

# **Pharmacy Information System (PHIS) and Clinic Pharmacy System (CPS)**

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## **User Manual Methadone Dispensing**

<b>Version</b>	<b>: 12<sup>th</sup> Edition</b>
<b>Document ID</b>	<b>: U. MANUAL_METHADONE DISPENSING</b>



PhIS & CPS Project  
User Manual – Methadone Dispensing



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*Application reference: PhIS & CPS v2.1 & v2.5.1*



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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 Methadone Dispensing 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:

- Methadone Dispensing
- Methadone Counselling Reporting
- Methadone MTAC Reporting

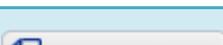
### 1.3 Organized Sections

These are the sections within this document:

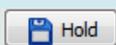
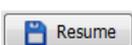
- Section 1: Introduction
- Section 2: Application Standard Features
- Section 3: Methadone Dispensing
- Section 4: Acronyms
- Section 5: Links to Clinical Modules

## 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
	Checkbox		Edit Record
	Cancel		Delete Record
	Save		Export and Open Report in Excel Format



<b>Methadone Dispensing Module Legend</b>			
	Update Patient's Height and Weight		Print Original Prescription
	Preview		Dispense
	Hold		Print
	Resume		Calendar

**Note**

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

### 3.0 Methadone Dispensing

#### Methadone Dispensing

Methadone dispensing function is to record and save all methadone related information. At this screen, information related with the patient, prescription and the methadone prepared are also provided.

