

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

User Group

This module is intended for pharmacist (subject to the user assigned by the facility)

Functional Diagram

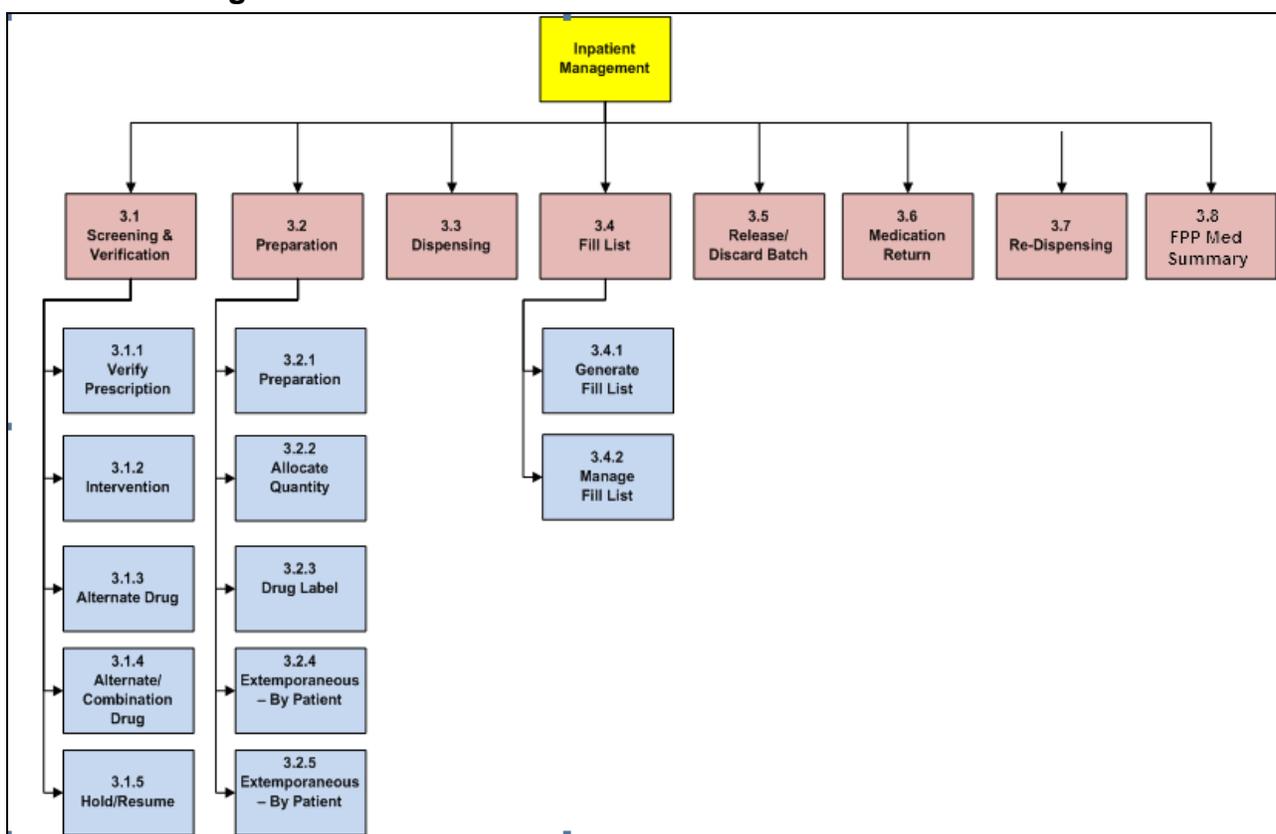


Figure 3.0-1

Functional Description

Inpatient Pharmacy comprises of seven (7) main functions:

- **Screening & Verification**

Screening and verification is for the pharmacist to verify the prescriptions received from order management. This process is mandatory for all prescriptions receive before the user can proceed with dispensing preparation. There are also safety systems that warn against toxic doses, allergic and cross-reactions, drug interactions, duplication of therapeutic classes, contraindications, and adverse effects.

- **Preparation**

The prescription and the drug preparation are made in the system that may integrated with inventory system. Professionals access system data directly with no need to send files or manual drug labeling.

- **Dispensing**

The prescription and the dispensing report are made in the system that integrated with inventory system

- **Fill List**

User is allowed to make unit dose dispensing for a selected nursing unit's entire list of patients of medication orders as a batch process. The dispensing process like preparation and dispensing will be done from the same screen for an entire list of patient from a selected nursing unit.

- **Release / Discard Batch**

Allow the user to release the drug reserved for the patient back into inventory. This list will a contain list of drugs with 'Uncollected', 'Prepared' or 'Hold' status. User need to release this drug in order for it to be available in the drug inventory list. The status of allocated (reserved quantity) will change to available quantity.

- **Medication Return**

Allow the user to return any unused drugs back to inventory. This screen will allow the user to Create New Record and Confirm Online Request. 'Confirm Online Request' is used to manage medication return requests made by nurses for medication returned for all unused medication from inpatient upon the patient's discharge.

- **Re-Dispensing**

Allow the user to re-issue medication to the patient due to spilled, broken or lost. Only Authorized users will be able to access this process.

- **FPP Medication Summary**

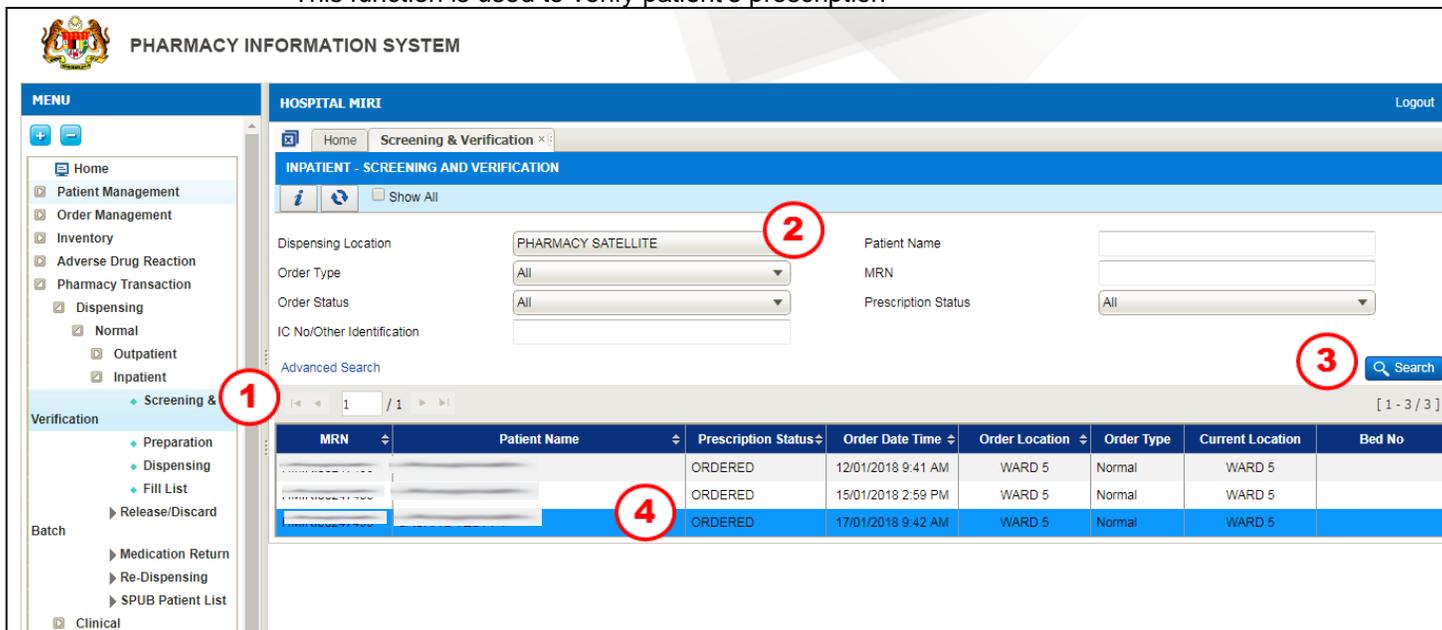
Allow user to view Full Paying Patients details and update FPP supply for patient. User able to print Invoice for the finalized FPP Medication summary.

3.1 Screening & Verification

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

3.1.1 Verify Prescription

This function is used to verify patient's prescription



The screenshot shows the 'PHARMACY INFORMATION SYSTEM' interface for 'HOSPITAL MIRI'. The main area is titled 'INPATIENT - SCREENING AND VERIFICATION'. It features a search bar with a 'Search' button (3) and a 'Show All' option. Below the search bar are several dropdown menus: 'Dispensing Location' (2) set to 'PHARMACY SATELLITE', 'Order Type' set to 'All', 'Order Status' set to 'All', 'Patient Name', 'MRN', and 'Prescription Status' set to 'All'. There is also an 'Advanced Search' section. A table below displays a list of prescriptions with columns: MRN, Patient Name, Prescription Status, Order Date Time, Order Location, Order Type, Current Location, and Bed No. The table shows three rows of data, with the third row highlighted in blue (4). The left sidebar contains a 'MENU' with 'Screening & Verification' (1) selected under the 'Verification' category.

Figure 3.1.1-1 Screening & Verification Listing Page

Note

PhIS Screen menu/sub menu will be displayed according to user access right

STEP 1

Click on 'Screening & Verification' menu

STEP 2

Select **Dispensing Location**

STEP 3

Click on the  button to search the patient:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by full or partial patient's name
d	ID Number	Ic number/passport	
e	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient

f	MRN	Patient MRN	Allow to search by patient full or partial MRN No
g	Prescription Status	-All -Hold(Drug) -In Progress -Partially Dispensed -Dispensed -Expired(Drug)	All - filter all prescription status Hold (Drug) - filter record with prescription status in 'In Progress/Hold'. Drug Status in (Verified Hold/ Prepared Hold/ Ordered Hold). In Progress – filter all prescription status with 'In Progress' status Partially Dispensed – filter all prescription status with 'Partially Dispensed' status Dispensed – filter all prescription status with 'Dispensed' status Expired (Drug) – filter record prescription with some drug status in (Dispensed/Discontinue/Expired/Stop). Prescription with active and non-active drugs will be displayed. However, if all drugs are expired/not active, prescription will be displayed until midnight on the day of expiry date. Record will be removed from the list after scheduler run on midnight.
h	Order Status	-All -New Order -Partial Supply -Pending Authorisation	All – Type of search from range New order, Partial Supply and Pending Authorisation New Order – Prescription of new order Partial Supply – Prescription from partially dispense Pending Authorisation – Prescription contain of drug to authorise
Advance Search			
i	Order Location	Order location. (It will list down all active location)	
j	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	
k	Order Date From		Start point for range of order date
l	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
m	Bed No		Search patient by bed number
n	Recorded By		Search by Recorded by name
o	SPUB Out	-All -Yes -No	Search by SPUB status
p	Next Supply From	-	Start point for range of date
q	Next Supply To	-	Can be left NULL or must be greater than the value for Next Supply From

Table 3.1.1

Note

Advanced Search can be used to narrow down the criteria. Consist of:

- a) Order Location
- b) Order Location Type
- c) Order Date From
- d) Order Date To
- e) Bed No

STEP 4

Click on existing patient record as follow.

SCREENING AND VERIFICATION

Patient Label Record Prescription Intervened Prescription Original Prescription

Mykad Age 30 Years 03 Months 25 Days Gender Female M/RN HKL00433134

Address Phone And Email Diagnosis No known Allergies Vital Sign

Height 160 cm Weight 60 kg BMI/BSA 23.4 / 1.63 m² (Last Updated : 14/12/2021) Nationality : Warganegara

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

Encounter No: 0001 Actual Admission Date: 14/12/2021 Attending Practitioner: Visit Location: Wad Urologi 3A (Female) Room No/Bed No: Rx No: UN3A0001883124 Ordered By:

Original Prescription Serial No: 133131

PHARMACY ORDER

PRESCRIPTION ENGLISH PROCEED TO PREPARATION Patient sticker Label IP Label OP Label Full Supply Allocate Verify

Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescri Nam
Paracetamol 500 mg Tablet	500 mg, PRN4, Oral, 3 Days 14/12/2021 12:03 PM - 17/12/2021 12:03 PM	20 tablet	0 tablet	6 <input type="checkbox"/> POMs	0 tablet	0 tablet	20 tablet (2 day(s))	Remarks	<input type="checkbox"/> Detail		Dr Muhan Syafiq Mans
Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	5 tablet	0 tablet	5 <input checked="" type="checkbox"/> POMs <input type="checkbox"/> Alternate	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail		Dr Shek Mishae Zakaria A
Simvastatin 10 mg Tablet	10 mg, ON, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	5 tablet	0 tablet	0 <input type="checkbox"/> POMs <input type="checkbox"/> Alternate(C)	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail		Dr Shek Mishae Zakaria A

Figure 3.1.1-2 Screening & Verification

STEP 5

Click at POM Received and pop up will appear as in Figure 3.1.1-3

POMs RECEIVED QUANTITY AND LABEL PRINTING

POMs Label

Drug Name Chlorpheniramine Maleate 4mg Tablet Default SKU tablet

Order Details 4 mg, ON (every night), Oral Tablet, Oral, 14/12/2021 (5 Days) POMs Received Quantity 0

Figure 3.1.1-3 POM Received Quantity and Label Printing

Note

- Key in quantity received and click button and button to print label.
- Label will appear as in Figure 3.1.1-4

HOSPITAL KUALA LUMPUR (Tel: 0326155555)	
PATIENT'S OWN MEDICINES (POMs)	
00433134(2323)	Wad Urologi 3A (Female)
Chlorpheniramine Maleate 4mg Tablet	
Ambil 1 biji Setiap malam	
Boleh diambil SEBELUM ATAU SELEPAS makan. Menyebabkan mengantuk. Elak memandu /kendali mesin.	
14/12/2021	Kuantiti 10 biji
UBAT TERKAWAL	15/12/2021 02:27 PM

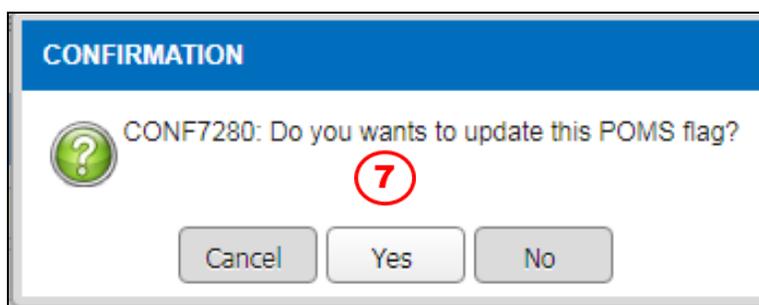
Figure 3.1.1-4 POM Label

STEP 6

Uncheck the POM checkbox and pop up as Figure 3.1.1-5 will appear to confirm

Note

If user wants to update POMs drug to Normal drug, Untick the POM checkbox and drug will be changed from own medication to normal medication.



A confirmation dialog box with a blue header titled "CONFIRMATION". Below the header is a question mark icon and the text "CONF7280: Do you want to update this POMS flag?". A red circle with the number "7" is positioned above the "Yes" button. At the bottom are three buttons: "Cancel", "Yes", and "No".

Figure 3.1.1-5 Confirmation

STEP 7

Click button to confirm POM changes

Note

- System will change the POM to normal drug but colour will remain as pink as per Figure 3.1.1-6. This is to indicate that the drug was originally a POM
 - If pink color background and checkbox POMs is ticked – POMS drug
 - If pink color background and checkbox POMs is unticked – normal drug

SCREENING AND VERIFICATION

Print Patient Label Record Prescription Intervened Prescription Original Prescription

	[Redacted]	[Redacted]	Age 30 Years 03 Months 25 Days	Gender Female	MRN HKL00433134
Address		Phone And Email	Diagnosis	No known Allergies	
Vital Sign					

Height cm Weight kg BMI/BSA 23.4 / 1.63 m² Update (Last Updated : 14/12/2021) Nationality : Warganegara

PHARMACY ORDER

PRESCRIPTION

ENGLISH PROCEED TO PREPARATION Print Patient sticker Label IP Label OP Label Full Supply Allocate Verify

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescri Name
<input type="checkbox"/>	Paracetamol 500 mg Tablet	500 mg, PRN4, Oral, 3 Days 14/12/2021 12:03 PM - 17/12/2021 12:03 PM	20 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	20 tablet (2 day(s))	Remarks	<input type="checkbox"/> Detail		[Redacted]
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	5 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail		[Redacted]
<input type="checkbox"/>	Simvastatin 10 mg Tablet	10 mg, ON, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	5 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail		[Redacted]

Figure 3.1.1-6 Screening and Verification

STEP 8

Click on the  button to proceed verification process

Note

- When selected patient name is clicked, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen which is required patient information. Below is the list of patient information:
 - Patient Name
 - Patient Address
 - Patient IC Number
 - Patient Phone and Email
 - Patient Diagnosis
 - Patient Age
 - Patient Allergy
 - Patient Gender
 - Patient MRN
- Below options are provided for user to view the additional patient information. Click on the hyperlink as below:
 - **Lab Parameter**
 - Patient's laboratory test results.
 - **Counselling History**
 - Medication counselling history records.
 - **Demographic**
 - Patient's demographic details.
 - **Pharmacist Notes**
 - Pharmacy notes such as MTAC, Ward Pharmacy and etc.
 - **Medication Profile**

- *This hyperlink will show the patient's current medication and previous medication history.*
- **Other Appointments**
- *This screen provides information if there are any other appointments recorded for the patient.*
- Current visit information will be displayed as below:
- *Admission Date*
- *Attending practitioner*
- *Visit location*
- *Room No / Bed No*
- *Rx No*
- Prescription from order management will be displayed as below:
- *Drug Name*
- *Order Detail*
- *Order Qty - Quantity of drug ordered by the prescriber.*
- *Reserve Qty*
- *Dispense OUM Quantity*
- *Balance*
- *Remarks*
- *Drug Counselling*
- *Previous Dispense Quantity*
- *Extemporaneous*
- *Prescriber name*
- *Status*
- *To skip preparation screen, tick on the Proceed to Preparation checkbox.*
- *Select ENGLISH check box to print in English language.*

Note

- Once the button  is clicked, system will automatically calculated the quantity in **Reserve Qty** field base on quantity in **Supply Duration** field.
- A notification icon  in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the doctor's remark as per Figure 3.1.1-3.
- MTAC History link in all dispensing screen (patient banner).

PHARMACIST REMARK

📄
🔄
✖

Prescriber Remark ✖

Order Stage ✎

Doctor Remark at Order Stage

Pharmacist Remark ✖

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

Verification Stage ✎

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

Prescriber Remark	Prescriber Name	Start Date	End Date	Pharmacist Remark	Stage	Rx
Doctor Remark at Order Stage	lan	26/07/2017	28/07/2017	Pharmacist Remark at Screening Stage	Verification	100000876420
				Pharmacist Remark at Preparation Stage	Preparation	100000876420
				Pharmacist Remark at Dispensing Stage	Dispensing	100000876420

Figure 3.1.1-3 Pharmacist Remark

3.1.2 Intervention

This function allow user to modify drugs details frequency, duration and form. This function is available in screening verification screen and preparation screen however the suitable time to do intervention is during screening and verification screen

SCREENING AND VERIFICATION

	Age 30 Years 03 Months 25 Days	Gender Female	MRN HKL00433134
Address	Phone And Email	Diagnosis	No known Allergies
Vital Sign ▼			
Height <input type="text" value="160"/> cm	Weight <input type="text" value="60"/> kg	BMI/BSA 23.4 / 1.63 m ²	Update (Last Updated : 14/12/2021) Nationality : Warganegara

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

Encounter No: 0001	Actual Admission Date: 14/12/2021	Attending Practitioner:	Visit Location: Wad Urologi 3A (Female)	Room No/Bed No:	Rx No: UN3A0001883124	Ordered By:
Original Prescription Serial No: 133131						

PHARMACY ORDER

	Drug Name	Order Detail	Order Qty	Interv QTY	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescrip Name
1	<input type="checkbox"/> Paracetamol 500 mg Tablet	500 mg, PRN4, Oral, 3 Days 14/12/2021 12:03 PM - 17/12/2021 12:03 PM	20 tablet	2	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	20 tablet (2 day(s))	Remarks <input type="checkbox"/> Detail			
	<input type="checkbox"/> Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	5 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks <input type="checkbox"/> Detail			
	<input type="checkbox"/> Simvastatin 10 mg Tablet	10 mg, ON, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	5 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks <input type="checkbox"/> Detail			

Figure 3.1.2-1 Screening & Verification - Intervention

Note
Repeat Step 1 to Step 5 as in verify prescription as per Figure 3.1.1-1 before perform Intervention steps.

STEP 1
Click on the checkbox as per Figure 3.1-2-1

STEP 2
Click on intervention button for Intervention as per Figure 3.1-2-1

INTERVENTION

■ Modify with Reason ■ Reason only ■ Modify without Reason

7 Confirm X

PHARMACY REMARKS

Drug Name: Order Detail: Reset Save Reason 5

INTERVENTION

Selection	Intervention Reason	Remarks	Prescription		Dispensing Process	
			Accepted	Not Accepted	Accepted	Not Accepted
<input type="checkbox"/>	Authenticity		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Contraindication		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Drug Administration Error		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3 <input type="checkbox"/>	Drug Interaction	4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Drug Not In Formulary		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Dose		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Drug		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Duration		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

INTERVENTION

Selection	Intervention Reason	Remarks	Prescription		Dispensing Process	
			Accepted	Not Accepted	Accepted	Not Accepted
<input type="checkbox"/>	Incomplete Rx - Countersign		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Incomplete Rx - Dose		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Incomplete Rx - Dr's Stamp and Sign		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Incomplete Rx - Drug		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Incomplete Rx - Duration		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Incomplete Rx - Frequency		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Incomplete Rx - Patient Data		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Others		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

MODIFY ORDER

Drug Name	Dosage	Frequency	Duration	Prescribed Qty	Start Date	End Date	Reasons
Chlorpheniramine Maleate 4mg Tablet	4 mg	ON (every night)	5 Days	5 tablet	14/12/2021 3:21 PM	19/12/2021 3:21 PM	6 +

Figure 3.1.2-2 Intervention

STEP 3

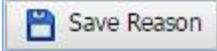
Choose the **Intervention Reason** by tick at the checkbox of the column **Selection**:

- Authenticity
- Contraindication
- Drug Interaction
- Drug Administration Error
- Drug Not in Formulary
- Inappropriate Dose
- Inappropriate Drug
- Inappropriate Duration
- Inappropriate Frequency
- Incompatibility
- Incomplete Rx-Countersign
- Incomplete Rx-Dose
- Incomplete Rx-Dr Stamp and Sign
- Incomplete Rx-Drug
- Incomplete Rx-Duration
- Incomplete Rx-Frequency
- Incomplete Rx-Patient Data
- Others

STEP 4

Enter remarks of intervention reason.

STEP 5

Click on the  to save the intervention reason. Once do that, the drugs information will be change from grey to yellow.

