



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

User Manual Medication Counseling

| | |
|--------------------|---|
| Version | : 13th Edition |
| Document ID | : U. MANUAL_MEDICATION COUNSELLING |



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Reference ID : U. MANUAL_MEDICATION COUNSELLING-13th E

Application reference: PhIS & CPS v2.6.1



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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 would benefit facility end user in the health care sector.

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

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

1.2 Purpose and Objectives

This user manual outlines the Medication Counselling sub-module and its key features and functionalities. The primary objective is to help guide user through the process of completing PhIS application process.

User will understand the following activities in details:

- Order
- Reporting
- Counselling Material

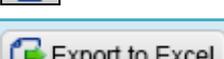
1.3 Organized Sections

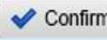
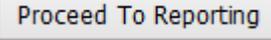
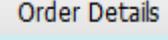
These are the sections within this document:

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

2.0 Application Standard Features

2.1 PhIS Legend

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

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

Note

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

3.0 Medication Counselling

Overview

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

User Group

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

Functional Diagram

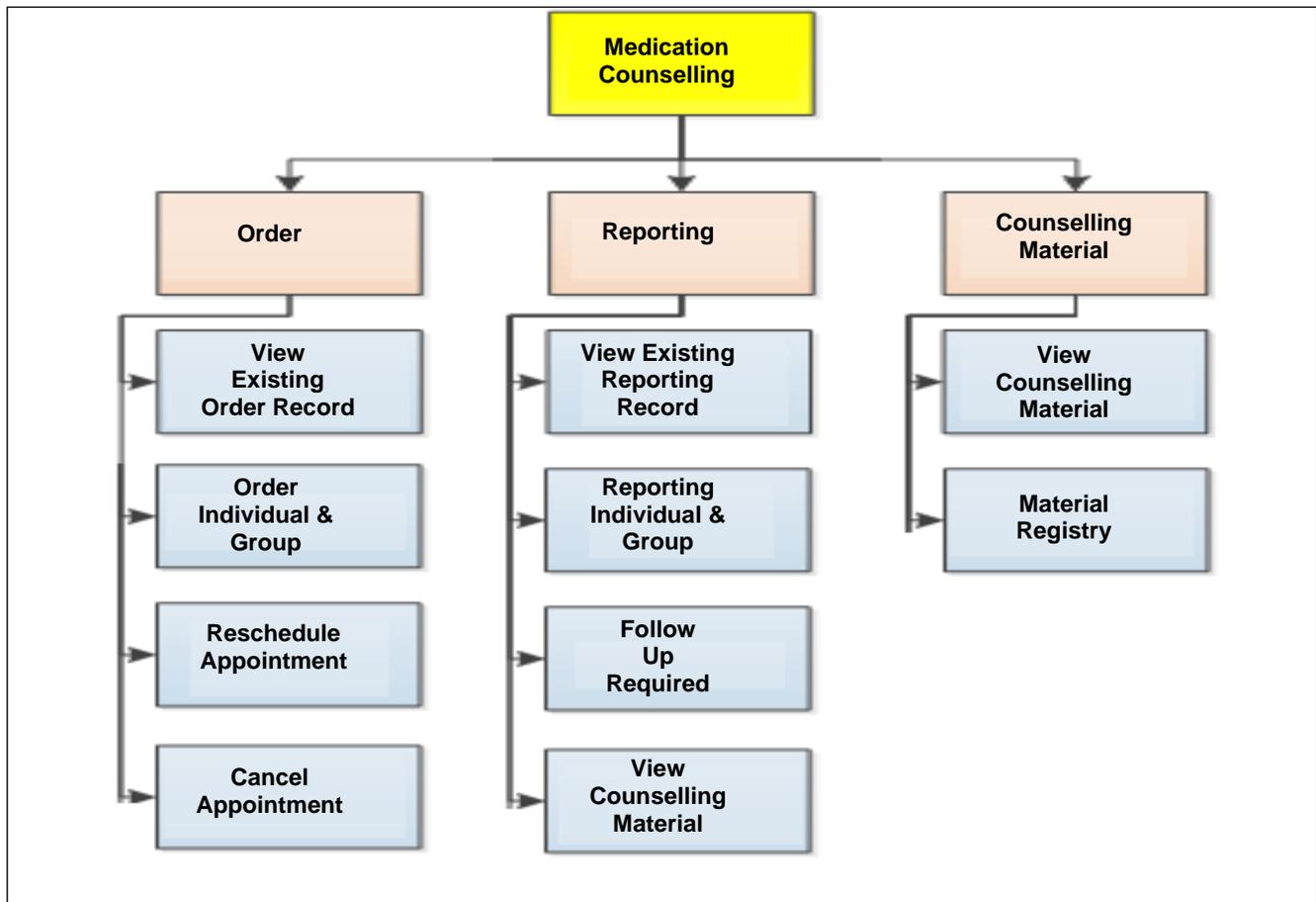


Figure 3.0-1

Functional Description

Medication Counselling comprises of three (3) main functions:

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

3.1 View Order Record

3.1.1 View Individual Order Record

This function is used to retrieve and view individual order.

PHARMACY INFORMATION SYSTEM

HOSPITAL SERI MANJUNG

Home Medication Counselling

MEDICATION COUNSELLING REPORTING

1 Add New Group Counselling Select Registered Patient

Counselling Type: All Patient Name: [Search]

Counselling Location: All MRN: [Search]

Counselling Number: [Search] IC No/Other Identification: [Search]

Counselling Category: Individual Discipline: All

Appointment Date From: 01/01/2022 Appointment Type: All

Appointment Date To: 03/11/2022 Report Status: Scheduled

Ordered from: [Search] Ordered by: [Search]

Ordered To: [Search] To be Counselling by: [Search]

Priority: All Counselling but Not recruited into MTAC: All

Virtual Session: All Search 2

| Counselling Number | MRN | Patient Name | IC No/Other Identification | Priority | Appointment Type | Appointment Date | Counselling Location | MTAC | Report Status | Requester | Request Date | Virtual Session |
|--------------------|------|-------------------------|----------------------------|----------|------------------|---------------------|----------------------|------|---------------|-----------|--------------|-----------------|
| MC2200004746 | H-9 | AXX XXXX XXX XXXXX | 89 | Routine | New | 17/10/2022 10:00 AM | WAD 4 | | Schedule d | N B | 17/10/2022 | No |
| MC2200004727 | H-14 | AXX XXXXXXXX XXX XXXXXX | 5 | Routine | New | 26/09/2022 01:00 PM | FORENSIK | | Schedule d | A M | 26/09/2022 | No |
| MC2200004653 | H-10 | SXXXXXXXX XXXX | 9 | Routine | Follow Up | 23/09/2022 08:30 AM | Anaesthesiolog y | | Schedule d | U T | 12/08/2022 | No |
| MC2200004723 | H-17 | SASHAA TEST 1 | 91 | Routine | New | 21/09/2022 02:41 PM | | | Schedule d | S | 21/09/2022 | No |
| MC2200004722 | H-11 | KXXX XXX XXX | 60 | Routine | New | 14/09/2022 12:30 PM | Outpatient Pharmacy | | Schedule d | S | 14/09/2022 | No |
| MC2200004721 | H-18 | DXXXXXXXX XXXXXXXX | 1 | Routine | New | 13/09/2022 | A&E | | Schedule d | A | 13/09/2022 | No |

Figure 3.1.1-1 Order Listing Page

Note

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

STEP 1

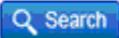
Search for patient record by below criteria: -

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

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

Table 3.1.1-1

STEP 2

Click on  button to search for patient

Note

Search results of current registered patient list will display:

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

STEP 3

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

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

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

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

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

| Patient Demographics | i ↺ ↻ | | | | | | | | | | |
|---|---|----------|----------------|----------|----------------|---------|---|------------|--------|--|--|
| Order Details | PIC AND SUBTOPIC | | | | | | | | | | |
| Counselling Reporting | ASSESSMENT | | | | | | | | | | |
| Monitoring Parameter | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #0056b3; color: white;"> <th>No</th> <th>Topic</th> <th>Subtopic</th> <th>Other Subtopic</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Medication</td> <td>Others</td> <td></td> <td></td> </tr> </tbody> </table> | No | Topic | Subtopic | Other Subtopic | Remarks | 1 | Medication | Others | | |
| No | Topic | Subtopic | Other Subtopic | Remarks | | | | | | | |
| 1 | Medication | Others | | | | | | | | | |
| Pharmaceutical Care Issue | | | | | | | | | | | |
| CP1 | Assessment History | | | | | | | | | | |
| CP4 | | | | | | | | | | | |
| Vital Sign | | | | | | | | | | | |
| MyMAAT | | | | | | | | | | | |

| | |
|---|--|
| Social History Smoking <input type="radio"/> Yes Sticks/Day <input type="text"/> For <input type="text"/> <input type="radio"/> No <input type="radio"/> Ex-smoker <input type="radio"/> Second-hand Smoker Pregnancy <input type="radio"/> Yes | Family History Alcohol Drinking <input type="radio"/> Yes Amount <input type="text"/> <input type="radio"/> No <input type="radio"/> Ex-Alcoholic Marital Status <input type="text"/> No. Of Children <input type="text"/> Lives With <input type="text"/> |
|---|--|

Figure 3.1.1-2 Medication Counselling Reporting

STEP 4

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

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

LXXX XXXX XXXX
Mykad ██████████
Age 39 Years 02 Months 18 Days
Gender Male
MRN HSM0000007

Address
Phone And Email
Diagnosis
Allergy: Need To Be Assessed
Vital Sign

Height cm
Weight 56 kg
BMI/BSA 0/0 m²
Update (Last Updated : 08/06/2022)
Nationality : Warganegara

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

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

MEDICATION COUNSELLING ORDER

Order Details

Counselling Reporting

Monitoring Parameter

Pharmaceutical Care Issue

CP1

CP4

Vital Sign

MyMAAT

MEDICATION COUNSELLING ORDER

Virtual Session: Yes No

Counselling Order No

Counselling Category

Discipline

Appointment Type

Ordered By

Counselling Status

Priority

Counselling Location

Appointment Date

Counselling Type

Order Date / Time 01/08/2022 10:48 AM

TOPIC AND SUBTOPIC

Topic

Remarks

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|-------------------------------|----------|----------------|---------|
| 1 | Methadone Replacement Therapy | | | |

COUNSELLING HISTORY

| Appointment Date | Counselling Category | Priority | Discipline | Counselling Type | Appointment Type | Status |
|------------------|----------------------|----------|----------------------|--------------------|------------------|---------------------------|
| 11/09/2020 | Individual | Routine | Adult Intensive Care | Outpatient | New | Confirmed |
| 14/09/2020 | Individual | Routine | Adult Intensive Care | Outpatient | Follow Up | Scheduled |
| 01/08/2022 | Individual | Routine | General Medicine | Methadone Pharmacy | New | Scheduled |

Figure 3.1.1-3 Medication Counselling Order Details

Note

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



MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

X

| | | | | | |
|--|----------------|------------------|--------------------------------|------------------------------|----------------|
| | LXXX XXXX XXXX | Mykad [REDACTED] | Age 39 Years 02 Months 18 Days | Gender Male | MRN HSM0000007 |
| | Address | Phone And Email | Diagnosis | Allergy: Need To Be Assessed | Vital Sign |

Height cm Weight kg BMI/BSA 0/0 m²
Update (Last Updated : 08/06/2022)
Nationality : Warganegara }

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

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

Patient Demographics

Order Details

Counselling Reporting

Monitoring Parameter

Pharmaceutical Care Issue

CP1

CP4

Vital Sign

MyMAAT

TOPIC AND SUBTOPIC

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|------------|----------|----------------|------------|
| 1 | Medication | | | vancomycin |

ASSESSMENT

Social History

Smoking Yes Sticks/Day For
 No Ex-smoker Second-hand Smoker
 Pregnancy Yes No

Alcohol Drinking Yes Amount
 No Ex-Alcoholic
 Drug Abuse Yes

Family History

Marital Status
 No. Of Children
 Lives With

Figure 3.1.1-4 Medication Counselling Reporting

3.1.2 Order - Individual

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

PHARMACY INFORMATION SYSTEM

HOSPITAL SERI MANJUNG

Home Medication Counselling

LOGOUT

2

MedICATION COUNSELLING REPORTING

Add New Group Counselling + Select Registered Patient

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

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

1

| Counselling Number | MRN | Patient Name | IC No/Other Identification | Priority | Appointment Type | Appointment Date | Counselling Location | MTAC | Report Status | Requester | Request Date | Virtual Session |
|--------------------|-----|-------------------------|----------------------------|----------|------------------|---------------------|----------------------|------|---------------|-----------|--------------|-----------------|
| MC2200004746 | H-9 | AXX XXXX XXX XXXXX | 8-9 | Routine | New | 17/10/2022 10:00 AM | WAD 4 | | Schedule d | N B | 17/10/202 | No |
| MC2200004727 | H-4 | AXX XXXXXXXX XXX XXXXXX | 5-1 | Routine | New | 26/09/2022 01:00 PM | FORENSIK | | Schedule d | A M | 26/09/202 | No |
| MC2200004653 | H-0 | SXXXXXXXXX XX XXXXX | 9-9 | Routine | Follow Up | 23/09/2022 08:30 AM | Anaesthesiolog y | | Schedule d | U | 12/08/202 | No |
| MC2200004723 | H-7 | SASHAA TEST 1 | 9-1 | Routine | New | 21/09/2022 02:41 PM | | | Schedule d | S | 21/09/202 2 | No |
| MC2200004722 | H-1 | KXXX XXX XXX | 6-0 | Routine | New | 14/09/2022 12:30 PM | Outpatient Pharmacy | | Schedule d | S | 14/09/202 2 | No |
| MC2200004721 | H-8 | DXXXXXXXX XXXXXXXXX | 1-1 | Routine | New | 13/09/2022 | A&E | | Schedule d | A | 13/09/202 | No |

Figure 3.1.2-1 Medication Counselling - Order Listing Page

STEP 1

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

STEP 2

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

Patient Search

3

Patient MRN: Patient Name:

IC No/Other Identification: 4 Search

1 / 26067 [1 - 10 / 260661]

| Patient MRN | Patient Name | IC No/Other Identification |
|--------------|--------------|----------------------------|
| HPSF00000001 | | |
| HPSF00000002 | | |
| HPSF00000003 | | |
| HPSF00000004 | | |
| HPSF00000005 | | |
| HPSF00000006 | | |
| HPSF00000007 | | |
| HPSF00000008 | | |
| HPSF00000009 | | |
| HPSF00000010 | | |