#### User Group

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

#### Functional Diagram

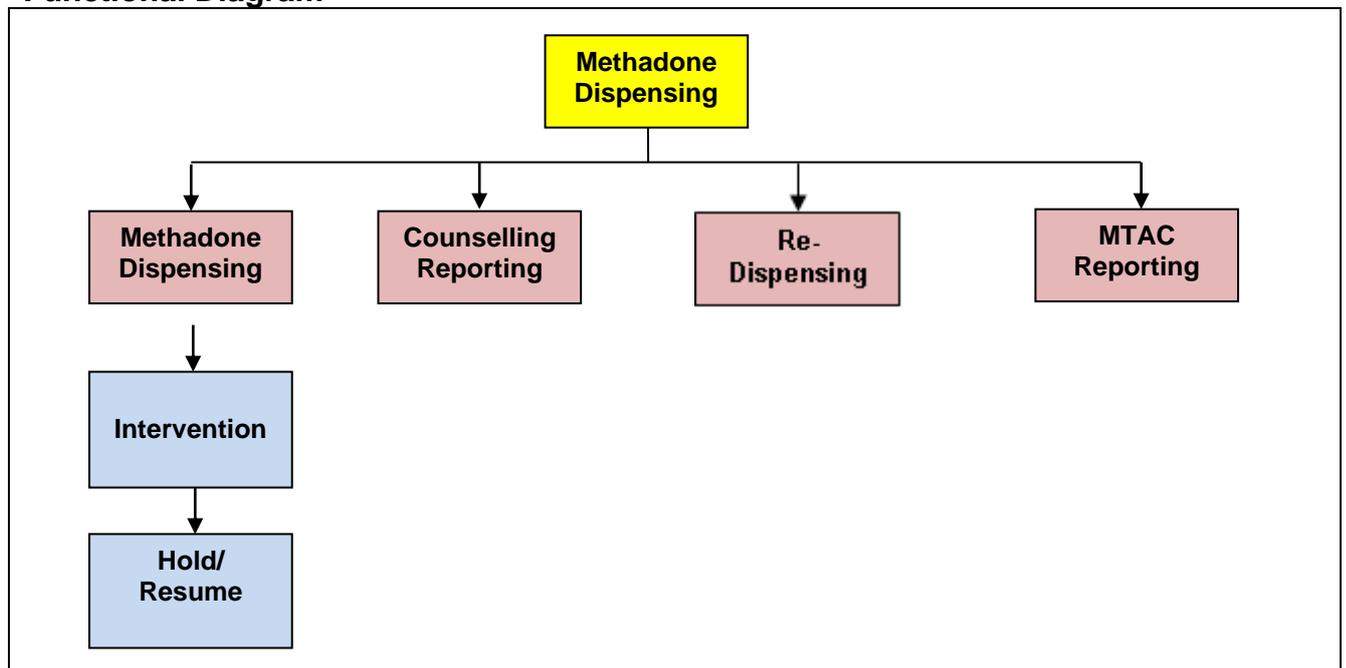
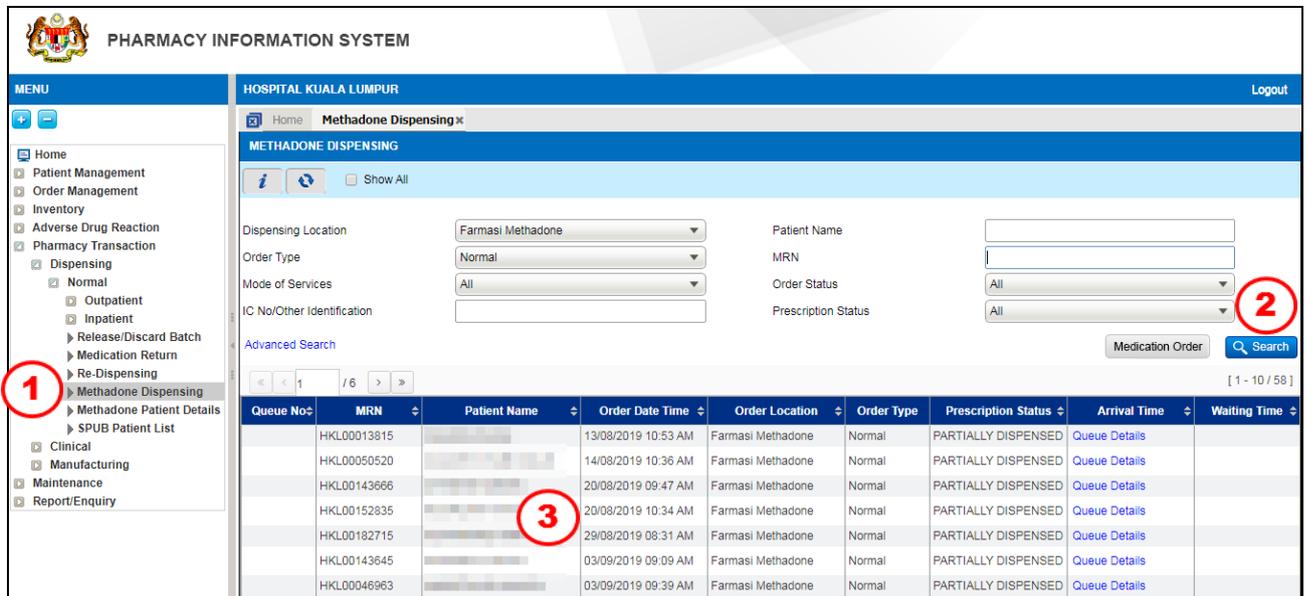


Figure 3.0-1

### 3.1 Methadone Dispensing

This function will allow the user to dispense methadone to the patient after the order is confirmed. Methadone drug does not screening and preparation stage.



**PHARMACY INFORMATION SYSTEM**

HOSPITAL KUALA LUMPUR

Home | Methadone Dispensing

METHADONE DISPENSING

Dispensing Location: Farmasi Methadone | Patient Name: | Order Type: Normal | MRN: | Mode of Services: All | Order Status: All | Prescription Status: All