Note

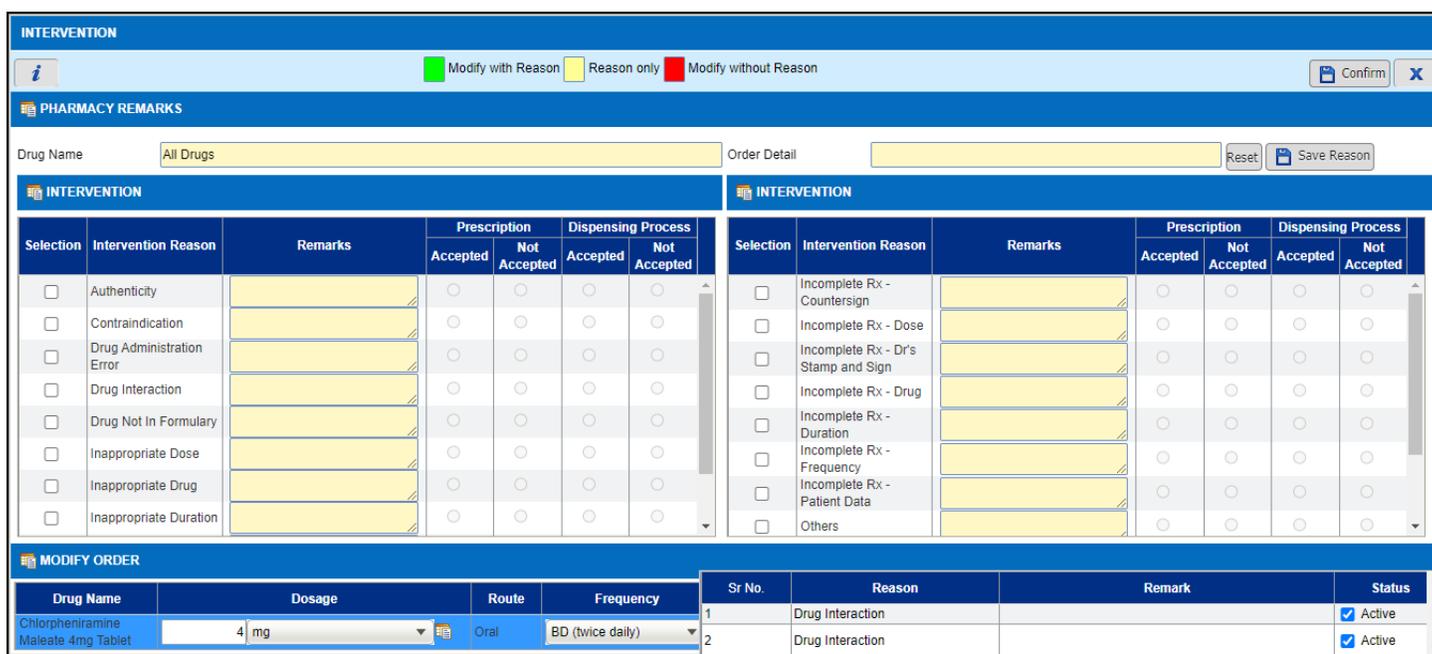
- Intervention reason will be updated to all drugs listed in the screen.
 - Background color for the drugs change from grey to Yellow, means the records is being updated on the intervention reason but no modification been done.
- a) There were also some color indicator highlighted for a drug row, when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

STEP 6

Modify the order detail and background color will change to green.

Note

- User is allowed to change only Frequency, Duration and Dose
 - Modify Order will be displayed:
- Drug name.
 - Dose – dosage will be allowed to change.
 - Frequency - frequency will be allowed to change - once changed, frequency of the dose will be captured and the order quantity will be recalculated.
 - Order Qty - dosage will be allowed to change - value of the Order Qty will be recalculated after change the frequency and duration.
 - Start Date Time.
 - Dosage form.
 - Admin Route.
 - Admin Route.
 - Duration - duration is allowed to change. The user will also have to select the UOM for duration, possible UOM will be days, month and hours.
 - Dispense Location.
 - End Date Time.
 - Remarks
 - Reason-Reason will display previous intervention done for same drug selected as per Figure 3.1.2-5
-If same reason selected in Verification and Preparation stage, report will capture as 1 Intervention ,If multiple reason selected, system will capture as 2 Intervention



The screenshot displays the 'INTERVENTION' section of the software. At the top, there are three color-coded buttons: a green button for 'Modify with Reason', a yellow button for 'Reason only', and a red button for 'Modify without Reason'. Below this is a 'PHARMACY REMARKS' section with a search bar for 'Drug Name' (set to 'All Drugs') and an 'Order Detail' field. The main area contains two side-by-side tables for 'INTERVENTION'. Each table has columns for 'Selection', 'Intervention Reason', 'Remarks', 'Prescription' (Accepted/Not Accepted), and 'Dispensing Process' (Accepted/Not Accepted). The 'MODIFY ORDER' table at the bottom shows the current order details for Chlorpheniramine Maleate 4mg Tablet, including dosage (4 mg), route (Oral), and frequency (BD twice daily). It lists two intervention reasons, both marked as 'Active'.

Selection	Intervention Reason	Remarks	Prescription		Dispensing Process	
			Accepted	Not Accepted	Accepted	Not Accepted
<input type="checkbox"/>	Authenticity		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Contraindication		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Drug Administration Error		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Drug Interaction		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Drug Not In Formulary		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Dose		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Drug		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/>	Inappropriate Duration		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Sr No.	Reason	Remark	Status
1	Drug Interaction		<input checked="" type="checkbox"/> Active
2	Drug Interaction		<input checked="" type="checkbox"/> Active

Figure 3.1.2-5 Intervention History

STEP 7

Click on Confirm  button to save the modification as refer to Figure 3.1.2-6.

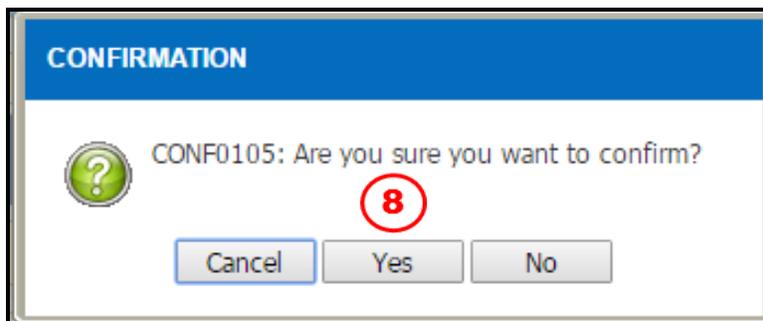


Figure 3.1.2-6 Confirmation

STEP 8

Click on  to confirm drug intervention.

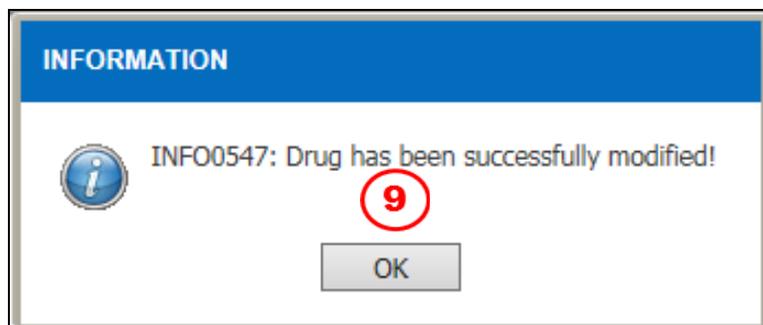
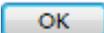


Figure 3.1.2-7 Information Alert Message

STEP 9

Click on the  button to save record

PRESCRIPTION												
 ↺ ↻ 🔍 ENGLISH Invoice Worksheet Worksheet Balance Medication Sheet Balance Medication Sheet Patient sticker Label IP Label OP Label Full Supply												
📄 Allocate 📄 Prepare												
	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescrib Name
<input type="checkbox"/>	Paracetamol 500 mg Tablet	500 mg, PRN4, Oral, 3 Days 14/12/2021 12:03 PM - 17/12/2021 12:03 PM	20 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	20 tablet (2 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	4 mg, BID, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	10 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate	0 tablet	0 tablet	10 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Simvastatin 10 mg Tablet	10 mg, ON, Oral, 5 Days 14/12/2021 03:21 PM - 19/12/2021 03:21 PM	5 tablet	0 tablet	1 <input type="checkbox"/> POMs Alternate(C)	0 tablet	1 tablet	4 tablet (3 day(s))	Remarks	<input type="checkbox"/> Detail		

Figure 3.1.2-8 Prescription

Note

It will then goes back to Screening & Verification screen with changes being highlighted in blue text.

3.1.3 Alternate Drug

This function allow user to select different drug with the same active ingredient and same administration route. This function is available in screening verification screen and preparation screen, however the suitable time to do intervention is during screening and verification screen

Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous
Ceftriaxone 1g Injection	1000 mg, OD, Intravenous Bolus, 5 Days 23/10/2019 05:09 PM - 28/10/2019 05:09 PM	5 vial	0 <input type="checkbox"/> POMs	0 vial	0 vial	5 vial (5 day(s))	Remarks	<input type="checkbox"/> Detail	
Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 5 Days 23/10/2019 05:10 PM - 28/10/2019 05:10 PM	40 tablet	0 <input type="checkbox"/> POMs Alternate 1	0 tablet	0 tablet	40 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail	
Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 5 Days 23/10/2019 05:10 PM - 28/10/2019 05:10 PM	5 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail	
Salbutamol 100 mcg/dose Inhaler (200 doses)	1 puff, PRN, Inhalation, 5 Days	1 cannister	0 <input type="checkbox"/> POMs	0 cannister	0 cannister	1 cannister	Remarks	<input type="checkbox"/> Detail	

Figure 3.1.3-1 Screening & Verification – Alternate Drug

Note

Repeat **Step 1 to Step 4** as in verify prescription as per Figure 3.1-1-1 before perform Alternate Drug steps.

STEP 1

Click on the [Alternate](#) link to do alternate as per Figure 3.1.3-1

ALTERNATE DRUG DETAILS

Location: Farmasi Pesakit Dalam
 Ordered Drug Code: N02BE01000T1001XX
 Ordered Drug Desc: Paracetamol 500 mg Tablet
 Dispense UOM: **tablet**

Order Detail: 1000 mg, PRN4, 5 Days
 Dosage Form: Oral Tablet
 Route: Oral
 Supply Duration: 1 days Date From 23/10/2019 to 24/10/2019

No	Drug name	Dosage Form	Route	Qty per dose	Batch	Expiry Date	Available Qty	SKU	Allocation Qty	Select
1	Paracetamol 250 mg/5 ml Syrup	Oral Solution	Oral	20 ml	1701120A	31/01/2020	24392 ml		80	<input checked="" type="checkbox"/>
				0 ml	1701140A	31/01/2020	61838 ml		0	<input type="checkbox"/>
				0 ml	17B0087	29/02/2020	36000 ml		0	<input type="checkbox"/>
				0 ml	17C0281	31/03/2020	36000 ml		0	<input type="checkbox"/>
				0 ml	17C0351	31/03/2020	60000 ml		0	<input type="checkbox"/>
				0 ml	17G0882	31/07/2020	24000 ml		0	<input type="checkbox"/>
				0 ml	17H0979	31/08/2020	42000 ml		0	<input type="checkbox"/>
				0 ml	18A0015	31/01/2021	24000 ml		0	<input type="checkbox"/>
				0 ml	PS18E002	30/04/2021	110000 ml		0	<input type="checkbox"/>
				0 ml	PS18G006	30/06/2021	25000 ml		0	<input type="checkbox"/>

Reason: Remark:

Figure 3.1.3-2 Alternate Drug Details

STEP 2

Enter the **Qty per dose** and save record

Note

Dispense OUM is available to select as per Figure 3.1.3-2

STEP 3

Click on the  button to save record

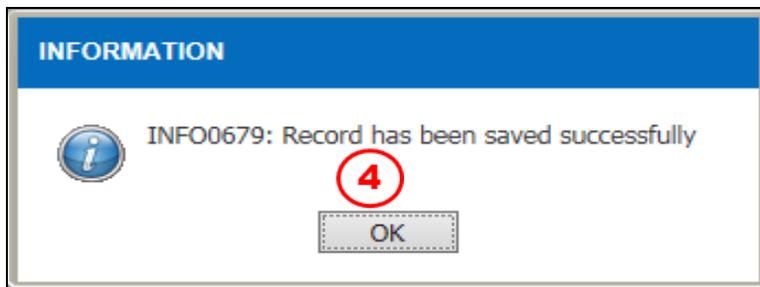
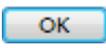


Figure 3.1.3-4 Information Alert Message

STEP 4

Click on the  button to save record and screen will automatically closed and back to prescription screen as Figure 3.1.3-5

PRESCRIPTION												
	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescri Name
<input type="checkbox"/>	Ceftriaxone 1g Injection	1000 mg, OD, Intravenous Bolus, 5 Days 23/10/2019 05:09 PM - 28/10/2019 05:09 PM	5 vial	0 vial	0 <input type="checkbox"/> POMS	0 vial	0 vial	5 vial (5 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 5 Days 23/10/2019 05:10 PM - 28/10/2019 05:10 PM	40 tablet	0 tablet	0 <input type="checkbox"/> POMS Alternate	0 tablet	0 tablet	32 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail		
	Paracetamol 250 mg/5 ml Syrup				80 ml							
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 5 Days 23/10/2019 05:10 PM - 28/10/2019 05:10 PM	5 tablet	0 tablet	0 <input type="checkbox"/> POMS	0 tablet	0 tablet	5 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Salbutamol 100 mcg/dose Inhaler (200 doses)	1 puff, PRN, Inhalation, 5 Days 23/10/2019 05:10 PM - 28/10/2019 05:10 PM	1 cannister	0 cannister	0 <input type="checkbox"/> POMS Alternate	0 cannister	0 cannister	1 cannister (5 day(s))	Remarks	<input type="checkbox"/> Detail		

Figure 3.1.3-5 Updated Prescription

3.1.4 Alternate / Combination Drug

This function allow user to replace existing ordered drug with the combination of drug within the same active ingredient and same administration route as ordered drug. This function is available in screening verification screen and preparation screen, however the suitable time to do intervention is during screening and verification screen .

Drug Name	Order Details	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Counselling Indication	Extemporaneous
Atorvastatin 20 mg Tablet	40 mg, ON, Oral, 7 Days 11/10/2019 02:44 PM - 18/10/2019 02:44 PM	14 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	14 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail	
Simvastatin 10 mg Tablet	20 mg, ON, Oral, 7 Days 11/10/2019 02:46 PM - 18/10/2019 02:46 PM	14 tablet	0 <input type="checkbox"/> POMs	Alternate(C) 1 tablet	0 tablet	14 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail	
Chlorpheniramine Maleate 4mg Tablet	7 mg, ON, Oral, 7 Days 11/10/2019 02:48 PM - 18/10/2019 02:48 PM	13 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	13 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail	
Salbutamol 100 mcg/ dose Inhaler (200 doses)	1 puff, PRN, Inhalation, 7 Days 11/10/2019 02:48 PM -	1 cannister	0 <input checked="" type="checkbox"/> POMs	0 cannister	0 cannister	1 cannister (7 day(s))	Remarks	<input checked="" type="checkbox"/> Detail	

Figure 3.1.4-1 Screening & Verification

Note
Repeat Step 1 to Step 4 as in verify prescription as per Figure 3.1.1-1 before perform **Alternate / Combination Drug** steps.

STEP 1

Click on the [Alternate\(C\)](#) hyperlink to perform alternate / combination drug as per Figure 3.1.4-1

No	Drug Name	Dosage Form	Route	Qty per dose	Batch	Expiry Date	Available Qty	SKU	Allocation Qty	Select
1	Simvastatin 10 mg Tablet	Oral Tablet	Oral	0 tablet	2862926	31/03/2020	17536	tablet	0	<input type="checkbox"/>
				0 tablet	2875167	30/04/2020	19000	tablet	0	<input type="checkbox"/>
				0 tablet	2891177	30/06/2020	5000	tablet	0	<input type="checkbox"/>
				0 tablet	2905397	31/08/2020	5000	tablet	0	<input type="checkbox"/>
				0 tablet	2939175	31/12/2020	5000	tablet	0	<input type="checkbox"/>
				0 tablet	2957766	28/02/2021	10000	tablet	0	<input type="checkbox"/>
2	Simvastatin 40 mg Tablet	Oral Tablet	Oral	0 tablet	2981238	31/05/2021	4000	tablet	0	<input type="checkbox"/>
				0 tablet	2891482	30/06/2020	13000	tablet	0	<input type="checkbox"/>
				0 tablet	2906759	31/08/2020	16500	tablet	0	<input type="checkbox"/>
				0 tablet	2921458	31/10/2020	31500	tablet	0	<input type="checkbox"/>

Figure 3.1.4-2 Alternate Drug Details

STEP 2

Enter the **Qty per dose** field for selected combination drug

STEP 3

Click on the  button to save record

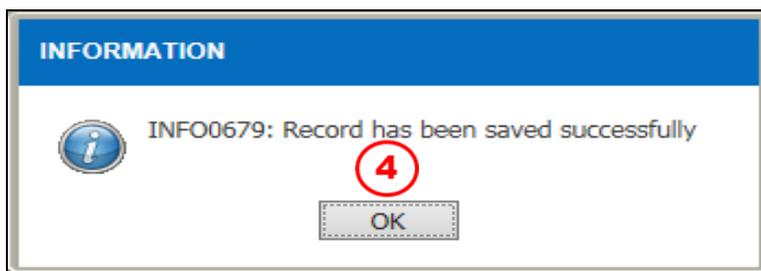
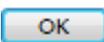


Figure 3.1.4-3 Information Alert Message

STEP 4

Click on the  button to save record and screen will be automatically closed and back to prescription screen as Figure 3.4-4

PHARMACY ORDER												
Order Type		Normal			Order By		Halimatus					
Supply Duration												1 Day
PRESCRIPTION												
<input type="checkbox"/> ENGLISH <input type="checkbox"/> PROCEED TO PREPARATION <input type="button" value="Patient sticker"/> <input type="button" value="Label"/> <input type="button" value="IP Label"/> <input type="button" value="OP Label"/> <input type="button" value="Full Supply"/> <input type="button" value="Allocate"/> <input type="button" value="Verify"/>												
	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescri Name
<input type="checkbox"/>	Atorvastatin 20 mg Tablet	40 mg, ON, Oral, 7 Days 11/10/2019 02:44 PM - 18/10/2019 02:44 PM	14 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	14 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Simvastatin 10 mg Tablet	20 mg, ON, Oral, 7 Days 11/10/2019 02:46 PM - 18/10/2019 02:46 PM	14 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate(Q)	0 tablet	0 tablet	9 tablet (6 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Simvastatin 10 mg Tablet				1 tablet							
<input type="checkbox"/>	Simvastatin 40 mg Tablet				1 tablet							
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	7 mg, ON, Oral, 7 Days 11/10/2019 02:48 PM - 18/10/2019 02:48 PM	13 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	13 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Salbutamol 100 mcg/ dose Inhaler (200 doses)	1 puff, PRN, Inhalation, 7 Days 11/10/2019 02:48 PM - 18/10/2019 02:48 PM	1 cannister	0 cannister	0 <input checked="" type="checkbox"/> POMs	0 cannister	0 cannister	1 cannister (7 day(s))	Remarks	<input checked="" type="checkbox"/> Detail		

Figure 3.1.4-4 Updated Prescription

3.1.5 Hold / Resume

This function allows Pharmacist to hold medication from being prepare or dispense; may resume the medication order to continue dispensing. Hold/Resume process is available at Screening and Verification, Preparation and Dispensing

Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescri Nam
<input checked="" type="checkbox"/> Atorvastatin 20 mg Tablet	40 mg, ON, Oral, 7 Days 11/10/2019 02:44 PM - 18/10/2019 02:44 PM	14 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	14 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		
<input checked="" type="checkbox"/> Simvastatin 10 mg Tablet	20 mg, ON, Oral, 7 Days 11/10/2019 02:46 PM - 18/10/2019 02:46 PM	14 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternate(C)	0 tablet	0 tablet	9 tablet (6 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/> Simvastatin 10 mg Tablet				1 tablet							
<input type="checkbox"/> Simvastatin 40 mg Tablet				1 tablet							
<input type="checkbox"/> Chlorpheniramine Maleate 4mg Tablet	7 mg, ON, Oral, 7 Days 11/10/2019 02:48 PM - 18/10/2019 02:48 PM	13 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	13 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/> Salbutamol 100 mcg/dose Inhaler (200 doses)	1 puff, PRN, Inhalation, 7 Days 11/10/2019 02:48 PM - 18/10/2019 02:48 PM	1 cannister	0 cannister	0 <input checked="" type="checkbox"/> POMs	0 cannister	0 cannister	1 cannister (7 day(s))	Remarks	<input checked="" type="checkbox"/> Detail		

Figure 3.1.5-1 Screening & Verification – Hold

Hold

Note

Repeat **Step 1 to Step 4** as verify prescription as per Figure 3.1.1-1 before perform Hold / Resume steps.

STEP 1

Select one drug by clicking on the checkbox

STEP 2

Click on Hold button as per Figure 3.1.5-1

Drug Name	Reason	Other Reason	Remark
Atorvastatin 20 mg Tablet	<ul style="list-style-type: none"> Authenticity Contraindication Drug Interaction Inappropriate Dose Inappropriate Drug Inappropriate Duration Inappropriate Frequency Incompatibility Intervention Others Patient Refused Polypharmacy Suggest to Monitor Vital Signs/Lab Result Wrong Patient 		

Figure 3.1.5-2 Hold Order – Pharmacist Remarks

Note

Select and enter from the **Hold Reason** drop down box:

- Authenticity
- Contraindication
- Drug Interaction

- Inappropriate Dose
- Inappropriate Drug
- Inappropriate Duration
- Inappropriate Frequency
- Incompatibility
- Others
- Polypharmacy
- Suggest to Monitor Vital Signs/Lab Result
- Wrong Patient

STEP 3

Enter the Remarks field with applicable information

STEP 4

Click on the button

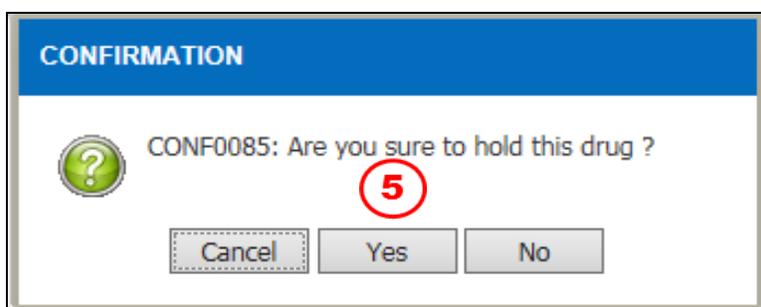


Figure 3.1.5-3 Hold Drug Alert Message

STEP 5

Click on the button to Hold Drug and confirmation pop up message will automatically close

Resume

PHARMACY ORDER												
Supply Duration		1 Day		Next Collection Location		Farnasi Pesakit Dalam		SPUB		SPUB R1 Form		
PRESCRIPTION												
<input type="checkbox"/>												
	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMS Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescrib Name
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 4 Days 08/10/2019 02:37 PM - 12/10/2019 02:37 PM	32 tablet	0 tablet	<input type="checkbox"/> POMS	0 tablet	0 tablet	32 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Simvastatin 10 mg Tablet	1 tablet, ON, Oral, 4 Days 08/10/2019 02:38 PM - 12/10/2019 02:38 PM	4 tablet	0 tablet	<input type="checkbox"/> POMS Alternate	0 tablet	0 tablet	4 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail		
<input checked="" type="checkbox"/>	Clopidogrel 75 mg Tablet	75 mg, OM, Oral, 4 Days 08/10/2019 02:39 PM - 12/10/2019 02:39 PM	4 tablet	0 tablet	<input type="checkbox"/> POMS	0 tablet	0 tablet	4 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail	<input type="checkbox"/> Detail	
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 4 Days 08/10/2019 02:39 PM - 12/10/2019 02:39 PM	4 tablet	0 tablet	<input checked="" type="checkbox"/> POMS	4 tablet	0 tablet	4 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail		

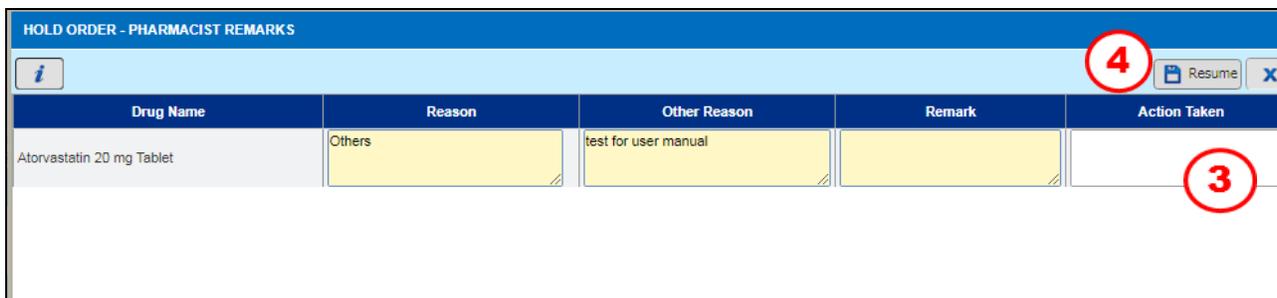
Figure 3.1.5-4 Screening & Verification – Resume

STEP 1

Click on the button as per Figure 3.1.5-4

STEP 2

Click on the Resume  button and select Resume as per Figure 3.1.5-4



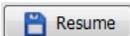
Drug Name	Reason	Other Reason	Remark	Action Taken
Atorvastatin 20 mg Tablet	Others	test for user manual		

Figure 3.1.5-5 Hold Order – Pharmacist Remarks

STEP 3

Enter information in **Action Taken** field

STEP 4

Click on the  button

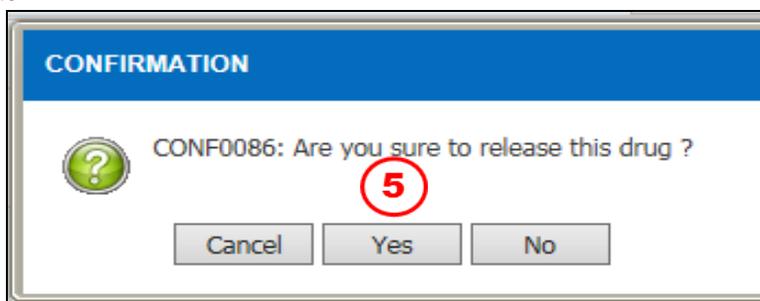


Figure 3.1.5-6 Confirmation Alert Message

STEP 5

Click on the  button to release drug from hold and the Hold Order screen will automatically close

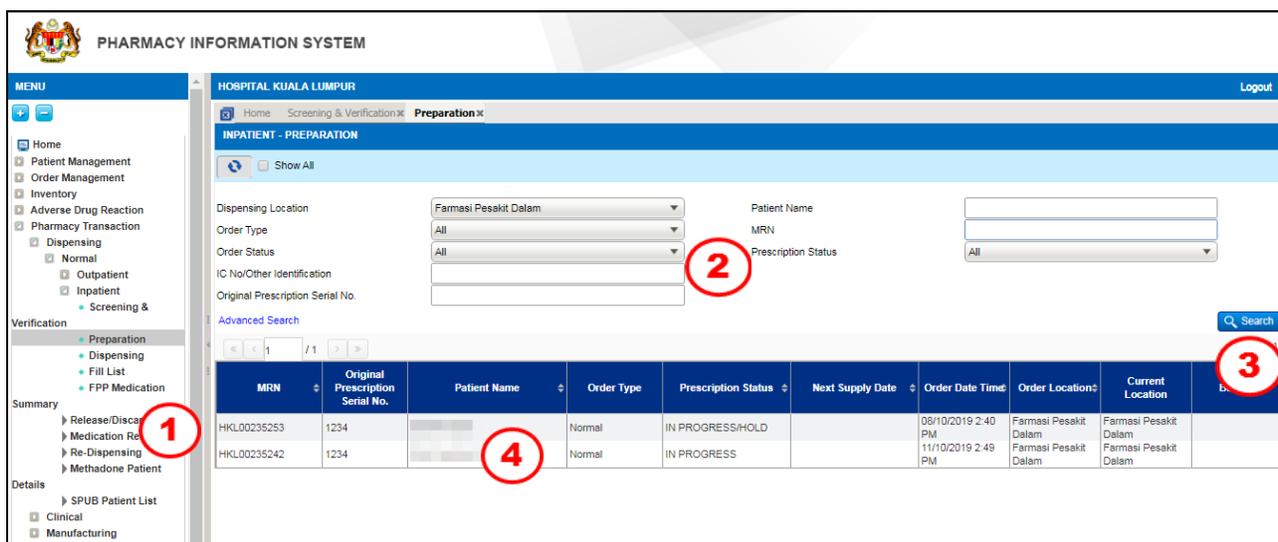
Note
User able to add Intervention and modify order for hold drugs in partial supply screen for inpatient prescription. Follow steps as per Intervention module.