5

Figure 3.1.2-2 Patient Search

Note

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

STEP 3

Search for patient record by below criteria :-

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

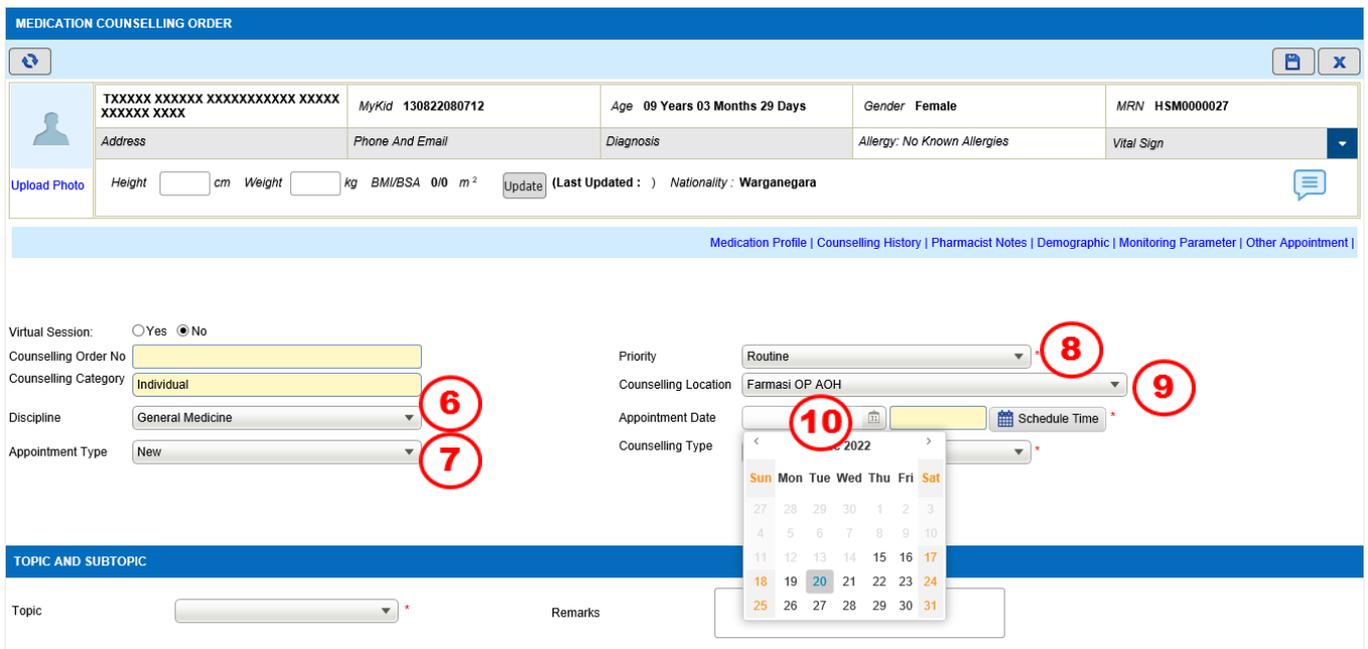
Table 3.1.2-1

STEP 4

Click on the  button to search for patient

STEP 5

Double click on the selected patient's name



The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. At the top, there is a patient information summary including MyKid (130822080712), Age (09 Years 03 Months 29 Days), Gender (Female), and MRN (HSM0000027). Below this, there are fields for Height, Weight, BMI/BSA, and Nationality (Warganegara). The main form area contains several dropdown menus and text boxes:

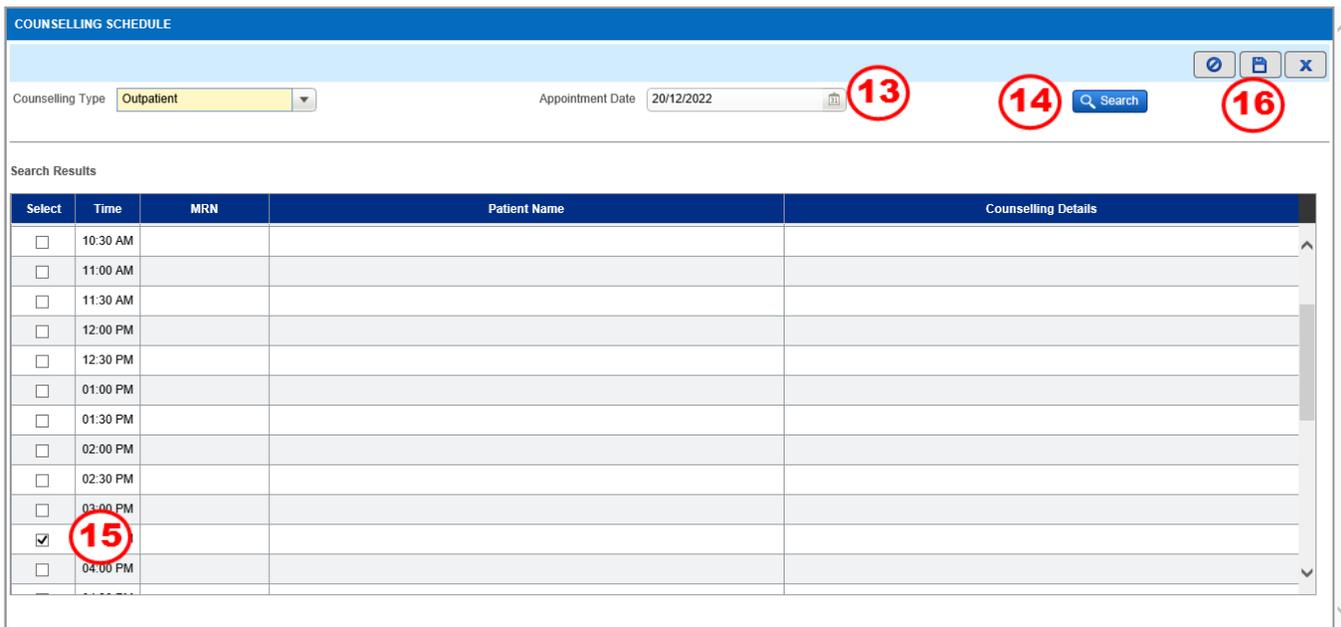
- 6**: Counselling Category (Individual)
- 7**: Appointment Type (New)
- 8**: Priority (Routine)
- 9**: Counselling Location (Farmasi OP AOH)
- 10**: Appointment Date (Calendar view showing 20/10/2022)

 At the bottom, there is a 'TOPIC AND SUBTOPIC' section with a dropdown for 'Topic' and a 'Remarks' field.

Figure 3.1.2-3 Medication Counselling Order

Note

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



| Select | Time | MRN | Patient Name | Counselling Details |
|-------------------------------------|----------|-----|--------------|---------------------|
| <input type="checkbox"/> | 10:30 AM | | | |
| <input type="checkbox"/> | 11:00 AM | | | |
| <input type="checkbox"/> | 11:30 AM | | | |
| <input type="checkbox"/> | 12:00 PM | | | |
| <input type="checkbox"/> | 12:30 PM | | | |
| <input type="checkbox"/> | 01:00 PM | | | |
| <input type="checkbox"/> | 01:30 PM | | | |
| <input type="checkbox"/> | 02:00 PM | | | |
| <input type="checkbox"/> | 02:30 PM | | | |
| <input checked="" type="checkbox"/> | 03:00 PM | | | |
| <input type="checkbox"/> | 04:00 PM | | | |

Figure 3.1.2-5 Counselling Schedule

STEP 13

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

STEP 14

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

STEP 15

Click on time slot  checkbox to select time for counselling

STEP 16

Click on the  button to save record

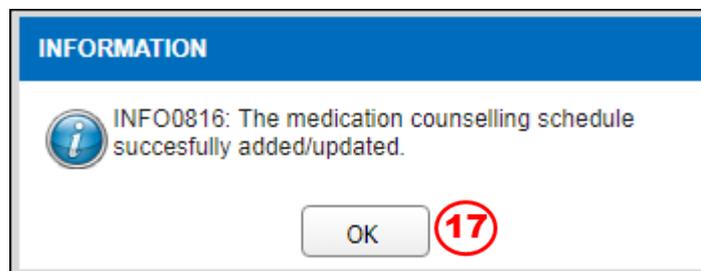


Figure 3.1.2-6 Information alert message

STEP 17

Click on the  button to confirm save record

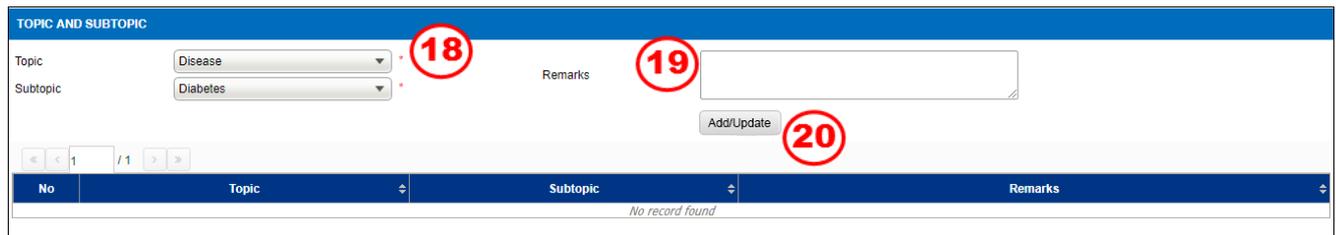


Figure 3.1.2-7 Topic and Subtopic section

STEP 18

Select **Topic** from the dropdown box

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

Note

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

STEP 19

Enter **Remarks** if applicable

STEP 20

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

MEDICATION COUNSELLING ORDER
21

| | | | | | |
|---------|---|------------------|--------------------------------|---------------|----------------|
| | TXXXXX XXXXXX XXXXXXXXXXXX XXXXX XXXXXX XXXX | MyKid [REDACTED] | Age 09 Years 03 Months 29 Days | Gender Female | MRN HSM0000027 |
| Address | Phone And Email | Diagnosis | Allergy: No Known Allergies | | Vital Sign |

Upload Photo 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](#)

Virtual Session: Yes No

Counselling Order No

Counselling Category

Discipline

Appointment Type

Priority

Counselling Location

Appointment Date

Counselling Type

TOPIC AND SUBTOPIC

Topic Remarks

< < 1 / 1 > >

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | | Inhaler |

Figure 3.1.2-8 Select Medication Counselling Order

STEP 21

Click on the button to save record

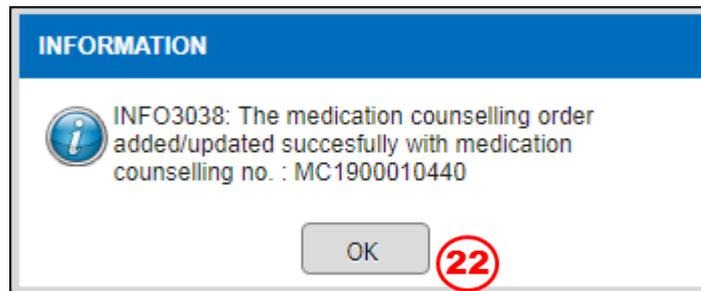


Figure 3.1.2-9 Order successfully added/updated

STEP 22

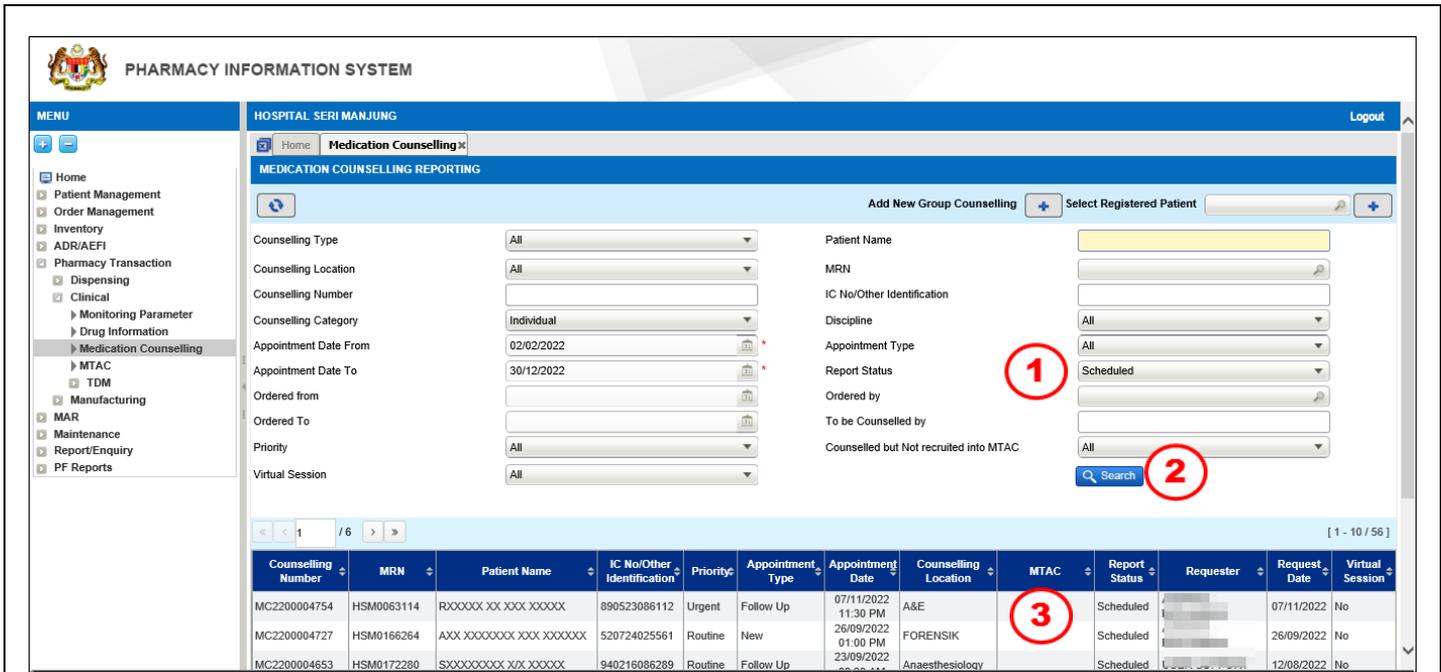
Click on the button to confirm the record

Note

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

3.1.3 Individual Order – Reschedule Appointment

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



PHARMACY INFORMATION SYSTEM

HOSPITAL SERI MANJUNG

Home Medication Counselling

MEDICATION COUNSELLING REPORTING

Add New Group Counselling + Select Registered Patient

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

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

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

Figure 3.1.3-1 Search Patient

Note

Record with Report Status as Schedule is allowed to do reschedule

STEP 1

Select **Report Status** as Scheduled

STEP 2

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

STEP 3

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

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

XX MyKid [REDACTED] Age 09 Years 03 Months 29 Days Gender Female MRN HSM0000027

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

Upload Photo 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 |

Counselling No : MC2200000001 | Counselling Type : Outpatient | Virtual Session : No

Patient Demographics Order Details **4** : AND SUBTOPIC

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | Inhaler | |

Pharmaceutical Care Issue **ASSESSMENT**

CP1 Assessment History

CP4 Social History

Smoking Yes Sticks/Day [] For [] No Ex-smoker Second-hand Smoker

Alcohol Drinking Yes Amount [] No Ex-Alcoholic

Family History

Marital Status

No. Of Children []

Lives With []

Figure 3.1.3-2 Medication Counselling – Order

STEP 4

Click on  button

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

XX MyKid [REDACTED] Age 09 Years 03 Months 29 Days Gender Female MRN HSM0000027

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

Upload Photo 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 |

Counselling No : MC2200000001 | Counselling Type : Outpatient | Virtual Session : No

Patient Demographics **MEDICATION COUNSELLING ORDER** **5**

Order Details

Virtual Session: Yes No

Counselling Order No MC2200000001

Counselling Category Individual

Discipline General Medicine

Appointment Type []

Ordered By TIONG WAN QIAN

Counselling Status Scheduled

Priority Routine

Counselling Location Farmasi OP AOH

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

Counselling Type Outpatient

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

Figure 3.1.3-3 Edit Order Details

STEP 5

Click on the  button to proceed to reschedule process. Editable fields will be enabled

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

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

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

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

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

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

MEDICATION COUNSELLING ORDER

Order Details

Counselling Reporting

Monitoring Parameter

Pharmaceutical Care Issue

CP1

CP4

Vital Sign

MyMAAT

Virtual Session: Yes No

Counselling Order No: MC2200004754

Counselling Category: Individual

Discipline: General Medicine

Appointment Type: Follow Up

Ordered By: [Name]