Queue No:	MRN	Patient Name	Order Date Time	Order Location	Order Type	Prescription Status	Arrival Time	Waiting Time
	HKL00013815		13/08/2019 10:53 AM	Farmasi Methadone	Normal	PARTIALLY DISPENSED	<a href="#">Queue Details</a>	
	HKL00050520		14/08/2019 10:36 AM	Farmasi Methadone	Normal	PARTIALLY DISPENSED	<a href="#">Queue Details</a>	
	HKL00143666		20/08/2019 09:47 AM	Farmasi Methadone	Normal	PARTIALLY DISPENSED	<a href="#">Queue Details</a>	
	HKL00152835		20/08/2019 10:34 AM	Farmasi Methadone	Normal	PARTIALLY DISPENSED	<a href="#">Queue Details</a>	
	HKL00182715		29/08/2019 08:31 AM	Farmasi Methadone	Normal	PARTIALLY DISPENSED	<a href="#">Queue Details</a>	
	HKL00143645		03/09/2019 09:09 AM	Farmasi Methadone	Normal	PARTIALLY DISPENSED	<a href="#">Queue Details</a>	
	HKL0046963		03/09/2019 09:39 AM	Farmasi Methadone	Normal	PARTIALLY DISPENSED	<a href="#">Queue Details</a>	

Figure 3.1-1 Methadone Dispensing Listing Page

#### STEP 1

Click on 'Methadone Dispensing' sub menu

**Note**

Various search criteria are provided as below:

Basic Search			
No	Field	Description	Remark
a	Show All		Able to view all patient record
b	Dispensing Location	Dispensing location. (It will list down all active location)	Able to filter and search patient's record by dispensing location
c	Order Type	-All -Normal -SPUB -Discharge	Able to filter and search patient's record by order type
d	Mode of Services	All -Appointment Card -Email and Take -Fax and Take -Normal Collection -SMS and Take -Telephone and Take -UMP -Others	Able to filter and search patient's record by mode of services
e	Patient Name	Name of patient	Able to filter and search by patient's name
f	MRN	Patient Medical Record	Search option:

		Number	<ul style="list-style-type: none"> <li>Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i></li> </ul>
g	Order Status	-All -New Order -Partial Supply	Able to filter and search patient's record by order status
<b>Advanced Search</b>			
a	Order Location	Order location. (It will list down all active location)	Able to filter and search patient's record by order location
b	Order Location Type	-All -Clinic -Day Care -ER -Nursing Unit -Pharmacy	Able to filter and search patient's record by order location type
c	Order Date from	Order Date from	Able to filter and search patient's record by order date from
d	Order Date To	Order Date To	Able to filter and search patient's record by order date to
e	Queue Date	Queue Date	Able to filter and search patient's record by queue date
f	Queue Series	-All -Normal -Express -Special -Others	Able to filter and search p patient's record by queue series
g	Queue No	Queue No	Able to filter and search patient's record by queue no
h	Prescription Status	-Hold -Expired -In Progress -Uncollected	Able to filter and search patient's record by Prescription status
i	Next collection Date From/To	Date from /to	Able to filter and search by next collection date range
j	Next Dispensing At	-All -Pharmacy Counter -Ward -Lockup -Others -AADK -Home -Prison	Able to filter by next dispensing location

