



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

User Manual IV Dispensing

Version	: 11th Edition
Document ID	: U. MANUAL_IV DISPENSING



PhIS & CPS Project
User Manual – IV Dispensing



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Application reference: PhIS & CPS v2.3.1

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1.0 Introduction

1.1 Overview of PhIS

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

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

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

1.2 Purpose and Objectives

This user manual outlines the IV Dispensing sub-module and its key features and functionalities.

The primary objective is to guide user through the process of completing PhIS application process.

User will understand the following activities in details:

- Acknowledgement
- Screening & Verification
- Preparation
- Dispensing
- Release/Discard Medication

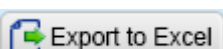
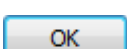
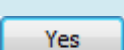
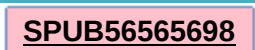
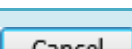
1.3 Organised Sections

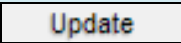
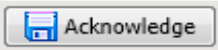
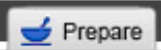
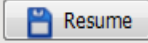
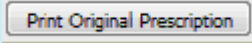
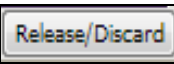
These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Order Management-IV Admixture
- Section 4 : Acronyms
- Section 5 : Links to Clinical Modules

2.0 Application Standard Features

2.1 PhIS Legend

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

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

Note

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

3.0 Order Management-IV Admixture

Overview

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

User Group

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

Functional Diagram

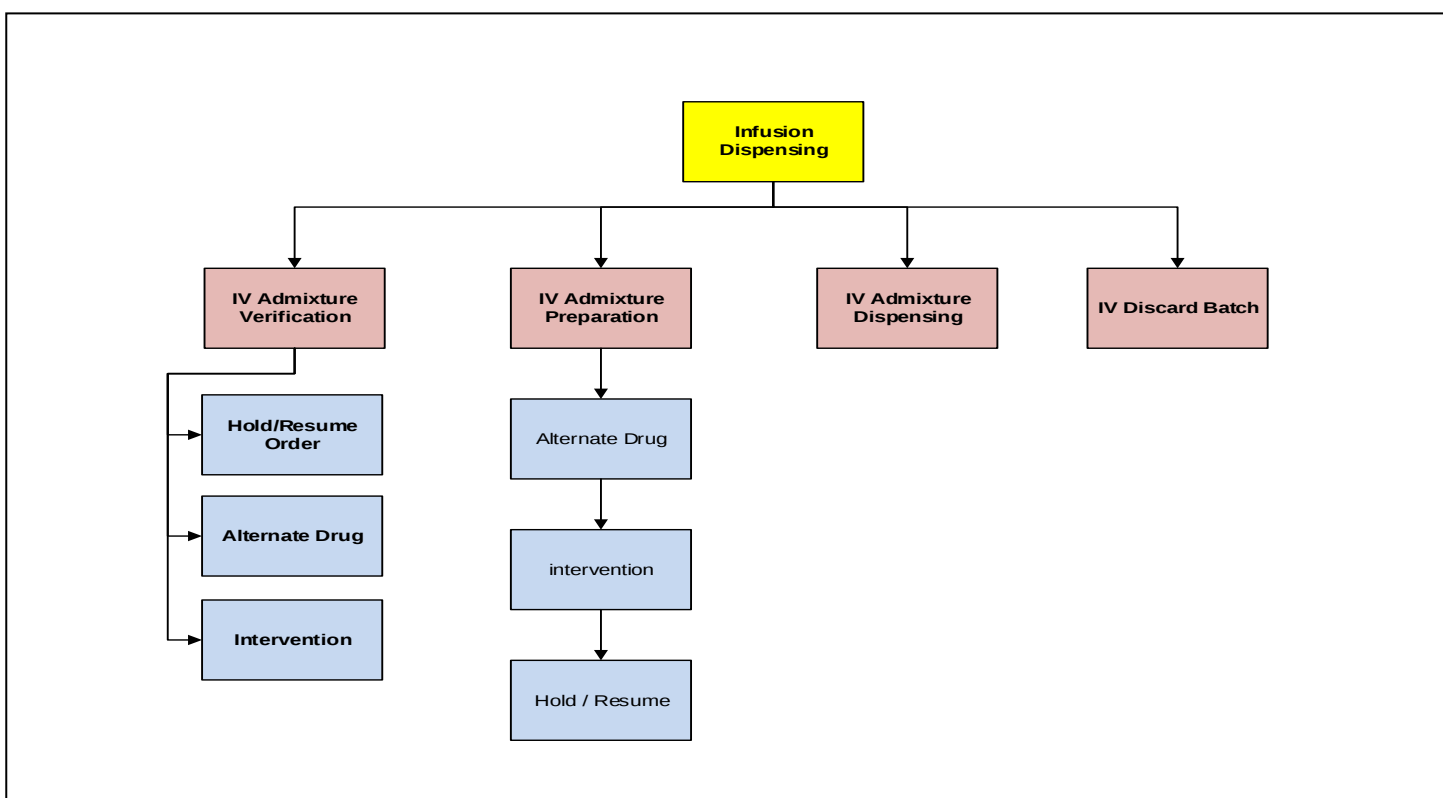


Figure 3.0-1

Functional Description

Admixture comprises of four (4) main functions:

- **Verification**

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 and 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 which is integrated with the inventory system. Pharmacists access the system data directly with no need to send files or manual drug labeling.

- **Dispensing**

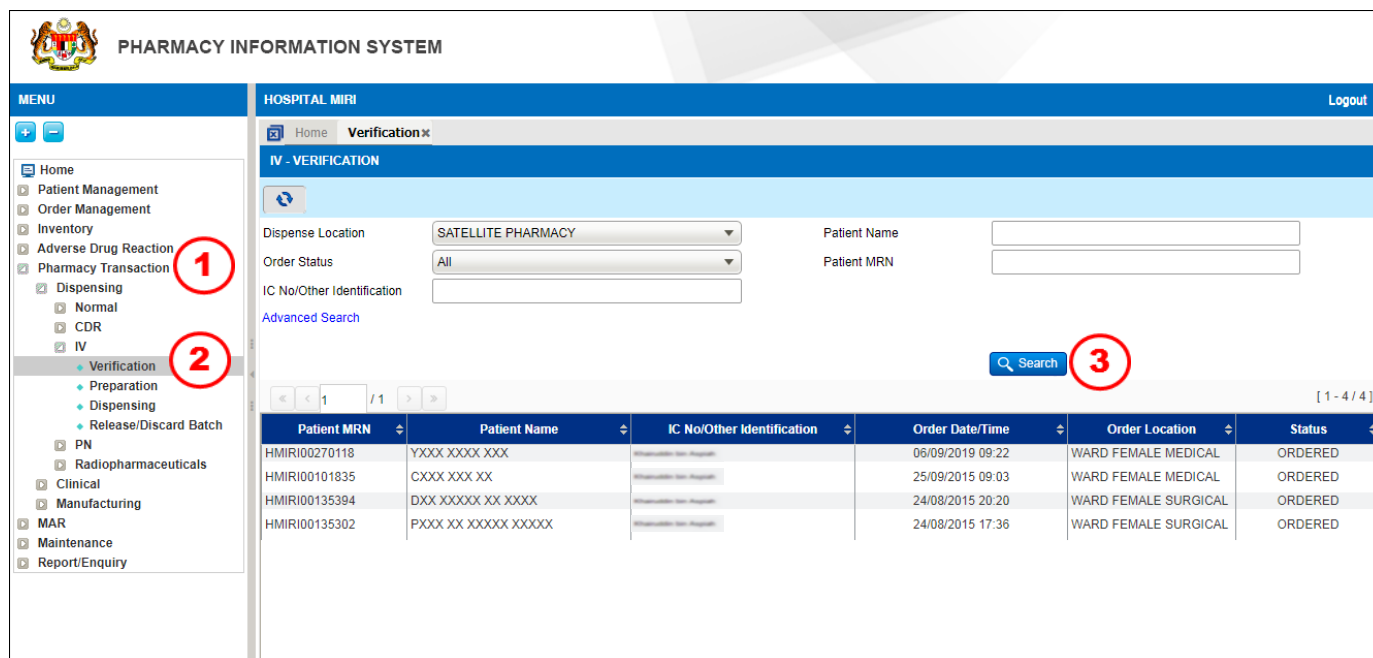
The prescription and the dispensing report are made in the system which is integrate with the inventory system.

- **IV Release / Discard Batch**

The function allows the user to release or discard the drug reserved for the patient from inventory. User able to release or discard the prepared drug when unable to dispense to patient due to several reasons and pharmacist to perform the preparation again after release or discard.

3.1 IV Admixture Verification

This function is used to verify the prescription before preparation and dispensing stage.



PHARMACY INFORMATION SYSTEM

MENU

- Home
- Patient Management
- Order Management
- Inventory
- Adverse Drug Reaction
- Pharmacy Transaction **1**
 - Dispensing
 - Normal
 - CDR
 - IV **2**
 - Verification
 - Preparation
 - Dispensing
 - Release/Discard Batch
- PN
- Radiopharmaceuticals
- Clinical
- Manufacturing
- MAR
- Maintenance
- Report/Enquiry

HOSPITAL MIRI Logout

Home Verificationx

IV - VERIFICATION

Dispense Location: SATELLITE PHARMACY Patient Name:

Order Status: All Patient MRN:

IC No/Other Identification:

[Advanced Search](#)

3

[1 - 4 / 4]

Patient MRN	Patient Name	IC No/Other Identification	Order Date/Time	Order Location	Status
HMIRI00270118	YXXX XXXX XXX	HMIRI00270118	06/09/2019 09:22	WARD FEMALE MEDICAL	ORDERED
HMIRI00101835	CXXX XXX XX	HMIRI00101835	25/09/2015 09:03	WARD FEMALE MEDICAL	ORDERED
HMIRI00135394	DXX XXXXX XX XXXX	HMIRI00135394	24/08/2015 20:20	WARD FEMALE SURGICAL	ORDERED
HMIRI00135302	PXXX XX XXXXX XXXXX	HMIRI00135302	24/08/2015 17:36	WARD FEMALE SURGICAL	ORDERED

Figure 3.1-1 Verification Listing Screen

STEP 1

Click on the 'Pharmacy Transaction' menu followed by 'Dispensing' and select 'IV' sub-menu

STEP 2

Click on 'Verification' sub-menu

STEP 3

Click on the button to search for patient

Note

Various search criteria are provided as below:

- Basic search
- Advance search

HOSPITAL MIRI Logout

Home **Verification**

IV - VERIFICATION

Dispense Location: Patient Name:

Order Status: Patient MRN:

IC No/Other Identification:

Order Location Type: Order Location To:

Order Date From: Order Date To:

[Basic Search](#)

Figure 3.1-2 Advance Search

Basic Search			
No	Field	Description	Remark
a)	Dispense Location	Dispensing location. (It will list down all active locations)	Able to filter and search patient name by dispensing location
b)	Order Status	- All - New Orders - Outsourced Orders	Search by order status
c)	IC No/Other Identification	IC No/Other Identification	Able to search patient based on MYKAD/MYKID and others identification.
d)	Patient Name	Patient Name	Allow to search by full or partial patient name
e)	Patient MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i>
Advance Search			
f)	Order Location Type	- Order location type (It will list down all active location types)	Able to filter and search patient name by order location type
g)	Order Date from	Order confirmed date	Allow to search by start date of order created
h)	Order Location To	It will list down all active locations	Able to filter and search patient name by order location
i)	Order Date To	It will list down all active location	Able to filter and search patient name by order location.