Counselling Status: Sch [Status]

Priority: Urgent

Counselling Location: A&E

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

Counselling Type: Bedside

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

Figure 3.1.3-4 Change Schedule date and time

STEP 6

Click on the to change the date, if applicable

STEP 7

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

COUNSELLING SCHEDULE

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

Search Results

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

Figure 3.1.3-5 Counselling Schedule

STEP 8

Click on time slot checkbox to select time for counselling

STEP 9

Click on the button to save record

Note

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

MEDICATION COUNSELLING ORDER

10

Virtual Session: Yes No

Counselling Order No:

Counselling Category:

Discipline:

Appointment Type:

Ordered By:

Counselling Status:

Priority:

Counselling Location:

Appointment Date:

Counselling Type:

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

TOPIC AND SUBTOPIC

Topic: Remarks:

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | | Inhaler |

Figure 3.1.3-6 Medication Counselling Order

STEP 10

Click on the  button to save the record

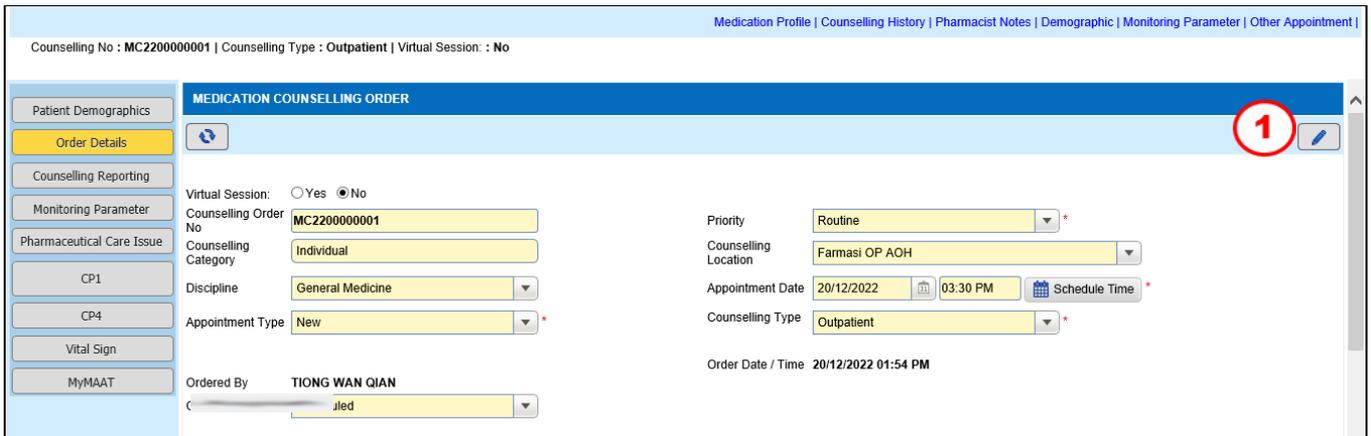
Note

User also is allowed to edit for below information:

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

3.1.4 Individual Order – Cancel Appointment

This function is used to cancel appointment for individual counseling.



The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. The 'Order Details' tab is active. A red circle with the number '1' highlights the edit button (pencil icon) in the top right corner of the form header. The form contains the following fields: Virtual Session (No), Counselling Order No (MC220000001), Counselling Category (Individual), Discipline (General Medicine), Appointment Type (New), Priority (Routine), Counselling Location (Farmasi OP AOH), Appointment Date (20/12/2022 03:30 PM), Counselling Type (Outpatient), and Ordered By (TIONG WAN QIAN).

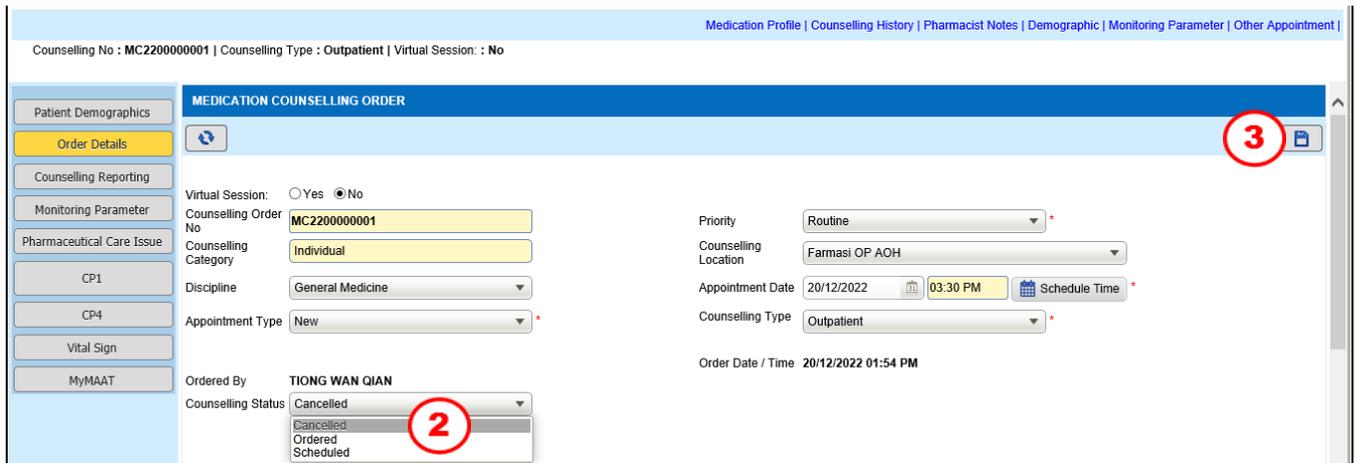
Figure 3.1.4-1 Medication Counselling Order

Note

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

STEP 1

Click on the  button to edit counseling order



The screenshot shows the 'MEDICATION COUNSELLING ORDER' form with the 'Counselling Status' dropdown menu open. The 'Cancelled' option is selected, highlighted with a red circle and the number '2'. A red circle with the number '3' highlights the save button (floppy disk icon) in the top right corner. The form fields are the same as in Figure 3.1.4-1.

Figure 3.1.4-2 Medication Counselling Order

STEP 2

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

STEP 3

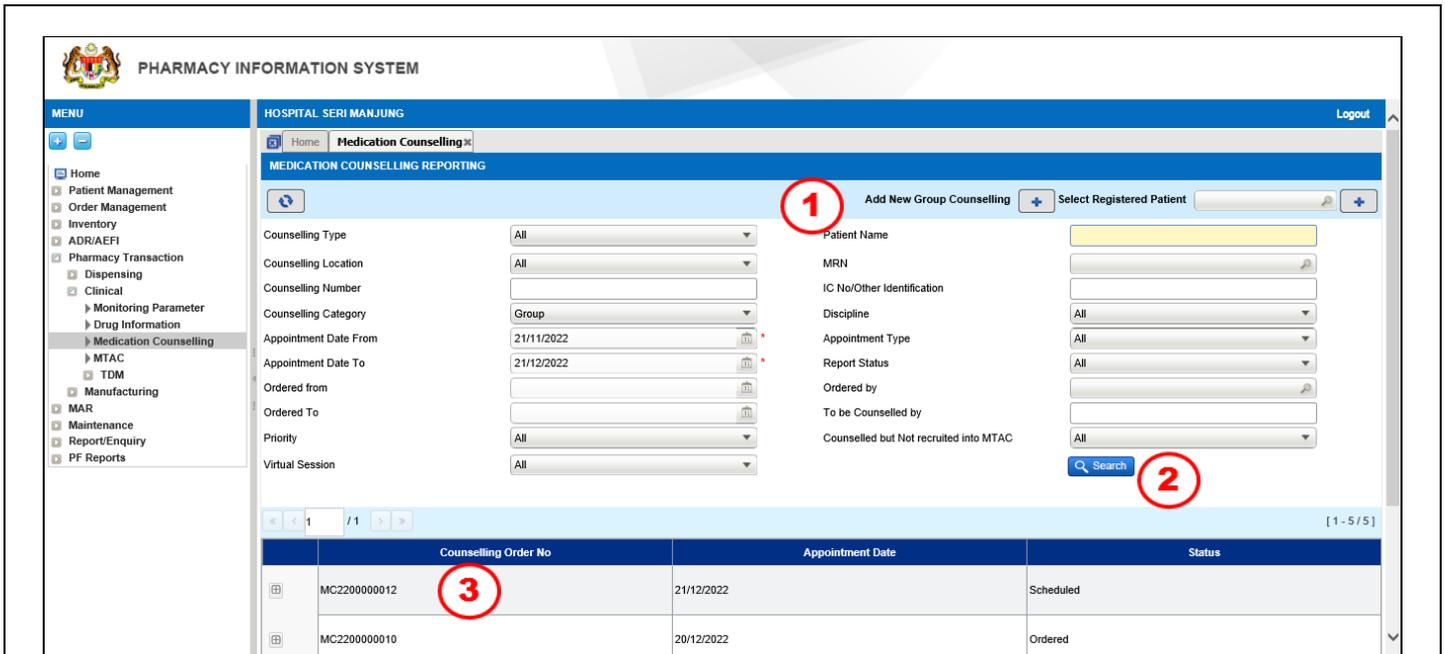
Click on the  button to proceed with cancellation

Note

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

3.1.5 View Existing Group Order

This function is used to view existing group order.



The screenshot displays the 'MEDICATION COUNSELLING REPORTING' interface. It includes a left-hand menu with options like 'Home', 'Patient Management', and 'Medication Counselling'. The main area features search filters for 'Counselling Type', 'Location', 'MRN', 'IC No/Other Identification', 'Discipline', 'Appointment Type', 'Report Status', 'Ordered by', 'To be Counselling by', and 'Counselled but Not recruited into MTAC'. A table at the bottom lists counselling orders with columns for 'Counselling Order No', 'Appointment Date', and 'Status'. Red circles are placed over the 'Add New Group Counselling' button, the search button, and a row in the table.

Figure 3.1.5-1 Medication Counselling – Order Landing Screen

Note

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

STEP 1

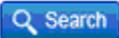
Search for patient record by below criteria: -

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

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

Table 3.1.5-1 Patient Search Criteria

STEP 2

Click on  button to search for patient

Note

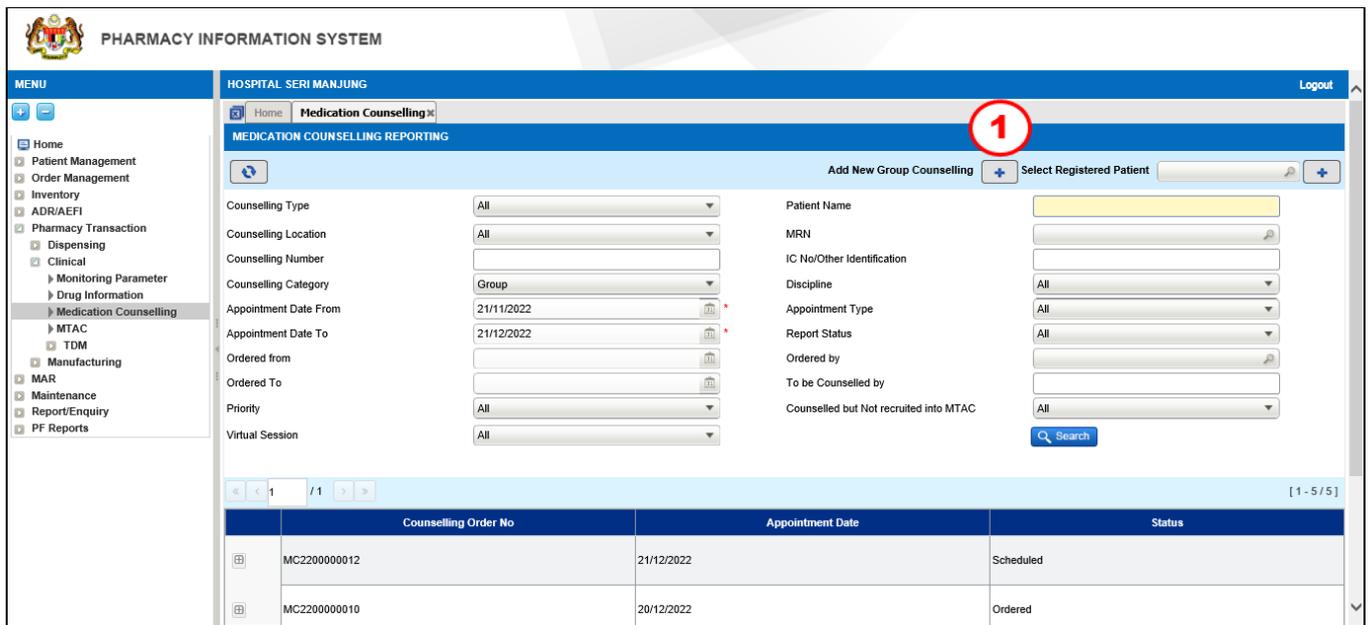
- Search results of current registered patient list will display:
 - Counselling Order No
 - Appointment Date
 - Status
- Click on the  button to expand and view patient MRN and patient name for group counselling

STEP 3

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

3.1.6 Order - Group

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

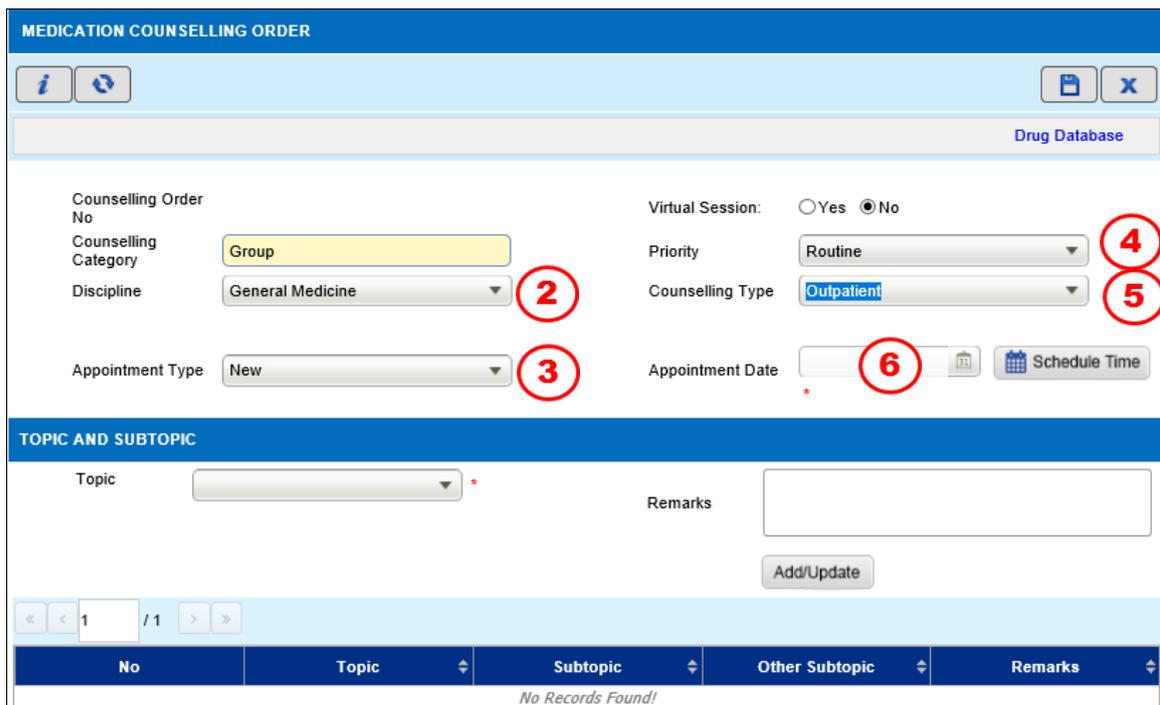


| Counselling Order No | Appointment Date | Status |
|----------------------|------------------|-----------|
| MC2200000012 | 21/12/2022 | Scheduled |
| MC2200000010 | 20/12/2022 | Ordered |