3.2 Preparation

This function is used to manage patient visits for both Outpatient and Inpatient such as patient admission, discharge and transfer.

3.2.1 Prepare

This function is used to prepare drug before dispensing stage



PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR

Home | Screening & Verification | Preparation

INPATIENT - PREPARATION

Dispensing Location: Farmasi Pesakit Dalam

Order Type: All

Order Status: All

IC No/Other Identification: []

Original Prescription Serial No.: []

Patient Name: []

MRN: []

Prescription Status: All

Advanced Search

MRN	Original Prescription Serial No.	Patient Name	Order Type	Prescription Status	Next Supply Date	Order Date Time	Order Location	Current Location
HKL00235253	1234	[]	Normal	IN PROGRESS/HOLD		08/10/2019 2:40 PM	Farmasi Pesakit Dalam	Farmasi Pesakit Dalam
HKL00235242	1234	[]	Normal	IN PROGRESS		11/10/2019 2:49 PM	Farmasi Pesakit Dalam	Farmasi Pesakit Dalam

Figure 3.2.1-1 Preparation Listing Page

STEP 1

Click on 'Preparation' sub menu

STEP 2

Search existing patient record as follow:

a) **Dispensing Location**

b) **Order Type**

- All
- Normal
- SPUB
- Discharge

c) **Patient Name**

d) **MRN**

e) **Order Status**

- All
- New Order
- Partial Supply

f) **Prescription status**

- All
- Hold
- Expired

g) **IC No/Other Identification**

Note

Advanced Search

can be used to narrow down the criteria. It is consist of :

- a) Order Location
- b) Order Location Type
- c) Order Date From
- d) Order Date To
- e) Next Supply From
- f) Next Supply To
- g) Bed No
- h) SPUB Out

STEP 3

Click on the  button to search the patient

STEP 4

Double click on the selected patient's name

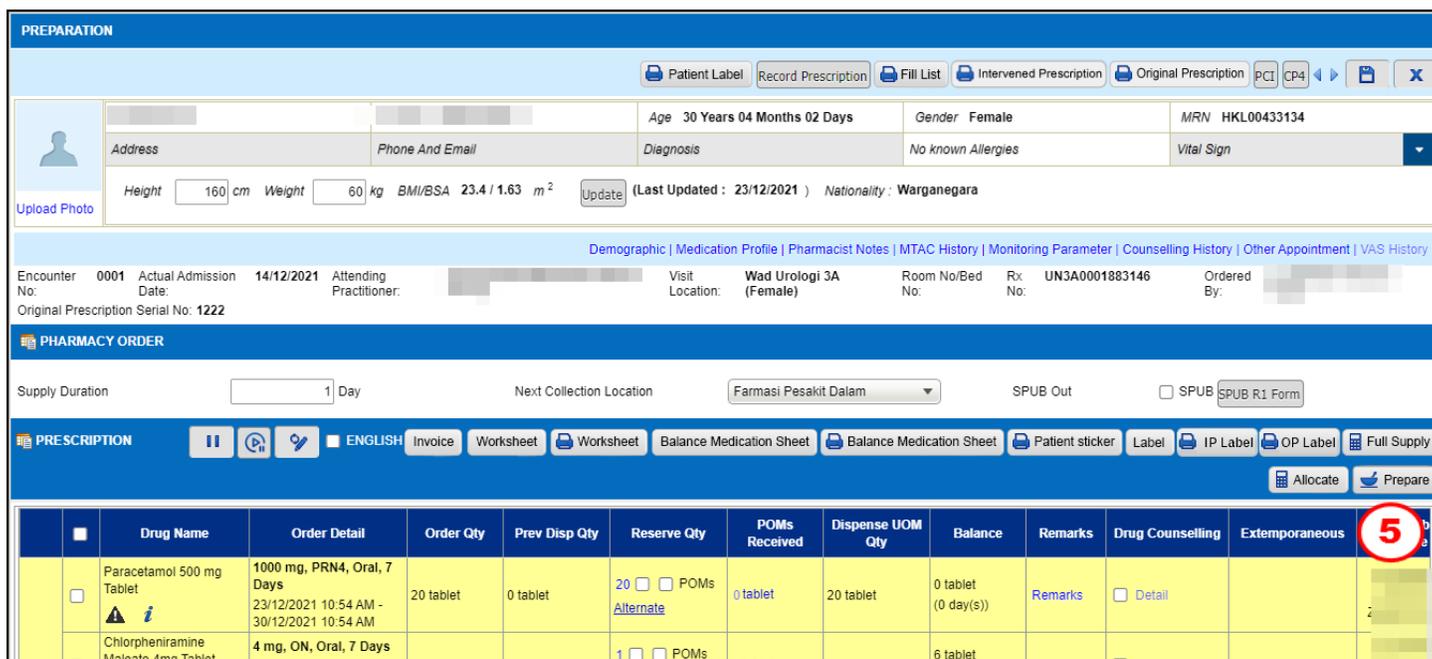
Note

On this listing page, various Search criteria as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorization	All – Type of search from range New order, Partial Supply and Pending Authorization New Order – Prescription of new order Partial Supply – Prescription from partially dispense Pending Authorization – Prescription contain of drug to authorize
Advance Search			
g	Order Location	Order location. (It will list down all active location)	
h	Order Location	-All -Clinic	

	Type	- Day Care - ER - Nursing Unit - Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed No		Search patient by bed number
l	Recorded By		Search patient by Recorded by name
m	SPUB Out	- All - Yes - No	Search by SPUB Status
n	Next Supply From	-	Start point for range of date
o	Next Supply To	-	Can be left NULL or must be greater than the value for Next Supply From
P	SPUB Out	- All - Yes - No	

Table 3.2.1



The screenshot displays the 'PREPARATION' screen in the PhIS system. At the top, there are navigation buttons for Patient Label, Record Prescription, Fill List, Intervened Prescription, and Original Prescription. Below this is a patient banner with fields for Patient Name, Address, Phone And Email, Age (30 Years 04 Months 02 Days), Gender (Female), MRN (HKL00433134), Diagnosis, No known Allergies, and Vital Sign. A section for physical attributes includes Height (160 cm), Weight (60 kg), BMI/BSA (23.4 / 1.63 m²), and Nationality (Warganegara). The 'PHARMACY ORDER' section shows a supply duration of 1 Day and a next collection location of 'Farmasi Pesakit Dalam'. The 'PRESCRIPTION' section includes a table with columns for Drug Name, Order Detail, Order Qty, Prev Disp Qty, Reserve Qty, POMS Received, Dispense UOM Qty, Balance, Remarks, Drug Counselling, and Extemporaneous. Two drugs are listed: Paracetamol 500 mg Tablet and Chlorpheniramine Maleate 4mg Tablet. A red circle with the number '5' is overlaid on the Extemporaneous column of the first row.

Figure 3.2.1-2 Preparation

Note

- When selected patient name is clicked, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen which is required patient information. Below is the list of patient information:
 - Patient Name
 - Patient Address
 - Patient IC Number
 - Patient Phone and Email

- Patient Diagnosis
- Patient Age
- Patient Allergy
- Patient Gender
- Patient MRN
- Below options are provided to view the additional patient information. Click on the hyperlink as below:
 - a) **Lab Parameter**
 - Patient's Laboratory Test Result
 - b) **Counselling History**
 - Medication Counselling history records.
 - c) **Demographic**
 - Patient's demographic details
 - d) **Pharmacist Notes**
 - Pharmacy notes such as MTAC, Ward Pharmacy and etc.
 - e) **Medication Profile**
 - This hyperlink will show the patient's current medication and previous medication history.
 - f) **Other Appointments**
 - This screen provides information if there are any other appointments recorded for the patient.
 - g) **Vas History**
 - This screen provides information on patients previous dispensing Mode of Services
- Current visit information will be displayed as below:
 - a) Admission Date
 - b) Attending practitioner
 - c) Visit location
 - d) Room No / Bed No
 - e) Rx No
 - f) Order By
- Prescription from order management will be displayed as below:
 - a) Drug Name
 - b) Order Detail
 - c) Order Qty - Quantity of drug ordered by the prescriber.
 - d) Prev Disp Qty
 - e) Reserve Qty
 - f) POM received
 - g) Dispence OUM quantity
 - h) Balance
 - i) Remarks
 - j) Drug Counseling
 - k) Extemporaneous
 - l) Prescriber name
 - m) Status
 - n) Drug Info
 - o) Drug Interaction Alert

STEP 5

Click on the  button to proceed prepare process

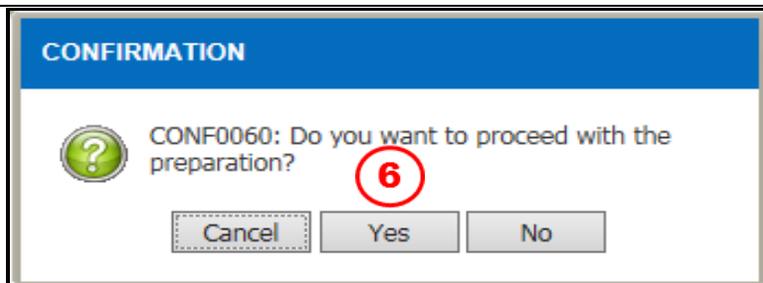


Figure 3.2.1-3 Confirmation Alert Message

STEP 6

Click on the  button to confirm preparation

Note

These are the options to select and print reports as per Figure 4.1-4:

- a) *Balance Medication Sheet – English*
- b) *Balance Medication Sheet – Malay*
- c) *Worksheet*
- d) *Dispense Labels*

3.2.2 Allocate Quantity

This function is used to allocate quantity manually or change the quantity calculated by application

PHARMACY ORDER													
Supply Duration		1 Day		Next Collection Location		Farmasi Pesakit Dalam		SPUB		SPUB R1 Form			
PRESCRIPTION													
	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Atorvastatin 20 mg Tablet	40 mg, ON, Oral, 7 Days 11/10/2019 02:44 PM - 18/10/2019 02:44 PM	14 tablet	0 tablet	<input checked="" type="checkbox"/> POMs	0 tablet	2 tablet	12 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail			Verified
<input type="checkbox"/>	Simvastatin 10 mg Tablet	20 mg, ON, Oral, 7 Days 11/10/2019 02:46 PM - 18/10/2019 02:46 PM	14 tablet	0 tablet	<input type="checkbox"/> POMs Alternate	0 tablet	0 tablet	9 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail			Verified
<input type="checkbox"/>	Simvastatin 10 mg Tablet				<input type="checkbox"/> POMs								
<input type="checkbox"/>	Simvastatin 40 mg Tablet				<input type="checkbox"/> POMs								
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	7 mg, ON, Oral, 7 Days 11/10/2019 02:48 PM - 18/10/2019 02:48 PM	13 tablet	0 tablet	<input type="checkbox"/> POMs	0 tablet	0 tablet	13 tablet (4 day(s))	Remarks	<input type="checkbox"/> Detail			Ward Stock
<input type="checkbox"/>	Salbutamol 100 mcg/dose Inhaler (200 doses)	1 puff, PRN, Inhalation, 7 Days 11/10/2019 02:48 PM - 18/10/2019 02:48 PM	1 cannister	0 cannister	<input checked="" type="checkbox"/> POMs	0 cannister	0 cannister	1 cannister (4 day(s))	Remarks	<input checked="" type="checkbox"/> Detail			Verified

Figure 3.2.2-1 Preparation

Note

Repeat **Step 1 – Step 4** as in prepare as per Figure 4.1.1-1 before performs Allocate Quantity steps.

STEP 1

Click on **Reserve Qty** hyperlink to allocate quantity

Note

User is allowed to allocate 0 quantity in Reserve Qty field by clicking the checkbox.

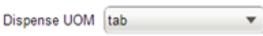
ITEM BATCH DETAILS									
Drug Code	C10AA05000T1002XX			Default SKU	tablet		3		
Drug Name	Atorvastatin 20 mg Tablet			Dispense UOM	tablet				
Order Detail	40 mg, ON (every night), 7 Days, 11/10/2019 - 18/10/2019			Supply Duration	1 days Date From 11/10/2019 to 12/10/2019				
BATCH DETAIL									
[1 - 10 / 13]									
Batch No	Expiry Date	Available Qty	UOM Qty	Allocated Qty					
2830211 (box of 100 tablet)	31/10/2019	3398	2 tablet 2	2					
2852103	31/01/2020	5400	0 tablet	0					
2858733	29/02/2020	20000	0 tablet	0					
2866530	31/03/2020	17400	0 tablet	0					
2888812	30/06/2020	28200	0 tablet	0					
2912322	30/09/2020	31600	0 tablet	0					
2921075	31/10/2020	33700	0 tablet	0					
2962709	21/03/2021	25200	0 tablet	0					
2968206	21/03/2021	42000	0 tablet	0					
2984421	31/05/2021	21000	0 tablet	0					
Total Available Qty		274598		Total Allocated Qty		2			

Figure 3.2.2-2 Item Batch Details

STEP 2

Enter the **UOM Qty** field

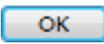
Note

- User is allowed to choose and Allocate Qty from Batch Detail.
- **Dispense UOM**  will be automatically generated from the drug master.
- Item Batch Details will be displayed:
 - a) **Drug Code** - The value will be defaulted to the drug code selected from the prescription list, auto display.
 - b) **Drug Name** - The value will be defaulted to the drug name selected from the prescription list, auto display.
 - c) **Order Detail** - The value will be defaulted to the duration selected from the prescription list. Will include duration, date and time for medication, auto display.
 - d) **Default SKU** - The value will be defaulted to the SKU selected from the prescription list, auto display.
 - e) **Supply Duration** - The value will be defaulted to the duration selected from the prescription list, auto display.
 - f) **Date** - The value will be defaulted to the supply duration selected from the prescription list, auto display.
- **Batch Detail** - will list down all item batches which are related to the selected drug where expiry date is less than 30 days from the current date.
 - a) **Batch No** – Available batch no
 - b) **Expiry Date** – Batch expiry date
 - c) **Available Qty** – Quantity available for the selected batch
 - d) **UOM Qty** – Quantity available by UOM
 - e) **Allocate Qty** – Reserved quantity from the selected batch. Allocated quantity cannot be more than the available quantity and order quantity.
 - f) **Total Available Qty** - will show the quantity of the drug available for the selected dispensing location only, auto display.
 - g) **Total Allocated Qty** - will show total of allocated quantity for the selected drug, It will auto calculate the total quantity when user allocates the quantity for the selected batch no, auto display.

STEP 3

Click on the  button to save record

STEP 4

Click on the  button to save record and screen will automatically closed

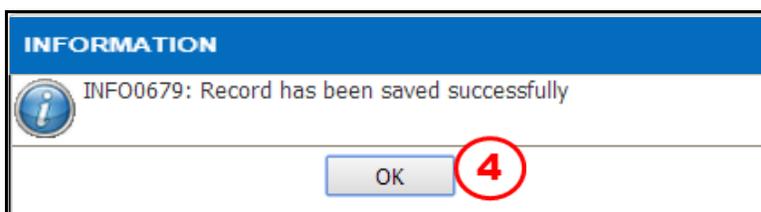


Figure 3.2.2-3 Information Alert Message

3.2.3 Drug Label

This function is used to edit and print drug label.

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	1 selling	Extemporaneous	Prescriber Name	Status
<input type="checkbox"/>	Atorvastatin 20 mg Tablet	40 mg, ON, Oral, 7 Days 11/10/2019 02:44 PM - 18/10/2019 02:44 PM	14 tablet	0 tablet	2 <input type="checkbox"/> POMs	0 tablet	2 tablet	12 tablet (4 day(s))	Remarks <input type="checkbox"/> Detail	<input type="checkbox"/>			Verified
<input type="checkbox"/>	Simvastatin 10 mg Tablet	20 mg, ON, Oral, 7 Days 11/10/2019 02:46 PM - 18/10/2019 02:46 PM	14 tablet	0 tablet	0 <input type="checkbox"/> POMs Alternata(C)	0 tablet	0 tablet	9 tablet (4 day(s))	Remarks <input type="checkbox"/> Detail	<input type="checkbox"/>			Verified
<input type="checkbox"/>	Simvastatin 10 mg Tablet				1 tablet								
<input type="checkbox"/>	Simvastatin 40 mg Tablet				1 tablet								
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	7 mg, ON, Oral, 7 Days 11/10/2019 02:46 PM - 18/10/2019 02:46 PM	13 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	13 tablet (4 day(s))	Remarks <input type="checkbox"/> Detail	<input type="checkbox"/>			Ward Stock
<input type="checkbox"/>	Salbutamol 100 mcg/ dose Inhaler (200 doses)	1 puff, PRN, Inhalation, 7 Days 11/10/2019 02:46 PM - 18/10/2019 02:46 PM	1 cannister	0 cannister	0 <input checked="" type="checkbox"/> POMs	0 cannister	0 cannister	1 cannister (4 day(s))	Remarks <input type="checkbox"/> Detail	<input checked="" type="checkbox"/>			Verified

Figure 3.2.3-1 Preparation – Drug Label

Note

- Repeat **Step 1 to Step 4** as in prepare as per Figure 4.1-1 before performs Drug Label steps. There are to option to print label
 - Preview then print
 - Print in IP format without preview (Direct printing)
 - Print in OP format without preview (Direct printing)
- Pre-Requisite to print label is **Reserve Quantity** field must have value >0 (Drug Allocated)

STEP 1

Click on the button to print drug label

Note

- User able to click drug label to automatically print all medication labels
- Click on Print in Local Language check box to print label in Malay.
- Enter No of Label to Print.
- Able to edit Administration Instruction, Indication, Cautionary, Special Instruction, Expiry Date and Price

STEP 2

Click on the button to preview **Drug Label**

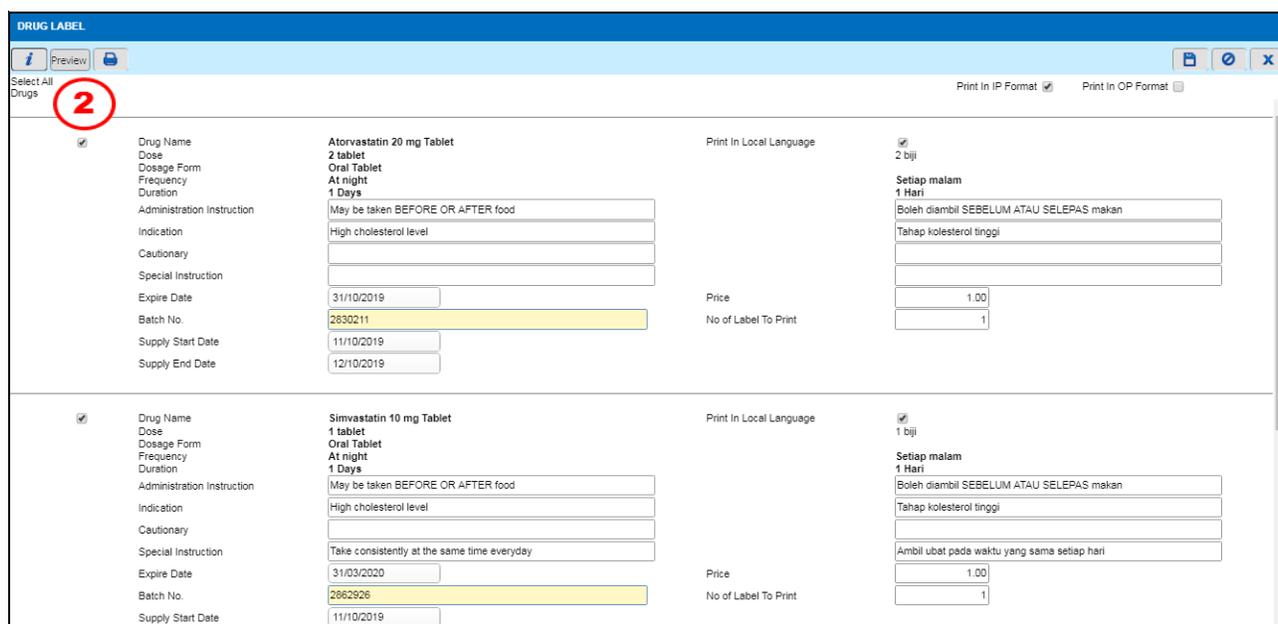


Figure 3.2.3-2 Preparation – Drug Label

Note

- User able to Select All drug label, or click on the check box to select drug label to print.
- Click at Print In IP Format Print In OP Format Checkbox to choose to print in In-Patient or Outpatient Format
- Click on Print in Local Language check box to print label in Malay.
- Enter No of Label to Print.
- Able to edit Administration Instruction, Indication, Cautionary, Special Instruction, Expiry Date and Price

HOSPITAL KUALA LUMPUR (Tel: 0326155555)						
██████████						
HKL00235242			Farmasi Pesakit Dalam			
Atorvastatin 20mg Tab						
Ambil 2 biji Setiap malam						
-						
Boleh diambil SEBELUM ATAU SELEPAS makan.						
11/10	12/10	13/10	14/10	15/10	16/10	17/10
11/10/19 [1 hari]	2 biji	RM1.00				
UBAT TERKAWAL						14/10/2019 04:13 PM

Figure 3.2.3-3 Preview Inpatient Drug Label

- Drug dosage has been modified to 1 decimal point

STEP 3

Click on the  button to print **Drug Label**

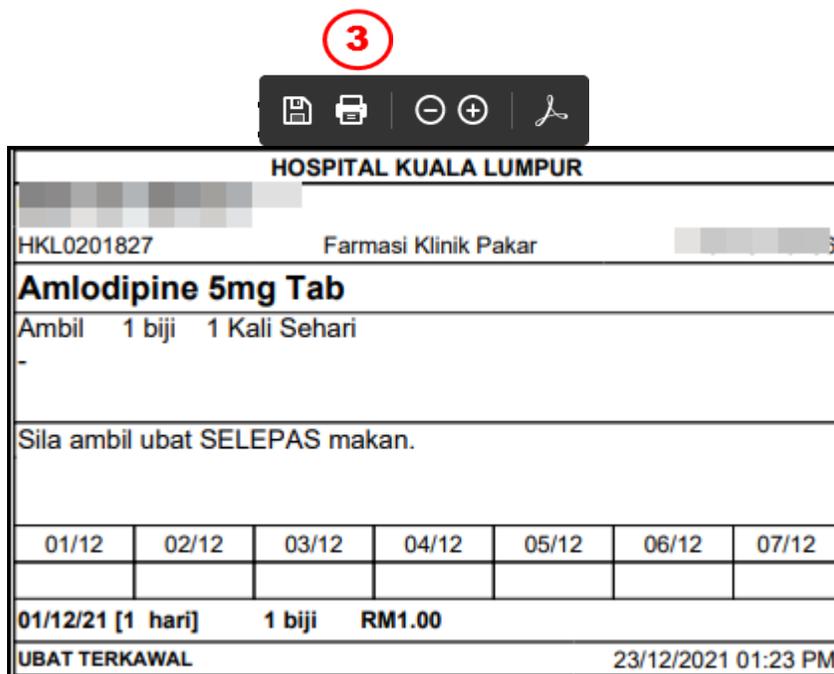


Figure 3.2.3-4 Preview Drug Label

Note

- *Enhancement on drug label*
 - *To put 'dose' and 'frequency' in one line.*
 - *'Route' to move in 2nd line.*
 - *Line to reduce (make it more thin/grey color)*
 - *Apply both to IP and OP. IP Label - remove the split boxes in dose and frequency and increase font for dose and frequency.*
 - *Remain background color as white for all information for all labels.*
 - *Combine Special Instruction and Cautionary into 1 column*
 - *Newborn medication will appear in 2decimal point as per Figure 3.2.3-6*

HOSPITAL KUALA LUMPUR (Tel: 0326155555)		
██████████		
HKL00235242	Farmasi Pesakit Dalam	██████████
Atorvastatin 20mg Tab		
Ambil 2 biji Setiap malam		
-		
Boleh diambil SEBELUM ATAU SELEPAS makan		
Tahap kolesterol tinggi		
11/10/19-12/10/19 [1 hari]	2 biji	RM1.00
UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK		14/10/2019 04:17 PM

Figure 3.2.3-5 Preview Outpatient Drug Label

HOSPITAL KUALA LUMPUR						
B/O ██████████						
00433141(1212)			Wad NW18B (Perubatan) ██████████			
Paracetamol 250 mg/5 ml Syrup						
Ambil 2.01 ml 3 kali sehari, bila perlu						
-						
Boleh diambil SEBELUM ATAU SELEPAS makan.						
16/12	17/12	18/12	19/12	20/12	21/12	
16/12/21 [5 hari]		31 ml	RM1.00			
UBAT TERKAWAL						16/12/2021 11:11 AM

Figure 3.2.3-6 Preview Newborn Inpatient Drug Label

3.2.4 Extemporaneous – By Patient

This function is used to generate and print the Ingredient label prepared for patient, based on drugs setup. Extemporaneous preparation prepared by patient at home.