Table 3.1-1

Note

Search results of patient record list will display:

- Patient MRN
- Patient Name
- IC No/Other Identification
- Order Date
- Status

<< < 1 / 1 > >> [1 - 4 / 4]					
Patient MRN	Patient Name	IC No/Other Identification	Order Date/Time	Order Location	Status
HMIRI00270118	YXXX XXXX XXX	Mykad 760905136124	06/09/2019 09:22	WARD FEMALE MEDICAL	ORDERED
HMIRI00101835	CXXX XXX XX	Mykad 760905136124	25/09/2015 09:03	WARD FEMALE MEDICAL	ORDERED
HMIRI00135394	DXX XXXXX XX XXXX	Mykad 760905136124	24/08/2015 20:20	WARD FEMALE SURGICAL	ORDERED
HMIRI00135302	PXXX XX XXXXX XXXXX	Mykad 760905136124	24/08/2015 17:36	WARD FEMALE SURGICAL	ORDERED

Figure 3.1-3 Verification Listing Screen

STEP 4

Double click on the selected patient

IV VERIFICATION

Print Original Prescription X

YXXX XXXX XXX

Mykad 760905136124

Age 43 Years 01 Days

Gender Female

MRN HMIRI00270118

Address

Phone And Email

Diagnosis

No known Allergies

Height cm Weight kg BMI/BSA 0/0 m²

Update (Last Updated :) Nationality : Warganegara

Upload Photo

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

Encounter No: 0185

Actual Admission Date: 07/10/2018

Attending Practitioner: Dr. Nur Faatihah Binti Mazwin

Visit Location: WARD FEMALE MEDICAL

Order By: System Administrator

PRESCRIPTION

5 Verify

<<

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1

/ 1

>

>>

[1 - 2 / 2]

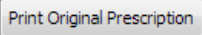
	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status	Drug Info
	Drug Interaction	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	Remarks	ORDERED	Drug Info
	Drug Interaction	Sodium Chloride 0.9% 500mL IV soln	500 ml	500 ml	10 mg/ml, OD (once daily) , 1 Days	4 bott	Remarks	ORDERED	Drug Info
	Drug Interaction	Ertapenem 1g Injection	1000 mg	10 ml		1 vial	Remarks	ORDERED	Drug Info
	Drug Interaction	Sodium Chloride 0.9% 100mL IV soln	1000 mg	100 ml		1 bott	Remarks	ORDERED	Drug Info

Figure 3.1-4 Verification Listing Screen

STEP 5

Click on the  button and system will display alert message as show in per Figure 3.1-5

Note

- User have the option to .
- Double click on the selected drug to view order details.

CONFIRMATION

CONF0062: This order has been successfully updated. Do you want to proceed with the verification?

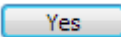
6

Yes

No

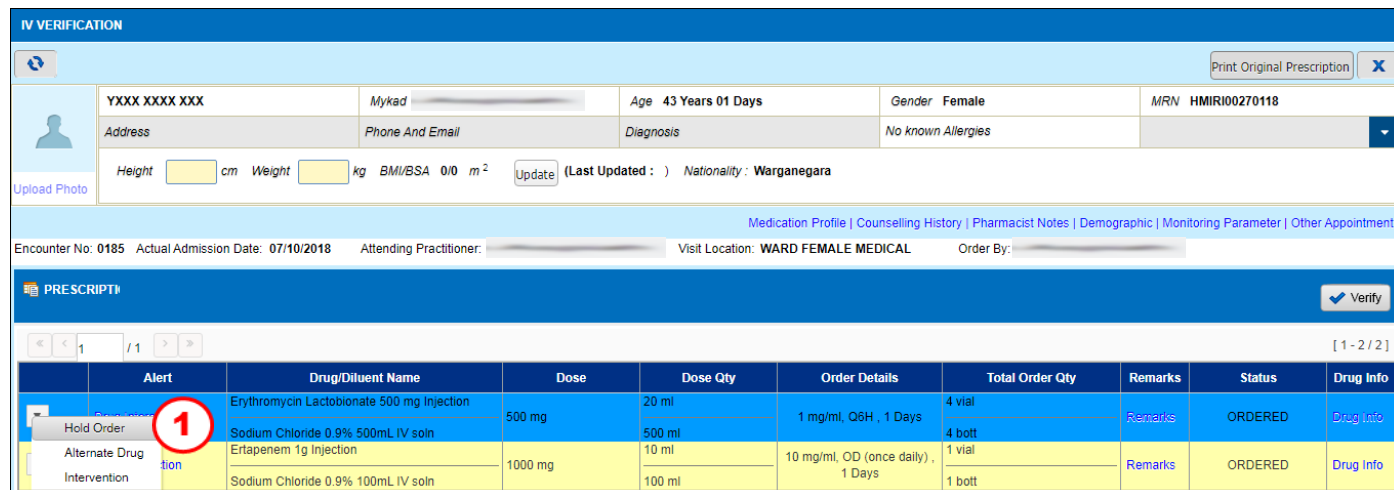
Figure 3.1-5 Verification Alert Message

STEP 6

Click on the  button to proceed with verification

3.1.1 Hold/Resume Order

This function allows Pharmacist to hold medication from being prepared or dispense; the user may resume the medication order to continue dispensing.



Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status	Drug Info
Hold Order	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H, 1 Days	4 vial	Remarks	ORDERED	Drug Info
Alternate Drug	Sodium Chloride 0.9% 500mL IV soln	500 mg	500 ml	10 mg/ml, OD (once daily), 1 Days	4 bott	Remarks	ORDERED	Drug Info
Intervention	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily), 1 Days	1 vial	Remarks	ORDERED	Drug Info
	Sodium Chloride 0.9% 100mL IV soln	1000 mg	100 ml		1 bott			

Figure 3.1.1-1 Prescription Listing Screen

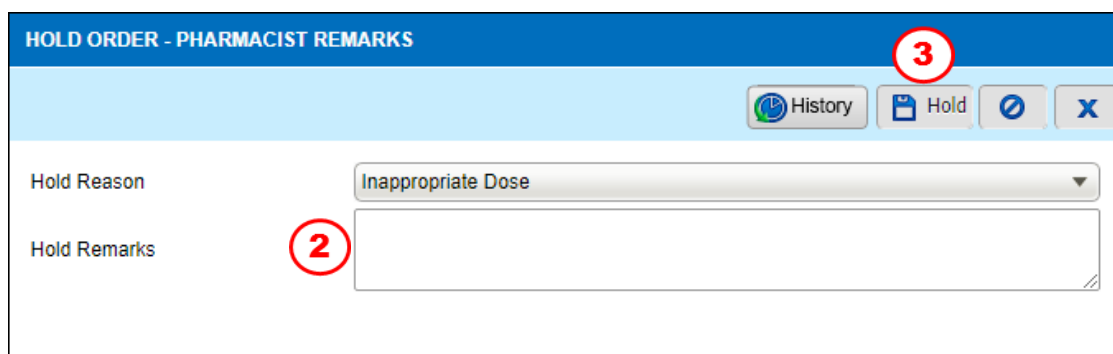
Note

To Hold/Resume order, repeat as in Verification process from **Step 1** to **4**.

Hold Order

STEP 1

Right click on the  button and select **Hold Order**



HOLD ORDER - PHARMACIST REMARKS

History Hold  

Hold Reason: Inappropriate Dose

Hold Remarks: 

Figure 3.1.1-2 Hold Order Screen

STEP 2

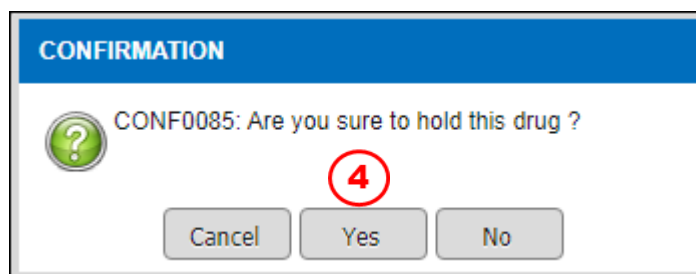
Select **Hold Reason** from drop down box:

- Patient Refused
- Intervention
- Others
- Suggest to Monitor Vital Signs/Lab Result
- Incompatibility
- Authenticity
- Contraindication
- Drug Interaction
- Polypharmacy

- Wrong Patient
- Inappropriate Dose
- Inappropriate Drug
- Inappropriate Duration
- Inappropriate Frequency

STEP 3

Click on the  button to proceed with hold transaction



CONFIRMATION

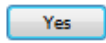
CONF0085: Are you sure to hold this drug ?