Figure 3.1.6-1 Medication Counselling – Order Listing Page

STEP 1

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



MEDICATION COUNSELLING ORDER

Drug Database

Counselling Order No: []
 Virtual Session: Yes No
 Counselling Category: Group
 Priority: Routine
 Discipline: General Medicine
 Counselling Type: Outpatient
 Appointment Type: New
 Appointment Date: [] Schedule Time

TOPIC AND SUBTOPIC

Topic: []
 Remarks: []
 Add/Update

| No | Topic | Subtopic | Other Subtopic | Remarks |
|-------------------|-------|----------|----------------|---------|
| No Records Found! | | | | |

Figure 3.1.6-2 Medication Counselling Order

STEP 2

Select **Discipline** from the dropdown box

STEP 3

Select **Appointment Type** from the dropdown box

- Follow Up
- New

STEP 4

Select **Priority** from the dropdown box

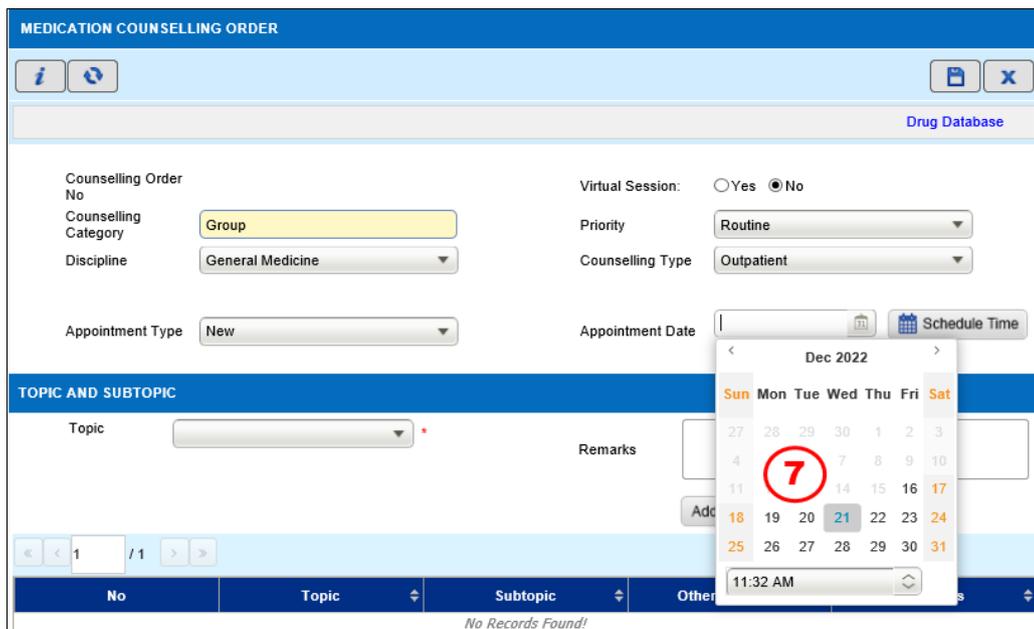
- Routine
- Urgent

STEP 5

Select **Counselling Type** from the dropdown box

STEP 6

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



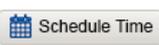
The screenshot shows the 'MEDICATION COUNSELLING ORDER' form. The 'Appointment Date' field is active, and a calendar for December 2022 is displayed. The date '21' is circled in red with the number '7'. The 'Schedule Time' button is circled in red with the number '8'. The form also shows fields for 'Counselling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

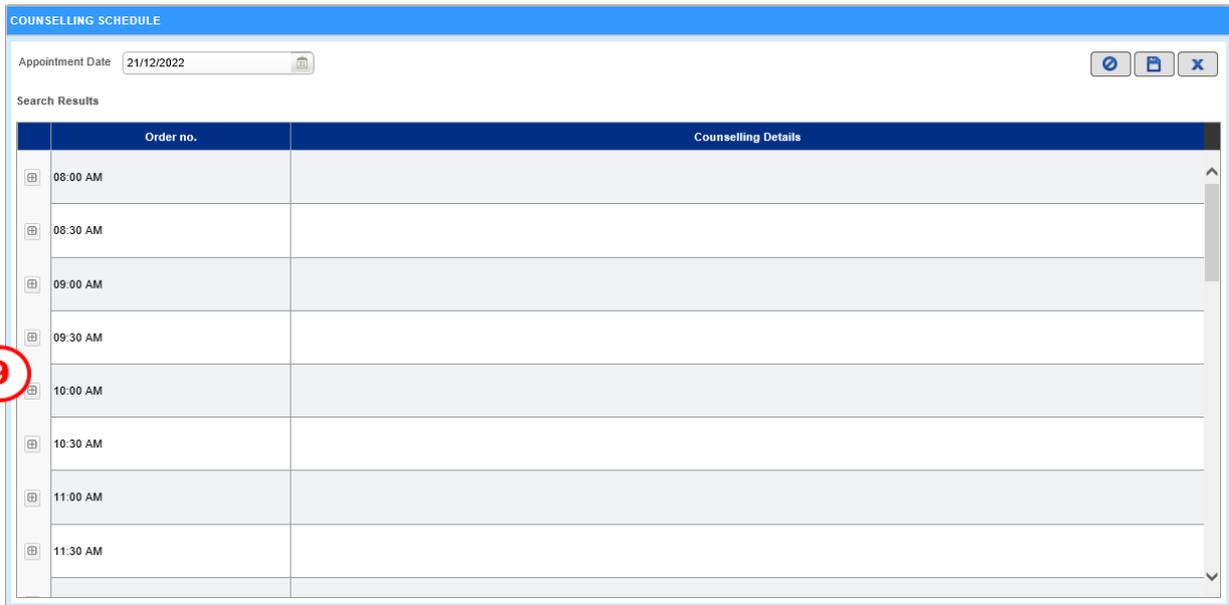
Figure 3.1.6-3 Medication Counselling Order

STEP 7

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

STEP 8

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



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

Figure 3.1.6-4 Counselling Schedule

STEP 9

Double click on time slot to select time for counselling.

Note

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



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

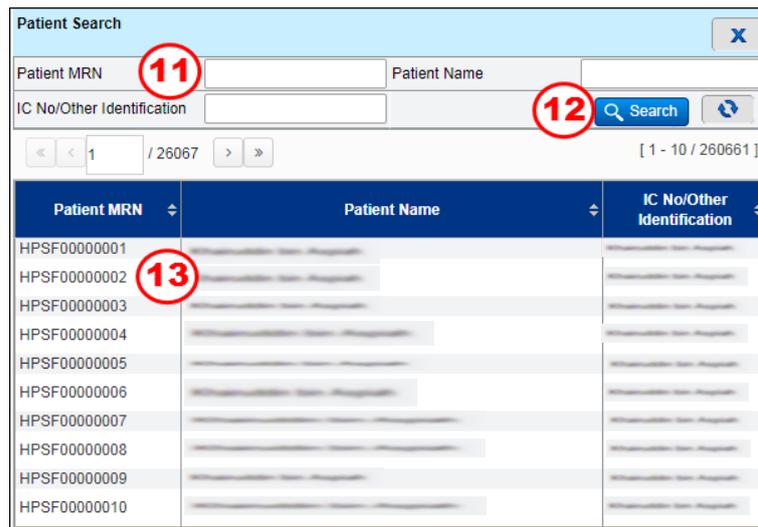
Figure 3.1.6-5 Patient List

Note

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

STEP 10

Click on the  button to search for patient



Patient Search

Patient MRN **11** Patient Name

IC No/Other Identification **12** Search

[1 - 10 / 260661]

| Patient MRN | Patient Name | IC No/Other Identification |
|--------------|--------------|----------------------------|
| HPSF00000001 | | |
| HPSF00000002 | | |
| HPSF00000003 | | |
| HPSF00000004 | | |
| HPSF00000005 | | |
| HPSF00000006 | | |
| HPSF00000007 | | |
| HPSF00000008 | | |
| HPSF00000009 | | |
| HPSF00000010 | | |

Figure 3.1.6-6 Patient List

STEP 11

Search for patient record by below criteria: -

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

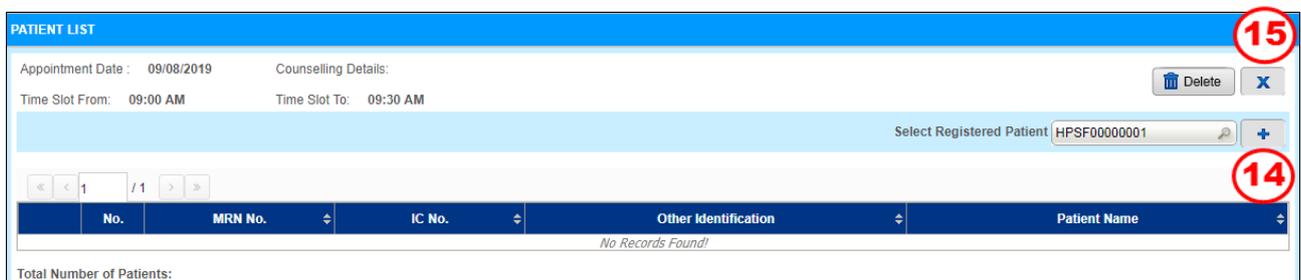
Table 3.1.6-1

STEP 12

Click on the  button to search for patient

STEP 13

Double click on the selected patient's name



PATIENT LIST

Appointment Date : 09/08/2019 Counselling Details:

Time Slot From: 09:00 AM Time Slot To: 09:30 AM

Select Registered Patient: HPSF00000001

14 [1 / 1]

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

Total Number of Patients:

15 Delete

Figure 3.1.6-7 Patient List

STEP 14

Click on the  button to add patient for counselling

Note

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

STEP 15

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

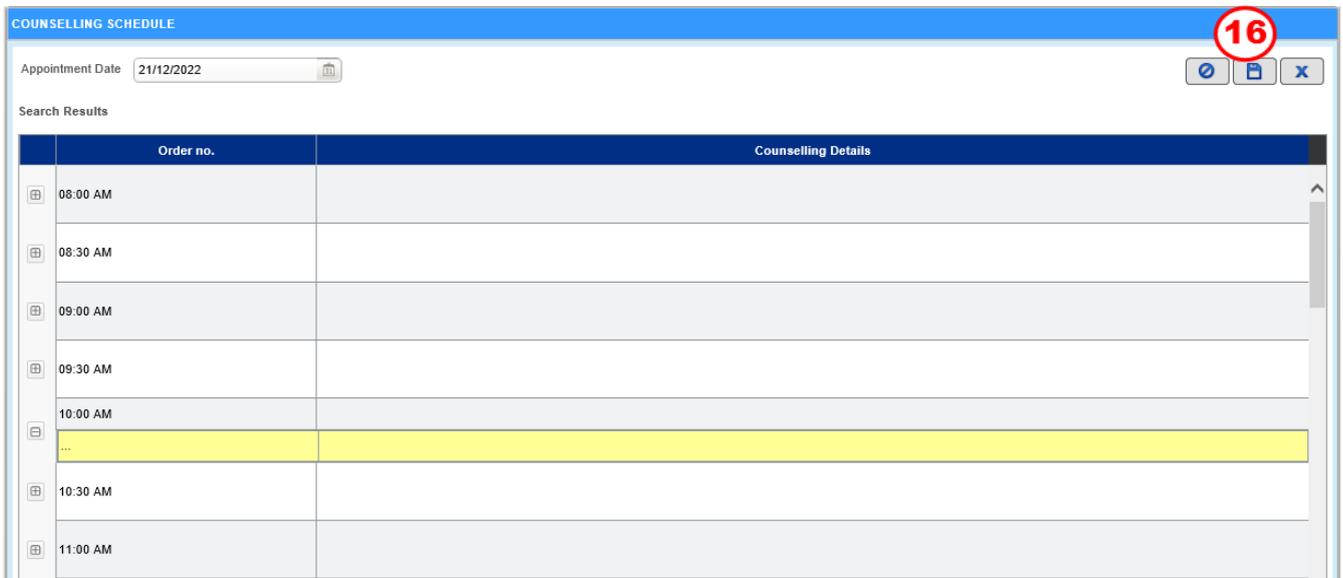


Figure 3.1.6-8 Counselling Schedule

STEP 16

Click on the  button to save record

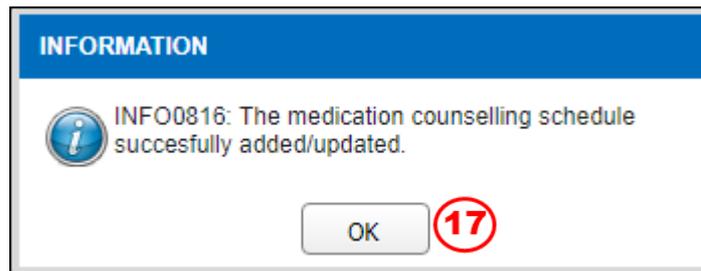
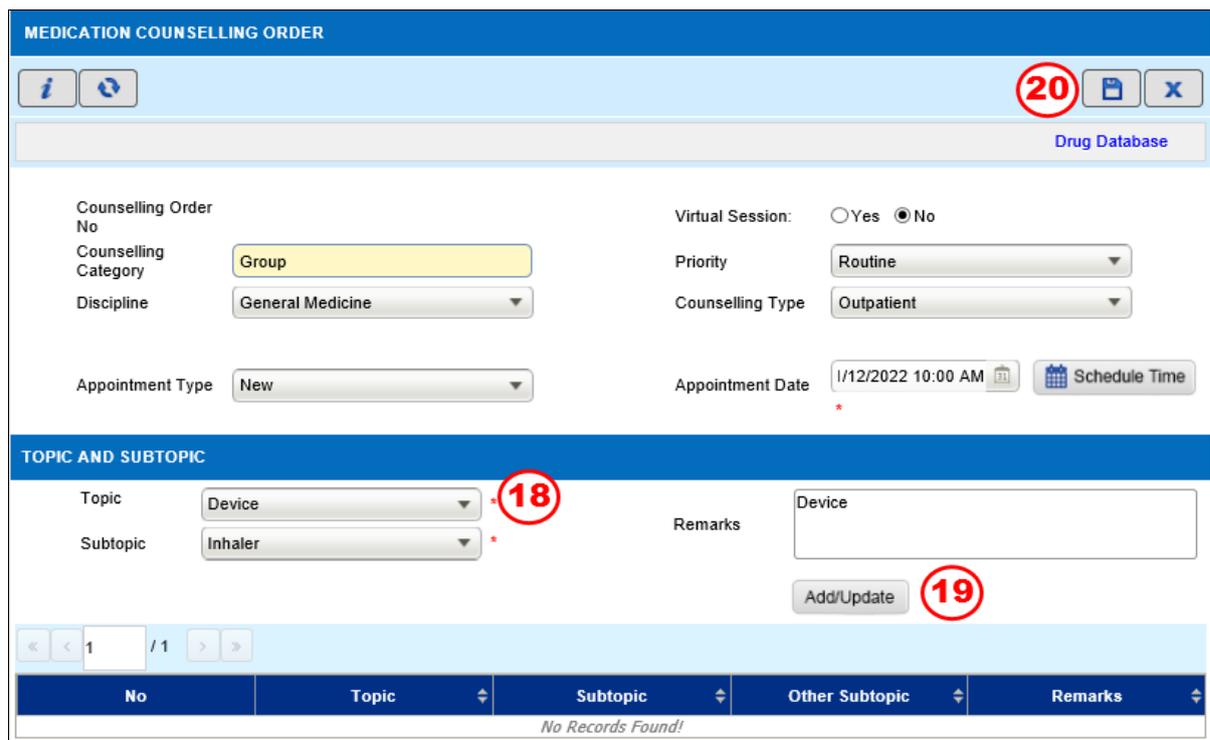