PHARMACY ORDER												
Supply Duration		2 Day		Next Collection Location		PHARMACY SATELLITE						
PRESCRIPTION												
<input type="button" value="Invoice"/> <input type="button" value="Worksheet"/> <input type="button" value="Balance Medication Sheet"/> <input type="button" value="Patient sticker"/> <input type="button" value="Label"/> <input type="button" value="Full Supply"/> <input type="button" value="Allocate"/> <input type="button" value="Prepare"/>												
	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	
<input type="checkbox"/>	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 <input type="checkbox"/> Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet	<input type="checkbox"/>	Handala Isyaz	Ve
	Amlodipine 10 mg Tablet			8 tablet						<input type="checkbox"/> Detail		
<input type="checkbox"/>	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	0 <input type="checkbox"/> Alternate(C)	0 tablet	7 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet	<input checked="" type="checkbox"/> 1	Handala Isyaz	Ve
<input type="checkbox"/>	Salbutamol 2 mg Tablet	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM - 23/01/2018 10:19 AM	45 tablet	0 <input type="checkbox"/> Alternate	0 tablet	0 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet		Handala Isyaz	Ve

Figure 3.2.4-1 Preparation – Extemporaneous

Note

Repeat **Step 1 to Step 2** as in prepare as per Figure 3.2.1-1 before performs Extemporaneous by Patient steps.

STEP 1

Click on the **Extemporaneous** checkbox and system will display extemporaneous screen as Figure 3.2.4.-2

EXTEMPORANEOUS			
<input type="button" value="i"/>		<input checked="" type="checkbox"/> 5 Print Ingredient Label	
<input type="button" value="Generate Worksheet"/>		<input type="button" value="Close"/>	
Preparation Done By <input type="radio"/> Pharmacist <input checked="" type="radio"/> Patient 2			
Preparation Name 3	Warfarin 0.2mg/ml Oral Liquid(OraP:OraS)	Concentration	0.2 mg /ml
		Dosage	10 ml
Item	Item Name	Quantity	UOM
Active Ingredient	Warfarin Sodium 2 mg Tablet		2 tablet
Vehicle	OraPlus:OraSweet, 1:1	20	ml
<input type="checkbox"/> Storage Condition and Procedures in Local Language			
Storage Condition	Refrigerate Amber bottle	Expiry	7 Days
References	Handbook of Extemporaneous Preparation 2010	Formulation Remarks	
Procedures(Preparation by Pharmacist)			
Procedures(Preparation by Patient)	1. Ambil 1 biji Warfarin Sodium 2 mg Tablet. 2. Hancurkan Warfarin Sodium 2 mg Tablet. 3. Tambah 10 ml OraPlus:OraSweet, 1:1.		
Preparation Remarks			

Figure 3.2.4-2 Preparation – Extemporaneous

STEP 2

Click on 'Patient' radio button

STEP 3

Select **Preparation Name** from the drop down box

Note

- Concentration, dosage, Quantity, Storage Condition, Vehicle Expiry Date, Formulation Remarks and Procedures/Preparation by Patient and Reference will be retrieve from Master Setup.
- Allow to select Storage Condition and Procedures in Local Language.
- Allow to change **Vehicle** UOM if applicable.
- Allow to change **Expiry** duration.
- **Procedures/Preparation** by Pharmacist is editable.

STEP 4

Click on the  button to save record

STEP 5

Click on the  button to print ingredient label

STEP 6

Click on the  button to print the label

Warfarin Sodium 2 mg Tablet 6	
2 tablet	
Batch No: NH0400	Exp Date: 30/06/2020
APOTEX (APO)	
Ubat Terkawal	

Figure 3.2.4-3 Sample Of Extemporaneous Ingredient Label

Note

Refer Figure 3.2.4-3 for the Ingredient Label Prepared by Patient sample.

3.2.5 Extemporaneous – By Pharmacist

This function is used to generate and print the Ingredient label prepared for patient, based on drugs setup. Extemporaneous preparation prepared by patient at home.

PREPARATION



Age 30 Years 04 Months 02 Days Gender Female MRN HKL00433134

Address Phone And Email Diagnosis No known Allergies Vital Sign

Height 160 cm Weight 60 kg BMI/BSA 23.4 / 1.63 m² Update (Last Updated : 23/12/2021) Nationality : Warganegara

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

Encounter No: 0001 Actual Admission Date: 14/12/2021 Attending Practitioner: [Redacted]

Visit Location: Wad Urologi 3A (Female)

Room No/Bed No: [Redacted]

Rx No: UN3A0001883146

Ordered By: [Redacted]

PHARMACY ORDER

Supply Duration: Day Next Collection Location: SPUB Out: SPUB

PRESCRIPTION

	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescriber Name	
<input type="checkbox"/>	Amlodipine 5 mg Tablet	5 mg, BID, Oral, 7 Days 17/01/2018 10:14 AM - 24/01/2018 10:14 AM	14 tablet	0 <input type="checkbox"/> Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet	<input type="checkbox"/>	DR LOGESWARAN A/L JAGANATHAN	Verifi
	Amlodipine 10 mg Tablet			8 tablet						<input checked="" type="checkbox"/>		
<input type="checkbox"/>	Warfarin Sodium 2 mg Tablet	2 mg, OV, Oral, 7 Days 17/01/2018 10:18 AM - 24/01/2018 10:18 AM	7 tablet	2 <input type="checkbox"/> Alternate(C)	2 tablet	5 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet	<input checked="" type="checkbox"/>	DR LOGESWARAN A/L JAGANATHAN	Verifi
<input type="checkbox"/>	Salbutamol 2 mg Tablet	5 mg, TID, Oral, 6 Days 17/01/2018 10:19 AM -	45 tablet	0 <input type="checkbox"/> Alternate(C)	0 tablet	0 tablet (5 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet	<input type="checkbox"/>	DR LOGESWARAN A/L	Verifi

Figure 3.2.5-1 Preparation – Extemporaneous

Note

Repeat Step 1 to Step 2 as in prepare as per Figure 3.2.1-1 before performs Extemporaneous by Patient steps.

STEP 1

Click on the *Extemporaneous* checkbox and system will be displayed extemporaneous screen as Figure 3.2.5-2

STEP 2

Click on 'Pharmacist' radio button

EXTEMPORANEOUS

i

Print Ingredient Label
Generate Worksheet
5
4
7

Preparation Done By Pharmacist Patient

Preparation Name Warfarin 0.2mg/ml Oral Liquid(OraP:OraS)

Worksheet ID

Concentration /ml

Dosage ml

Item	Item Name	Quantity	UOM
Active Ingredient	Warfarin Sodium 2 mg Tablet		2 tablet
Vehicle	OraPlus:OraSweet, 1:1	20	ml

Storage Condition and Procedures in Local Language

Storage Condition

Expiry Days

References

Formulation Remarks

Procedures(Preparation by Pharmacist)

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

Procedures(Preparation by Patient)

Preparation Remarks

Figure 3.2.5-2 Preparation – Extemporaneous

STEP 3

Select *Preparation Name* from drop down box

Note

- *Concentration, dosage, Quantity, Storage Condition, Vehicle, Expiry Date, Formulation Remarks and Procedures/Preparation by Patient and Reference will be retrieve from Master Setup.*
- *Allow to select Storage Condition and Procedures in Local Language.*
- *Allow to change Vehicle UOM if applicable.*
- *Allow to change Expiry duration.*

STEP 4

Click on the  button to save record

STEP 5

Click on the Generate Worksheet button to print Ingredient Worksheet

Note

- Refer Figure 4.5-3 for the Extemporaneous Worksheet by Pharmacist sample.
- Able to print Worksheet for prepare drug for patient.

STEP 6



Click on the  button to print the worksheet

STEP 7



Click on the  button and close record

EXTEMPORANEOUS WORKSHEET (PARTIAL)									
MINISTRY OF HEALTH									
6 Hospital Miri									
Date of preparation : 17/01/2018					Worksheet Id: 18-01-0013				
MRN					Name				
ID No					Rx. No.		Ward 50000686731		
Order Location		WARD 5			Ordered By		DR		
Order Date		17/01/2018							
No	ROA	Preparation Name	Dose	Total Dose	Material Used				Storage
					Item Name	Volume/Qty Required	Batch No	Expiry Date	
1.	Oral	Warfarin 0.2mg/ml Oral Liquid(OraP:OraS) Expiry Date : 24/01/2018	2mg (10ML)	4mg (20 ml)	Warfarin Sodium 2 mg Tablet	2 tablet	NH0400	30/06/2020	Refrigerate Amber bottle
					OraPlus:OraSweet, 1:1	20 ml			
Remarks:					Instruction: 1. Crush tablets in a mortar to a fine powder. 2. Levigate the powder with distilled water until a smooth paste is formed. 3. Add more distilled water to the paste until a liquid is formed and transfer the liquid into the container. 4. Use additional vehicle to rinse the remaining drug from the mortar and pour into the container. 5. Make up to final volume with vehicle. 6. Shake well and label				
Reference: Handbook of Extemporaneous Preparation 2010									
Worksheet generated by		Worksheet & label checked by			Prepared by		Final Product Checked by		
KOK HENG FENG									
Date: 17/01/2018		Date:			Date:		Date: 17/01/2018		

Figure 3.2.5-3 Preparation – Extemporaneous

3.3 Dispensing

This function allow user to record dispensing, to hold, resume and edit label.

PHARMACY INFORMATION SYSTEM

HOSPITAL KUALA LUMPUR Logout

Home | **Dispensing** | Medication Order | Preparation

INPATIENT - DISPENSING

Show All

Dispensing Location: Farmasi Bekalan Wad Radioterapi & Onkolo | Patient Name:

Order Type: All | MRN: (2)

Order Status: All | Prescription Status: All

IC No/Other Identification:

Original Prescription Serial No.:

Advanced Search (3)

< < 1 / 1 > >

MRN	Original Prescription Serial No.	Patient Name	Order Type	Prescription Status	Order Date Time	Order Location	Current Location	Bed No
HKL00381413	51245	[REDACTED]	Normal	IN PROGRESS	23/06/2021 12:21 PM	Farmasi Bekalan Wad Radioterapi & Onkologi	Farmasi Bekalan Wad Radioterapi & Onkologi	

1: Left-hand menu; 2: MRN filter; 3: Search button; 4: Patient Name in table

Figure 3.3-1 Dispensing Landing Screen Note

Note

Various search criteria for Patient is provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorisation	All – Type of search from range New order, Partial Supply and Pending Authorisation New Order – Prescription of new order Partial Supply – Prescription from partially dispense - Pending Authorisation – Prescription contain of drug to authorize

Advance Search			
g	Order Location	Order location. (It will list down all active location)	
h	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed No		Search patient by bed number
l	Recorded by		Search patient by recorded by name
m	SPUB Out	-All -Yes No	Search by SPUB Status
n	Next Supply From		Start point for range of date
o	Next Supply To		Can be left NULL or must be greater than the value for Next Supply From

Table 3.3

STEP 1

Click on 'Dispensing' sub menu

STEP 2

Search existing patient record as follow:

a) Dispensing Location

b) Order Location Type

c) Mode of Services

- SMS and Take
- Fax and Take
- Email and Take
- Appointment Card
- UMP
- Telephone and Take
- Others
- Normal Collection
- Leave and collect
- Home Visit
- Comm. Apps in Smart Phone
- Locker4U
- Walk-In/Without Appointment

d) Patient Name

e) MRN

f) Order Status

- All
- New Order
- Partial Supply

g) Order Location

h) IC No/Other Identification

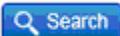
i) Order Type

- All
- Normal
- SPUB
- Discharge

j) Acknowledged without patient arrival

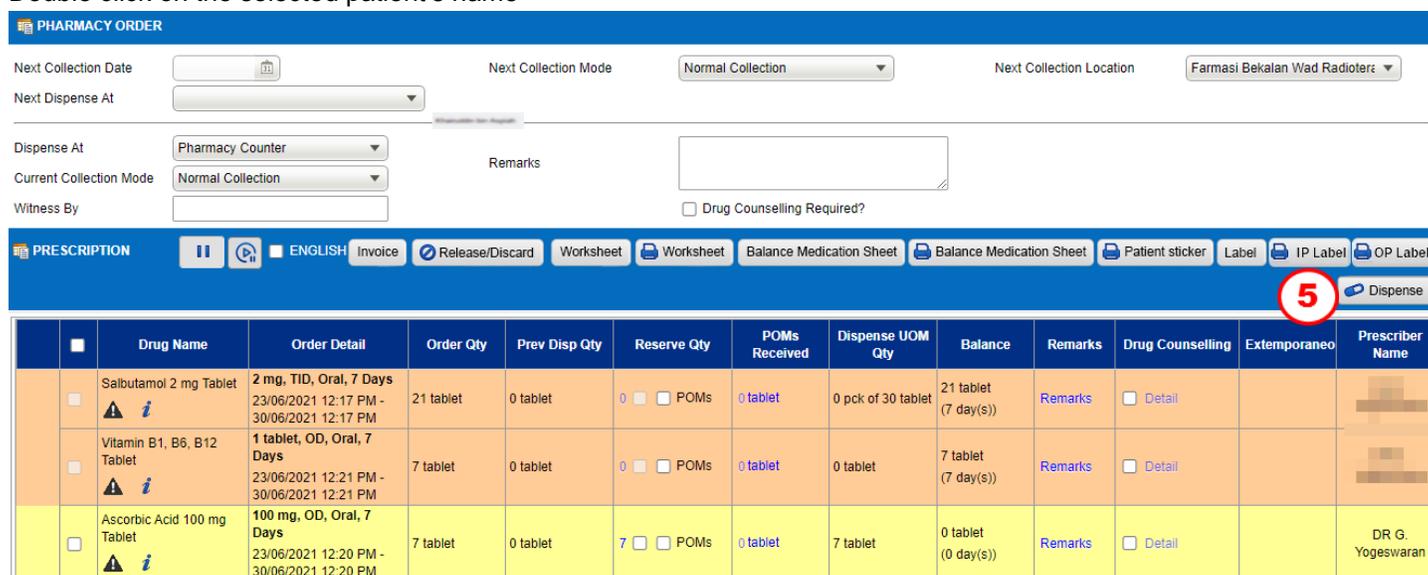
k) Next Dispense At

STEP 3

Click on the  button to search the patient

STEP 4

Double click on the selected patient's name



PHARMACY ORDER

Next Collection Date: [Calendar Icon] Next Collection Mode: Normal Collection Next Collection Location: Farmasi Bekalan Wad Radioterz

Next Dispense At: [Dropdown]

Dispense At: Pharmacy Counter Remarks: [Text Area]

Current Collection Mode: Normal Collection Witness By: [Text Field] Drug Counselling Required?

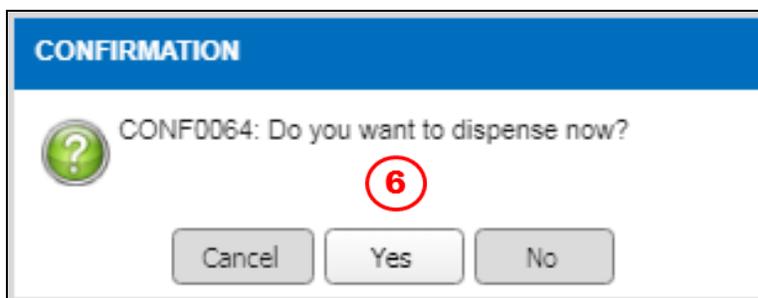
PRESCRIPTION [Pause] [Refresh] [English] [Invoice] [Release/Discard] [Worksheet] [Worksheet] [Balance Medication Sheet] [Balance Medication Sheet] [Patient sticker] [Label] [IP Label] [OP Label] **5** [Dispense]

	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneo	Prescriber Name
<input type="checkbox"/>	Salbutamol 2 mg Tablet	2 mg, TID, Oral, 7 Days 23/06/2021 12:17 PM - 30/06/2021 12:17 PM	21 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 pck of 30 tablet	21 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Vitamin B1, B6, B12 Tablet	1 tablet, OD, Oral, 7 Days 23/06/2021 12:21 PM - 30/06/2021 12:21 PM	7 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	7 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		
<input type="checkbox"/>	Ascorbic Acid 100 mg Tablet	100 mg, OD, Oral, 7 Days 23/06/2021 12:20 PM - 30/06/2021 12:20 PM	7 tablet	0 tablet	7 <input type="checkbox"/> POMs	0 tablet	7 tablet	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail		DR G. Yogeswaran

Figure 3.3-2 Dispensing

STEP 5

Click on the  button



CONFIRMATION

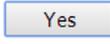
CONF0064: Do you want to dispense now?

6

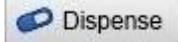
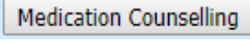
Cancel Yes No

Figure 3.3-3 Confirmation Alert Message

STEP 6

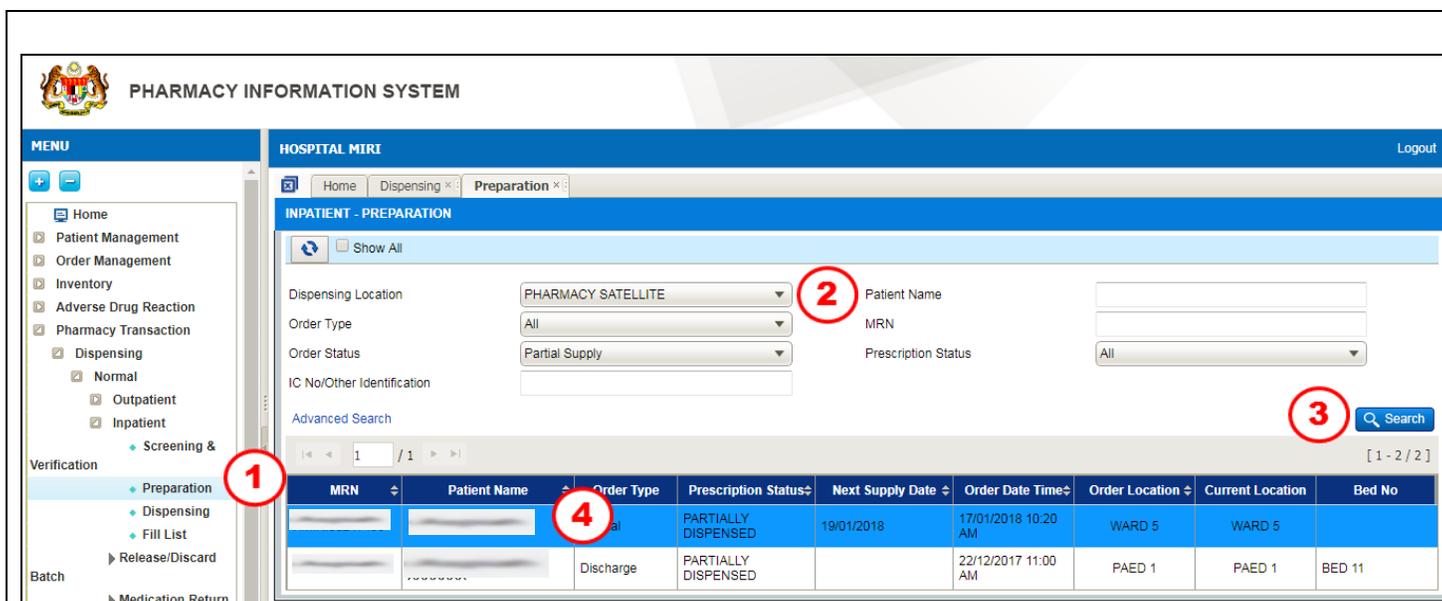
Click on the  button to confirm dispensing proceed and dispensing screen will automatically closed

Note

- To close/complete medication, select the  checkbox then click on the  button. The selected drug will be treat as fully supply.
-  button added at Dispensing screen and Single Stage screen as per Figure 3.3-2. Once click on the button, Medication Counselling Order screen will appear.

3.4 Partial Supply Normal Dispensing

This function is used for inpatient pharmacy to prepare and dispense the balance medication. Unlike Outpatient, Inpatient Partial Supply Dispensing starts directly from Preparation Screen.