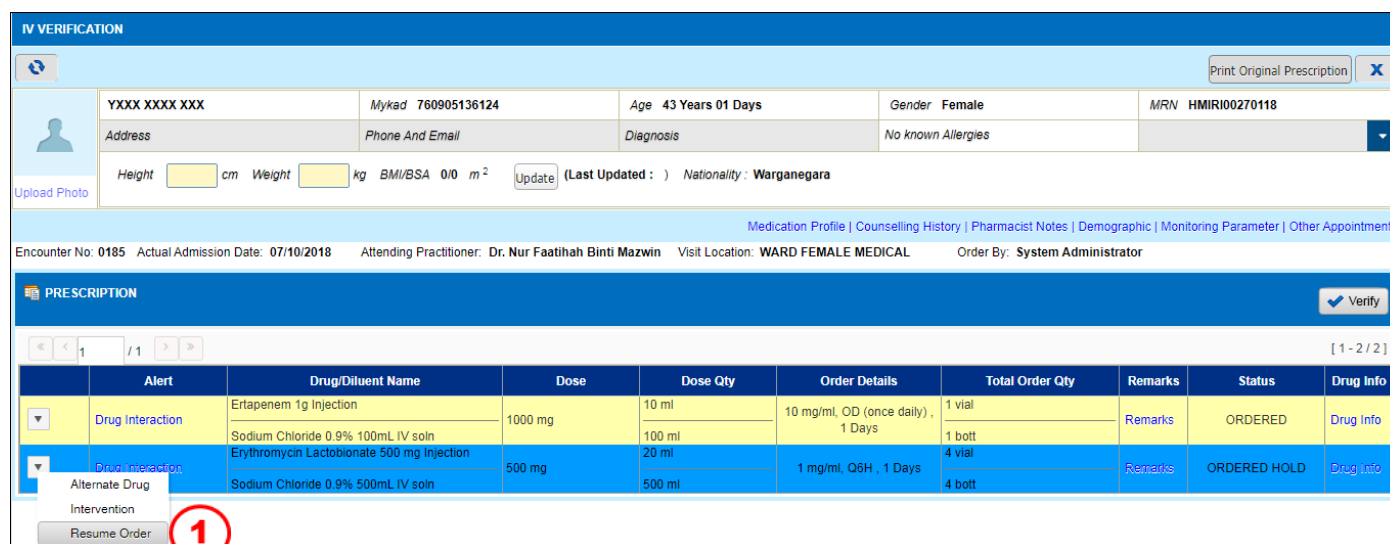
4

Cancel Yes No

Figure 3.1.1-3 Hold Order Screen

STEP 4

Click on the  button to confirm the hold order



IV VERIFICATION

Print Original Prescription X

XXXX XXXX XXX Mykad 760905136124 Age 43 Years 01 Days Gender Female MRN HMIRI00270118

Address Phone And Email Diagnosis No known Allergies

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

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner: Dr. Nur Faatihah Binti Mazwin Visit Location: WARD FEMALE MEDICAL Order By: System Administrator

PRESCRIPTION

Verify

1 / 1 [1 - 2 / 2]

Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status	Drug Info
Drug Interaction	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily) , 1 Days	1 vial	Remarks	ORDERED	Drug Info
	Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott			
Drug Interaction	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	Remarks	ORDERED HOLD	Drug Info
	Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott			

Alternate Drug Intervention Resume Order **1**

Figure 3.1.1-4 Prescription Listing Screen

Resume Order

STEP 1

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

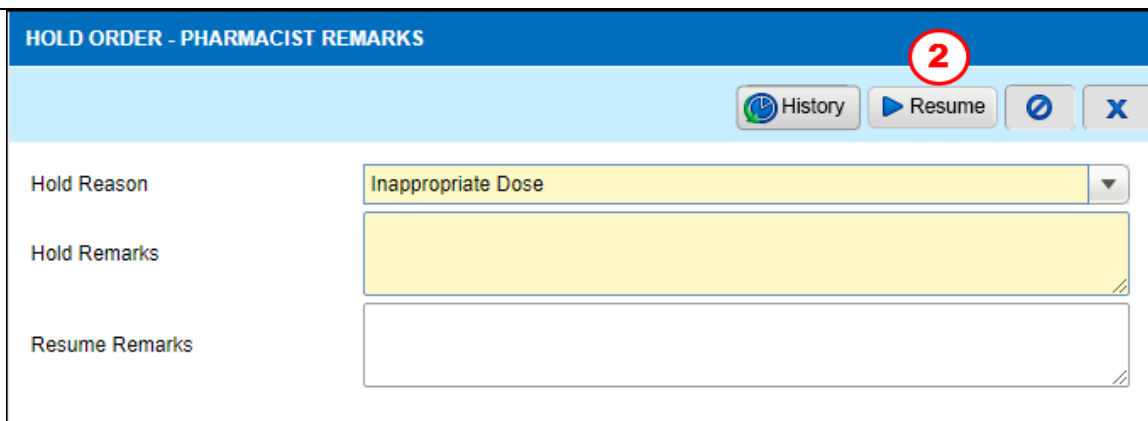


Figure 3.1.1-5 Hold Order Screen

STEP 2

Click on the  button to resume hold order

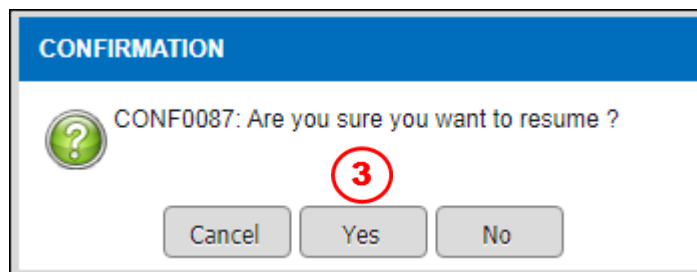


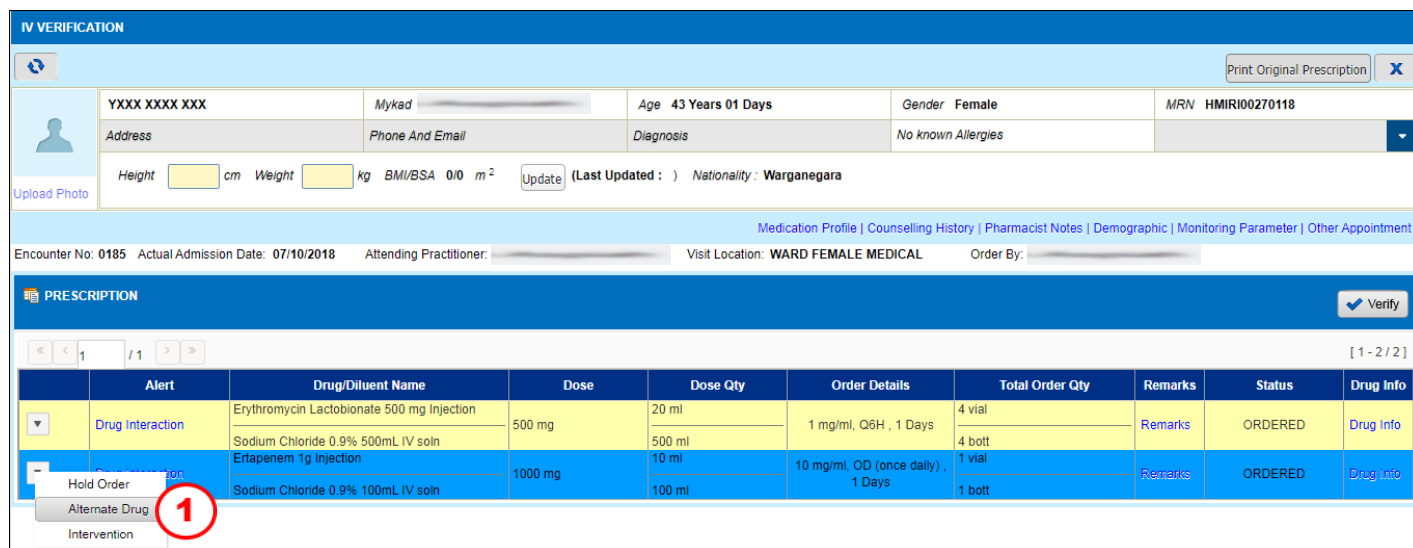
Figure 3.1.1-6 Hold Order Screen

STEP 3

Click on the  button to release drug from hold

3.1.2 Alternate Drug

This function allow user to select different drugs with the same active ingredient and same administration route.



IV VERIFICATION

Print Original Prescription X

YXXX XXXX XXX Mykad Age 43 Years 01 Days Gender Female MRN HMIRI00270118

Address Phone And Email Diagnosis No known Allergies

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

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner: Visit Location: WARD FEMALE MEDICAL Order By:

PRESCRIPTION Verify

< 1 / 1 >

Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status	Drug Info
Drug Interaction	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H, 1 Days	4 vial	Remarks	ORDERED	Drug Info
	Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott			
	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily), 1 Days	1 vial	Remarks	ORDERED	Drug Info
	Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott			

Hold Order
Alternate Drug
Intervention

Figure 3.1.2-1 Prescription Listing Screen

Note

To create Alternate drug record repeat as Verification process from **Step 1** to **4**.

STEP 1

Right click on the button and select Alternate Drug

Note

Alternate drug screen consist of three (3) sections:

a) Alternate Drug Detail

- **Location, Dosage Form, Route, ordered drug Code, Ordered Drug Description, Alternate Drug Name** will be retrieved from medication order and drug master setup.

b) Batch Details

- Selected drug name will be listed based on drug master setup.

c) Diluent Batch Detail

- Selected drug name will be listed based on drug master setup.

ALTERNATE DRUG DETAILS

Location

UNIT FARMASI PENGELUARAN FARMASEUTIKAL

Dosage Form

Parenteral Solution

Route

IV

Order Details

500 mg, Single Dose , 1 Days

Ordered Drug Code

J01GB06183P3002XX

Ordered Drug Description

Amikacin 500mg/2ml Injection

Alternate Drug Name

Amikacin 250mg/2ml Injection

Alternate Drug Order Qty (Total Order Qty: 2 vial)

0 vial

BATCH DETAIL

1 / 1

No	Drug Name	Dosage Form	Route	Batch	Expiry Date	Available Qty	Units	Qty to Dispense
1	Amikacin 250mg/2ml Injection	Parenteral Solution	IV	12	23/11/2017	11110	vial	0

DILUENT BATCH DETAIL

Diluent

Sodium Chloride 0.9% 500mL IV soln

Diluent Order Qty (Total Order Qty: 1 bott)

0 bottle

1 / 1

[1 - 5 / 5]

No	Drug Name	Dosage Form	Route	Batch	Expiry Date	Available Qty	Units	Qty to Dispense
1	Sodium Chloride 0.9% 500mL IV soln	Parenteral Solution	IV	11THSC2016	12/07/2020	0	bottle	0
				P3105166	12/07/2020	0	bottle	0
				P3106105	04/05/2021	70	bottle	0

Reason

Remark

Figure 3.1.2-2 Alternate screen

STEP 2

Select **Alternate Drug Name** from dropdown box

Note

Alternate drug screen consists of three (3) sections:

a) Alternate Drug Detail

- **Location, Dosage Form, Route, Ordered Drug Code, Ordered Drug Description, Alternate Drug Name** will be retrieved from medication order and drug master setup.

b) Batch Details

- Selected drug name will be listed based on drug master setup.

c) Diluent Batch Detail

Selected drug name will be listed based on drug master setup.