Figure 3.1.6-9Information alert message

STEP 17

Click on the  button to confirm save record



MEDICATION COUNSELLING ORDER

Drug Database

Counselling Order: No
 Virtual Session: Yes No
 Counselling Category: Group
 Priority: Routine
 Discipline: General Medicine
 Counselling Type: Outpatient
 Appointment Type: New
 Appointment Date: 1/12/2022 10:00 AM

TOPIC AND SUBTOPIC

Topic: Device
 Subtopic: Inhaler
 Remarks: Device
 Add/Update

| No | Topic | Subtopic | Other Subtopic | Remarks |
|-------------------|-------|----------|----------------|---------|
| No Records Found! | | | | |

Figure 3.1.6-10 Medication Counselling Order

STEP 18

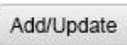
Select **Topic** from the dropdown box

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

Note

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

STEP 19

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

STEP 20

Click on the  button to save record

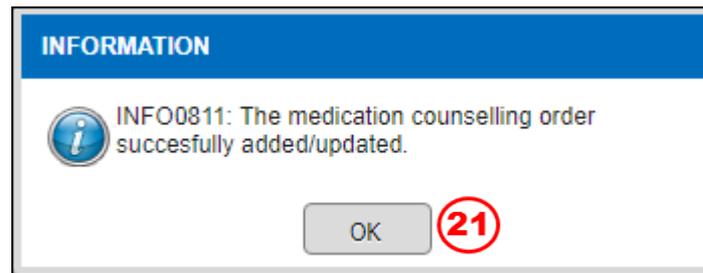
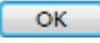
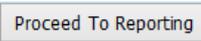


Figure 3.1.6-11 Information alert message

STEP 21

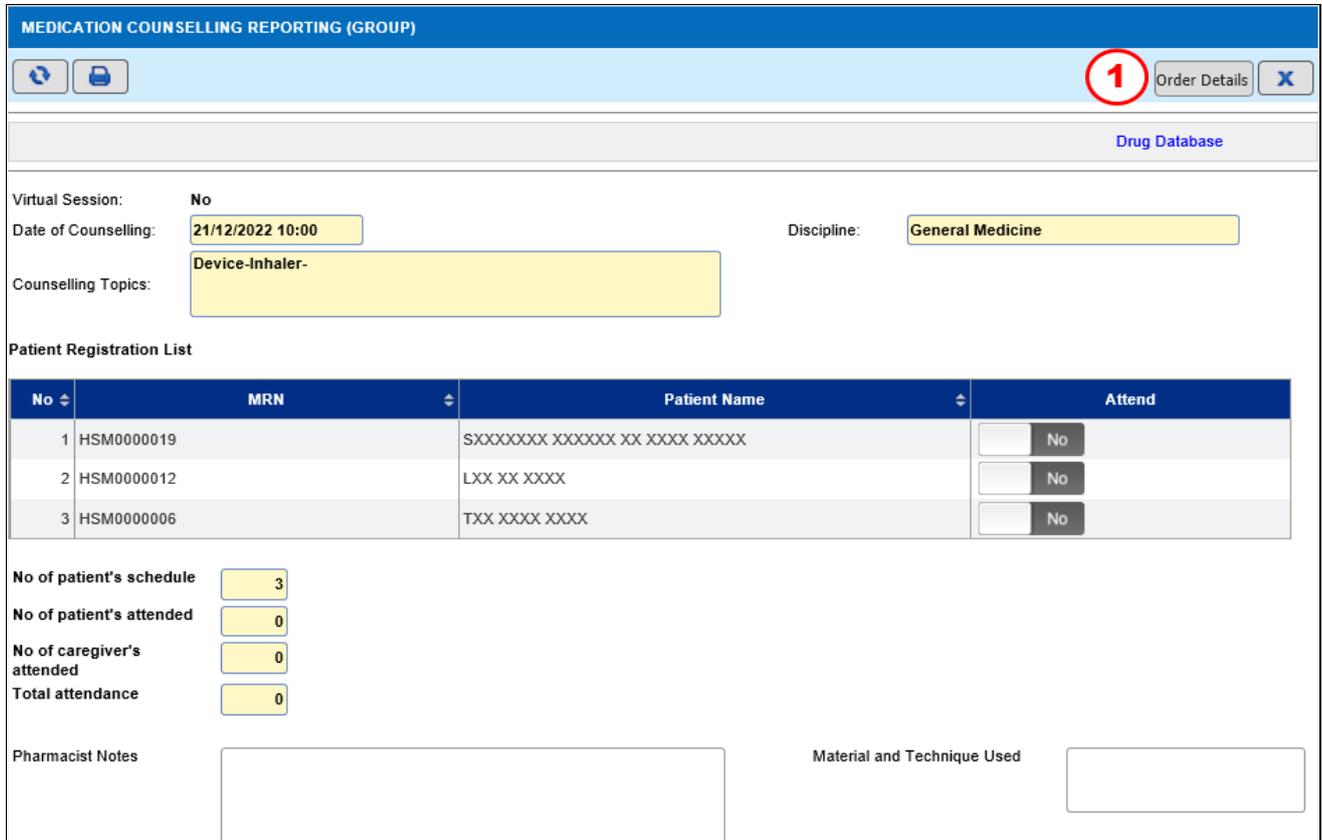
Click on the  button to confirm save record

Note

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

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

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



MEDICATION COUNSELLING REPORTING (GROUP)

Order Details X

Drug Database

Virtual Session: No
 Date of Counselling: 21/12/2022 10:00
 Discipline: General Medicine
 Counselling Topics: Device-Inhaler-

Patient Registration List

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

No of patient's schedule: 3
 No of patient's attended: 0
 No of caregiver's attended: 0
 Total attendance: 0

Pharmacist Notes:
 Material and Technique Used:

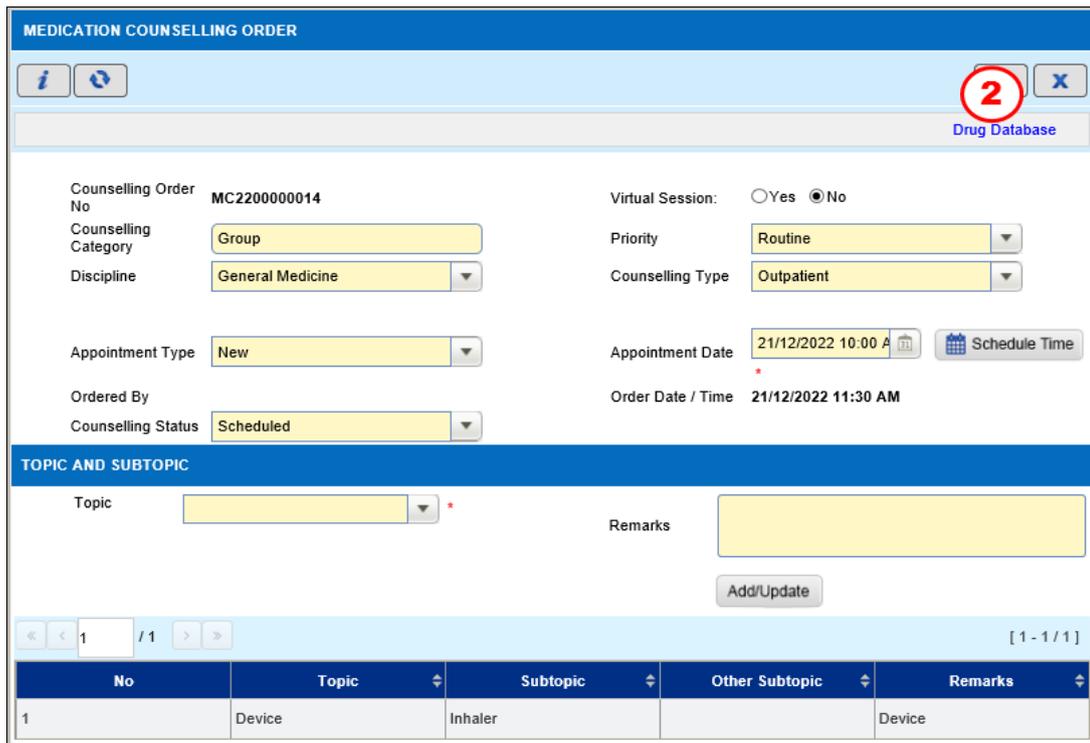
Figure 3.1.7-1 Medication Counselling Reporting (Group)

Note

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

STEP 1

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



MEDICATION COUNSELLING ORDER

Drug Database

Counselling Order No: MC220000014
 Virtual Session: Yes No
 Counselling Category: Group
 Priority: Routine
 Discipline: General Medicine
 Counselling Type: Outpatient
 Appointment Type: New
 Appointment Date: 21/12/2022 10:00 A
 Ordered By:
 Order Date / Time: 21/12/2022 11:30 AM
 Counselling Status: Scheduled

TOPIC AND SUBTOPIC

Topic: * Remarks:

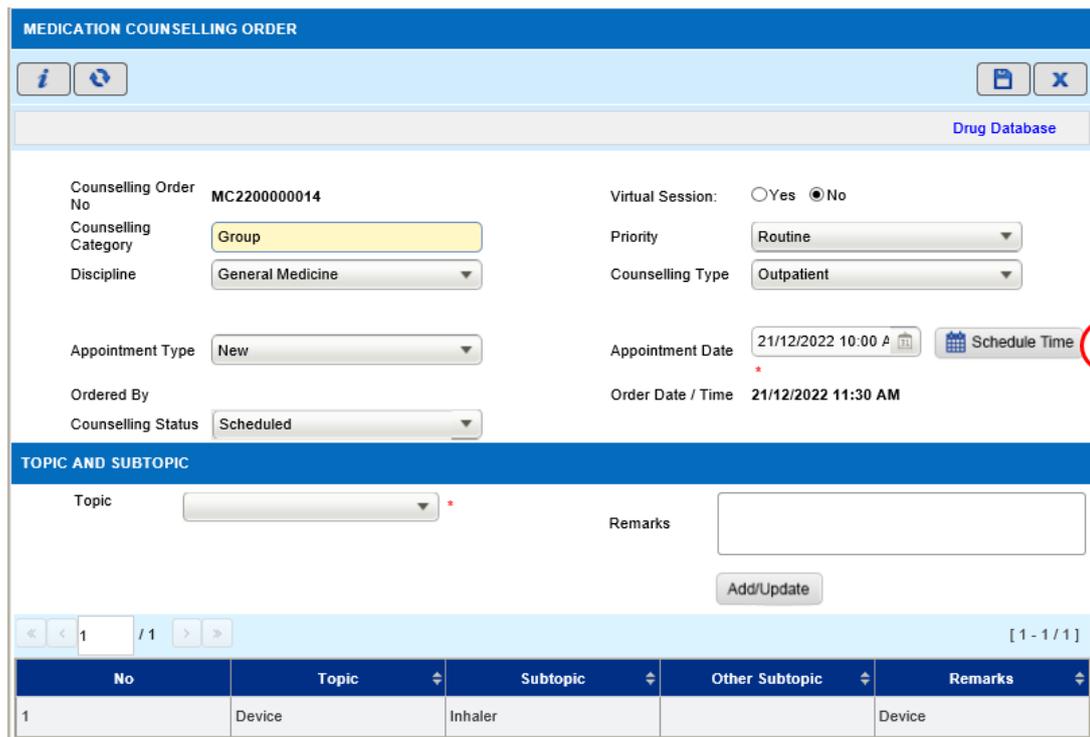
< < 1 / 1 > > [1 - 1 / 1]

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | | Device |

Figure 3.1.7-2 Medication Counselling Order

STEP 2

Click on the  button to proceed to reschedule process



MEDICATION COUNSELLING ORDER

Drug Database

Counselling Order No: MC220000014
 Virtual Session: Yes No
 Counselling Category: Group
 Priority: Routine
 Discipline: General Medicine
 Counselling Type: Outpatient
 Appointment Type: New
 Appointment Date: 21/12/2022 10:00 A 3
 Ordered By:
 Order Date / Time: 21/12/2022 11:30 AM
 Counselling Status: Scheduled

TOPIC AND SUBTOPIC

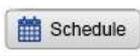
Topic: * Remarks:

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

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | | Device |

Figure 3.1.7-3 Medication Counselling Order

STEP 3

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

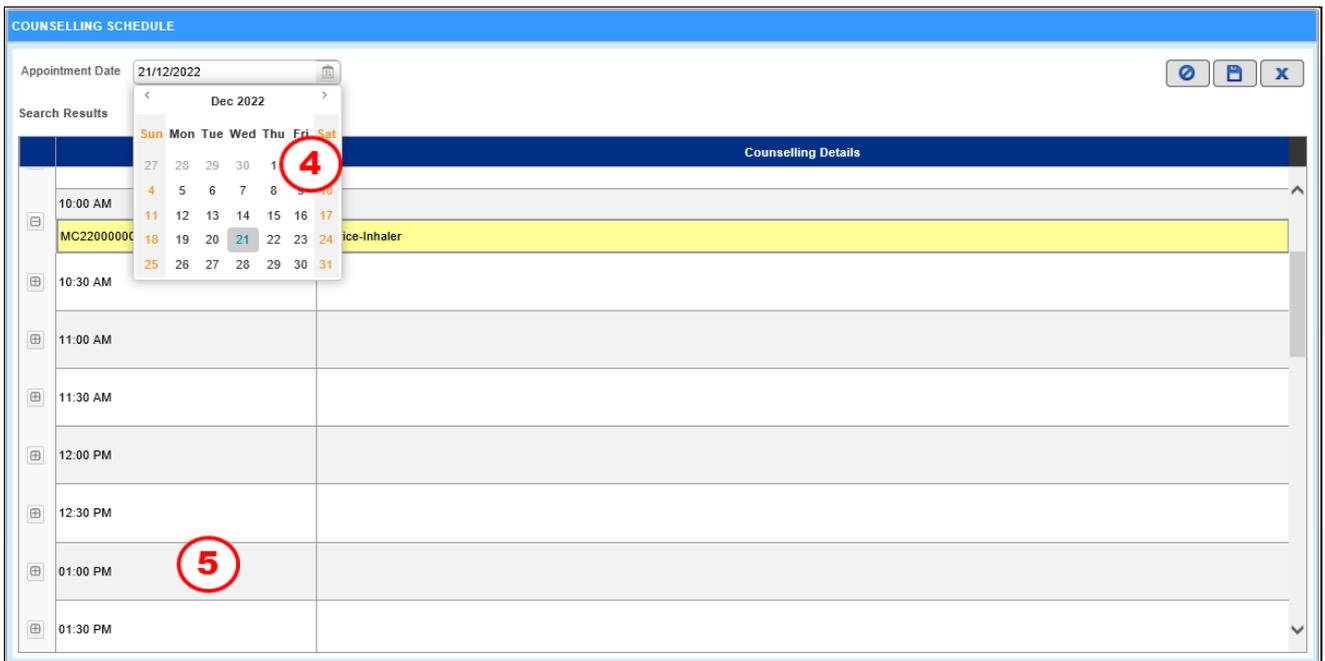


Figure 3.1.7-4 Medication Counselling Order

STEP 4

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

STEP 5

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



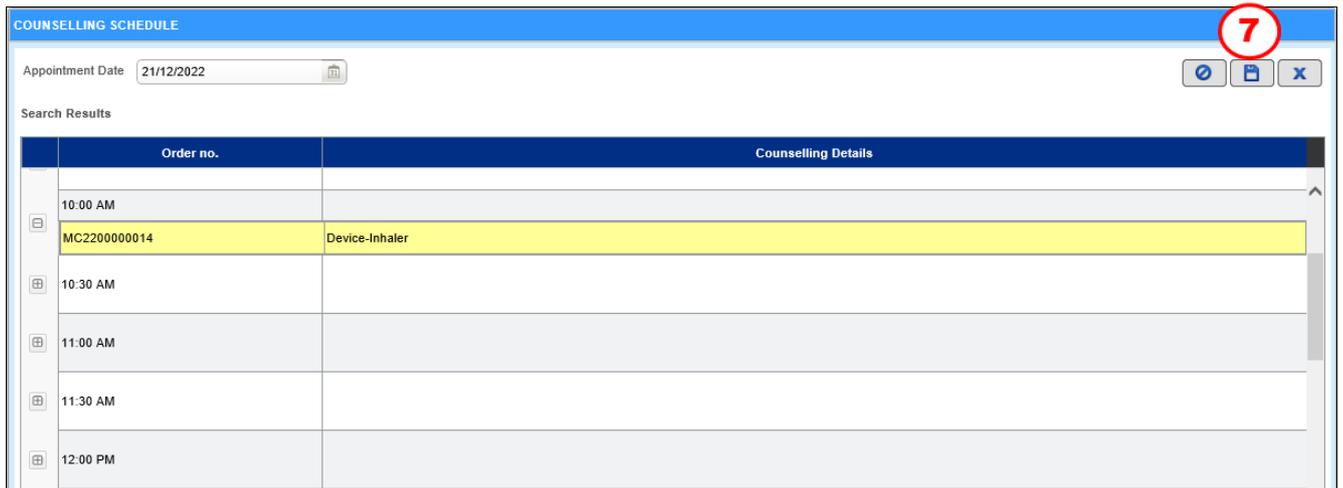
Figure 3.1.7-5 Patient List

Note

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

STEP 6

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



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

Figure 3.1.7-6 Counselling Schedule

STEP 7

Click on the  button to save the record

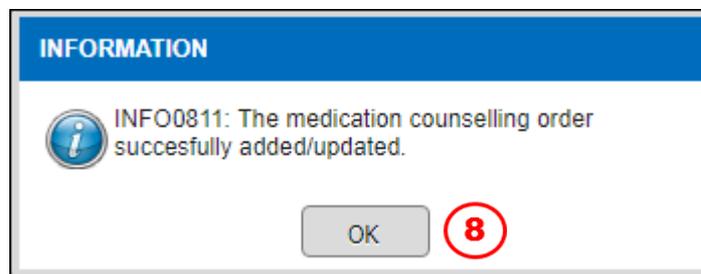
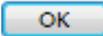


Figure 3.1.7-7 Information alert message

STEP 8

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

MEDICATION COUNSELLING ORDER

9

[Drug Database](#)

| | |
|--|---|
| <p>Counselling Order No: MC2200000014</p> <p>Counselling Category: Group</p> <p>Discipline: General Medicine</p> <p>Appointment Type: New</p> <p>Ordered By: _____</p> <p>Counselling Status: Scheduled</p> | <p>Virtual Session: <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Priority: Routine</p> <p>Counselling Type: Outpatient</p> <p>Appointment Date: 21/12/2022 01:00 F Schedule Time</p> <p>Order Date / Time: 21/12/2022 11:30 AM</p> |
|--|---|

TOPIC AND SUBTOPIC

Topic: _____ * Remarks:

Add/Update

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

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | | Device |

Figure 3.1.7-8 Medication Counselling Order

STEP 9

Click on the button to save the record

Note

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

3.1.8 Group Order – Cancel Appointment

This function is used to cancel group appointment.

MEDICATION COUNSELLING REPORTING (GROUP)

1
Order Details
X

[Drug Database](#)

Virtual Session: **No**

Date of Counselling: Discipline:

Counselling Topics:

Patient Registration List

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

No of patient's schedule

No of patient's attended

No of caregiver's attended

Total attendance

Pharmacist Notes

Material and Technique Used

Figure 3.1.8-1 Medication Counselling Reporting (Group)

Note

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

STEP 1

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

MEDICATION COUNSELLING ORDER




2



[Drug Database](#)

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

TOPIC AND SUBTOPIC

Topic *

Remarks

1 / 1

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | | Device |

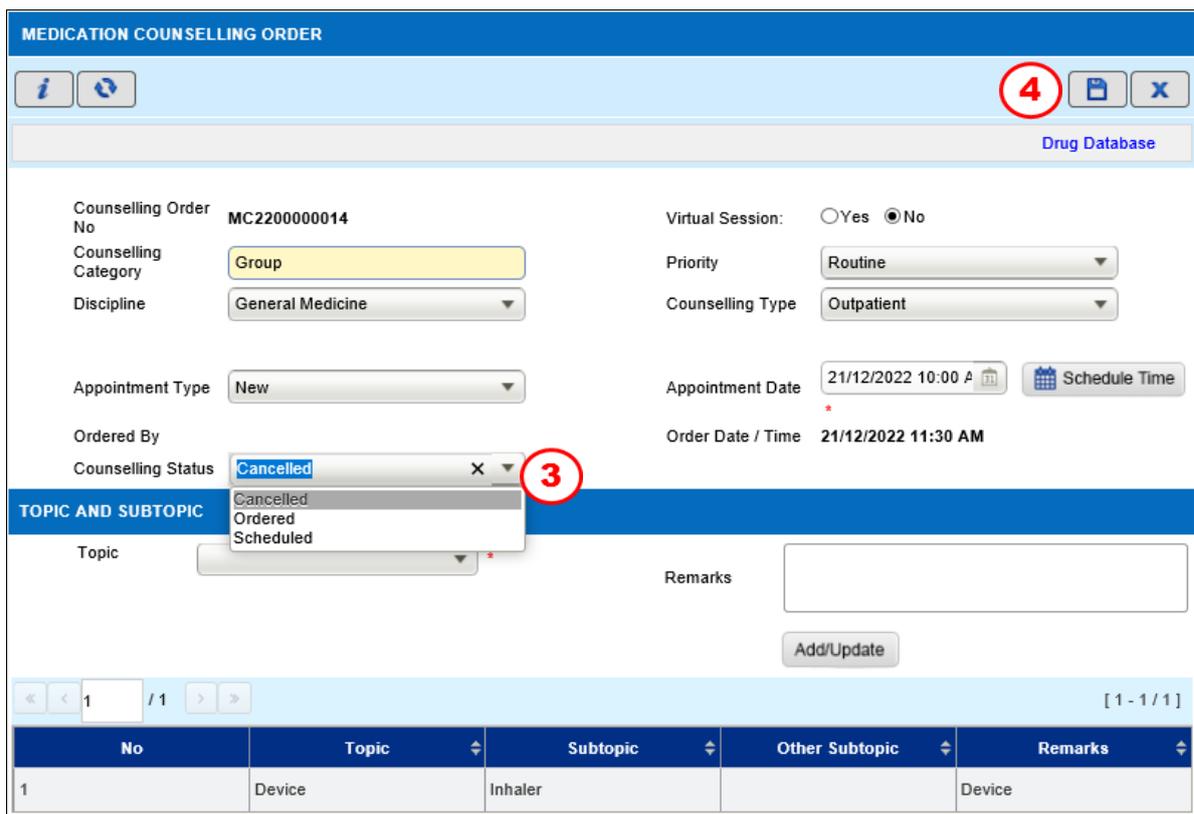
Figure 3.1.8-2 Medication Counselling Order

STEP 2

Click on the  button to edit counselling order

U.MANUAL_MEDICATION COUNSELLING-13th E

Page 37



MEDICATION COUNSELLING ORDER

Drug Database

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

TOPIC AND SUBTOPIC

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|--------|----------|----------------|---------|
| 1 | Device | Inhaler | | Device |

Figure 3.1.8-3 Medication Counselling Order

STEP 3

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

STEP 4

Click on the  button to save record

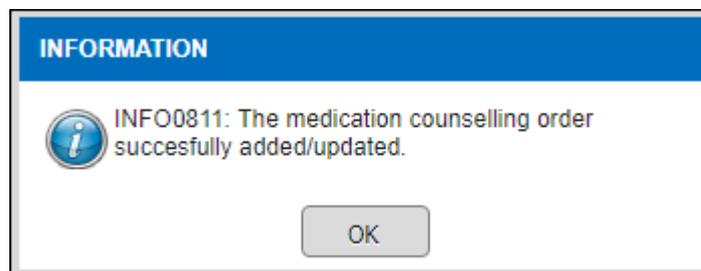
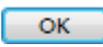


Figure 3.1.8-4 Information alert message

STEP 5

Click on the  button to confirm the cancellation

3.2 Reporting

This function is used to record reports for medication counselling.

3.2.1 View Existing Individual Reporting

This function allows user to view individual counselling reports.

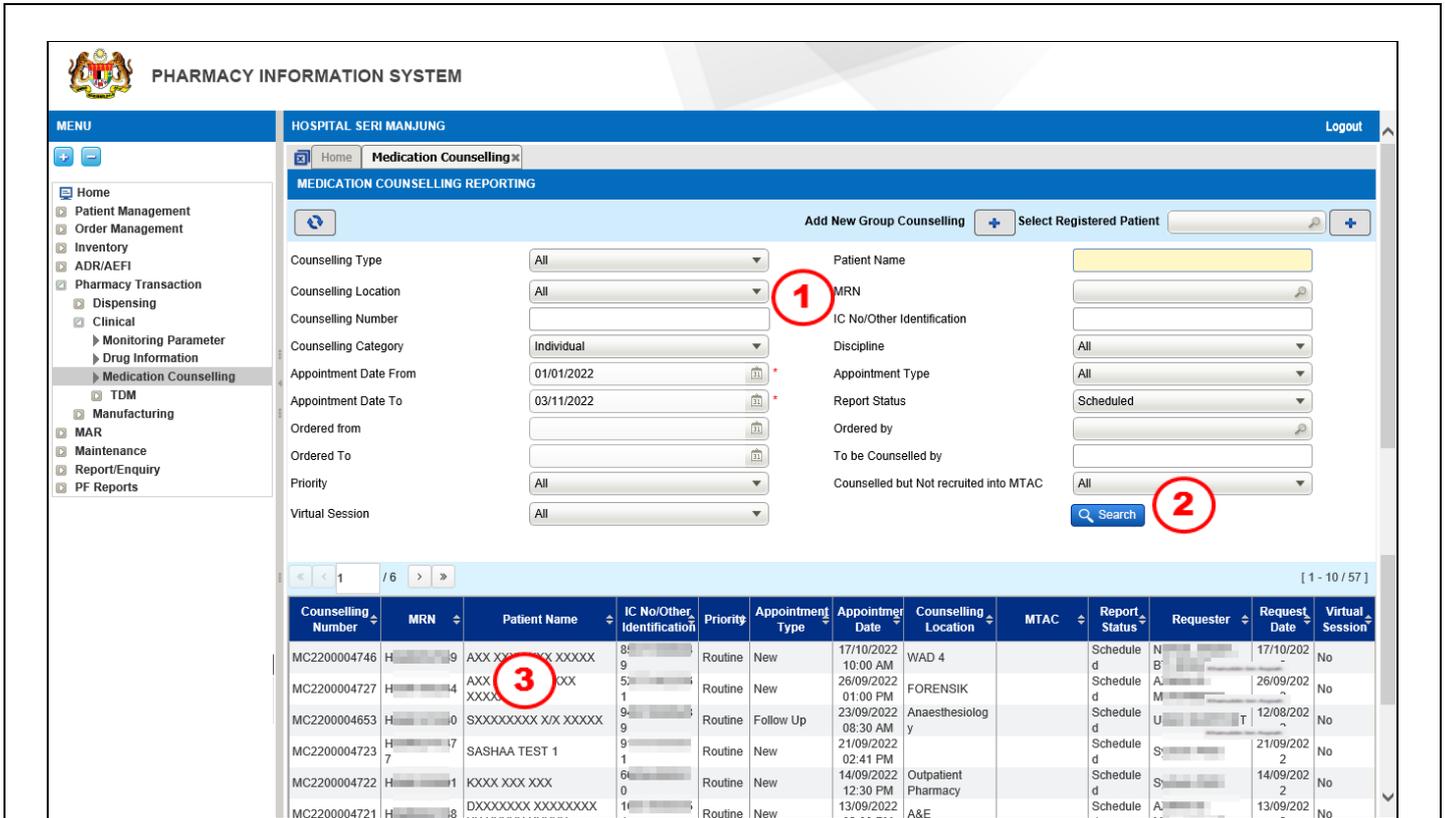


Figure3.2.1-1 Reporting Listing Page

Note

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

STEP 1

Search for patient records by below criteria: -

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

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

Table 3.2.1-1

STEP 2

Click on  button to search for patient

Note

Search results of current registered patient list will display:

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

STEP 3

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

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)



TXX XXXX XXXX

Mykad [REDACTED]

Age 52 Years 04 Months 15 Days

Gender Male

MRN HSM0000006

Address

Phone And Email

Diagnosis

Known Allergies[1]

Vital Sign

Height cm Weight kg BMI/BSA 0/0 m²

(Last Updated :)

Nationality : Warganegara

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

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

TOPIC AND SUBTOPIC

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|------------|----------|----------------|---------|
| 1 | Medication | Others | | |

ASSESSMENT

Social History

Smoking Yes Sticks/Day For

No Ex-smoker Second-hand Smoker

Pregnancy Yes

Alcohol Drinking Yes Amount

No Ex-Alcoholic

Drug Abuse Yes

Family History

Marital Status

No. Of Children

Lives With

Figure3.2.1-2 Medication Counselling Reporting (Individual)

3.2.2 Individual Reporting

This function allows user to record individual counselling reports.