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home | Dispensing x | Preparation x

INPATIENT - PREPARATION

Show All

Dispensing Location: PHARMACY SATELLITE **2** Patient Name:

Order Type: All MRN:

Order Status: Partial Supply Prescription Status: All

IC No/Other Identification:

Advanced Search **3**

[1 - 2 / 2]

MRN	Patient Name	Order Type	Prescription Status	Next Supply Date	Order Date Time	Order Location	Current Location	Bed No
		4	PARTIALLY DISPENSED	19/01/2018	17/01/2018 10:20 AM	WARD 5	WARD 5	
		Discharge	PARTIALLY DISPENSED		22/12/2017 11:00 AM	PAED 1	PAED 1	BED 11

Figure 3.4.1-1 Preparation Listing Page

STEP 1

Click on 'Preparation' sub menu

STEP 2

Search existing patient record as follow:

h) Dispensing Location

i) Order Type

- All
- Normal
- SPUB
- Discharge

j) Patient Name

k) MRN

l) Order Status

- All
- New Order
- Partial Supply

Note

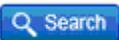
Advanced Search can be used to narrow down the criteria. It is consist of :

- a) Order Location
- b) Order Location Type
- c) Order Date From
- d) Order Date To
- e) Next Supply From
- f) Next Supply To
- g) Bed No



h) Next Dispense At

STEP 3

Click on the  button to search the patient

STEP 4

Double click on the selected patient's name

Note

On this listing page, various Search criteria as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorization	All – Type of search from range New order, Partial Supply and Pending Authorization New Order – Prescription of new order Partial Supply – Prescription from partially dispense Pending Authorization – Prescription contain of drug to authorize
Advance Search			
g	Order Location	Order location. (It will list down all active location)	
h	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the

			value for Order Date From
k	Bed No		Search patient by bed number
l	Recorded by		Search patient by recorded by name
m	SPUB Out	-All -Yes No	Search by SPUB Status
n	Next Supply From		Start point for range of date
o	Next Supply To		Can be left NULL or must be greater than the value for Next Supply From

Table 3.4.1

The screenshot displays the 'PREPARATION' screen in the PHIS system. At the top, there are navigation buttons for Patient Label, Record Prescription, Fill List, Intervened Prescription, and Original Prescription. Below this is a patient information section with fields for Address, Phone And Email, Diagnosis, No known Allergies, and Vital Sign. Patient details include Age (30 Years 04 Months 02 Days), Gender (Female), and MRN (HKL00433134). Physical attributes like Height (160 cm), Weight (60 kg), and BMI/BSA (23.4 / 1.63 m²) are also shown. The 'PHARMACY ORDER' section includes Supply Duration (1 Day), Next Collection Location (Farmasi Pesakit Dalam), and SPUB Out status (6). A 'PRESCRIPTION' table lists four items: Amlodipine 5 mg Tablet, Amlodipine 10 mg Tablet, Warfarin Sodium 2 mg Tablet, and Saibutamol 2 mg Tablet. Each row in the table has columns for Drug Name, Order Detail, Order Qty, Reserve Qty, Dispense UOM Qty, Balance, Remarks, Drug Counselling, Prev Disp Qty, Extemporaneous, and Prescriber name (5). The table also includes a 'Full Supply' button (7) and an 'Allocate' button. The bottom of the screen shows a 'Prepare' button.

Figure 3.4.1-2 Preparation Screen

STEP 5

Allocate by clicking the  button or allocate manually at the Reserve Quantity hyperlink. Refer step in Allocate Quantity.

STEP 6

Click on the  button to reprint drug label. Refer steps in Label

Note

Click at  button to directly link to PCI screen

STEP 7

Click on the  button

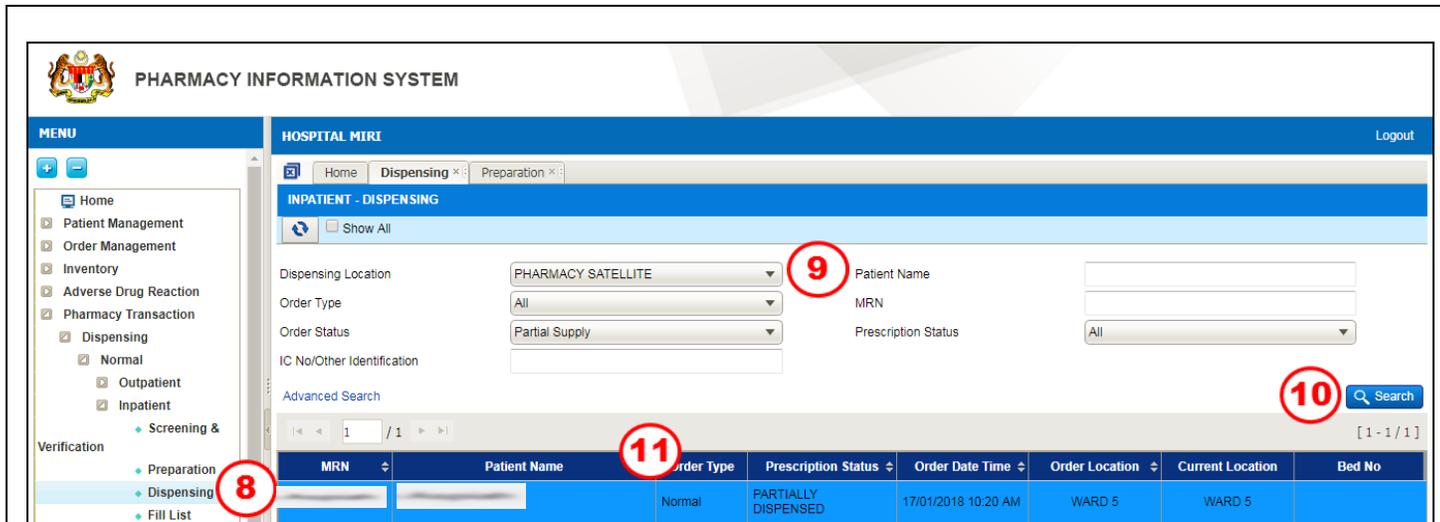


Figure 3.4.1-3 Dispensing Screen

Note

Various search criteria for Patient is provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient name by dispensing location
c	Patient Name	Patient Name	Allow to search by entering fully or partially search criteria of patient's name
d	Order Type	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB, Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
e	MRN	Patient MRN	Allow to search by entering fully or partially search criteria of MRN No
f	Order Status	-All -New Order -Partial Supply -Pending Authorisation	All – Type of search from range New order, Partial Supply and Pending Authorisation New Order – Prescription of new order Partial Supply – Prescription from partially dispense - Pending Authorisation – Prescription contain of drug to authorize
Advance Search			
g	Order Location	Order location. (It will list down all active location)	

h	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	
i	Order Date From		Start point for range of order date
j	Order Date To		Order Date To can be NULL or must be greater than the value for Order Date From
k	Bed No		Search patient by bed number
l	Recorded by		Search patient by recorded by name
m	SPUB Out	- All - Yes - No	Search by SPUB Status
n	Next Supply From		Start point for range of date
o	Next Supply To		Can be left NULL or must be greater than the value for Next Supply From

Table 3.4-2

STEP 8

Click on 'Dispensing' sub menu

STEP 9

Search existing patient record as follow:

- a) **Dispensing Location**
- b) **Order Location Type**
- c) **Patient Name**
- d) **MRN**
- e) **Order Status**
 - All
 - New Order
 - Partial Supply
- f) **Order Location**
- g) **IC No/Other Identification**
- h) **Order Type**
 - All
 - Normal
 - SPUB
 - Discharge
- i) **SPUB Out**

STEP 10

Click on the  button to search the patient

STEP 11

Click on the selected patient's name and Figure 3.4.1-4

PHARMACY ORDER

Next Collection Date: Next Collection Mode: Next Collection Location:

Next Dispense At:

Dispense At: Remarks:

Current Collection Mode: Witness By: Drug Counselling Required?

PRESCRIPTION

ENGLISH Invoice Release/Discard Worksheet Worksheet Balance Medication Sheet Balance Medication Sheet Patient sticker Label IP Label OP Label Dispense

<input type="checkbox"/>	Drug Name	Order Detail	Order Qty	Prev Disp Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Extemporaneo	12
<input type="checkbox"/>	Salbutamol 2 mg Tablet	2 mg, TID, Oral, 7 Days 23/06/2021 12:17 PM - 30/06/2021 12:17 PM	21 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 pck of 30 tablet	21 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		12
<input type="checkbox"/>	Vitamin B1, B6, B12 Tablet	1 tablet, OD, Oral, 7 Days 23/06/2021 12:21 PM - 30/06/2021 12:21 PM	7 tablet	0 tablet	0 <input type="checkbox"/> POMs	0 tablet	0 tablet	7 tablet (7 day(s))	Remarks	<input type="checkbox"/> Detail		12
<input type="checkbox"/>	Ascorbic Acid 100 mg Tablet	100 mg, OD, Oral, 7 Days 23/06/2021 12:20 PM - 30/06/2021 12:20 PM	7 tablet	0 tablet	7 <input type="checkbox"/> POMs	0 tablet	7 tablet	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail		

Figure 3.4.1-4 Dispensing Screen

STEP 12

Click on the  button

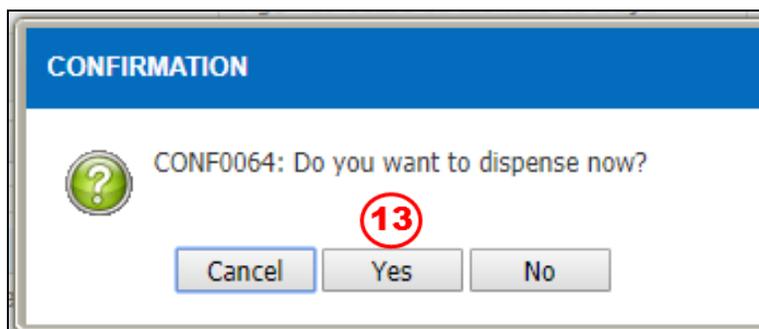


Figure 3.4.1-5 Confirmation Alert Message

STEP 13

Click on the button to confirm dispensing proceed and dispensing screen will automatically closed

Note

- To close/complete medication, select the checkbox then click on the  button. The selected drug will be treat as fully supply.
-  button added at Dispensing screen and Single Stage screen. Once click on the button, Medication Counselling Order screen will appear.
- A notification icon  in the Remarks column is display if there are past Remarks in all dispensing screens. User will be able to view past Remarks (with timestamp & NAME OF PERSON making remark), including the doctor's remark as per Figure 3.4.1-6

PHARMACIST REMARK

Prescriber Remark

Order Stage	to dilute and serve to patient
-------------	--------------------------------

Pharmacist Remark

Verification Stage	
Preparation Stage	

DRUG REMARKS HISTORY (ACETYLSALICYLIC ACID 300 MG SOLUBLE TABLET)

Prescriber Remark	Prescriber Name	Start Date	End Date	
given for pain management		24/10/2019	29/10/2019	

Pharmacist Remark	Stage	Rx	Date Time
for pain	Dispensing	AE_DEPT0000741085	24/10/2019 03:29:19 PM
to proceed	Preparation	AE_DEPT0000741085	24/10/2019 03:28:13 PM
to proceed with IP order as well	Verification	AE_DEPT0000741085	24/10/2019 03:27:14 PM
supplied to ward for patient	Dispensing	NW18B0000741084	24/10/2019 02:53:53 PM
extemporaneous prepared	Preparation	NW18B0000741084	24/10/2019 02:53:06 PM

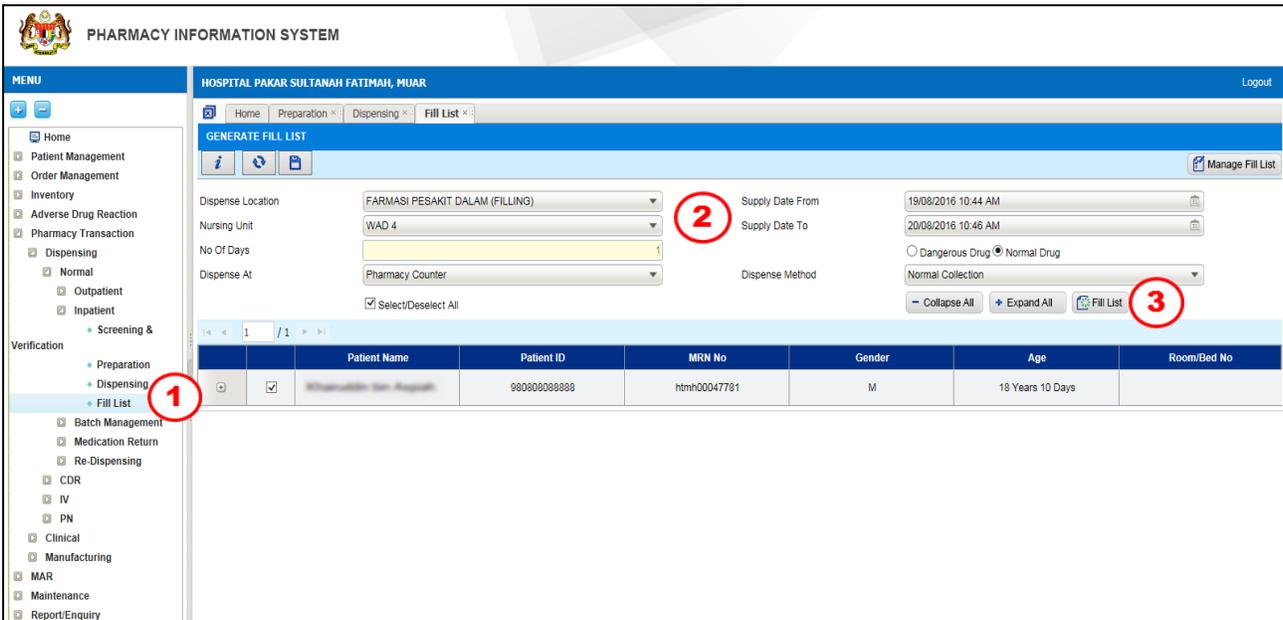
Figure 3.4.1-6 Pharmacist Remark Screen

3.5 Partial Supply Fill List

This function is used for inpatient pharmacy to prepare and dispense medication by ward. The user has to generate and manage the fill list in order to complete the dispensing process.

3.5.1 Generate Fill List

Generate Fill List screen allow user to retrieve patient by ward, view prescription, allocate Qty, edit label, print original prescription and generate fill list.



The screenshot shows the 'GENERATE FILL LIST' screen in the PHARMACY INFORMATION SYSTEM. The interface includes a left-hand menu with 'Fill List' highlighted (1). The main area contains search filters: 'Dispense Location' (FARMASI PESAKIT DALAM (FILLING)), 'Nursing Unit' (WAD 4), 'No Of Days' (1), 'Dispense At' (Pharmacy Counter), 'Supply Date From' (19/08/2016 10:44 AM), 'Supply Date To' (20/08/2016 10:46 AM), 'Dispense Method' (Normal Collection), and a 'Fill List' button (3). A table below shows patient records with columns: Patient Name, Patient ID, MRN No, Gender, Age, and Room/Bed No. A patient record is visible with Patient ID 980808088888 and MRN No htmh00047781.

Figure 3.5.1-1 Fill List Listing Page

STEP 1

Click 'Fill List' in sub menu 'Inpatient'

STEP 2

Search existing patient record as follow:

- a) **Dispensing Location**
- b) **Nursing Unit**
- c) **Supply Date From**
- d) **Supply Date To**
- e) **Dispensed At**
- f) **Dispensed Method**

Note

- User Able to select **Dangerous Drug or Normal Drug** and generate Fill List.
- **Supply Date From** and **Supply Date To** will be auto captured by default date and able to edit by user

STEP 3

Tick on the  button to view patient by ward.

HOSPITAL KUALA LUMPUR Logout

Home Preparation **Fill List**

GENERATE FILL LIST

Dispense Location: Farnasi Pesakit Dalam Supply Date From: 28/10/2019 03:33 PM
 Nursing Unit: Wad NW18B (Perubatan) Supply Date To: 29/10/2019 03:34 PM
 No Of Days: 2 Dangerous Drug Normal Drug
 Dispense At: Pharmacy Counter Dispense Method: Normal Collection
 Select/Deselect All

[1 - 2 / 2]

		Patient Name	Patient ID	MRN No	Gender	Age	Room/Bed No
<input type="checkbox"/>	<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	HKL00235267	M	47 Years 11 Months 13 Days	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	HKL00235267	M	47 Years 11 Months 13 Days	

Figure 3.5.1-2 Select / Deselect Patient Prescription

STEP 4

Select the checkbox to include the patient prescription for generated fill list else deselect the checkbox to exclude the patient prescription patient from the fill list

GENERATE FILL LIST

Dispense Location: FARMASI BEKALAN WAD Supply Date From: 03/10/2019 03:06 PM
 Nursing Unit: WAD 10 (MED - P) Supply Date To: 06/10/2019 03:06 PM
 No Of Days: 3 Dangerous Drug Normal Drug
 Dispense At: Pharmacy Counter Dispense Method: Normal Collection
 Select/Deselect All

[1 - 2 / 2]

		Patient Name	Patient ID	MRN No	Gender	Age	Room/Bed No			
<input checked="" type="checkbox"/>		[REDACTED]	[REDACTED]	HPSF00000020	F	18 Years 05 Months 25 Days				
<input type="checkbox"/>	<input checked="" type="checkbox"/>									
		Rx Date	Rx No	Drug Name	Order Detail	Authorise Status	Order Qty	Reserve Qty	Previous Disp Qty	Last Dispense Date
		01/10/2019	WRD87100018177	Simvastatin 10 mg Tablet	10 mg, ON, Oral, 7 Days 01/10/2019 04:57 PM - 08/10/2019 04:57 PM		7	3	0	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	HPSF00268221	F	32 Years 01 Months 13 Days				

Figure 3.5.1-3 Select / Deselect Drug

Note

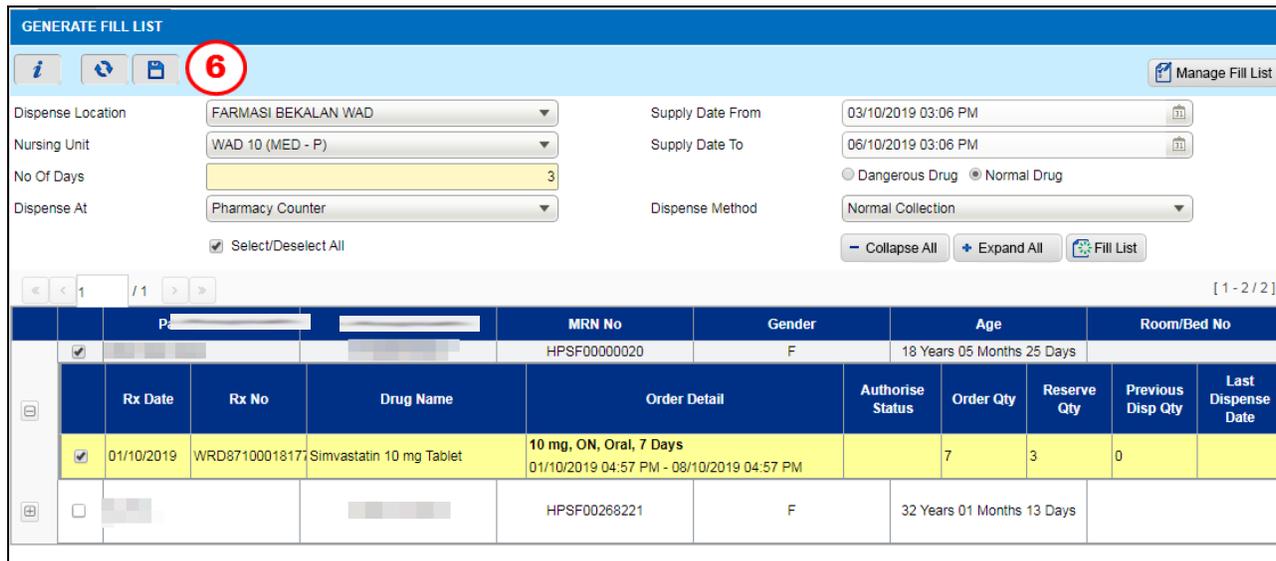
Authorise status will appear in the details next to order detail as Figure 3.5.1-3.

STEP 5

Click on the button to expand the patient prescription, select the checkbox to exclude the drug from the fill list or else remain selected if the drug included in the fill list

Note

By default, all patient will selected.



Patient ID	MRN No	Gender	Age	Room/Bed No
[REDACTED]	HPSF00000020	F	18 Years 05 Months 25 Days	

Rx Date	Rx No	Drug Name	Order Detail	Authorise Status	Order Qty	Reserve Qty	Previous Disp Qty	Last Dispense Date
01/10/2019	WRD87100018177	Simvastatin 10 mg Tablet	10 mg, ON, Oral, 7 Days 01/10/2019 04:57 PM - 08/10/2019 04:57 PM		7	3	0	

Figure 3.5.1-4 Generate Fill List

STEP 6

Click on the  button to save record

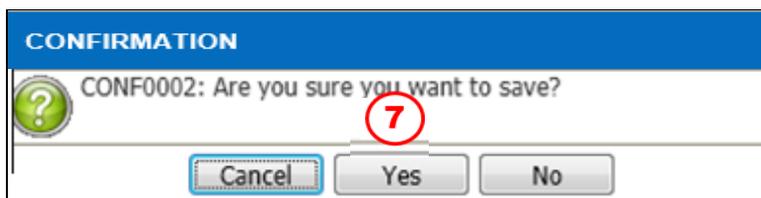


Figure 3.5.1-5 Confirmation Alert Message

STEP 7

Click  button to confirm save record and fill list screen will automatically closed

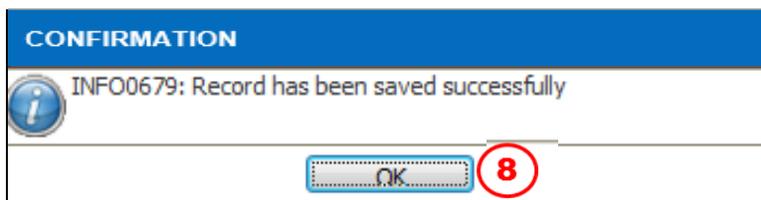
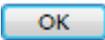


Figure 3.5.1-6 Information Alert Message

STEP 8

Click on the  button to save record

3.5.2 Manage Fill List

This function is used to dispense drugs base on the generated fill list by nursing unit, also able to print label and prescription fill list.