**Table 3.1-1**

**STEP 2**

Click on the  button to search the patient

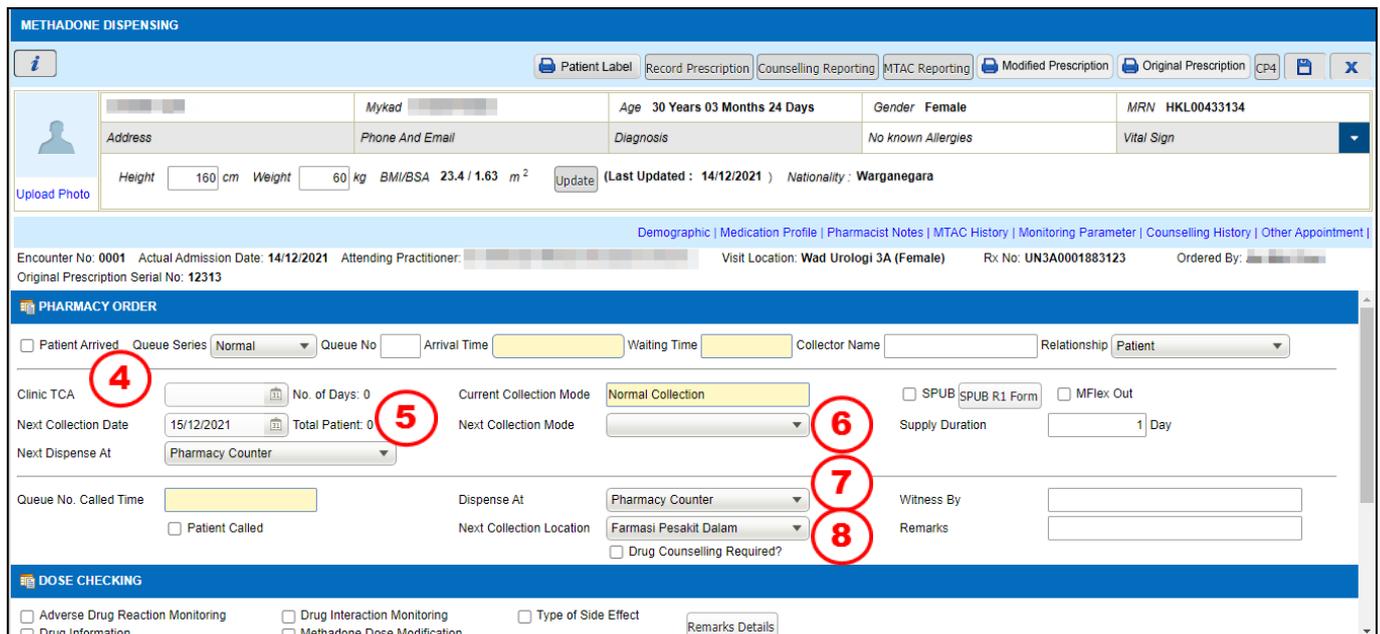
**Note**

- Search result of current order patient list will be displayed:
  - Queue No
  - MRN
  - Patient Name
  - Order Date Time
  - Order Location

- Current Collection Mode
- Prescription Status
- Arrival Time
- Waiting Time
- Acknowledge patient arrival as in [Outpatient Pharmacy Section 3.1 Acknowledgement](#).
- User can also order drugs from methadone dispensing screen by clicking on the **Medication Order** button. User will be diverted to medication order/Record prescription screen. Refer to [Medication Order module](#).

### STEP 3

Double click on the selected patient and patient detail information will be shown as per Figure 3.1-2



**METHADONE DISPENSING**

Mykad: [Redacted] Age: 30 Years 03 Months 24 Days Gender: Female MRN: HKL00433134  
 Address: [Redacted] Phone And Email: [Redacted] Diagnosis: [Redacted] No known Allergies: [Redacted] Vital Sign: [Redacted]  
 Height: 160 cm Weight: 60 kg BMI/BSA: 23.4 / 1.63 m<sup>2</sup> (Last Updated: 14/12/2021) Nationality: Warganegara

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

Encounter No: 0001 Actual Admission Date: 14/12/2021 Attending Practitioner: [Redacted] Visit Location: Wad Urologi 3A (Female) Rx No: UN3A0001883123 Ordered By: [Redacted]  
 Original Prescription Serial No: 12313

**PHARMACY ORDER**

Patient Arrived Queue Series: Normal Queue No: [Redacted] Arrival Time: [Redacted] Waiting Time: [Redacted] Collector Name: [Redacted] Relationship: Patient

Clinic TCA: [Redacted] No. of Days: 0 Current Collection Mode: Normal Collection  SPUB  SPUB R1 Form  MFlex Out  
 Next Collection Date: 15/12/2021 Total Patient: 0 Next Collection Mode: [Redacted] Supply Duration: 1 Day  
 Next Dispense At: Pharmacy Counter

Queue No. Called Time: [Redacted] Dispense At: Pharmacy Counter Witness By: [Redacted]  
 Patient Called Next Collection Location: Farmasi Pesakit Dalam Remarks: [Redacted]  
 Drug Counselling Required?