Page 14

- After completing the alternate drug selected, the drug will change to green colour as shown in figure 3.1.2-5.

PRESCRIPTION Verify													
[1 - 2 / 2]													
	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status
▼	Drug Interact	Amikacin 500mg/2ml Injection	500 mg		1 mg/ml, Single Dose , 1 Days	0 vial	0	0 vial	1 vial		0 vial	Remarks	VERIFIED (PA)
		Sodium Chloride 0.9% 500mL IV soln				0 bott		0 bott	1 bott		0 bott		
		Amikacin 250mg/2ml Injection	4 ml	500 ml		2 vial		1 vial		☐ Details			
		Sodium Chloride 0.9% 500mL IV soln				1 bott		1 bott					

Figure 3.1.2-5 Prescription Listing Screen After Done Alternate

INTERVENTION
5

History
Confirm
Refresh
Close

PHARMACY REMARKS

2

Intervention Reason

<<
<
1
/ 1
>
>>

[1 - 12 / 12]

	Intervention Reason	Remarks	Intervention Accepted	Intervention Not Accepted
☐	Authenticity		☐	☐
☐	Contraindication		☐	☐
☐	Drug Interaction		☐	☐
☐	Inappropriate Dose		☐	☐
☐	Inappropriate Drug		☒	☐
☐	Inappropriate Duration		☐	☐
☐	Inappropriate Frequency		☐	☐
☐	Incompatibility		☐	☐
☐	Others		☐	☐
☐	Polypharmacy		☐	☐
☐	Suggest to Monitor Vital Signs/Lab Result		☐	☐
☐	Wrong Patient		☐	☐

MODIFY ORDER

Drug Name: Erythromycin Lactobionate 500 mg Injection

Dosage: 500 * mg

Drug Volume: 20 * ml

Ordered Concentration: 1 mg/ml

Frequency: Q6H *

Infuse Over: 4 1 (Hour) 0 (Minute)

Duration: 1 * Days

Start Date: 05/09/2019

Remarks:

Dosage Form: Parenteral Solution

Admin Route: Intravenous Infusion

Diluent: Sodium Chloride 0.9% 500mL IV soln *

Diluent Volume: 500 * ml

Total Volume: 520 * ml

Infusion Rate: 500 ml/Hour

End Date: 06/09/2019

Update By: Farmasi 1

Updated Date: 06/09/2019

Figure 3.1.3-2 Intervention Screen

STEP 2

Select **Intervention Reason** from drop down box

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

STEP 3

Select on **Accepted** radio button under Intervention Status

Note

Pharmacist will select the **Intervention Status** radio button after confirming the intervention status with prescriber.

STEP 4

Change Modify Order details as required

STEP 5

Click on the  button to save the changes

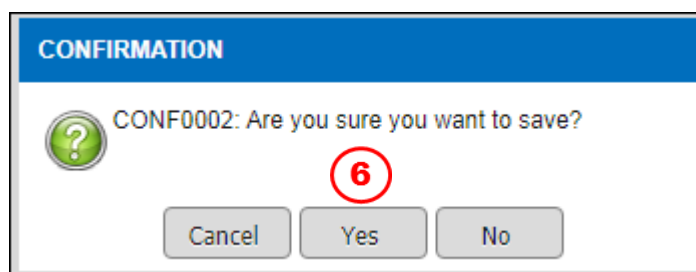


Figure 3.1.3-3 Alert Message

STEP 6

Click on the  button to confirm the intervention

PRESCRIPTION										Verify
[1 - 1 / 1]										[1 - 1 / 1]
Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	Remarks	Status	Drug Info		
Drug Interaction	Cefuroxime 750mg Injection	800 mg	6.4 ml	8 mg/ml, Q8H , 6 Days	36 vial	Remarks	DRAFT	Drug Info		
	Sodium Chloride 0.9% 100mL IV soln		100 ml		18 bott					

Figure 3.1.3-4 Prescription Listing Screen After Done Intervention

Note

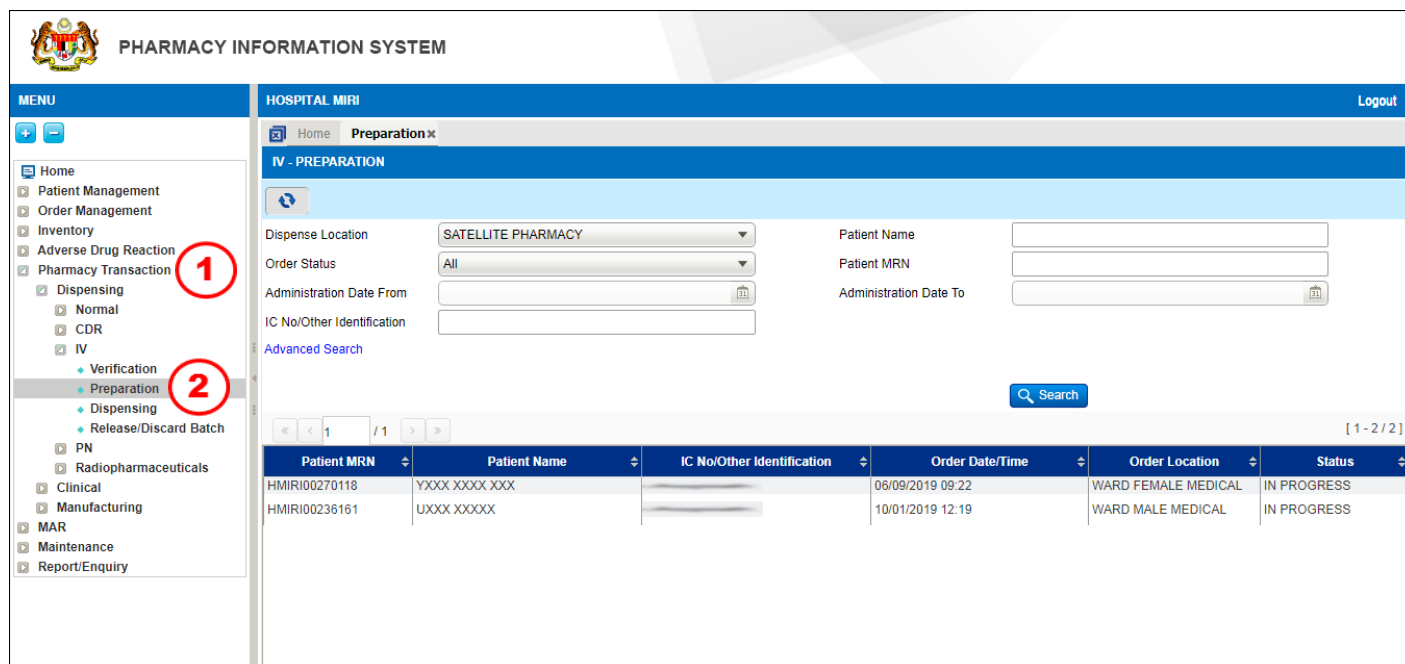
- After intervention is made, Order Details column will be changed to blue hyperlink. User may click to view the original order details.
- Order details will be displayed as shown in per Figure 3.1.3-5

ORIGINAL RX																																											
Drug Code: J01DC02520P4002XX Default SKU: vial																																											
Drug Name: Cefuroxime 750mg Injection																																											
<table border="1"> <thead> <tr> <th>Dose</th> <th>Frequency</th> <th>Duration</th> <th>Start Date</th> <th>End Date</th> <th>Intervention Reason</th> <th>Other Reason</th> <th>Infuse Over</th> <th>Diluent</th> <th>Diluent Volume</th> <th>Infusion Rate</th> </tr> </thead> <tbody> <tr> <td>750 mg</td> <td>Q8H</td> <td>7 Days</td> <td>08/10/2019</td> <td>15/10/2019</td> <td>Others, Others</td> <td>test</td> <td>30 Minutes</td> <td>Sodium Chloride 0.9% 100mL IV soln</td> <td>100 ml</td> <td>3.33 ml/Min</td> </tr> <tr> <td>800 mg</td> <td>Q8H</td> <td>6 Days</td> <td>08/10/2019</td> <td>14/10/2019</td> <td></td> <td></td> <td>30 Minutes</td> <td>Sodium Chloride 0.9% 100mL IV soln</td> <td>100 ml</td> <td>3.33 ml/Min</td> </tr> </tbody> </table>											Dose	Frequency	Duration	Start Date	End Date	Intervention Reason	Other Reason	Infuse Over	Diluent	Diluent Volume	Infusion Rate	750 mg	Q8H	7 Days	08/10/2019	15/10/2019	Others, Others	test	30 Minutes	Sodium Chloride 0.9% 100mL IV soln	100 ml	3.33 ml/Min	800 mg	Q8H	6 Days	08/10/2019	14/10/2019			30 Minutes	Sodium Chloride 0.9% 100mL IV soln	100 ml	3.33 ml/Min
Dose	Frequency	Duration	Start Date	End Date	Intervention Reason	Other Reason	Infuse Over	Diluent	Diluent Volume	Infusion Rate																																	
750 mg	Q8H	7 Days	08/10/2019	15/10/2019	Others, Others	test	30 Minutes	Sodium Chloride 0.9% 100mL IV soln	100 ml	3.33 ml/Min																																	
800 mg	Q8H	6 Days	08/10/2019	14/10/2019			30 Minutes	Sodium Chloride 0.9% 100mL IV soln	100 ml	3.33 ml/Min																																	

Figure 3.1.3-5 Original Rx Screen

3.2 IV Admixture Preparation

This function is used to record preparation of IV before the dispensing stage.