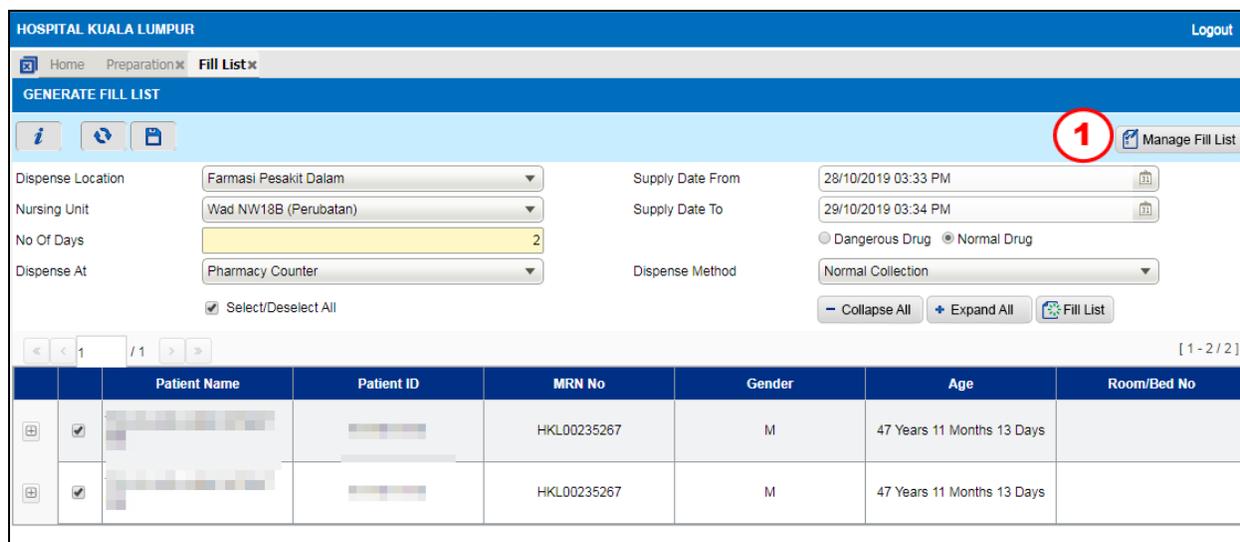


Figure 3.5.2-1 Manage Fill List

STEP 1

Click on the  button to proceed Manage Fill List process

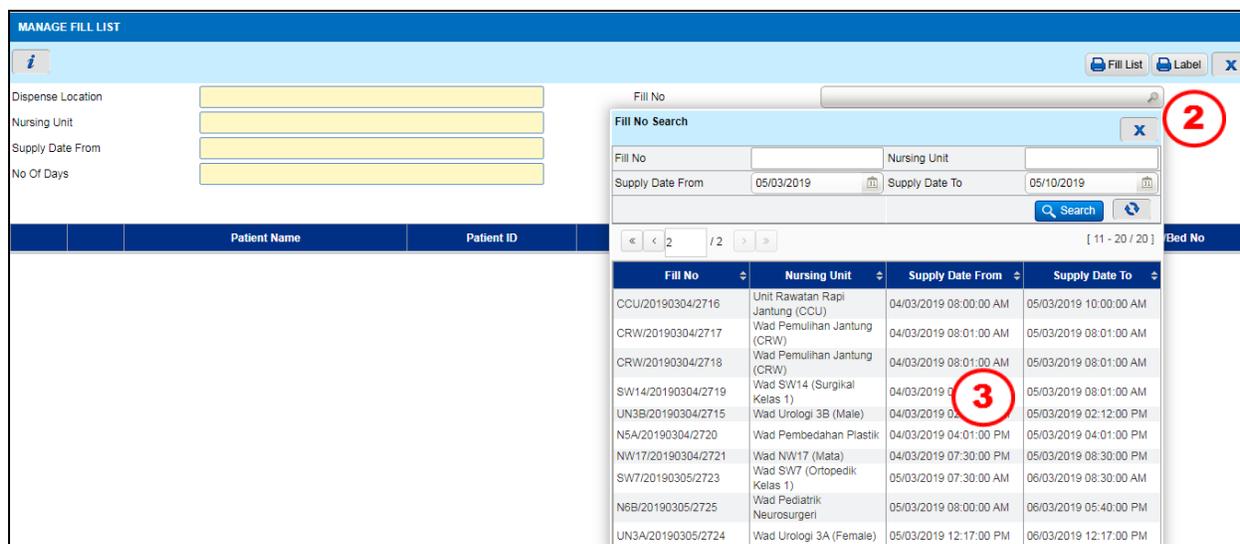


Figure 3.5.2-2 Manage Fill List

STEP 2

Click on the  button to search the fill list

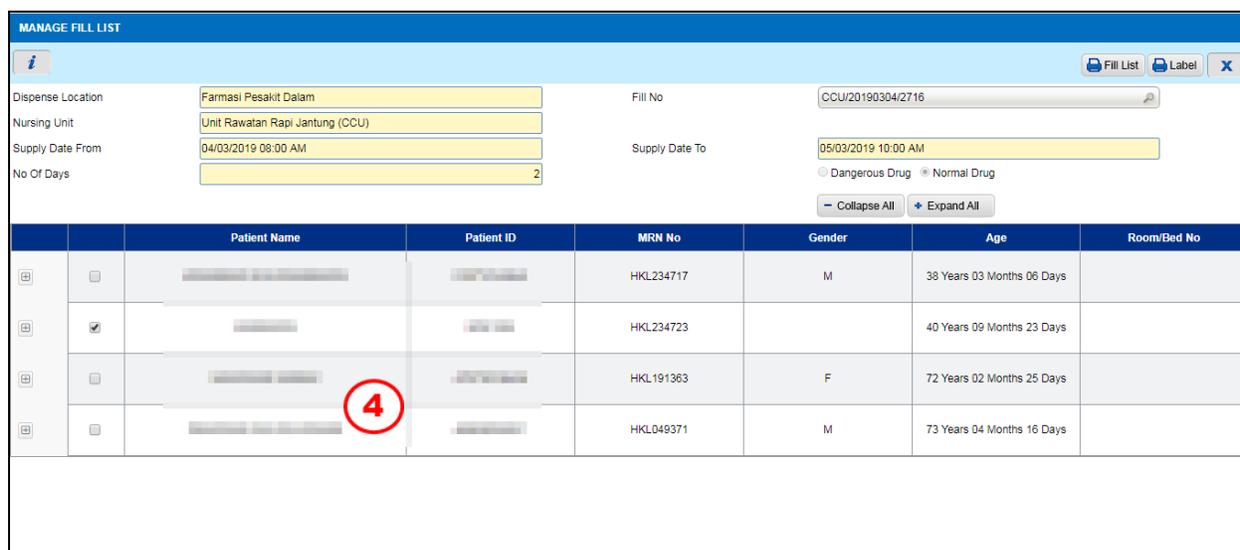
Note

Allow and able to search fill list based:-

- a) Fill No
- b) Nursing Unit
- c) Supply Date From
- d) Supply Date To
- e) Dispensed at
- f) Dispensed Method

STEP 3

Double click on the selected fill list



	Patient Name	Patient ID	MRN No	Gender	Age	Room/Bed No
<input type="checkbox"/>	[REDACTED]	[REDACTED]	HKL234717	M	38 Years 03 Months 06 Days	
<input checked="" type="checkbox"/>	[REDACTED]	[REDACTED]	HKL234723		40 Years 09 Months 23 Days	
<input type="checkbox"/>	[REDACTED]	[REDACTED]	HKL191363	F	72 Years 02 Months 25 Days	
<input type="checkbox"/>	[REDACTED]	[REDACTED]	HKL049371	M	73 Years 04 Months 16 Days	

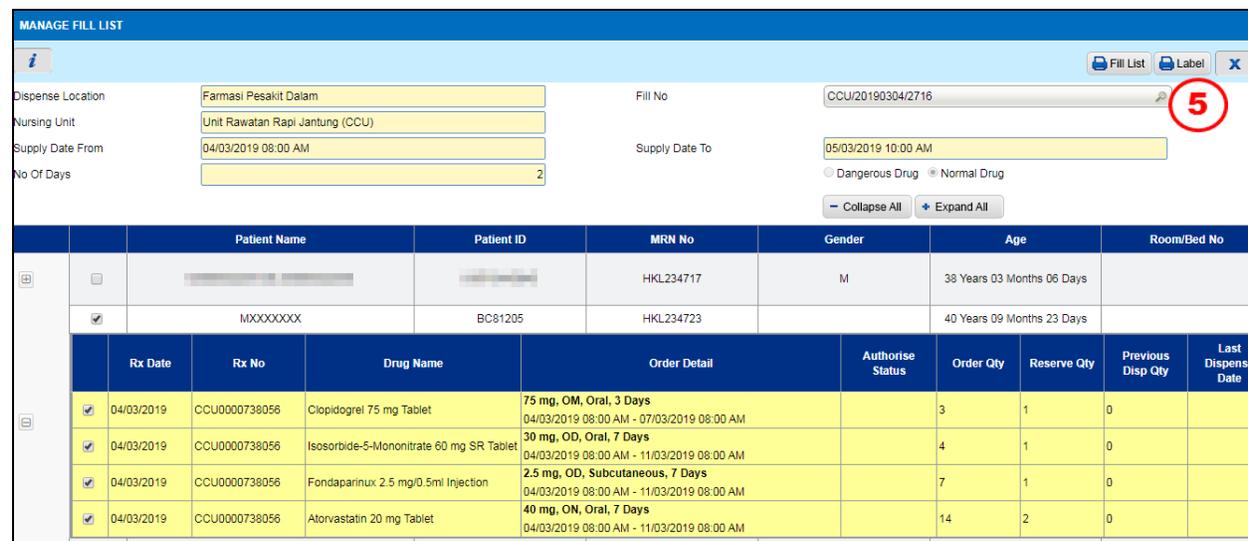
Figure 3.5.2-3 Manage Fill List

STEP 4

Select on the checkbox to print the drug label

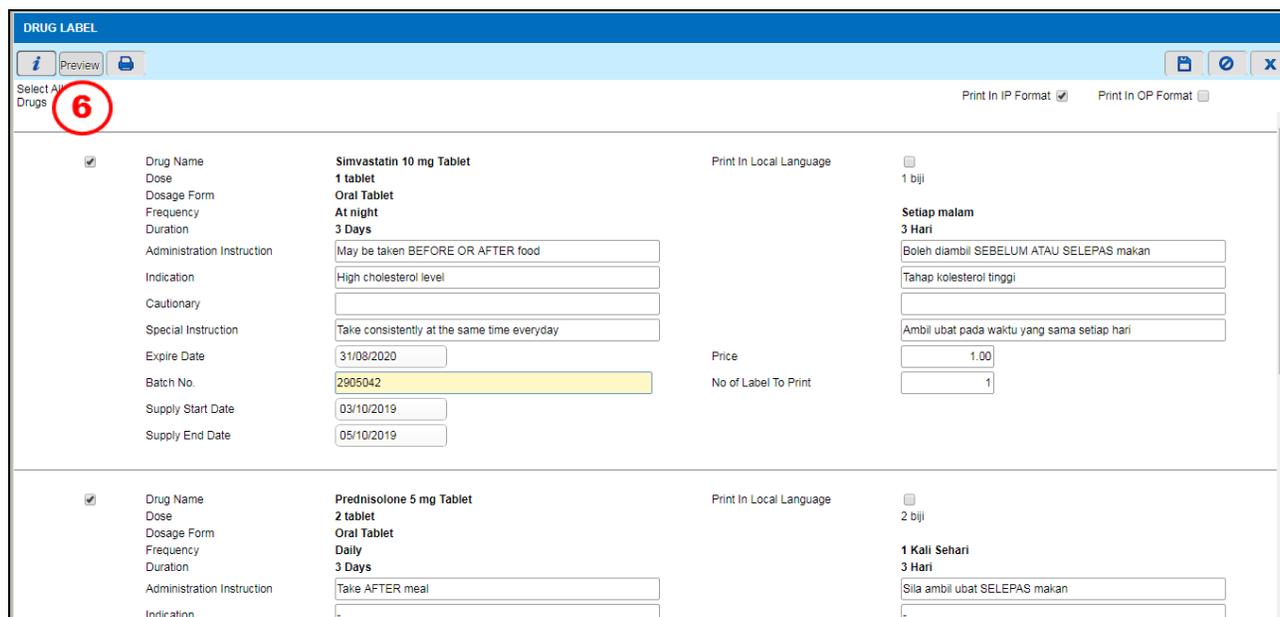
STEP 5

Click on the  to view or edit drug label



Rx Date	Rx No	Drug Name	Order Detail	Authorise Status	Order Qty	Reserve Qty	Previous Disp Qty	Last Dispense Date
<input checked="" type="checkbox"/>	04/03/2019	CCU0000738056	Clopidogrel 75 mg Tablet	75 mg, OM, Oral, 3 Days		3	1	0
<input checked="" type="checkbox"/>	04/03/2019	CCU0000738056	Isosorbide-5-Mononitrate 60 mg SR Tablet	30 mg, OD, Oral, 7 Days		4	1	0
<input checked="" type="checkbox"/>	04/03/2019	CCU0000738056	Fondaparinux 2.5 mg/0.5ml Injection	2.5 mg, OD, Subcutaneous, 7 Days		7	1	0
<input checked="" type="checkbox"/>	04/03/2019	CCU0000738056	Atorvastatin 20 mg Tablet	40 mg, ON, Oral, 7 Days		14	2	0

Figure 3.5.2-4 Print Drug Label



The screenshot shows a software window titled 'DRUG LABEL'. At the top left, there is a 'Preview' button with a magnifying glass icon, which is circled in red with the number '6'. Below the title bar, there are checkboxes for 'Print In IP Format' (checked) and 'Print In OP Format'. The main area contains two drug entries, each with a list of fields and their values:

Drug Name	Dose	Dosage Form	Frequency	Duration	Administration Instruction	Indication	Cautionary	Special Instruction	Expiry Date	Batch No.	Supply Start Date	Supply End Date	Price	No of Label To Print	Print In Local Language
Simvastatin 10 mg Tablet	1 tablet	Oral Tablet	At night	3 Days	May be taken BEFORE OR AFTER food	High cholesterol level		Take consistently at the same time everyday	31/08/2020	2905042	03/10/2019	05/10/2019	1.00	1	<input type="checkbox"/>
Prednisolone 5 mg Tablet	2 tablet	Oral Tablet	Daily	3 Days	Take AFTER meal	-									<input type="checkbox"/>

Figure 3.5.2-5 Drug Label

STEP 6

Click on the  button to preview the drug label

Note

- Details as below will be auto generated in Drug Label:
 - a) Drug Name
 - b) Dose
 - c) Dosage Form
 - d) Frequency
 - e) Duration
 - f) Administration Instruction
 - g) Indication
 - h) Cautionary
 - i) Special Instruction,
 - j) Expiry Date
 - k) Batch No
- It is allowed to edit Administration, Indication, Special Instruction, Expiry Date, Batch No, Price, No of Label to Print and select Print in Local Language.
- Allowed to select to print label in IP format or OP format







HOSPITAL KUALA LUMPUR						
<div style="display: flex; justify-content: space-between;"> HKL0201827 Farmasi Klinik Pakar </div>						
Amlodipine 5mg Tab						
Ambil 1 biji 1 Kali Sehari						
-						
Sila ambil ubat SELEPAS makan.						
01/12	02/12	03/12	04/12	05/12	06/12	07/12
01/12/21 [1 hari] 1 biji RM1.00						
UBAT TERKAWAL						23/12/2021 01:23 PM

Figure 3.5.2-6(a) Print Drug Label (IP)

HOSPITAL KUALA LUMPUR (Tel: 0326155555)		
<div style="display: flex; justify-content: space-between;"> HKL0201827 Farmasi Klinik Pakar </div>		
Amlodipine 5mg Tab		
Ambil 1 biji 1 Kali Sehari		
-		
Sila ambil ubat SELEPAS makan		
Tekanan Darah Tinggi		
01/12/21-02/12/21 [1 hari] 1 biji RM1.00		
UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK		23/12/2021 02:34 PM

Figure 3.5.2-6(b) Print Drug Label (OP)

STEP 7

Click on the  button to print the drug label

MANAGE FILL LIST

 **8**  Fill List  Label 

Dispense Location: UNIT FARMASI SATELIT Fill No: WAD 13/20140905/115

Nursing Unit: WAD 13 (O&G)

Supply Date From: 05/09/2014 08:00 AM Supply Date To: 06/09/2014 08:00 AM

No Of Days: 1

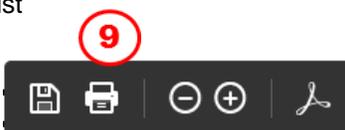
Dangerous Drug Normal Drug

1 / 1

Figure 3.5.2-7 Print Fill List

STEP 8

Click on the  **Fill List** button to print the fill list



KEMENTERIAN KESIHATAN MALAYSIA
Hospital Pakar Sultanah Fatimah, Muar

Nursing Unit From : WAD 10 (MED - P) Date From : 03/10/2019 03:06 PM
 Fill Process ID : WRD871/20191003/17682 Date To : 06/10/2019 03:06 PM
 Fill Process Executed Date/Time : 03/10/2019 03:26 PM Supply Duration : 3 days

Fill Date	Rx Date	Rx No	Drug	Dose	Route	Freq Code	Qty Reqd	Fill UOM	Batch ID	Expiry Date
		Patient Name / ID / MRN : [REDACTED]		Room/Bed No : /						
03/10/2019	01/10/2019	WRD8710001817771	Simvastatin 10 mg Tablet	10 mg	ORAL	ON	3	tablet	2905042	31/08/2020
		Patient Name / ID / MRN : [REDACTED]		Room/Bed No : /						
04/10/2019	03/10/2019	WRD8710001817772	Prednisolone 5 mg Tablet	10 mg	ORAL	OD	6	tablet	1807093	31/07/2021
03/10/2019	03/10/2019	WRD8710001817772	Metronidazole 200 mg Tablet	200 mg	ORAL	Q8H	9	tablet	17E191	31/03/2020

Collected By: _____ Dispensed By: _____
 Prepared By: _____ Checked By: _____

Figure 3.5.2-8 Fill List

Note

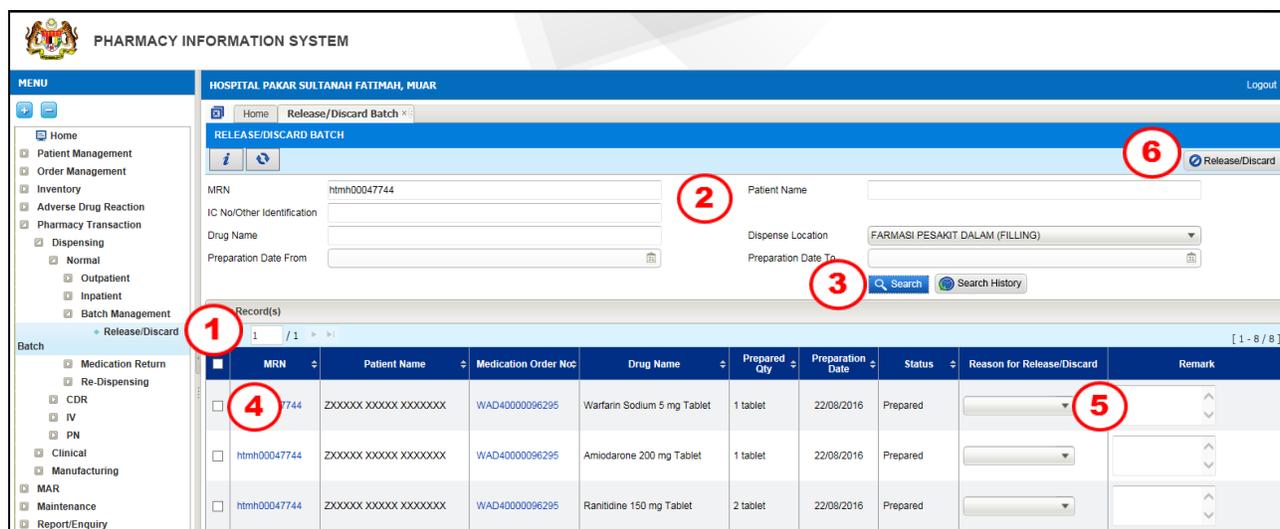
System will auto capture prepared by and checked by based on login id

STEP 9

Click on the  button to print the fill list

3.6 Released / Discard Batch

Released / Discard Batch screen is allow user to release any reserved / prepared drugs back into inventory. Released batch is only applicable for drug which is not in liquid form



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Home | Release/Discard Batch

RELEASE/DISCARD BATCH

MRN: htmh00047744

IC No/Other Identification: []

Drug Name: []

Preparation Date From: []

Patient Name: []

Dispense Location: FARIMASI PESAKIT DALAM (FILLING)

Preparation Date To: []

Search | Search History

Record(s) 1 / 1

Batch	MRN	Patient Name	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remark
<input type="checkbox"/>	7744	ZXXXXX XXXXX XXXXXXXX	WAD40000096295	Warfarin Sodium 5 mg Tablet	1 tablet	22/08/2016	Prepared	[]	[]
<input type="checkbox"/>	htmh00047744	ZXXXXX XXXXX XXXXXXXX	WAD40000096295	Amiodarone 200 mg Tablet	1 tablet	22/08/2016	Prepared	[]	[]
<input type="checkbox"/>	htmh00047744	ZXXXXX XXXXX XXXXXXXX	WAD40000096295	Ranitidine 150 mg Tablet	2 tablet	22/08/2016	Prepared	[]	[]

Figure 3.6-1 Release / Discard

STEP 1

Click on 'Release Discharge Batch' sub menu

STEP 2

Search patient record based on:

- MRN
- Patient Name
- Drug Name
- Dispense Location

STEP 3

Click on the  button to search the drug

STEP 4

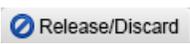
Select check box to select patient drug for release batch

STEP 5

Select **Reason for Release / Discard**

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

STEP 6

Click on the  button to proceed release or discard process

3.7 Medication Return

Medication Return screen will allow user to return any drugs back into inventory

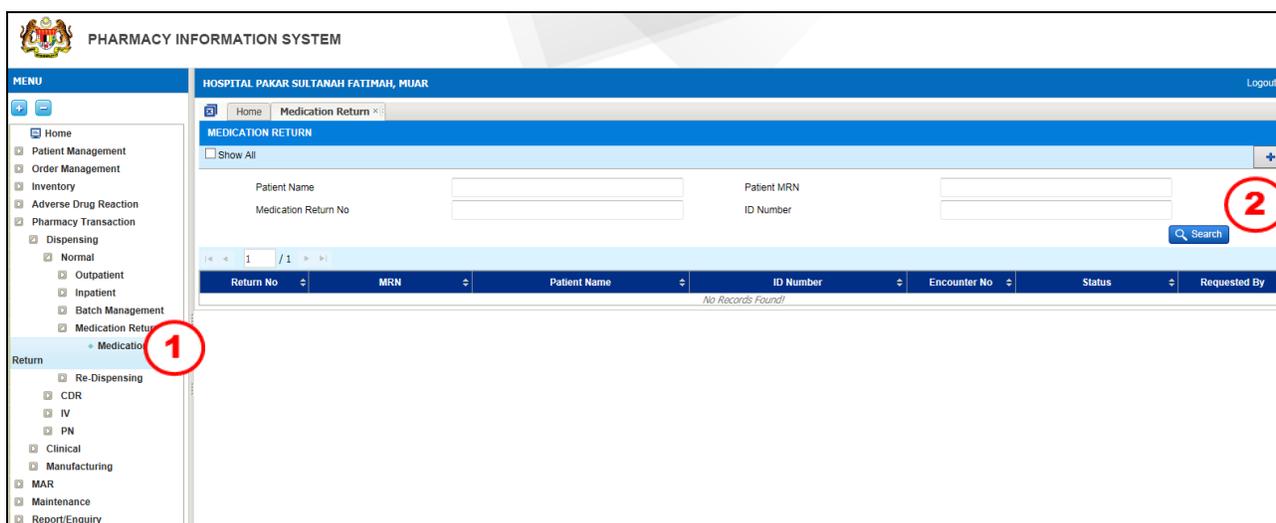


Figure 3.7-1 Medication Return Listing Page

STEP 1

Click on 'Medication Return' sub menu

STEP 2

Click on the  button to add new patient record

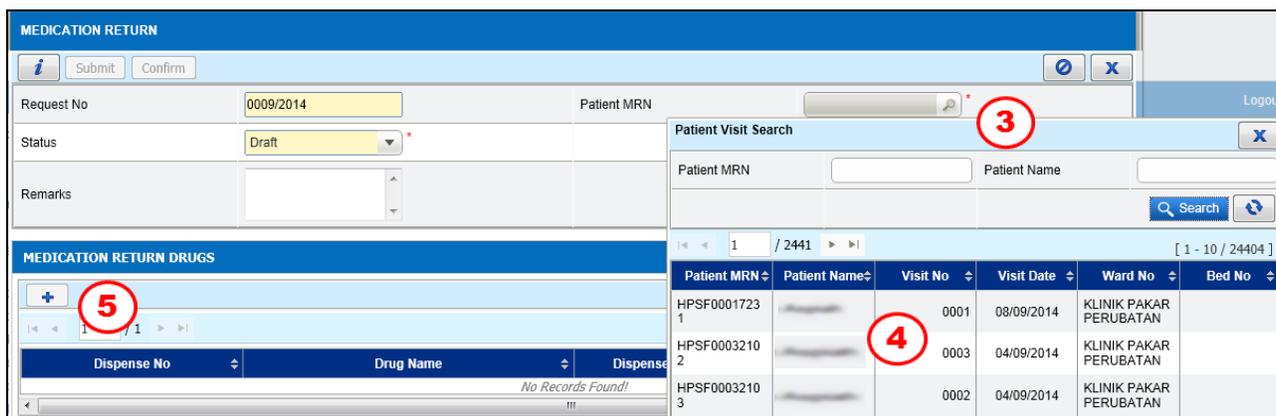


Figure 3.7-2 Medication Return

STEP 3

Click on the  button to search the patient

STEP 4

Double Click on the selected patient's name

STEP 5

Click on the  button to add drug to medication return list

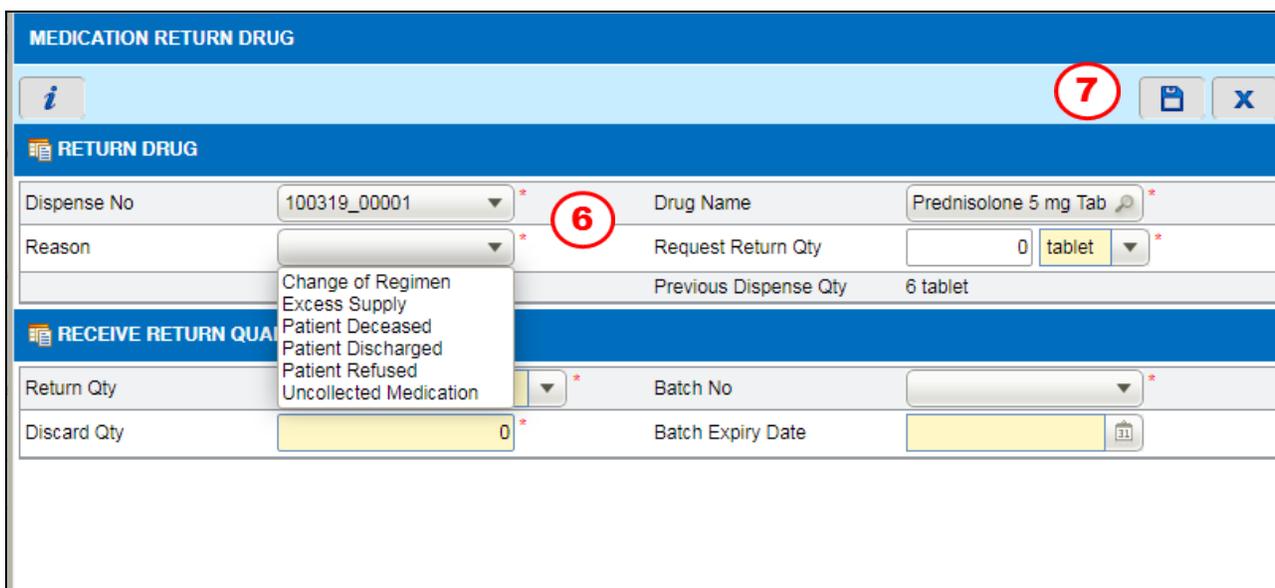


Figure 3.7-3 Medication Return

STEP 6

Select drug to be returned by criteria as below:

- a) **Dispense No**
- b) **Reason**
- c) **Drug Name**
- d) **Request Return Qty**

Note

Receive Return Quantity will be used to record:

- a) Return Qty
- b) Discard Qty
- c) Batch No

STEP 7

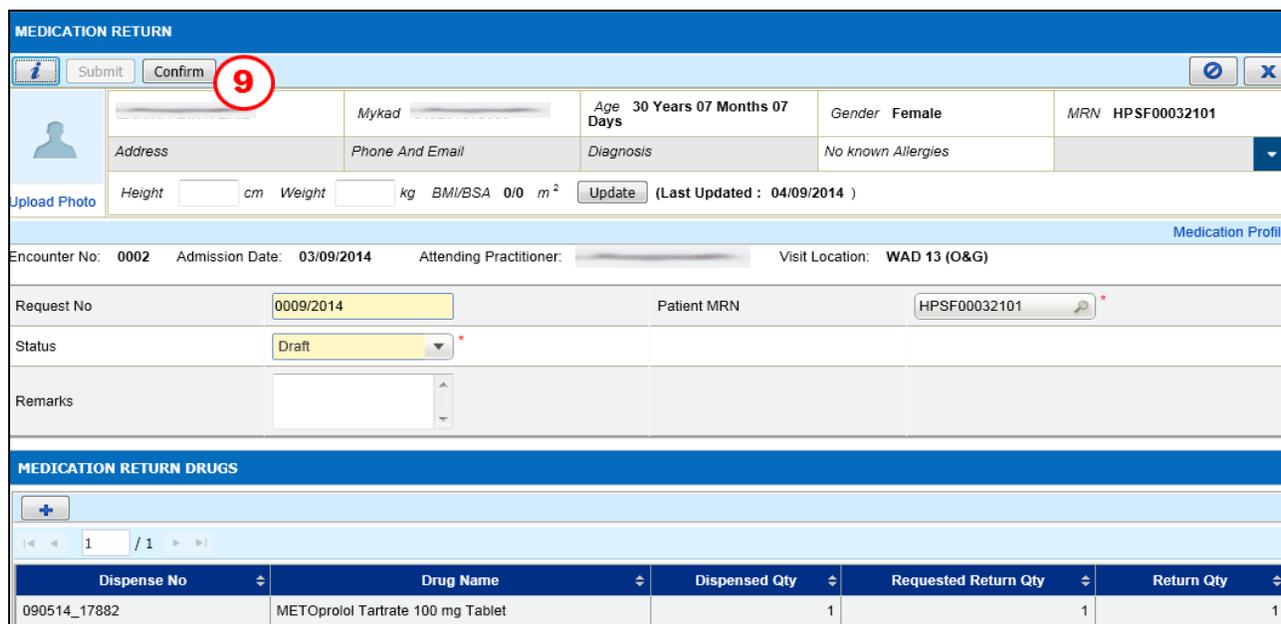
Click on the  button to save record



Figure 3.7-4 Confirmation Alert Message

STEP 8

Click on the  button to confirm save record



MEDICATION RETURN

Submit Confirm **9**

Mykad: _____ Age: 30 Years 07 Months 07 Days Gender: Female MRN: HPSF00032101

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

Height: _____ cm Weight: _____ kg BMI/BSA: 0/0 m² Update (Last Updated : 04/09/2014)

Encounter No: 0002 Admission Date: 03/09/2014 Attending Practitioner: _____ Visit Location: WAD 13 (O&G)

Request No: 0009/2014 Patient MRN: HPSF00032101

Status: Draft

Remarks: _____

MEDICATION RETURN DRUGS

Dispense No	Drug Name	Dispensed Qty	Requested Return Qty	Return Qty
090514_17882	METOpromol Tartrate 100 mg Tablet	1	1	1

Figure 3.7-5 Medication Return

STEP 9

Click on the **Confirm** button to confirm medication return process



CONFIRMATION

CONF0105: Are you sure you want to confirm?

Cancel Yes **10** No

Figure 3.7-6 Confirmation Alert Message



INFORMATION

INFO0607: Medication returned to stock successfully!

OK **11**

Figure 3.7-7 Information Alert Message

STEP 10

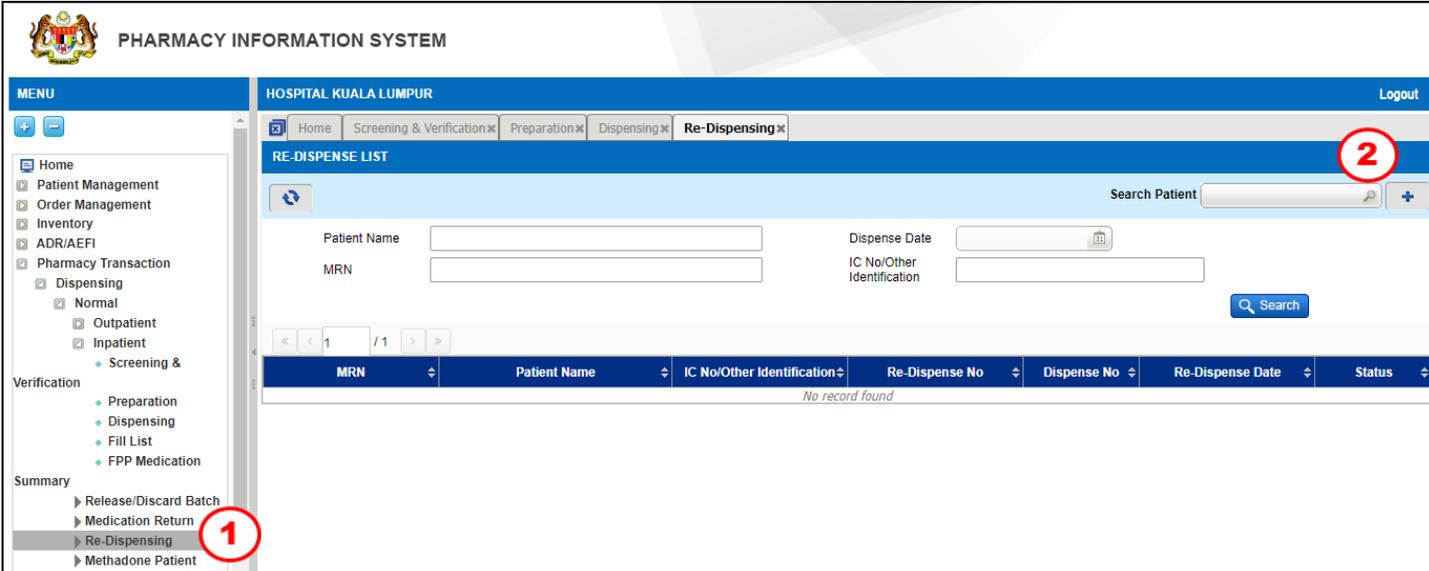
Click on the **Yes** button

STEP 11

Click on the **OK** button and screen will be automatically closed

3.8 Re-Dispensing

Re-Dispensing screen allows user to view medication detail by Dispense No and re-dispense medication to the patient.



The screenshot displays the PHARMACY INFORMATION SYSTEM interface for HOSPITAL KUALA LUMPUR. The left sidebar menu has 'Re-Dispensing' highlighted under the 'Dispensing' section, marked with a red circle '1'. The main content area is titled 'RE-DISPENSE LIST' and features a search bar with a magnifying glass icon, marked with a red circle '2'. Below the search bar are input fields for Patient Name, MRN, Dispense Date, and IC No/Other Identification. A table below these fields shows a single record with the following columns: MRN, Patient Name, IC No/Other Identification, Re-Dispense No, Dispense No, Re-Dispense Date, and Status. The table currently displays 'No record found'.

Figure 3.8-1 Re-Dispensing

STEP 1

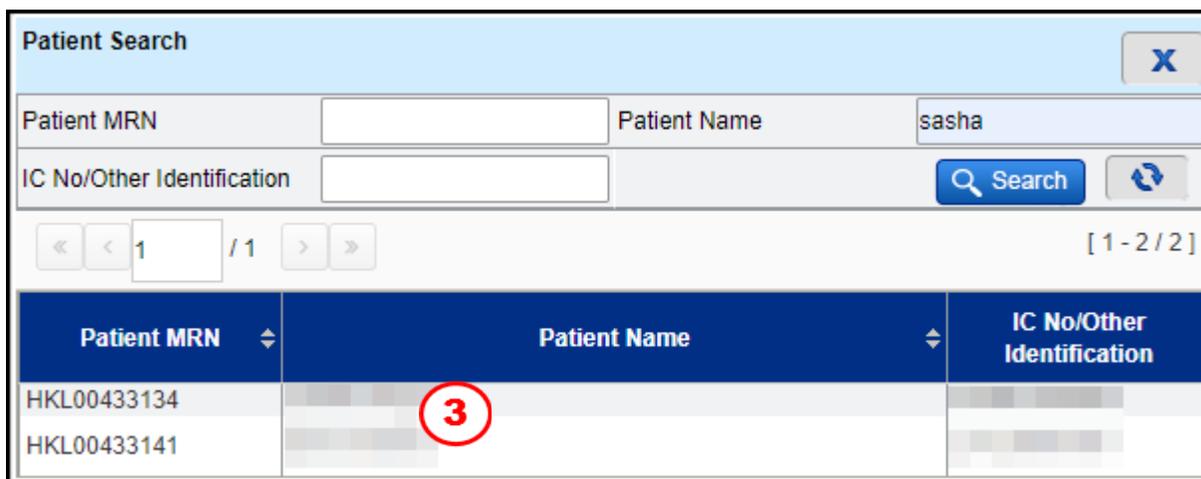
Click on 'Re-Dispensing' sub menu

STEP 2

Click on the  button to search patient

Note

- Search MRN screen will be displayed as per Figure 3.8-2.
- On this screen, user will be able to search existing patient record by:
 - a) **Patient MRN**
 - b) **ID No**
 - c) **Patient Name**
- Allow to view the list of re-dispense at the listing page as per Figure 9.0-1.
- If need to re-dispense the drug again, click on the selected patient name and continue to proceed dispensing process.



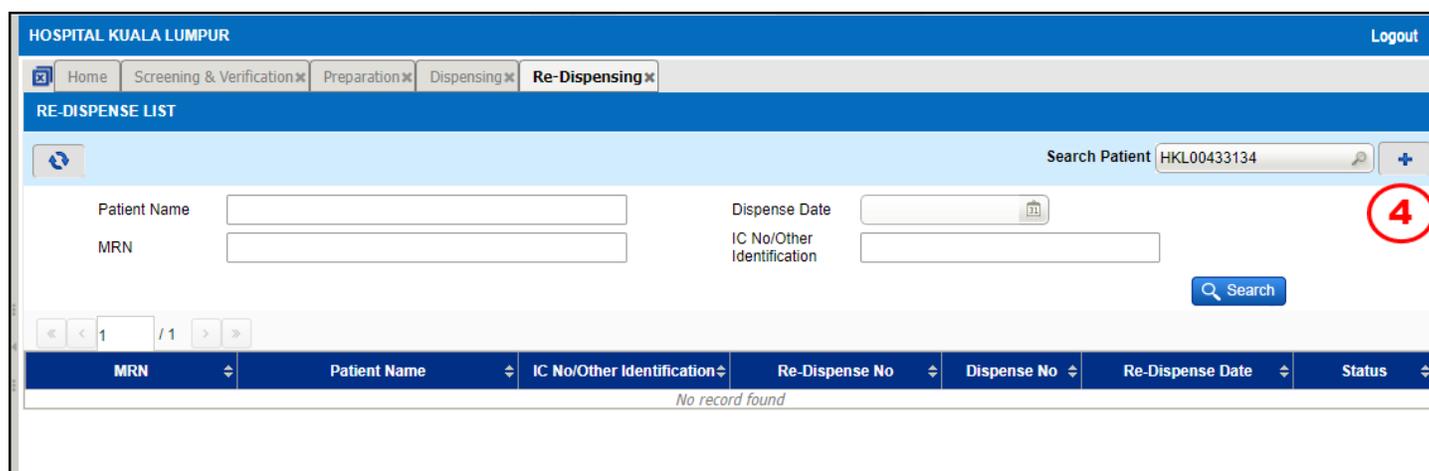
The screenshot shows a 'Patient Search' window with a search bar containing 'sasha'. Below the search bar is a table with three columns: Patient MRN, Patient Name, and IC No/Other Identification. The first row of the table has a red circle with the number '3' over the Patient Name cell.

Patient MRN	Patient Name	IC No/Other Identification
HKL00433134		
HKL00433141		

Figure 3.8-2 Search Patient

STEP 3

Click on the selected patient's name



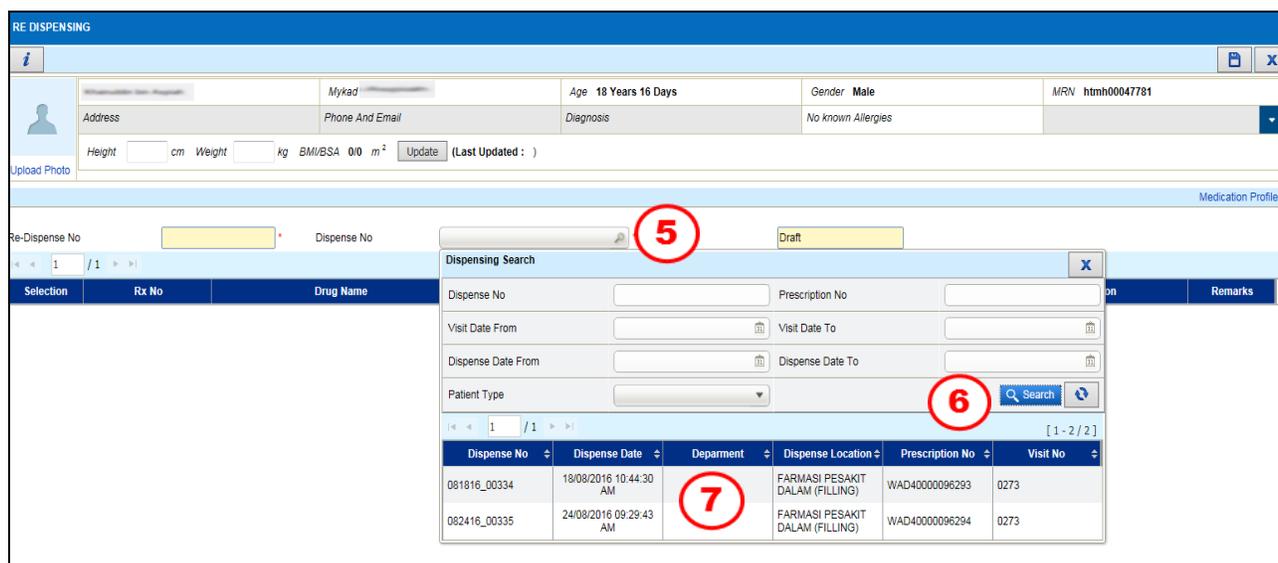
The screenshot shows the 'RE-DISPENSE LIST' interface. At the top, there is a search bar with 'HKL00433134' and a '+' button. Below the search bar are input fields for Patient Name, MRN, Dispense Date, and IC No/Other Identification. A red circle with the number '4' is placed over the '+' button. At the bottom, there is a table with columns: MRN, Patient Name, IC No/Other Identification, Re-Dispense No, Dispense No, Re-Dispense Date, and Status. The table contains the text 'No record found'.

MRN	Patient Name	IC No/Other Identification	Re-Dispense No	Dispense No	Re-Dispense Date	Status
No record found						

Figure 3.8-3 Re- Dispensing

STEP 4

Click on the  button to add new re-dispensing record as Figure 3.8-3



RE DISPENSING

Mykad: [REDACTED] Age: 18 Years 16 Days Gender: Male MRN: htm00047781

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

Height: [REDACTED] cm Weight: [REDACTED] kg BM/BSA: 0/0 m² Update (Last Updated:)

Re-Dispense No: [REDACTED] Dispense No: [REDACTED] Draft

Dispensing Search

Dispense No: [REDACTED] Prescription No: [REDACTED]

Visit Date From: [REDACTED] Visit Date To: [REDACTED]

Dispense Date From: [REDACTED] Dispense Date To: [REDACTED]

Patient Type: [REDACTED] Search

Dispense No	Dispense Date	Department	Dispense Location	Prescription No	Visit No
081816_00334	18/08/2016 10:44:30 AM	[REDACTED]	FARMASI PESAKIT DALAM (FILLING)	WAD40000096293	0273
082416_00335	24/08/2016 09:29:43 AM	[REDACTED]	FARMASI PESAKIT DALAM (FILLING)	WAD40000096294	0273

Figure 3.8-4 Re-Dispensing

STEP 5

Click on the **Dispense No**  button to search dispense record

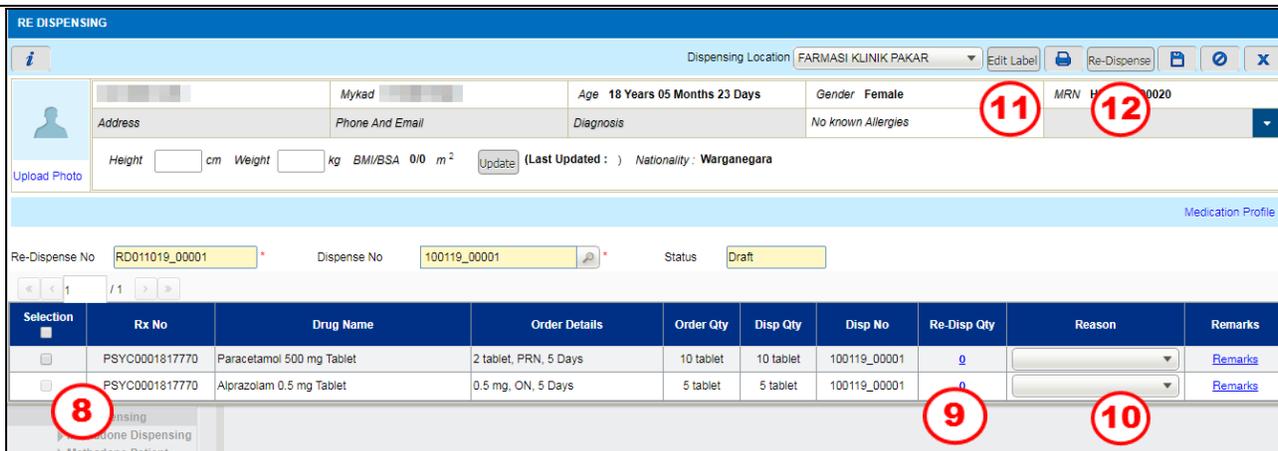
STEP 6

Select drug to be re-dispense by criteria as below:

- Dispense No**
- Visit Date From**
- Dispense Date From**
- Patient Type**
- Prescription No**
- Visit Date To**
- Visit Date To**
- Dispense Date To**

STEP 7

Double click on the selected **Dispense No**



RE DISPENSING

Dispensing Location: FARMASI KLINIK PAKAR

Mykad: [Redacted] Age: 18 Years 05 Months 23 Days Gender: Female MRN: [Redacted] 0020

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

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

Re-Dispense No: RD011019_00001 Dispense No: 100119_00001 Status: Draft

Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks
<input type="checkbox"/>	PSYC0001817770	Paracetamol 500 mg Tablet	2 tablet, PRN, 5 Days	10 tablet	10 tablet	100119_00001	0		Remarks
<input type="checkbox"/>	PSYC0001817770	Alprazolam 0.5 mg Tablet	0.5 mg, ON, 5 Days	5 tablet	5 tablet	100119_00001	0		Remarks

Figure 3.8-5 Re- Dispensing

STEP 8

Click at the Selection checkbox for selected drug

STEP 9

Enter the *Re-Disp Qty*

STEP 10

Enter the *Reason*

Note

- Reason consist of :
 - Spilled
 - Broken
 - Lost
 - Others
- Reason is mandatory to be entered in order to perform Re-Dispensing function

STEP 11

Click on the **Edit Label** if necessary (to reprint the drug label)

STEP 12

Click on the **Re-Dispense** button

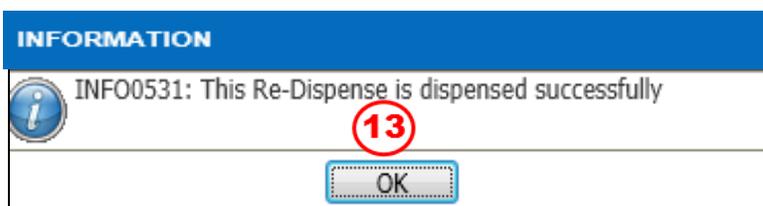


Figure 3.8-6 Confirmation Alert Message

STEP 13

Click on the  button

3.9 FPP Medication Summary

Function is to view Full Paying Patients details and update FPP supply for patient. User able to print Invoice for the finalized FPP Medication summary.