**DOSE CHECKING**

Adverse Drug Reaction Monitoring  Drug Interaction Monitoring  Type of Side Effect   
 Drug Information  Methadone Dose Modification

Figure 3.1-2 Methadone Dispensing Screen

### STEP 4

Select date from the **Clinic TCA** calendar

### STEP 5

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

### STEP 6

Select the **Next Collection Mode** from the drop down:

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

**STEP 7**

Select the **Dispense at** from the drop down:

- Lock Up
- Others
- Pharmacy Counter
- Ward
- AADK
- Prison
- Home

**STEP 8**

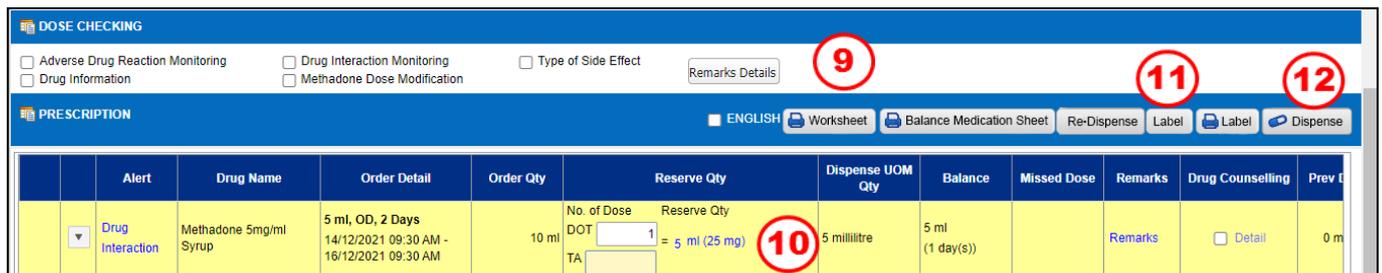
Select the **Next Collection Location** from the drop down

**Note**

- Changes on the **Next Collection Date** will not affect the **Clinic TCA. Total patient** is the number of patients scheduled on the selected date.
- The **Supply Duration** is default to 1 day yet editable

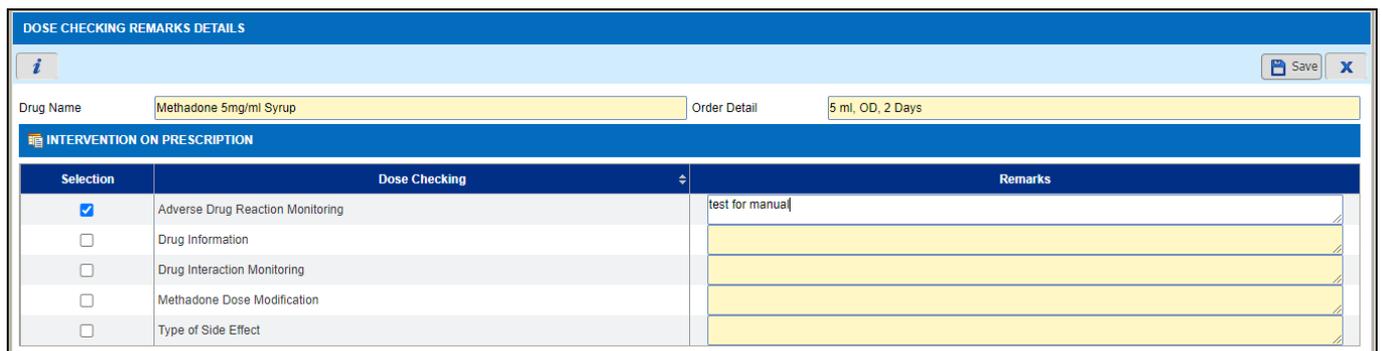
**STEP 9**

Select the **Dose Checking** if applicable by clicking at the checkbox and click to enter remarks as per Figure 3.1-4