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home Preparation x

IV - PREPARATION

Dispense Location: SATELLITE PHARMACY Patient Name:

Order Status: All Patient MRN:

Administration Date From: Administration Date To:

IC No/Other Identification:

[Advanced Search](#)

[1 - 2 / 2]

Patient MRN	Patient Name	IC No/Other Identification	Order Date/Time	Order Location	Status
HMIRI00270118	YXXX XXXX XXX		06/09/2019 09:22	WARD FEMALE MEDICAL	IN PROGRESS
HMIRI00236161	UXXX XXXXX		10/01/2019 12:19	WARD MALE MEDICAL	IN PROGRESS

Figure 3.2-1 Preparation Listing Screen

STEP 1

Click on 'Pharmacy Transaction' menu followed by 'Dispensing' and select sub-menu 'IV'

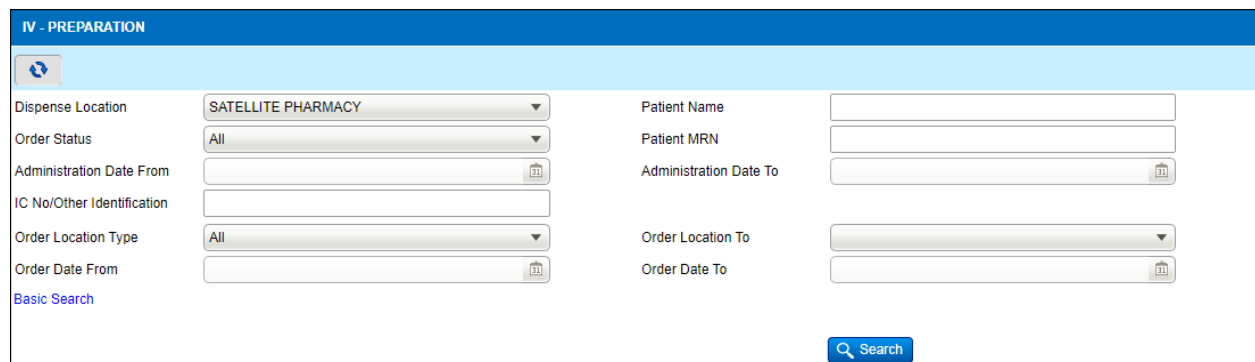
STEP 2

Click on 'Preparation' sub-menu

Note

Various search criteria are is provided as below:

- Basic search
- Advance search



IV - PREPARATION

Dispense Location: SATELLITE PHARMACY Patient Name:

Order Status: All Patient MRN:

Administration Date From: Administration Date To:

IC No/Other Identification:

Order Location Type: All Order Location To:

Order Date From: Order Date To:

[Basic Search](#)

Figure 3.2-2 Advance search

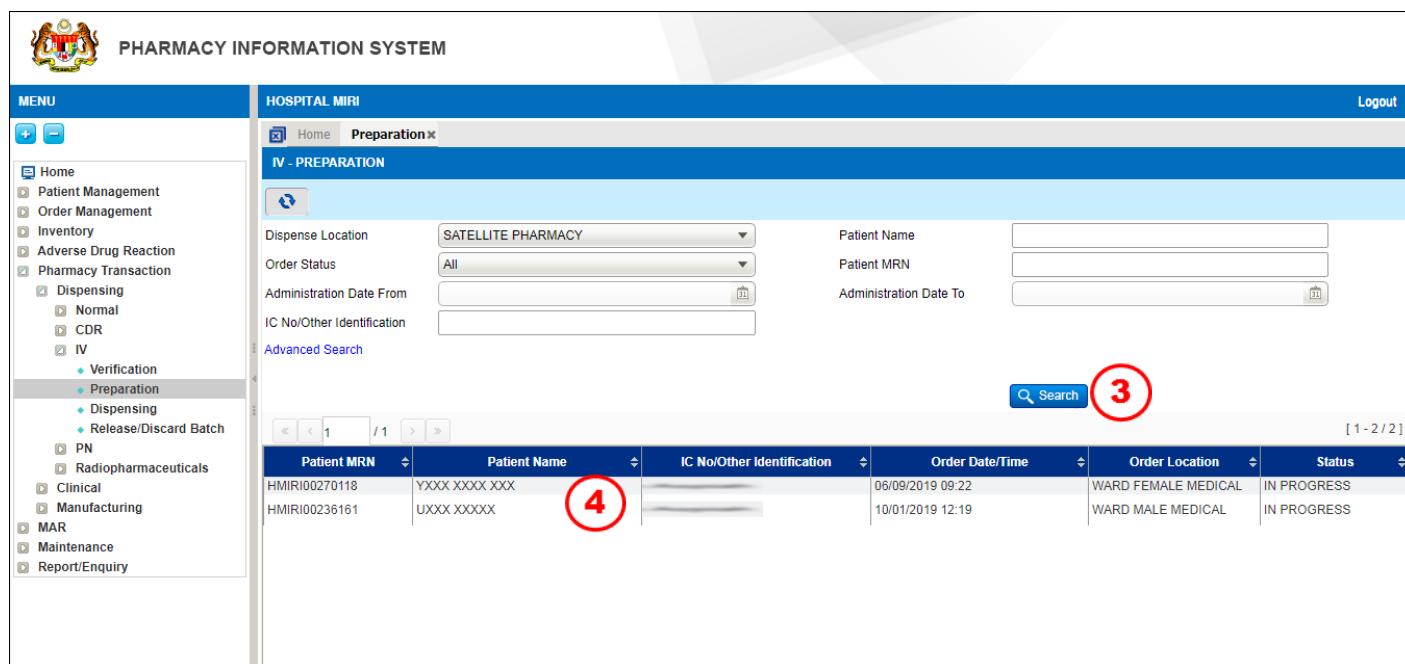
Advance Search			
No	Field	Description	Remark
a)	Dispense Location	Dispensing location. (It will list down all active locations)	Able to filter and search patient name by dispensing location
b)	Order Status	All New Orders Outsourced Orders	Able to filter status prescription by order status
c)	Patient Name	Patient Name	Allow to search by full or partial patient name
d)	Patient MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i>
e)	Administration Date From	Administration Date From	Able to search date before
f)	Administration Date To	Administration Date To	Able to search date current
g)	IC No/Other Identification	IC No/Other Identification	Able to search patient based on MYKAD/MYKID and others identification.
Advance Search			
h)	Order Location Type	- Order location type (It will list down all active location types)	Able to filter and search patient name by order location type
i)	Order Date from	Order confirmed date	Allow to search by start date of order created
j)	Order Location To	It will list down all active location	Able to filter and search patient name by order location
k)	Order Date To	Order confirmed date	Allow to search by selected duration of order created

Table 3.2-1

Note

Search result of patients record list will display:

- Patient MRN
- Patient Name
- IC No/Other Identification
- Order Location
- Order Status
- Administration Date From
- Administration Date To



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home Preparation x

IV - PREPARATION

Dispense Location: SATELLITE PHARMACY Patient Name:

Order Status: All Patient MRN:

Administration Date From: Administration Date To:

IC No/Other Identification:

[Advanced Search](#)

3

[1 - 2 / 2]

Patient MRN	Patient Name	IC No/Other Identification	Order Date/Time	Order Location	Status
HMIRI00270118	YXXX XXXX XXX 4		06/09/2019 09:22	WARD FEMALE MEDICAL	IN PROGRESS
HMIRI00236161	UXXX XXXXX		10/01/2019 12:19	WARD MALE MEDICAL	IN PROGRESS

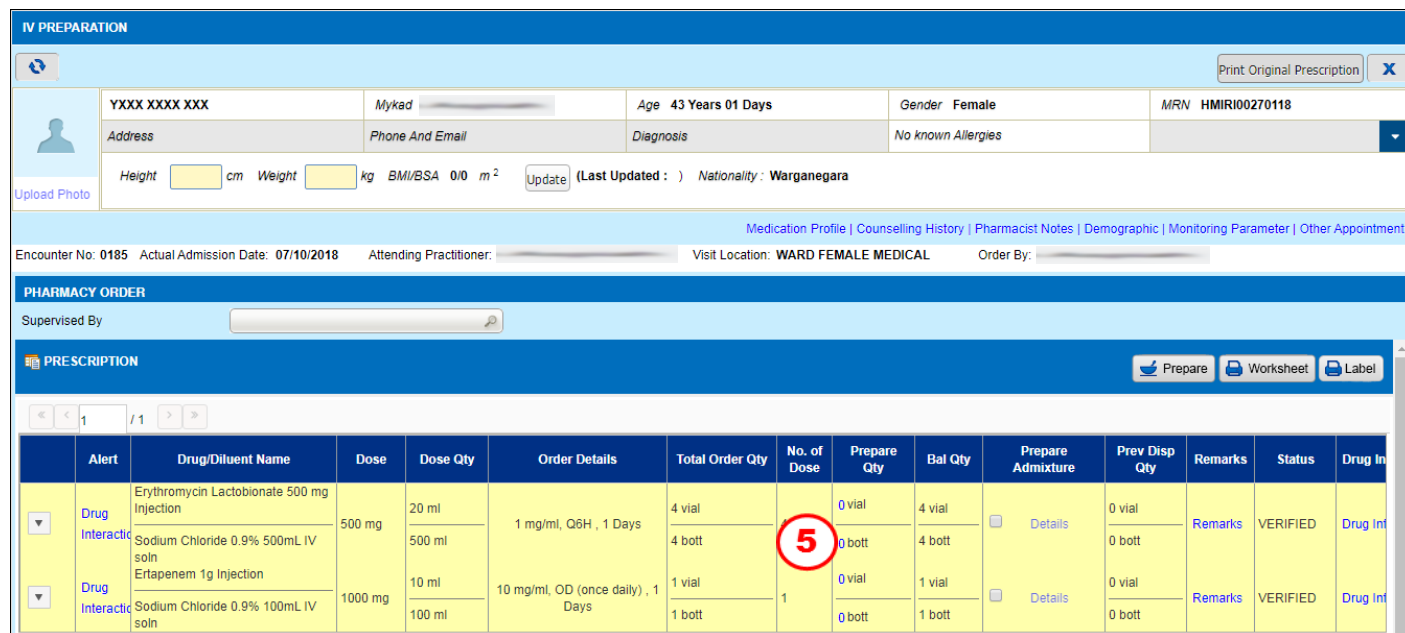
Figure 3.2-3 Preparation Listing Screen

STEP 3

Click on the button to search for patient

STEP 4

Double click on the selected patient



IV PREPARATION Print Original Prescription X

YXXX XXXX XXX Mykad Age 43 Years 01 Days Gender Female MRN HMIRI00270118

Address Phone And Email Diagnosis No known Allergies

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

[Upload Photo](#)

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner: Visit Location: WARD FEMALE MEDICAL Order By:

PHARMACY ORDER

Supervised By:

PRESCRIPTION Prepare Worksheet Label

[1 - 1 / 1]

	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status	Drug In
Dropdown	Drug Interact	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	5	0 vial	4 vial	Details	0 vial	Remarks	VERIFIED	Drug Int
		Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott		0 bott	4 bott		0 bott			
Dropdown	Drug Interact	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily) , 1 Days	1 vial		0 vial	1 vial	Details	0 vial	Remarks	VERIFIED	Drug Int
		Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		0 bott	1 bott		0 bott			

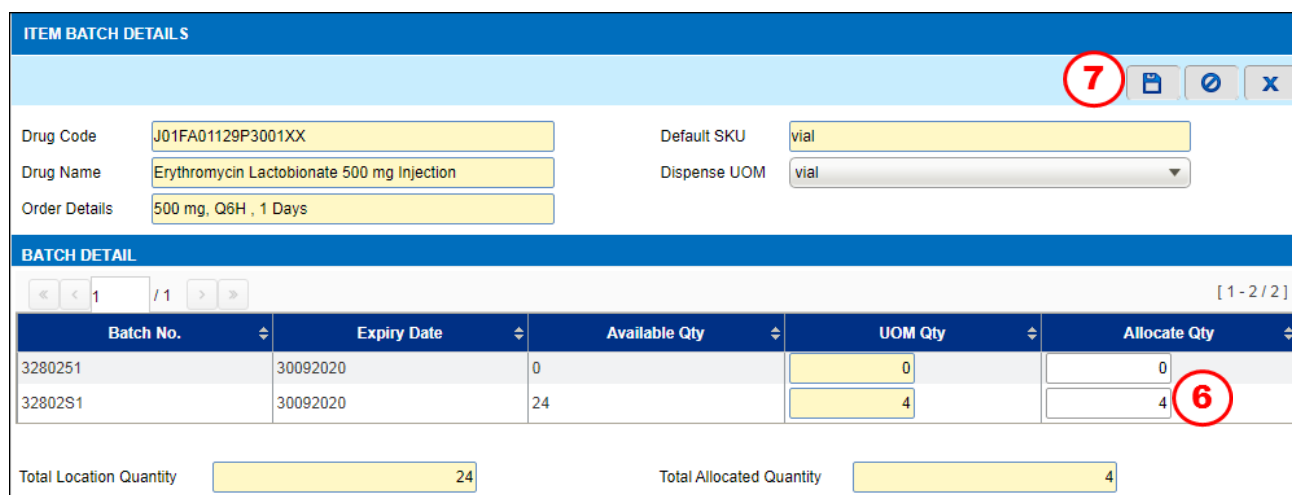
Figure 3.2-4 Prescription Listing Screen

Note

- **Dose Qty** column will be automatically calculated based on drug and diluent volume.
- **Total Order Qty** is the total no. of drugs needed for preparation.
- **No of Dose** is no of dose(s) to be prepared.

STEP 5

Click on **Prepare Qty** “0” hyperlink to perform the allocation from displayed window as show in Figure 3.2-5



The screenshot shows the 'ITEM BATCH DETAILS' window. At the top right, there is a red circle with the number 7 around a save icon. The form contains fields for Drug Code (J01FA01129P3001XX), Drug Name (Erythromycin Lactobionate 500 mg Injection), Order Details (500 mg, Q6H, 1 Days), Default SKU (vial), and Dispense UOM (vial). Below this is the 'BATCH DETAIL' section with a table. The table has columns: Batch No., Expiry Date, Available Qty, UOM Qty, and Allocate Qty. The first row shows Batch No. 3280251, Expiry Date 30092020, Available Qty 0, UOM Qty 0, and Allocate Qty 0. The second row shows Batch No. 32802S1, Expiry Date 30092020, Available Qty 24, UOM Qty 4, and Allocate Qty 4. A red circle with the number 6 is around the 'Allocate Qty' field in the second row. At the bottom, there are fields for 'Total Location Quantity' (24) and 'Total Allocated Quantity' (4).

Batch No.	Expiry Date	Available Qty	UOM Qty	Allocate Qty
3280251	30092020	0	0	0
32802S1	30092020	24	4	4

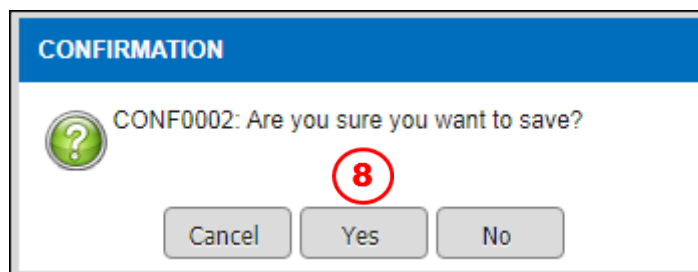
Figure 3.2-5 Allocation Screen

STEP 6

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

STEP 7

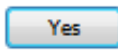
Click on the  button to proceed with allocation



The screenshot shows a 'CONFIRMATION' dialog box. It contains a question mark icon and the text 'CONF0002: Are you sure you want to save?'. Below the text are three buttons: 'Cancel', 'Yes', and 'No'. A red circle with the number 8 is around the 'Yes' button.

Figure 3.2-6 Preparation Screen

STEP 8

Click on the  button to save and close the window

STEP 9

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

IV PREPARATION

Print Original Prescription

XXXX XXXX XXX

Mykad

Age 43 Years 01 Days

Gender Female

MRN HMIRI00270118

Address

Phone And Email

Diagnosis

No known Allergies

Height cm Weight kg BMI/BSA 0/0 m²

Update (Last Updated :) Nationality : Warganegara

Upload Photo

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner:

Visit Location: WARD FEMALE MEDICAL Order By:

PHARMACY ORDER

Supervised By

PRESCRIPTION

Prepare

Worksheet

Label

1 / 1

	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status	Drug Info
	Drug Interact	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	4	4 vial	4	☒ Details	0 vial	Remarks	VERIFIED	Drug Info
		Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott		4 bott	4		0 bott			
	Drug Interact	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily) , 1 Days	1 vial	1	1 vial	1 vial	☐ Details	0 vial	Remarks	VERIFIED	Drug Info
		Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		0 bott	1 bott		0 bott			

Figure 3.2-7 Preparation Listing Screen

Note

After selecting the ☒ **Details** checkbox a pop-up window will appear as show in Figure 3.2.8.

PREPARATION DETAILS

12

Storage

10

☒ "Refrigerate (2 - 8 °C)"
 ☐ Below 0 °C

Reconstitution Fluid

11

20ml WFI

Preparation Instruction

Figure 3.2-8 Preparation Details Screen

STEP 10

Select the applicable ☒ **Storage** checkboxes
Below/Refrigerate/Protected From Light Or Room Temperature

STEP 11

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

STEP 12

Click on the button to save record

Note

- Storage condition, reconstitution fluid and preparationinstruction will default value as setup in Drug Master (if any).

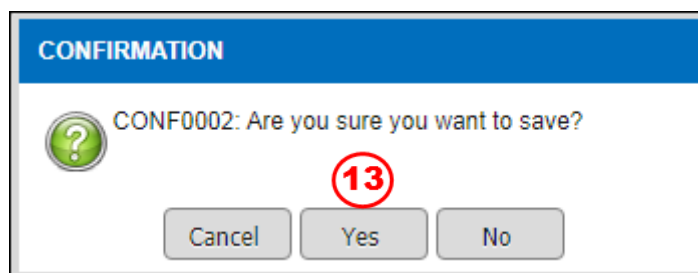


Figure 3.2-9 Preparation Details Screen

STEP 13

Click on  button to confirm saving of preparation details

IV PREPARATION



Print Original Prescription

X

XXXX XXXX XXX

Mykad

Age 43 Years 01 Days

Gender Female

MRN HMIRI00270118

Address

Phone And Email

Diagnosis

No known Allergies

Height cm Weight kg BMI/BSA 0/0 m²

Update (Last Updated :) Nationality : Warganegara

Upload Photo

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner: Visit Location: WARD FEMALE MEDICAL Order By:

PHARMACY ORDER

Supervised By

PRESCRIPTION

Prepare

Worksheet

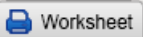
Label

1 / 1

	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status	Drug Info
	Drug Interactio	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	4	4 vial	4 vial	☒ Details	0 vial	Remarks	VERIFIED	Drug Info
		Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott		4 bott	4 bott		0 bott			
	Drug Interactio	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily) , 1 Days	1 vial	1	1 vial	1 vial	☐ Details	0 vial	Remarks	VERIFIED	Drug Info
		Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		0 bott	1 bott		0 bott			

Figure 3.2-10 Preparation Listing Screen

STEP 14

Click on the  button to view and print

IV WORKSHEET

MINISTRY OF HEALTH

Hospital Miri

Date of preparation : 06/09/2019

Worksheet Id: 19-09-0001

MRN HMIRI00270118
ID No 760905136124
Order Location WARD FEMALE MEDICAL
Order Date 06/09/2019

Name YXXX XXXX XXX
Rx. No. FMW0000954203
Ordered By

No	ROA	Preparation Name	Material Used								Storage
			Ingredient Name	Dose	Dose Volume	No of Dose	Total Qty	Preparation Qty	Batch No	Expiry Date	
1	INF	Erythromycin 1 mg/ml	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	4	80 ml	4 vial	32802S1	30/09/2020	"Refrigerate (2 - 8 °C)", Protect from Light
			20ml WFI								
			Sodium Chloride 0.9% 500mL IV soln		500 ml		2000 ml	4 bott	23e423423	02/01/2021	

Instruction: Please Refer to SOP

Reference:

Worksheet generated by Worksheet & label checked Prepared by Final Product Checked by Supervised by

Date: 06/09/2019 Date: Date: Date: Date: 06/09/2019

Figure 3.2-11 Worksheet

IV PREPARATION

YXXX XXXX XXX

Mykad

Age 43 Years 01 Days

Gender Female

MRN HMIRI00270118

Address

Phone And Email

Diagnosis

No known Allergies

Height cm Weight kg BMI/BSA 0/0 m²

Update (Last Updated :) Nationality : Warganegara

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner: Visit Location: WARD FEMALE MEDICAL Order By:

PHARMACY ORDER

Supervised By

PRESCRIPTION

Prepare

Worksheet

Label

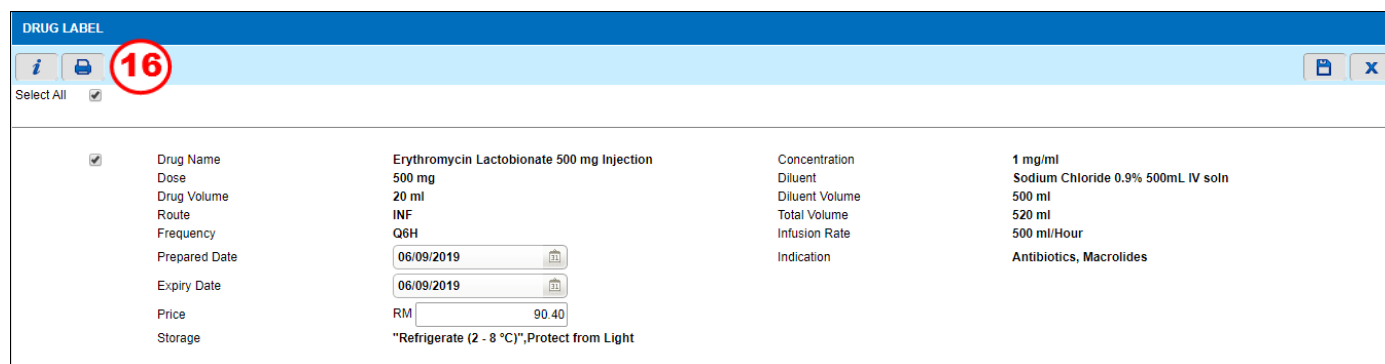
1 / 1

Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status	Drug Info
Drug Interact	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	4	4 vial	4 vial	Details	0 vial	Remarks	VERIFIED	Drug Info
	Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott		4 bott	4 bott		0 bott			
Drug Interact	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily) , 1 Days	1 vial	1	1 vial	1 vial	Details	0 vial	Remarks	VERIFIED	Drug Info
	Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		0 bott	1 bott		0 bott			

Figure 3.2-12 Preparation Listing Screen

STEP 15

Click on  button and a window will display as show in Figure 3.2-13

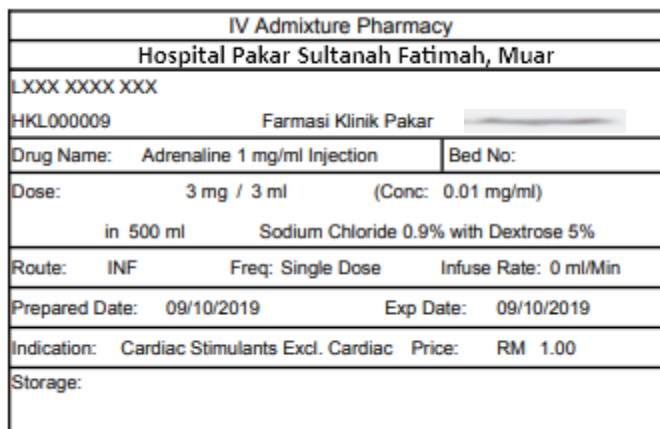


DRUG LABEL			
☒	Drug Name	Erythromycin Lactobionate 500 mg Injection	Concentration
	Dose	500 mg	Diluent
	Drug Volume	20 ml	Diluent Volume
	Route	INF	Total Volume
	Frequency	Q6H	Infusion Rate
	Prepared Date	06/09/2019	Indication
	Expiry Date	06/09/2019	
	Price	RM 90.40	
	Storage	"Refrigerate (2 - 8 °C)", Protect from Light	

Figure 3.2-13 Drug label

STEP 16

Click on the  button to print drug label will display as shown in Figure 3.2-14



IV Admixture Pharmacy	
Hospital Pakar Sultanah Fatimah, Muar	
LXXX XXXX XXX	
HKL000009	Farmasi Klinik Pakar
Drug Name: Adrenaline 1 mg/ml Injection	Bed No:
Dose: 3 mg / 3 ml (Conc: 0.01 mg/ml)	
in 500 ml Sodium Chloride 0.9% with Dextrose 5%	
Route: INF	Freq: Single Dose
Infuse Rate: 0 ml/Min	
Prepared Date: 09/10/2019	Exp Date: 09/10/2019
Indication: Cardiac Stimulants Excl. Cardiac Price: RM 1.00	
Storage:	

Figure 3.2-14 Label

Note

Select All ☒ checkbox allow users to print all drug labels in the selected prescription.



Print Original Prescription



YXXX XXXX XXX

Mykad

Age 43 Years 01 Days

Gender Female

MRN HMIRI00270118

Address

Phone And Email

Diagnosis

No known Allergies

Height cm Weight kg BMI/BSA 0/0 m²

Update (Last Updated :) Nationality : Warganegara

Upload Photo

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner: Visit Location: WARD FEMALE MEDICAL Order By:

PHARMACY ORDER

Supervised By

PRESCRIPTION

Prepare Worksheet Label

1 / 1

	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status	Drug Info
	Drug Interact	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	4	4 vial	4 vial	☒ Details	0 vial	Remarks	VERIFIED	Drug Info
		Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott		4 bott	4 bott		0 bott			
	Drug Interact	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily) , 1 Days	1 vial	1	1 vial	1 vial	☒ Details	0 vial	Remarks	VERIFIED	Drug Info
		Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		0 bott	1 bott		0 bott			

Figure 3.2-15 Preparation Screen

STEP 17

Click on the  button to proceed with preparation

Note

After allocating the quantity, **Prepare Qty** column will retrieve the reserved quantity from item batch.

CONFIRMATION

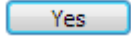

CONF0060: Do you want to proceed with the preparation?

Yes

No

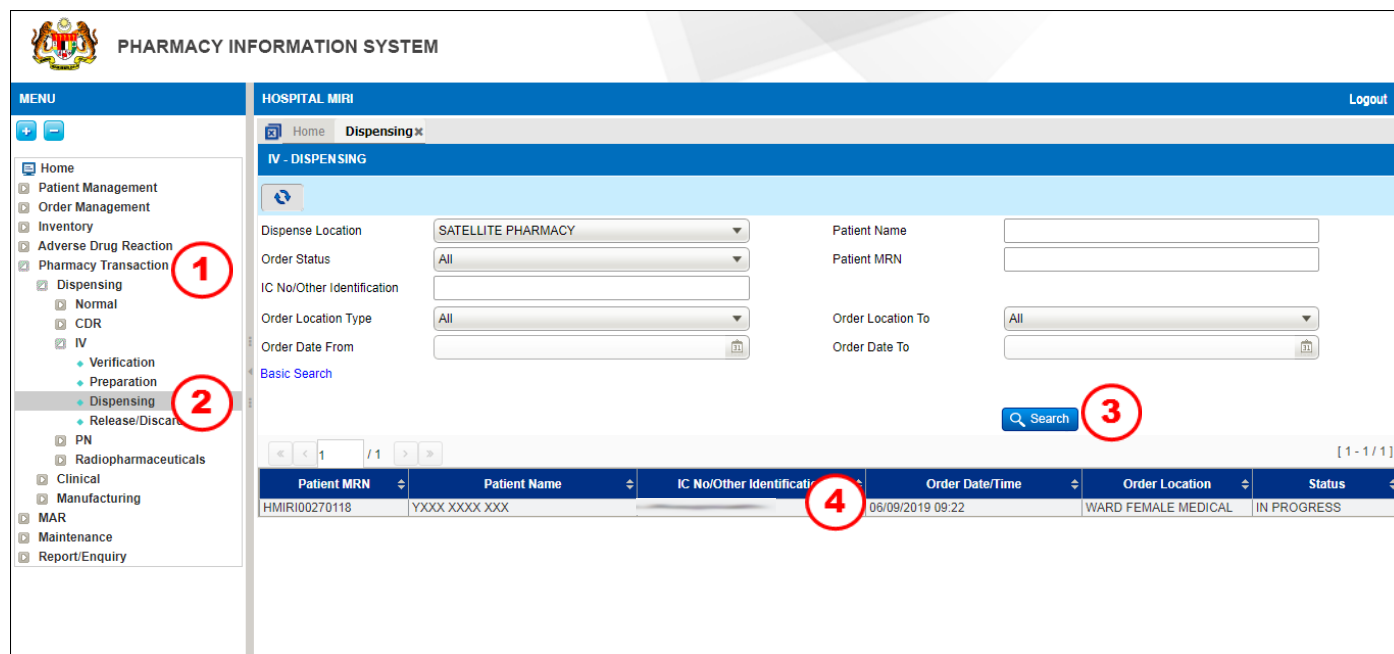
Figure 3.2-16 Preparation Screen

STEP 18

Click on the  button to proceed with dispensing

3.3 IV Admixture Dispensing

This function allows user to record dispensing, to hold, resume and reprint drug label



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home Dispensing

IV - DISPENSING

Dispense Location: SATELLITE PHARMACY Patient Name:

Order Status: All Patient MRN:

IC No/Other Identification:

Order Location Type: All Order Location To: All

Order Date From: Order Date To:

Basic Search

Search

[1 - 1 / 1]

Patient MRN	Patient Name	IC No/Other Identification	Order Date/Time	Order Location	Status
HMIRI00270118	YXXX.XXXX.XXX		06/09/2019 09:22	WARD FEMALE MEDICAL	IN PROGRESS

Figure 3.3-1 Dispensing Listing Screen

STEP 1

Click on 'Pharmacy Transaction' menu followed by 'Dispensing' and select 'IV' sub-menu

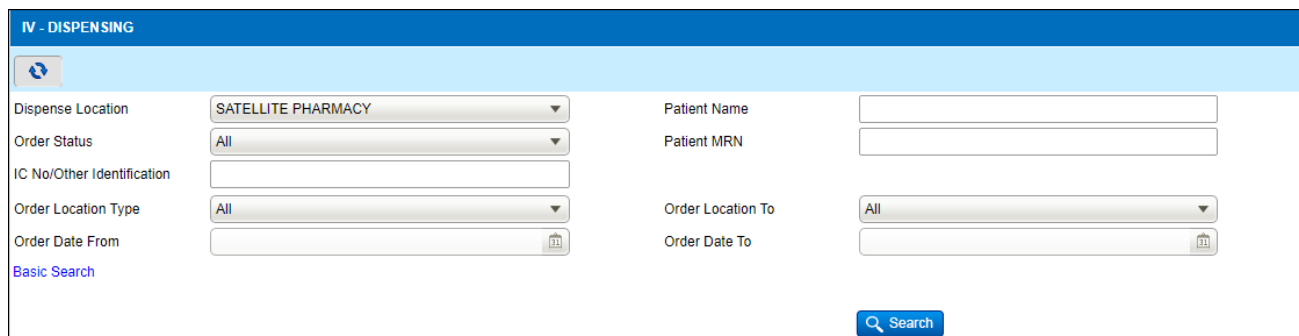
STEP 2

Click on 'Dispensing' sub-menu

Note

Various search criteria are provided as below :