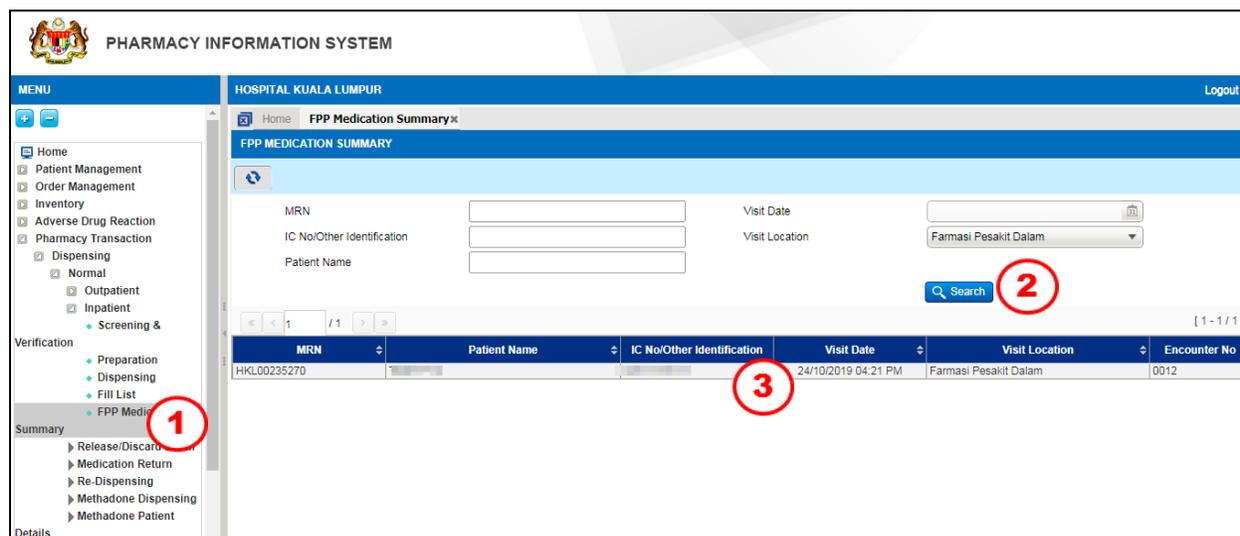


Figure 3.9-1 FPP Listing Page

STEP 1

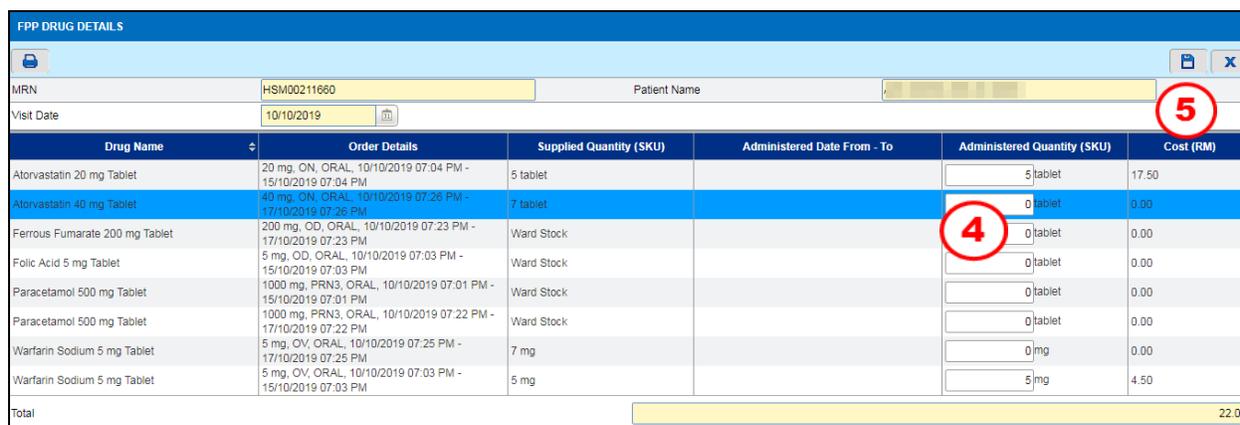
Click on 'FPP Medication Summary' sub menu

STEP 2

Click on the  button to search patient

STEP 3

Select the patient to view FPP Medication Summary as shown in Figure 3.9-2



Drug Name	Order Details	Supplied Quantity (SKU)	Administered Date From - To	Administered Quantity (SKU)	Cost (RM)
Atorvastatin 20 mg Tablet	20 mg, ON, ORAL, 10/10/2019 07:04 PM - 15/10/2019 07:04 PM	5 tablet		5 tablet	17.50
Atorvastatin 40 mg Tablet	40 mg, ON, ORAL, 10/10/2019 07:26 PM - 17/10/2019 07:26 PM	7 tablet		0 tablet	0.00
Ferrous Fumarate 200 mg Tablet	200 mg, OD, ORAL, 10/10/2019 07:23 PM - 17/10/2019 07:23 PM	Ward Stock		0 tablet	0.00
Folic Acid 5 mg Tablet	5 mg, OD, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM	Ward Stock		0 tablet	0.00
Paracetamol 500 mg Tablet	1000 mg, PRN3, ORAL, 10/10/2019 07:01 PM - 15/10/2019 07:01 PM	Ward Stock		0 tablet	0.00
Paracetamol 500 mg Tablet	1000 mg, PRN3, ORAL, 10/10/2019 07:22 PM - 17/10/2019 07:22 PM	Ward Stock		0 tablet	0.00
Warfarin Sodium 5 mg Tablet	5 mg, OV, ORAL, 10/10/2019 07:25 PM - 17/10/2019 07:25 PM	7 mg		0 mg	0.00
Warfarin Sodium 5 mg Tablet	5 mg, OV, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM	5 mg		5 mg	4.50
Total					22.00

Figure 3.9-2 FPP Drug Details

STEP 4

Edit Administered Quantity based on supplied quantity

STEP 5

Click  button to save record and pop up will display as per figure 3.9.3

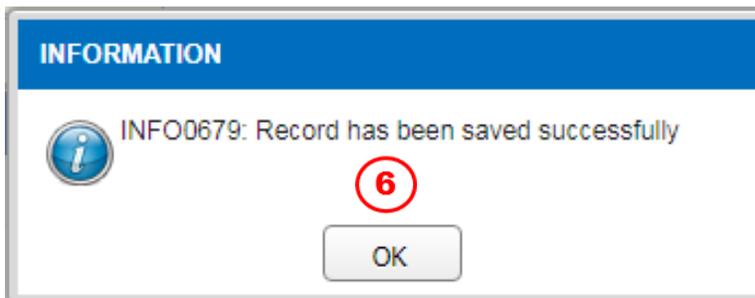
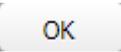


Figure 3.9-3 Information

STEP 6

Click  button to save record and Total price will display as per figure 3.9.4

FPP DRUG DETAILS					
MRN	HSM00211660	Patient Name			
Visit Date	10/10/2019				
Drug Name	Order Details	Supplied Quantity (SKU)	Administered Date From - To	Administered Quantity (SKU)	Cost (RM)
Atorvastatin 20 mg Tablet	20 mg, ON, ORAL, 10/10/2019 07:04 PM - 15/10/2019 07:04 PM	5 tablet		5 tablet	17.50
Atorvastatin 40 mg Tablet	40 mg, ON, ORAL, 10/10/2019 07:26 PM - 17/10/2019 07:26 PM	7 tablet		5 tablet	35.00
Ferrous Fumarate 200 mg Tablet	200 mg, OD, ORAL, 10/10/2019 07:23 PM - 17/10/2019 07:23 PM	Ward Stock		0 tablet	0.00
Folic Acid 5 mg Tablet	5 mg, OD, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM	Ward Stock		0 tablet	0.00
Paracetamol 500 mg Tablet	1000 mg, PRN3, ORAL, 10/10/2019 07:01 PM - 15/10/2019 07:01 PM	Ward Stock		0 tablet	0.00
Paracetamol 500 mg Tablet	1000 mg, PRN3, ORAL, 10/10/2019 07:22 PM - 17/10/2019 07:22 PM	Ward Stock		0 tablet	0.00
Warfarin Sodium 5 mg Tablet	5 mg, OV, ORAL, 10/10/2019 07:25 PM - 17/10/2019 07:25 PM	7 mg		0 mg	0.00
Warfarin Sodium 5 mg Tablet	5 mg, OV, ORAL, 10/10/2019 07:03 PM - 15/10/2019 07:03 PM	5 mg		5 mg	4.50
Total					57.00

Figure 3.9-4 FPP Drug Details

STEP 6

Click  button to print FPP invoice

(FULL PAYING PATIENT)

KEMENTERIAN KESIHATAN MALAYSIA
Hospital Seri Manjung

Invoice

Patient Name : ██████████ Date : 24/10/2019 04:54 PM

Age : 73 Years 04 Months Patient ID : ██████████

Gender : Lelaki MRN : HSM00211660

Room No/Bed No : ____/____ Location : WAD 3

No	Drug Name	Cost	Quantity	Amount
1	Atorvastatin 20 mg Tablet	3.50	5	17.50
2	Atorvastatin 40 mg Tablet	7.00	5	35.00
3	Ferrous Fumarate 200 mg Tablet	0.10	0	0.00
4	Folic Acid 5 mg Tablet	0.10	0	0.00
5	Paracetamol 500 mg Tablet	0.10	0	0.00
6	Paracetamol 500 mg Tablet	0.10	0	0.00
7	Warfarin Sodium 5 mg Tablet	0.90	0	0.00
8	Warfarin Sodium 5 mg Tablet	0.90	0	0.00
Total : RM				57.00

Figure 3.9-5 FPP Invoice

3.10 Single Stage Dispensing

This function allow user to record and dispense medication in faster way. Normally it will be use if all the process was handle by one user. User able to allocate quantity of drug by batch, generate and print drug label, extemporaneous worksheet, ingredient label and record next medication collection detail.

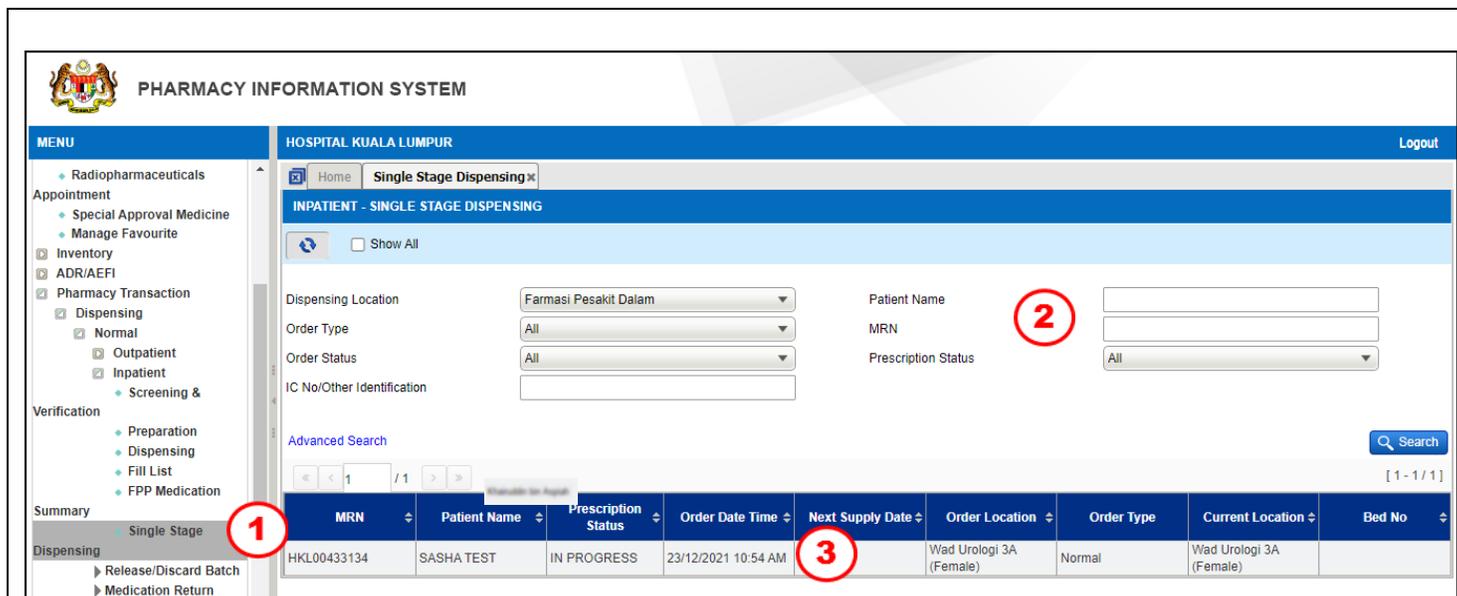


Figure 3.10-1 Single Stage Dispensing Landing Screen

STEP 1

Click on 'Single Stage Dispensing' sub menu

Note

- To perform Single Stage Dispensing, patient prescription must go through Acknowledgement process. Refer [Section 3.0 Acknowledgement](#) for acknowledgement steps
- Various search criteria are provided as below:

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



		-Normal -SPUB -Discharge	
e	MRN	Patient Medical Record Number	Search option: • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i>
f	Mode of Services	<ul style="list-style-type: none"> - SMS and Take - Fax and Take - Email and Take - Appointment Card - UMP - Telephone and Take - Others - Normal Collection - Leave and collect - Home Visit - Comm. Apps in Smart Phone - Locker4U - Walk-In/Without Appointment 	Able to filter and search patient's record by mode of services
g	Order Status	-All -Normal -SPUB -Discharge -Referred Patient	All -Type of search from range Normal, SPUB,Discharge and Referred Patient Normal – Prescription from normal order SPUB - Prescription from SPUB order Discharge - Prescription from Discharge order Referred Patient – Prescription from referred patient
h	IC No/Other Identification	Identification Number	Allow to search by full or partial ID Number
i	Prescription Status	-All -Hold -Expired	Able to filter by prescription status
j	Original Prescription Serial No	Original Prescription Serial Number	Able to search by Original Prescription Serial Number

Advanced Search			
a	Order Location	Order location. (It will list down all active location)	Able to filter and search patient's record by order location
b	Order Location Type	- All - Clinic - Day Care - ER - Nursing Unit - Pharmacy	Able to filter and search patient's record by order location type
c	Order Date from	Order Date from	Able to filter and search patient's record by order date from
d	Order Date To	Order Date To	Able to filter and search patient's record by order date to
e	Queue Date	Queue Date	Able to filter and search patient's record by queue date
f	Queue Series	- All - Normal - Express - Special - Others	Able to filter and search p patient's record by queue series
g	Queue No	Queue No	Able to filter and search patient's record by queue no
h	Recorded by		Search patient by recorded by name

Table 3.10-1

STEP 2

Click on the  button to search the patient

Note

Search result of current order patient list will be displayed:

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

STEP 3

Double click on the selected patient and patient information will be shown as per Figure 3.10-2

STEP 4

Enter the next collection date if applicable

SINGLE STAGE DISPENSING

Patient Label
Record Prescription
Medication Counselling
MTAC Order
Intervened Prescription
Original Prescription

Mykad: [REDACTED] Age: 30 Years 04 Months 02 Days Gender: Female MRN: HKL00433134

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

Height: 160 cm Weight: 60 kg BMI/BSA: 23.4 / 1.63 m² Update (Last Updated: 23/12/2021) Nationality: Warganegara

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

Encounter No: 0001 Actual Admission Date: 14/12/2021 Attending Practitioner: [REDACTED] Visit Location: Wad Urologi 3A (Female) Rx No: UN3A0001883146 Ordered By: [REDACTED]

Original Prescription Serial No: 1222

PHARMACY ORDER

Dispense At: Pharmacy Counter Remarks: SPUB SPUB R1 Form

Dispense Method: Normal Collection Supply Duration: 0 Day

Witness By: Drug Counselling Required?

Next Collection Date: 24/12/2021 Total Patient: 0 Next Collection Mode:

Next Dispense At: Pharmacy Counter Next Collection Location: Farmasi Pesakit Dalam

PRESCRIPTION

Release/Discard
Invoice
Worksheet
Worksheet
Balance Medication Sheet
Balance Medication Sheet
Label
IP Label
OP Label
Full Supply

Allocate
Dispense

Drug Name	Order Detail	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescrib Name
<input type="checkbox"/> Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 7 Days 23/12/2021 10:54 AM - 30/12/2021 10:54 AM	20 tablet	20 <input type="checkbox"/> POMs Alternate	0 tablet	20 tablet	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet		Dr Shekin Mishael Zakaria An
<input type="checkbox"/> Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 7 Days 23/12/2021 10:54 AM - 30/12/2021 10:54 AM	7 tablet	1 <input type="checkbox"/> POMs Alternate	0 tablet	1 tablet	6 tablet (6 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet		Dr Shekin Mishael Zakaria An
<input type="checkbox"/> Mefenamic Acid 250 mg Capsule	250 mg, PRN3, Oral, 7 Days 23/12/2021 10:55 AM - 30/12/2021 10:55 AM	21 capsule	0 <input checked="" type="checkbox"/> POMs	0 capsule	0 capsule	21 capsule (7 day(s))	Remarks	<input type="checkbox"/> Detail	0 capsule		Dr Shekin Mishael Zakaria An
<input type="checkbox"/> Insulin regular (Actrapid) 100 IU/ mL Penfill	10 IU (09:03 AM), 6 IU (01:05 PM), 6 IU (09:30 PM), Subcutaneous, 7 Days 23/12/2021 10:55 AM - 30/12/2021 10:55 AM	1 penfill	1 <input type="checkbox"/> POMs Alternate	0 penfill	1 penfill cartridge	0 penfill (0 day(s))	Remarks	<input type="checkbox"/> Detail	0 penfill		Dr Shekin Mishael Zakaria An

Figure 3.10-2 Single Stage Dispensing

Note

- **Alternate Drug**
User to select different drug with the same active ingredient and same administration route.
- **Hold and Resume**
Hold' function in dispensing is different from hold function in screening and preparation. This hold function is to record error before dispensing
- **Intervention**
This function allows user to modify drugs details frequency, duration and dose only.
- **Edit Label**
User able to edit and print drug label
- **Next Medication Collection record**
User able to record Date and Collection Location for partial medication.
- **TCA**
User able to record Date of next appointment to visit doctor / prescriber.
- **SPUB R1 Form**

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SPUB R1 Form

button will allow pharmacist to send SPUB request to referred facility. (Only for partial supply drug). Pharmacist will fill in SPUB information in SPUB R1 Form and has option to print SPUB R1 form.

SINGLE STAGE DISPENSING

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

Mykad [REDACTED] Age 30 Years 04 Months 02 Days Gender Female MRN HKL00433134

Address [REDACTED] Phone And Email [REDACTED] Diagnosis [REDACTED] No known Allergies Vital Sign [REDACTED]

Height 160 cm Weight 60 kg BMI/BSA 23.4 / 1.63 m² Update (Last Updated : 23/12/2021) Nationality : Warganegara

Encounter No: 0001
Actual Admission Date: 14/12/2021
Attending Practitioner: [REDACTED]
Visit Location: Wad Urologi 3A (Female)
No: UN3A0001883146
Ordered By: [REDACTED]

Original Prescription Serial No: 1222

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

PHARMACY ORDER

Dispense At: Pharmacy Counter

Dispense Method: Normal Collection

Witness By: [REDACTED]

Remarks: [REDACTED]

Supply Duration: 0 Day

SPUB SPUB R1 Form

Drug Counselling Required?

Next Collection Date: 24/12/2021 Total Patient: 0

Next Dispense At: Pharmacy Counter

Next Collection Mode: [REDACTED]

Next Collection Location: Farmasi Pesakit Dalam

PRESCRIPTION

Release/Discard
Invoice
Worksheet
Worksheet
Balance Medication Sheet
Balance Medication Sheet
Label
IP Label
OP Label
Full Supply

5

Allocate
Dispense

Drug Name	Order Detail	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	Prescrib Name
Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 7 Days 23/12/2021 10:54 AM - 30/12/2021 10:54 AM	20 tablet	20 <input type="checkbox"/> POMs Alternate	0 tablet	20 tablet	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet		Dr Shekin Mishael Zakaria An
Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 7 Days 23/12/2021 10:54 AM - 30/12/2021 10:54 AM	7 tablet	1 <input type="checkbox"/> POMs Alternate	0 tablet	1 tablet	6 tablet (6 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet		Dr Shekin Mishael Zakaria An
Mefenamic Acid 250 mg Capsule	250 mg, PRN3, Oral, 7 Days 23/12/2021 10:55 AM - 30/12/2021 10:55 AM	21 capsule	0 <input checked="" type="checkbox"/> POMs	0 capsule	0 capsule	21 capsule (7 day(s))	Remarks	<input type="checkbox"/> Detail	0 capsule		Dr Shekin Mishael Zakaria An
Insulin regular (Actrapid) 100 IU/ mL Penfill	10 IU (09:03 AM), 6 IU (01:05 PM), 6 IU (09:30 PM), Subcutaneous, 7 Days 23/12/2021 10:55 AM - 30/12/2021 10:55 AM	1 penfill	1 <input type="checkbox"/> POMs Alternate	0 penfill	1 penfill cartridge	0 penfill (0 day(s))	Remarks	<input type="checkbox"/> Detail	0 penfill		Dr Shekin Mishael Zakaria An

Figure 3.10-3 Single Stage Dispensing

Note

Details process for each process of Intervention, Alternate Drug and Hold are as followed:

- Intervention : Refer to [Section 3.2.2 Intervention](#).
- Alternate Drug : Refer to [Section 3.2.3 Alternate](#).
- Hold : Refer to [Section 3.2.5 Hold](#).

STEP 5

Click on the icon to do any of these functions such as Intervention, Alternate/Combination Drug and Hold.

Note

Reserve Quantity will calculate automatically once button is click. However, user can manually change the quantity by clicking on the hyperlink number in Reserve Qty column.

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SINGLE STAGE DISPENSING

🖨️ Patient Label
📄 Record Prescription
🗨️ Medication Counselling
📄 MTAC Order
🖨️ Intervened Prescription
📄 Original Prescription

CP4
📄
🔄
✕

Mykad: [REDACTED] Age: 30 Years 04 Months 02 Days Gender: Female MRN: HKL00433134

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

Height: 160 cm Weight: 60 kg BMI/BSA: 23.4 / 1.63 m² Update (Last Updated: 23/12/2021) Nationality: Warganegara

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

Encounter No: 0001 Actual Admission Date: 14/12/2021 Attending Practitioner: [REDACTED] Visit Location: Wad Urologi 3A (Female) Rx No: UN3A0001883146 Ordered By: [REDACTED]

Original Prescription Serial No: 1222

PHARMACY ORDER

Dispense At: Pharmacy Counter

Dispense Method: Normal Collection 7

Witness By:

Remarks:

Supply Duration: 0 Day 6

SPUB SPUB R1 Form

Drug Counselling Required?

Next Collection Date: 24/12/2021 Total Patient: 0 Next Collection Mode:

Next Dispense At: Pharmacy Counter Next Collection Location: Farmasi Pesakit Dalam

PRESCRIPTION

⏸
🔄
🖨️
🗨️
ENGLISH
🔄 Release/Discard
📄 Invoice
📄 Worksheet
📄 Worksheet
📄 Balance Medication Sheet
📄 Balance Medication Sheet
📄 Label
📄 IP Label
📄 OP Label
📄 Full Supply

📄 Allocate
Dispense

☐	Drug Name	Order Detail	Order Qty	Reserve Qty	POMs Received	Dispense UOM Qty	Balance	Remarks	Drug Counselling	Prev Disp Qty	Extemporaneous	8
<input type="checkbox"/>	Paracetamol 500 mg Tablet	1000 mg, PRN4, Oral, 7 Days 23/12/2021 10:54 AM - 30/12/2021 10:54 AM	20 tablet	20 <input type="checkbox"/> POMs Alternate	0 tablet	20 tablet	0 tablet (0 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet		Dr Shekin Mishael Zakaria An
<input type="checkbox"/>	Chlorpheniramine Maleate 4mg Tablet	4 mg, ON, Oral, 7 Days 23/12/2021 10:54 AM - 30/12/2021 10:54 AM	7 tablet	1 <input type="checkbox"/> POMs Alternate	0 tablet	1 tablet	6 tablet (6 day(s))	Remarks	<input type="checkbox"/> Detail	0 tablet		Dr Shekin Mishael Zakaria An
<input type="checkbox"/>	Mefenamic Acid 250 mg Capsule	250 mg, PRN3, Oral, 7 Days 23/12/2021 10:55 AM - 30/12/2021 10:55 AM	21 capsule	0 <input checked="" type="checkbox"/> POMs	0 capsule	0 capsule	21 capsule (7 day(s))	Remarks	<input type="checkbox"/> Detail	0 capsule		Dr Shekin Mishael Zakaria An
<input type="checkbox"/>	Insulin regular (Actrapid) 100 IU/ mL Penfill	10 IU (09:03 AM), 6 IU (01:05 PM), 6 IU (09:30 PM), Subcutaneous, 7 Days 23/12/2021 10:55 AM - 30/12/2021 10:55 AM	1 penfill	1 <input type="checkbox"/> POMs Alternate	0 penfill	1 penfill cartridge	0 penfill (0 day(s))	Remarks	<input type="checkbox"/> Detail	0 penfill		Dr Shekin Mishael Zakaria An

Figure 3.10-4 Single Stage Dispensing

STEP 6

Enter supply duration

STEP 7

Click on the 🖨️ Label or Label button to print

Note

Refer to [Section 3.3.3 for Drug Label printing detail process.](#)

STEP 8

Click on the 📄 Dispense button to dispense the drug

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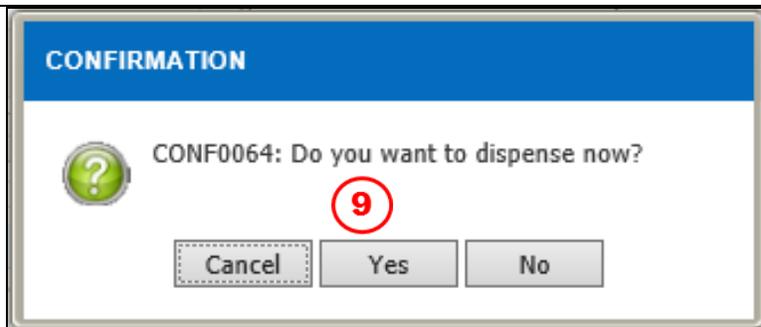


Figure 3.10-5 Confirmation Alert Message

STEP 9

Click on the  button to confirm

4.0 Acronyms

Abbreviation	Definition
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
PM	Patient Management
eGL	Electronic Guarantee Letter
HRMIS	Human Resource Management System
MRN	Medical Record Number
MOH	Ministry Of Health

5.0 Links to Clinical Modules

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