The screenshot shows the 'DOSE CHECKING' and 'PRESCRIPTION' sections. In the 'DOSE CHECKING' section, there are checkboxes for 'Adverse Drug Reaction Monitoring', 'Drug Information', 'Drug Interaction Monitoring', 'Methadone Dose Modification', and 'Type of Side Effect'. A 'Remarks Details' button is circled in red with the number 9. In the 'PRESCRIPTION' section, there are buttons for 'Worksheet', 'Balance Medication Sheet', 'Re-Dispense', 'Label', 'Label', and 'Dispense'. The 'Label' button is circled in red with the number 11, and the 'Dispense' button is circled in red with the number 12. Below these is a table with columns: Alert, Drug Name, Order Detail, Order Qty, Reserve Qty, Dispense UOM Qty, Balance, Missed Dose, Remarks, Drug Counselling, and Prev. The 'Reserve Qty' column shows 'No. of Dose' as 1 and 'Reserve Qty' as 5 ml (25 mg), with a red circle and the number 10 around the '5 ml (25 mg)' text. The 'Remarks' column contains the text 'Remarks'.

**Figure 3.1-3 Methadone Dispensing Screen**

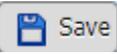


The screenshot shows the 'DOSE CHECKING REMARKS DETAILS' screen. At the top, there is an information icon and 'Save' and 'X' buttons. Below that, there are input fields for 'Drug Name' (Methadone 5mg/ml Syrup) and 'Order Detail' (5 ml. OD. 2 Days). The main section is titled 'INTERVENTION ON PRESCRIPTION' and contains a table with the following structure:

Selection	Dose Checking	Remarks
<input checked="" type="checkbox"/>	Adverse Drug Reaction Monitoring	test for manual
<input type="checkbox"/>	Drug Information	
<input type="checkbox"/>	Drug Interaction Monitoring	
<input type="checkbox"/>	Methadone Dose Modification	
<input type="checkbox"/>	Type of Side Effect	

**Figure 3.1-4 Methadone Dose Checking Remarks Details**

**Note**

Key in remarks and click  button to save record or  button to cancel

**STEP 10**

Allocate the **No. of Dose** in the Reserve Quantity

**Note**

- SPUB check box is for user to refer the prescription to other facility. If SPUB is checked, next collection mode is not required to be filled in. User can also refer to M1M by selecting the  M1M checkbox.

- User can also perform other functions such as Intervention and Hold/Resume. Refer steps in [Outpatient Pharmacy module](#).

**STEP 11**

Click on the  button to preview and print the drug label as per Figure 3.1-5

HOSPITAL KUALA LUMPUR (Tel: 0326155555)	
HKL00235242	Farmasi Pesakit Dalam
<b>METHADONE SYRUP</b> <b>Ubat Minum. Goncang Botol</b> <b>Dahulu. Minum ubat ini</b> <b>sekaligus.</b>	<b>Mesti diambil/ditelan oleh:</b>  
<b>TARIKH:</b> 24/10/2019 ..... <b>MASA:</b> 8.00 AM ..... <b>DOSE:</b> 50 mg ..... .....	
Boleh menyebabkan kemudaratan/kematian jika diambil oleh orang lain.	
UBAT TERKAWAL JAUHI DARIPADA KANAK-KANAK 23/10/2019 02:16 PM	

Figure 3.1-5 Methadone Drug Label

**Note**

- The **Dispense UOM Qty** will be calculated automatically when user entered value into DOT and TA as per Figure 3.1-6
- Example:
  - DOT = 1 means 1 serving (5mg/ml)
  - TA = 2 means 2 serving (10mg/ml)

PRESCRIPTION											
ENGLISH Worksheet Balance Medication Sheet Re-Dispense Label Label Dispense											
Alert	Drug Name	Order Detail	Order Qty	Reserve Qty		Dispense UOM Qty	Balance	Missed Dose	Remarks	Drug Counselling	Prev D
Drug Interaction	Methadone 5mg/ml Syrup	10 ml, OD, 7 Days 23/10/2019 02:15 PM - 30/10/2019 02:15 PM	70 ml	No. of Dose DOT <input type="text" value="1"/>	Reserve Qty = 30 ml (150 mg)	30 millilitre	40 ml (4 day(s))		Remarks	<input type="checkbox"/> Detail	0 m

Figure 3.1-6 Reserve Quantity Column

- Set the **Next Collection Date** as it will be used to calculate the **Missed Dose** if the patient did not collect the Methadone drug.