- Basic search
- Advance search



IV - DISPENSING

Dispense Location: SATELLITE PHARMACY Patient Name:

Order Status: All Patient MRN:

IC No/Other Identification:

Order Location Type: All Order Location To: All

Order Date From: Order Date To:

Basic Search

Search

Figure 3.3-2 Dispensing Listing Screen

Basic Search			
No	Field	Description	Remark
a)	Dispense Location	Dispensing location. (It will list down all active locations)	Able to filter and search patient name by dispensing location
b)	Order Status	All New Orders Outsourced Orders	Able to filter status prescription by order status
c)	Patient Name	Patient Name	Allow to search by full or partial patient name
d)	Patient MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: <i>Example : HPSF00001234 or "1234"</i>
e)	IC No/Other Identification	IC No/Other Identification	Able to search patient based on MYKAD/MYKID and others identification.
Advance Search			
f)	Order Location Type	- Order location type (It will list down all active location types)	Able to filter and search patient name by order location type
g)	Order Date from	Order confirmed date	Allow to search by start date of order created
h)	Order Location To	It will list down all active location	Able to filter and search patient name by order location
i)	Order Date To	Order confirmed date	Allow to search by selected duration of order created

Table 3.3-1

Note

Search results of patient record list will display:

- Patient MRN
- Patient Name
- IC No/Other Identification
- Order Date
- Order Location
- Status

STEP 3

Click on the  button to search for patient

STEP 4

Double click on the selected patient

IV DISPENSING



YXXX XXXX XXX

Mykad

Age 43 Years 01 Days

Gender Female

MRN HMIRI00270118

Address

Phone And Email

Diagnosis

No known Allergies

Height cm Weight kg BMI/BSA 0/0 m²

Update (Last Updated :) Nationality : Warganegara

Upload Photo

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

Encounter No: 0185 Actual Admission Date: 07/10/2018 Attending Practitioner:

Visit Location: WARD FEMALE MEDICAL Order By:

PHARMACY ORDER

Dispensed To YXXX XXXX XXX

Dispensed Date/Time 06/09/2019 03:57

Remarks

Dispensed At Pharmacy Counter

Collected By

Supervised By

PRESCRIPTION

Release/Discard

Dispense

Label

<

1

/ 1

>

	Alert	Drug/Diluent Name	Dose	Dose Qty	Order Details	Total Order Qty	No. of Dose	Prepare Qty	Bal Qty	Prepare Admixture	Prev Disp Qty	Remarks	Status	Drug Info
▼	Drug Interact	Erythromycin Lactobionate 500 mg Injection	500 mg	20 ml	1 mg/ml, Q6H , 1 Days	4 vial	4	4 vial	4 vial	☒ Details	0 vial	Remarks	PREPARED	Drug Info
		Sodium Chloride 0.9% 500mL IV soln		500 ml		4 bott		4 bott	4 bott		0 bott			
▼	Drug Interact	Ertapenem 1g Injection	1000 mg	10 ml	10 mg/ml, OD (once daily) , 1 Days	1 vial	1	1 vial	1 vial	☒ Details	0 vial	Remarks	PREPARED	Drug Info
		Sodium Chloride 0.9% 100mL IV soln		100 ml		1 bott		0 bott	1 bott		0 bott			

Figure 3.3-3 Dispensing Screen

STEP 5

Click on the  button and system will open a new window as show in Figure 3.3-5

CONFIRMATION



CONF0064: Do you want to dispense now?

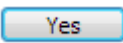
Cancel

Yes

No

Figure 3.3-5 Conformation Screen

STEP 6

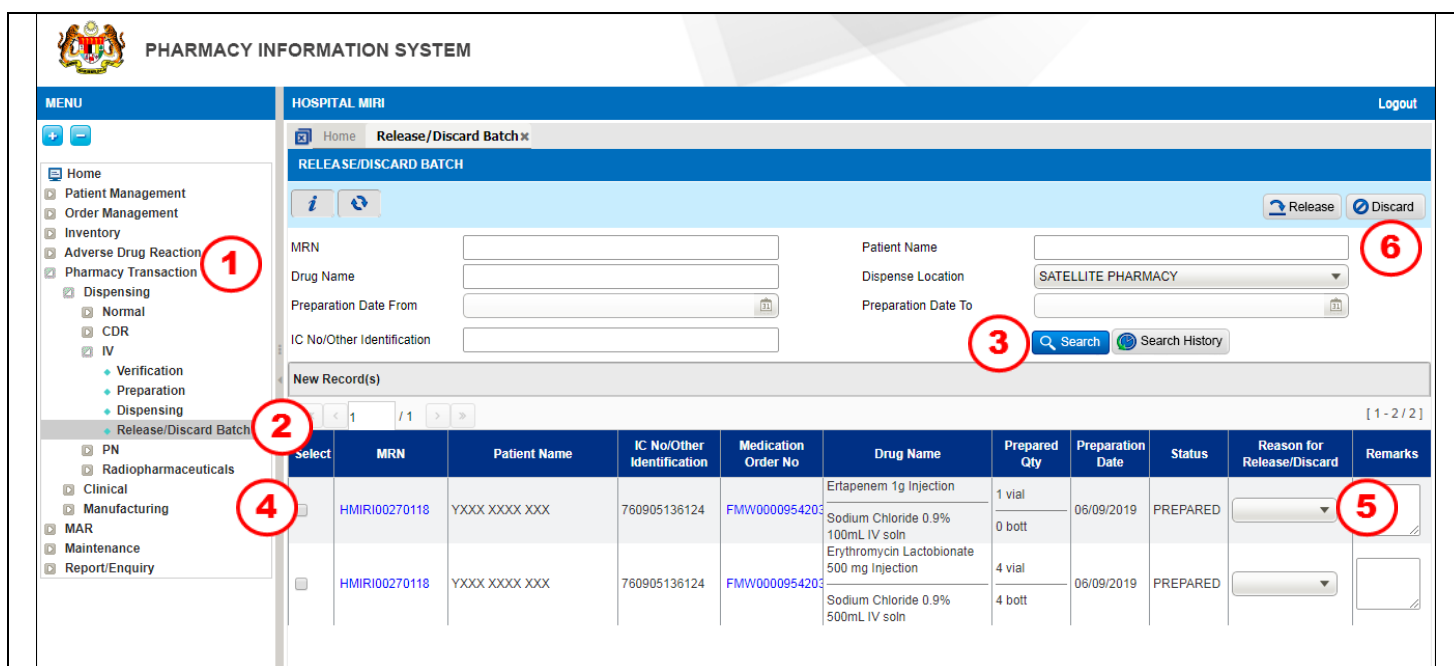
Click on the  button to dispense as Figure 3.3-5

Note

User may record the collectors name. Example the nurse in charge on the day.

3.4 IV Discard Batch

This function is used by the pharmacist to discard the IV admixture that has been prepared at the preparation stages. The drug and diluents quantity will be deducted from the inventory.



PHARMACY INFORMATION SYSTEM

HOSPITAL MIRI Logout

Home Release/Discard Batch

RELEASE/DISCARD BATCH

Release Discard

MRN: Patient Name: (6)

Drug Name: Dispense Location: SATELLITE PHARMACY

Preparation Date From: Preparation Date To: (3)

IC No/Other Identification: Search Search History

New Record(s) [1 - 2 / 2]

Select	MRN	Patient Name	IC No/Other Identification	Medication Order No	Drug Name	Prepared Qty	Preparation Date	Status	Reason for Release/Discard	Remarks
☐	HMIRI00270118	YXXX XXXX XXX	760905136124	FMW0000954203	Ertapenem 1g Injection	1 vial	06/09/2019	PREPARED		(5)
☐	HMIRI00270118	YXXX XXXX XXX	760905136124	FMW0000954203	Sodium Chloride 0.9% 100mL IV soln	0 bott	06/09/2019	PREPARED		
☐	HMIRI00270118	YXXX XXXX XXX	760905136124	FMW0000954203	Erythromycin Lactobionate 500 mg Injection	4 vial	06/09/2019	PREPARED		
☐	HMIRI00270118	YXXX XXXX XXX	760905136124	FMW0000954203	Sodium Chloride 0.9% 500mL IV soln	4 bott	06/09/2019	PREPARED		

Figure 3.4-1 Discard Batch screen

STEP 1

Click on 'Pharmacy Transaction' menu followed by 'Dispensing' and select 'IV' sub-menu

STEP 2

Click on 'Release and Discard Batch' sub-menu

Note

Various search criteria is provided as below

No	Field	Description	Remark
a	MRN	Patient Medical Record Number	Search option: • Type the MRN either in full or partially: Example : HPSF00001234 or "1234"
b	Patient Name	Patient Name	Allow to search by t full or partial patient name
c	Drug Name	Drug Name	Generic name
d	Dispense Location	Dispensing location. (It will list down all active locations)	Able to filter and search patient name by dispensing location
e	Preparation Date From	Preparation Date From	Able to search date before
f	Preparation Date To	Preparation Date To	Able to search current date
g	IC No/Other Identification	IC No/Other Identification	Able to search patient based on MYKAD/MYKID and others identification.

Table 3.4-1

Note

Search results of patient record list will display:

- Select
- MRN
- Patient Name
- IC No/Other Identification
- Drug Name
- Medication Order No
- Preparation Date
- Prepared Qty
- Status
- Reason For Discard

STEP 3

Click on the  button

STEP 4

Select  checkbox to Release/discard from the listed drug

STEP 5

Select Reason for Release/Discard from the dropdown box options:

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

STEP 6

Click on the Release or Discard button to proceed with release/discard

Note

Once the drug is already discard, it will display back in the Preparation screen for re-allocation of a new batch quantity.

4.0 Acronyms

Abbreviation	Definition
MOH	Ministry Of Health
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
MRN	Medical Record Number
IV	Intravenous
HQ	Headquarters
INJ	Injection
QTY	Quantity
LAB	Laboratory

5.0 Links to Clinical Modules

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