Figure3.2.2-1 Medication Counselling Reporting (Individual)

Note

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

Assessment

Figure3.2.2-2 Assessment

Social History

STEP 1

Select **Smoking** from the radio button

- Yes
- No

- Ex-smoker
- Second-hand Smoker

Note

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

STEP 2

Select **Pregnancy** from the radio button

- Yes
- No
- Planning To Get Pregnant

STEP 3

Select **Alcohol Drinking** from the radio button

- Yes
- No

Note

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

STEP 4

Select **Drug Abuse** from the radio button

- Yes
- No

STEP 5

Enter **Diet & Lifestyle**

Note

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

Family History

STEP 6

Enter **No. Of Children**

STEP 7

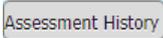
Select **Lives With** from the radio button

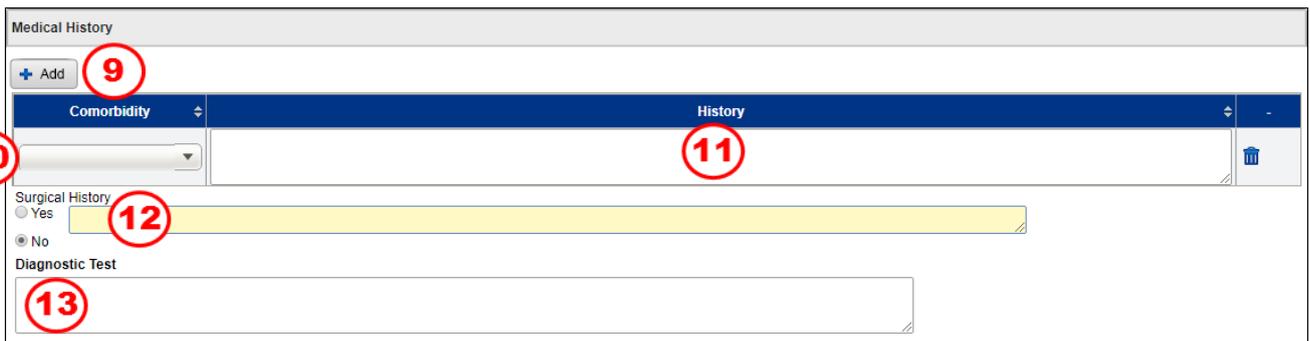
- Alone
- Family Members
- Nursing Home
- Others

STEP 8

Enter **Family History Of Illness**

Note

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



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

- 9**: '+ Add' button
- 10**: 'Comorbidity' dropdown menu
- 11**: 'History' text input field
- 12**: 'Surgical History' radio buttons (Yes/No) and a text input field
- 13**: 'Diagnostic Test' text input field

Figure3.2.2-3 Assessment

Medical History

STEP 9

Click on the  button to add record, if applicable.

Note

If there is no Comorbidity, skip to STEP 13

STEP 10

Select a Comorbidity

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

STEP 11

Enter the History based on the Comorbidity

Note

Repeat STEP 9 to STEP 11 to add another Comorbidity

STEP 12

Select **Surgical History** from the radio button

- Yes
- No

STEP 13

Enter the Diagnostic Test

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

14 Save & Continue

Figure3.2.2-4 Assessment

Note

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

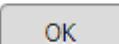
STEP 14

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

INFORMATION

i

INFO0814: The assessment data succesfully added.



15

Figure3.2.2-5 Information Alert Message

STEP 15

Click on the  button to confirm assessment

Reporting

REPORTING

| | | |
|---|-----------|--|
| Caregivers <input style="width: 100%;" type="text"/> | 16 | <input type="checkbox"/> Counseled but Not recruited into MTAC |
| Understanding <input style="width: 50%;" type="text"/> % Calculate Score | 17 | Pharmacist Plan <input style="width: 100%; height: 40px;" type="text"/> |
| Follow Up Required <input type="checkbox"/> | | Pharmacist Notes <input style="width: 100%; height: 40px;" type="text"/> |
| Adherence Score <input style="width: 100%;" type="text"/> | | 1000 characters allowed |
| Counselling Duration (in Minutes) <input style="width: 100%;" type="text"/> | | 2000 characters allowed |
| Counseled By <input style="width: 100%;" type="text"/> | | <input type="button" value="Cancel"/> <input type="button" value="Save"/> <input type="button" value="Confirm"/> |

Figure3.2.2-6 Reporting

STEP 16

Enter value in **Caregivers** field

STEP 17

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



REVIEW OF PATIENT'S UNDERSTANDING (MEDICATION) DFIT

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

Score: 75%

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

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

STEP 18

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

STEP 19

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

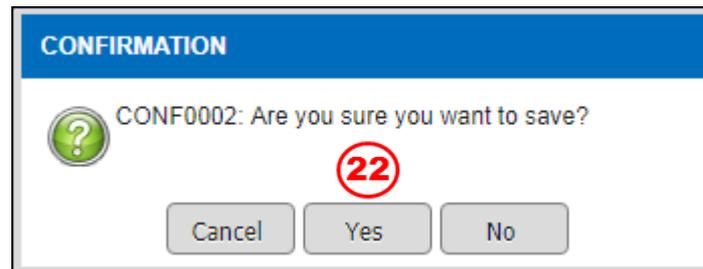
- Dose
- Frequency
- Indication
- Time of administration

STEP 20

Click on the  or button to delete information at drug list

STEP 21

Click on the  button to save record

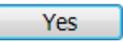


CONFIRMATION

CONF0002: Are you sure you want to save?

Figure 3.2.2-8 Information alert message

STEP 22

Click on the  button to confirm save record

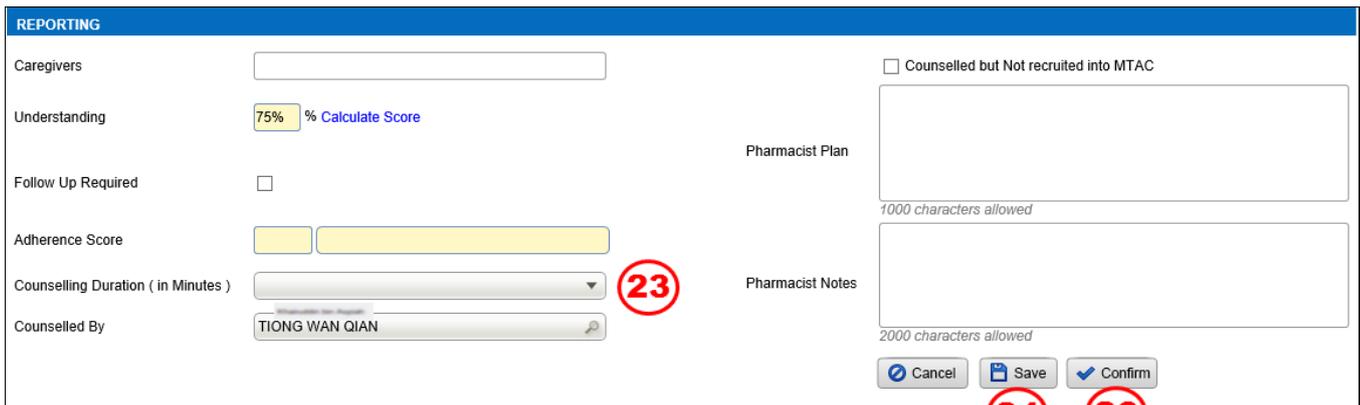


Figure3.2.2-9Reporting

STEP 23

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

- 15
- 30
- 45
- 60

Note

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

STEP 24

Click on the  button to save record

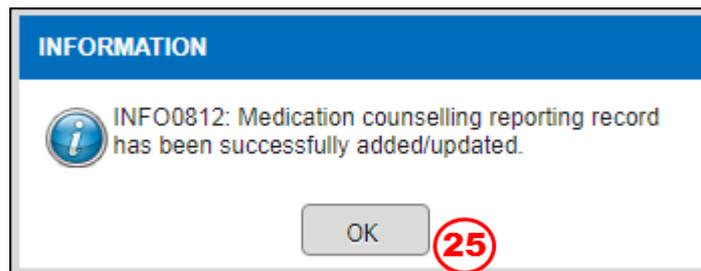


Figure3.2.2-10Information alert message

STEP 25

Click on the  button to confirm save record

Note

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

STEP 26

Click on the  button to confirm record

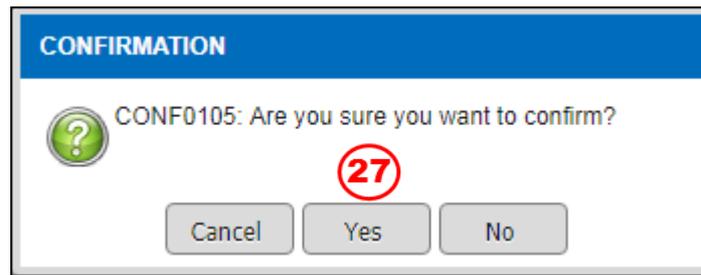
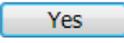


Figure3.2.2-11 Save Confirm alert message

STEP 27

Click on the  button to confirm save record

Note

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

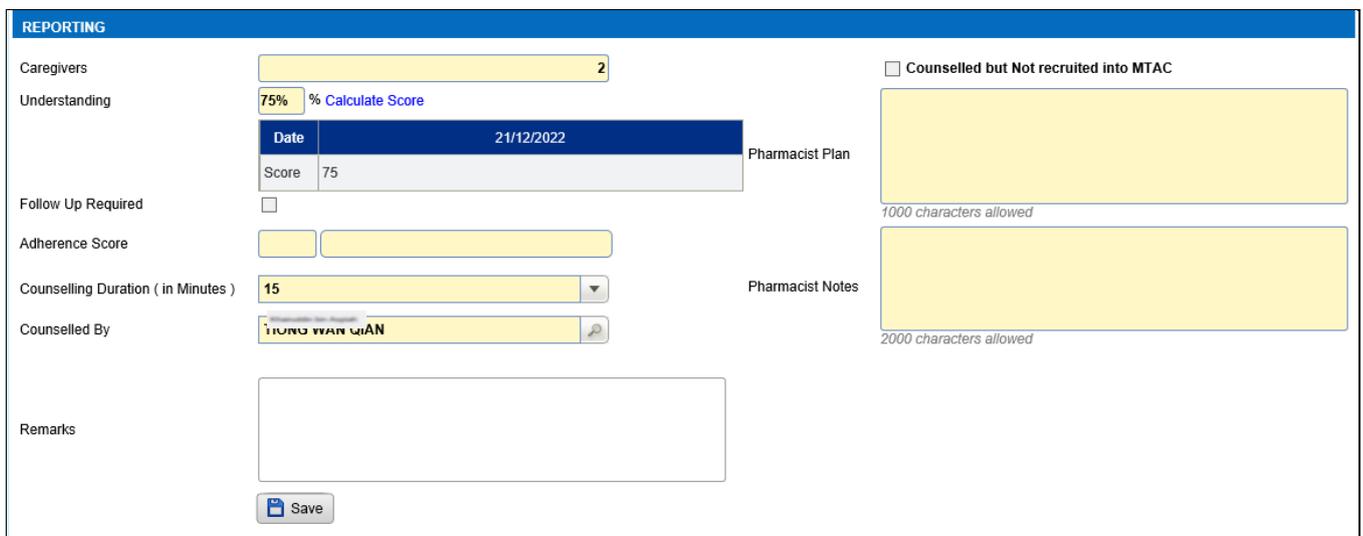


Figure 3.2.2-12 Reporting Remarks

Note

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

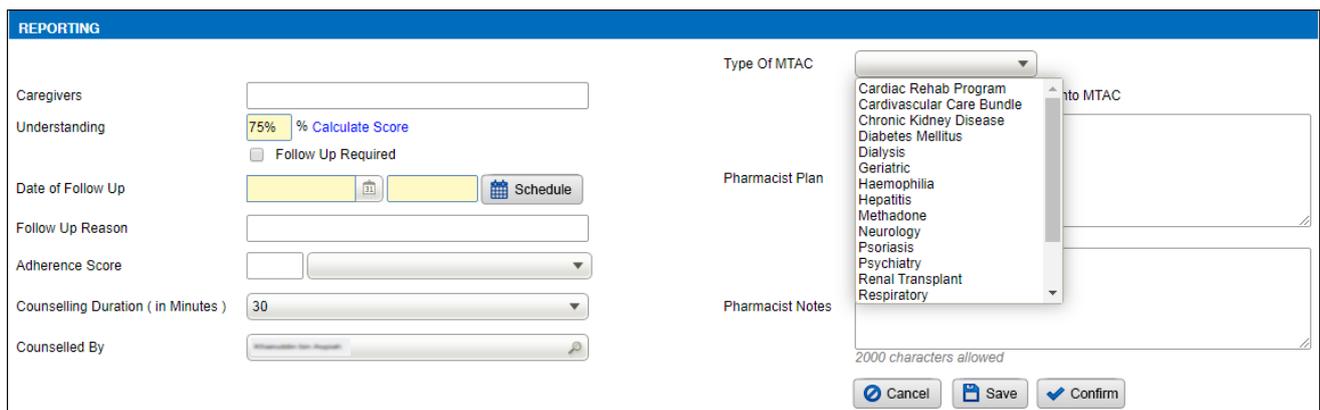


Figure3.2.2-13 Reporting Individual

MEDICATION COUNSELLING REPORTING (INDIVIDUAL)

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

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

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

Patient Demographics    28

Order Details

Counselling Reporting

Monitoring Parameter

Pharmaceutical Care Issue

CP1

CP4

Vital Sign

MyMAAT

TOPIC AND SUBTOPIC

| No | Topic | Subtopic | Other Subtopic | Remarks |
|----|-------------------------------|----------|----------------|---------|
| 1 | Methadone Replacement Therapy | | | |

ASSESSMENT REPORTING

Caregivers Counsellor but Not recruited into MTAC

Understanding % Calculate Score

| | | |
|-------|------------|-----------------|
| Date | 21/12/2022 | Pharmacist Plan |
| Score | 75 | |

Follow Up Required

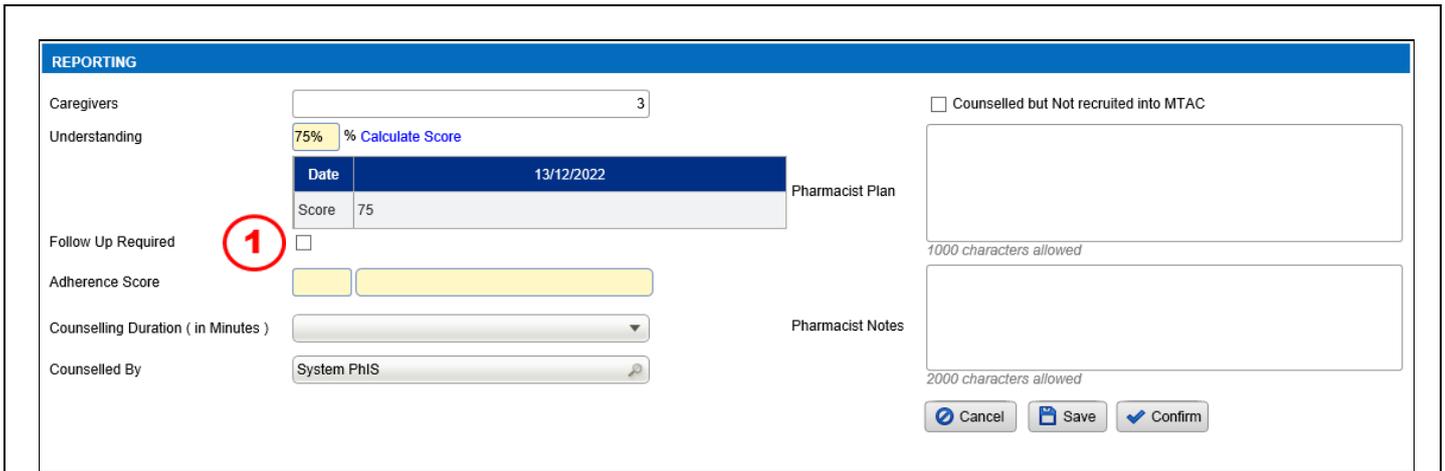
Figure3.2.2-14 Reporting Individual - Print

STEP 28

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

3.2.3 Individual Follow Up Required

This function allows user to record individual follow up required.