PRESCRIPTION											
ENGLISH Worksheet Balance Medication Sheet Re-Dispense Label Label Dispense											
Alert	Drug Name	Order Detail	Order Qty	Reserve Qty		Dispense UOM Qty	Balance	Missed Dose	Remarks	Drug Counselling	Prev D
Drug Interaction	Methadone 5mg/ml Syrup	10 ml, OD, 7 Days 23/10/2019 02:15 PM - 30/10/2019 02:15 PM	70 ml	No. of Dose DOT <input type="text" value="1"/>	Reserve Qty = 20 ml (100 mg)	20 millilitre	50 ml (5 day(s))		Remarks	<input type="checkbox"/> Detail	0 m

Figure 3.1.1-7 Missed Dose Column

- Missed Dose** as in Figure 3.1-7 is calculated by using this formula:
  - Current Date - Next Collection Date last record.
  - (Duration x Frequency)
- Once the drug is allocated, user will be able to dispense the drug without going through the Verification and

Preparation process.

#### STEP 12

Click on the  button to dispense

#### Note

Once dispensed, Methadone prescription cannot be re-dispensed again on the same day, however Re-Dispensing can be performed on the next day

#### STEP 13

Enter the **Username** and **Password** to authorize

#### Note

Authorization ID is required once only per prescription and per login ID

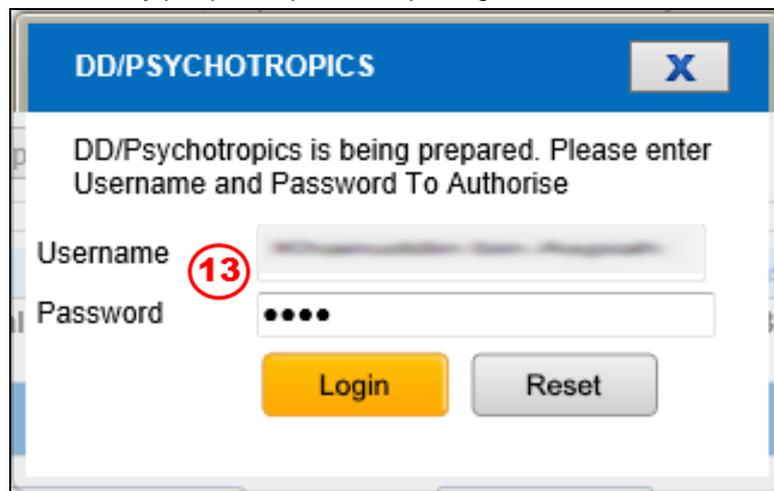


Figure 3.1-8 Authorization Alert Message

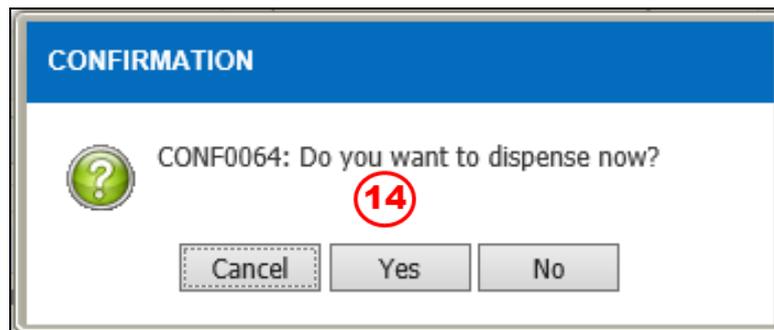
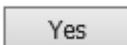