The screenshot shows a web form titled 'REPORTING'. On the left side, there are several input fields: 'Caregivers' (text box with '3'), 'Understanding' (text box with '75%' and a '% Calculate Score' link), 'Date' (text box with '13/12/2022'), 'Score' (text box with '75'), 'Follow Up Required' (checkbox, circled in red with '1'), 'Adherence Score' (text box), 'Counselling Duration (in Minutes)' (dropdown menu), and 'Counselled By' (text box with 'System PhIS'). On the right side, there are two large text areas labeled 'Pharmacist Plan' and 'Pharmacist Notes', each with a '1000 characters allowed' or '2000 characters allowed' limit. At the bottom right, there are three buttons: 'Cancel', 'Save', and 'Confirm'. A checkbox labeled 'Counselled but Not recruited into MTAC' is also present.

Figure 3.2.3-1 Medication Counselling Reporting (Individual)

Note

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

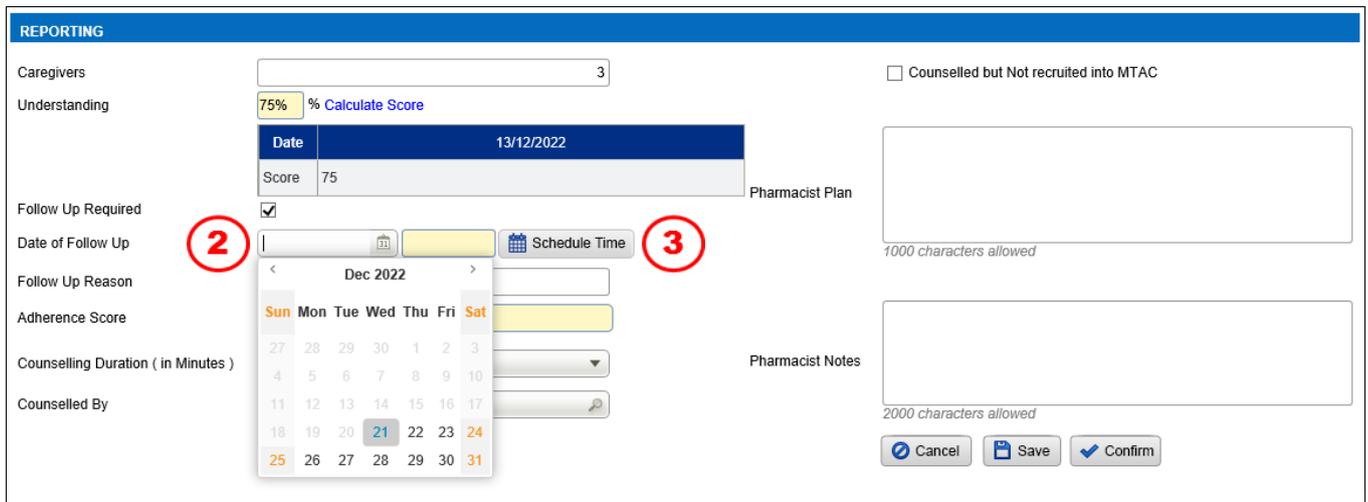
STEP 1

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

Note

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

- Date of Follow Up
- Follow Up Reason



This screenshot is similar to Figure 3.2.3-1, but the 'Follow Up Required' checkbox is now checked. A calendar widget is open over the 'Date of Follow Up' field, showing the month of December 2022. The 'Schedule Time' button next to the date field is circled in red with the number 3. The 'Follow Up Reason' field is also visible below the date field.

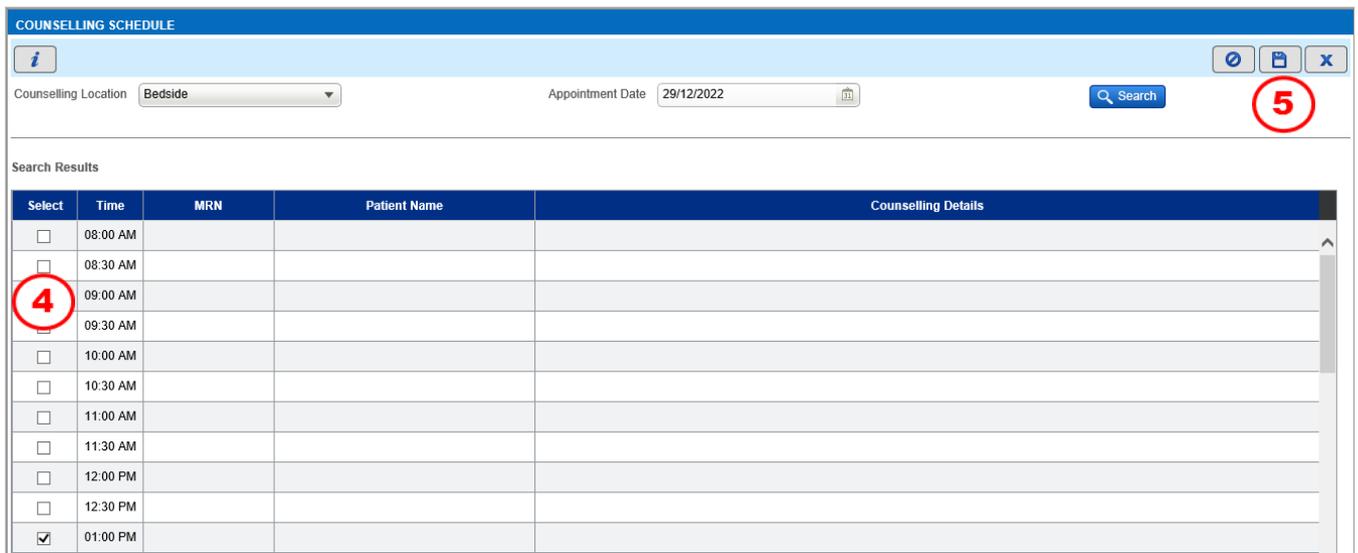
Figure 3.2.3-2 Medication Counselling Reporting (Individual)

STEP 2

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

STEP 3

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



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

Figure 3.2.3-3 Counselling Schedule

Note

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

STEP 4

Click on time slot checkbox to select time for counselling

STEP 5

Click on the  button to save record

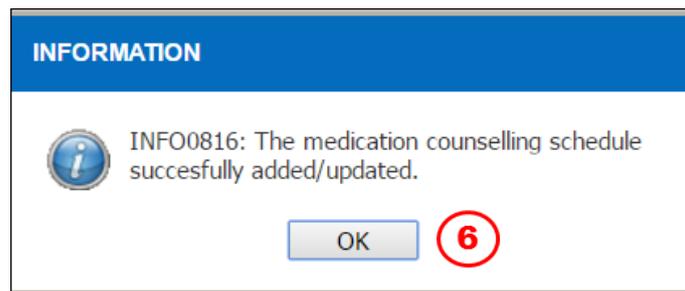


Figure 3.2.3-3 Information Alert Message

STEP 6

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

| REPORTING | | | | | |
|-------------------------------------|--|------|------------|-------|----|
| Caregivers | <input type="text"/> | | | | |
| Understanding | 75% % Calculate Score | | | | |
| | <table border="1"> <tr> <th>Date</th> <td>13/12/2022</td> </tr> <tr> <th>Score</th> <td>75</td> </tr> </table> | Date | 13/12/2022 | Score | 75 |
| Date | 13/12/2022 | | | | |
| Score | 75 | | | | |
| Follow Up Required | <input checked="" type="checkbox"/> | | | | |
| Date of Follow Up | 29/12/2022 <input type="text"/> 01:00 PM <input type="button" value="Schedule Time"/> | | | | |
| Follow Up Reason | <input type="text" value="follow up"/> | | | | |
| Adherence Score | <input type="text" value=""/> <input type="text" value=""/> | | | | |
| Counselling Duration (in Minutes) | <input type="text"/> | | | | |
| Counselled By | <input type="text" value="System PhIS"/> | | | | |
| | <input type="checkbox"/> Counsellled but Not recruited into MTAC <div style="border: 1px solid gray; height: 40px; width: 100%;"></div> <small>1000 characters allowed</small> <div style="border: 1px solid gray; height: 40px; width: 100%;"></div> <small>2000 characters allowed</small> | | | | |
| | <input type="button" value="Cancel"/> <input type="button" value="Save"/> <input type="button" value="Confirm"/> | | | | |

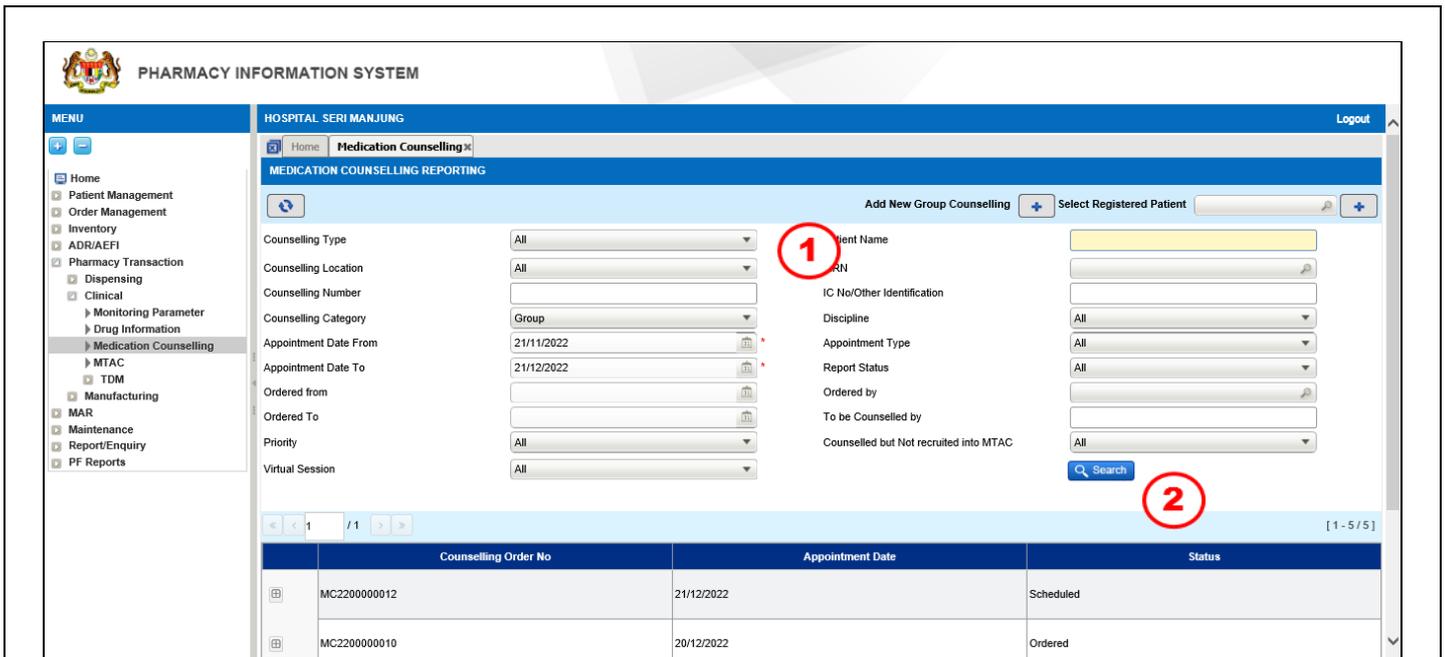
Figure 3.2.3-4 Medication Counselling Reporting

Note

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

3.2.4 View Existing Group Reporting

This function allows user to view group counselling report.



The screenshot shows the 'PHARMACY INFORMATION SYSTEM' interface for 'HOSPITAL SERI MANJUNG'. The main area is titled 'MEDICATION COUNSELLING REPORTING'. It features a search bar with 'Add New Group Counselling' and 'Select Registered Patient' buttons. Below this are several filter fields: Counselling Type (All), Counselling Location (All), Counselling Number, Counselling Category (Group), Appointment Date From (21/11/2022), Appointment Date To (21/12/2022), Ordered from, Ordered To, Priority (All), and Virtual Session (All). On the right side, there are fields for Patient Name (highlighted with a red circle '1'), MRN, IC No/Other Identification, Discipline (All), Appointment Type (All), Report Status (All), Ordered by, To be Counselling by, and Counselling Status (All). A search button (highlighted with a red circle '2') is located below these fields. At the bottom, a table displays the results:

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

Figure 3.2.4-1 Reporting

Note

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

STEP 1

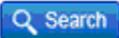
Search record based:-

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

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

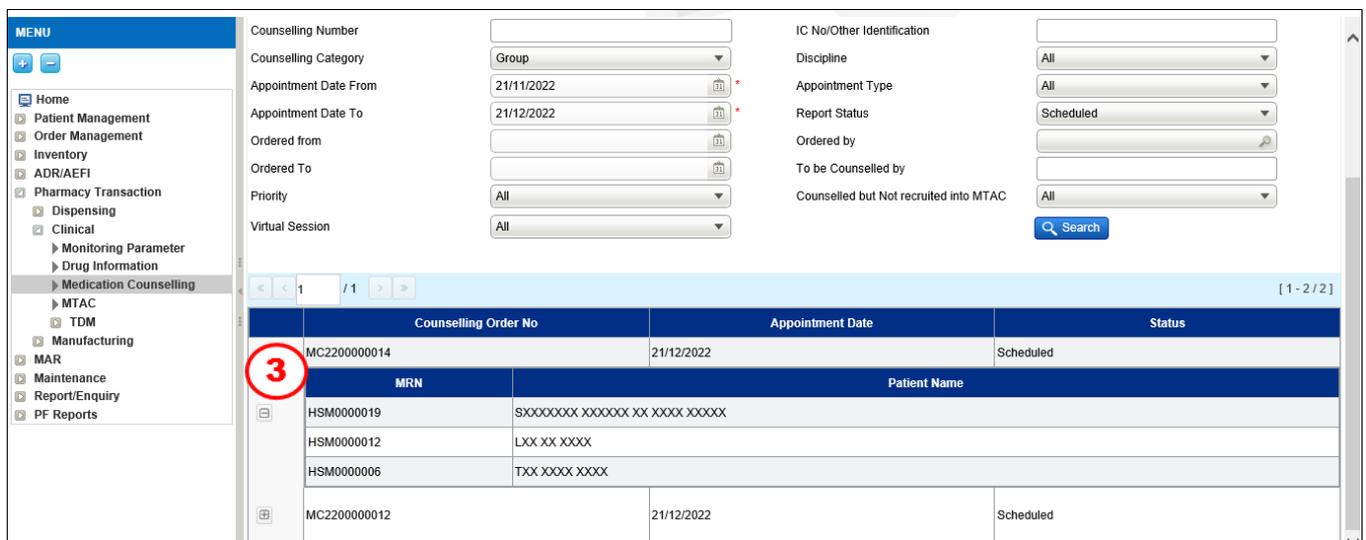
Table 3.2.4-1

STEP 2

Click on  button to search for the record(s)

Note

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



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

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

Figure 3.2.4-2 Group Counselling

STEP 3

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

Note

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

MEDICATION COUNSELLING REPORTING (GROUP)

 
Order Details 

[Drug Database](#)

Virtual Session: **No**

Date of Counselling: Discipline:

Counselling Topics:

Patient Registration List

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

No of patient's schedule

No of patient's attended

No of caregiver's attended

Total attendance

Pharmacist Notes

Counselled By

Material and Technique Used

Figure 3.2.4-3 Medication Counselling Reporting (Group)

Note

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

STEP 7



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



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

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

Attendance List :

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

Pharmacist :

Pharmacist Notes : XX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Figure 3.2.5-6 Reporting on Group

4.0 Acronyms

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

5.0 Links to Clinical Modules

| No | Module | PDF Links | No | Module | PDF Links |
|----|-------------------------------|----------------------------|----|-----------------------------|----------------------------|
| 1 | <i>Inpatient</i> | 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>Radiopharmaceutical</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 | | |