Figure 3.1-9 Authorization Alert Message

#### STEP 14

Click on the  button to confirm

### 3.2 Methadone Re-Dispensing

Re-dispense record for Methadone function is to allow user re-dispense methadone drug without using normal Re-Dispensing screen since the method of dispensing Methadone and label printing is different from the normal drug

**METHADONE DISPENSING**

Encounter No: 0001 Actual Admission Date: 14/12/2021 Attending Practitioner: Visit Location: Wad Urologi 3A (Female) Rx No: UN3A0001883123 Ordered By:

**PHARMACY ORDER**

**DOSE CHECKING**

Adverse Drug Reaction Monitoring  Drug Interaction Monitoring  Type of Side Effect  
 Drug Information  Methadone Dose Modification

**PRESCRIPTION** [ENGLISH] [Worksheet] [Balance Medication Sheet] **Re-Dispense** [Label] [Label] [Dispense]

Alert	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Missed Dose	Remarks	Drug Counselling	Prev Dis
Drug Interaction	Methadone 5mg/ml Syrup	5 ml, OD, 2 Days 14/12/2021 09:30 AM - 16/12/2021 09:30 AM	10 ml	No. of Dose Reserve Qty DOT 1 = 5 ml (25 mg) TA	5 millilitre	5 ml (1 day(s))		Remarks	<input type="checkbox"/> Detail	0 millilitre

Figure 3.2-1 Methadone Dispensing

**STEP 1**

Click at the **Re-Dispense** button and Methadone Re-dispensing screen will appear as in Figure 3.2-2

**RE DISPENSING**

Re-Dispense No: RD090719\_00001 Dispense No: 051419\_00002 Status: Draft

Selection	Rx No	Drug Name	Order Details	Order Qty	Disp Qty	Disp No	Re-Disp Qty	Reason	Remarks
<input checked="" type="checkbox"/>	OPD0000822087	Methadone 5mg/ml Syrup	5 mg, OD, 2 Months	60 ml	1 ml	051419_00002	No. of Dose Reserve Qty DOT 1 = 1 ml (5 mg) TA		Remarks

Figure 3.2-2 Methadone Re-Dispensing

**STEP 2**

Select dose to re-dispense DOT and TA and select reason from the dropdown box.

**STEP 3**

Click at **Re-Dispense** button to confirm Re-dispensing

**Note**

A pop up window for authorise psychotropic drug will appear first. Enter login id and password for the authorise person as Figure 3.2-3

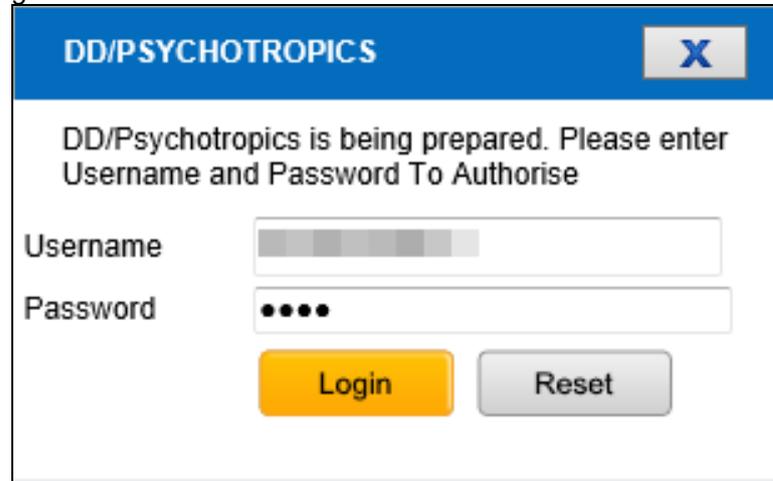


Figure 3.2-3 DD/Psychotropic Drugs Authorization

**STEP 4**

Click  button to confirm re-dispensing of methadone drug

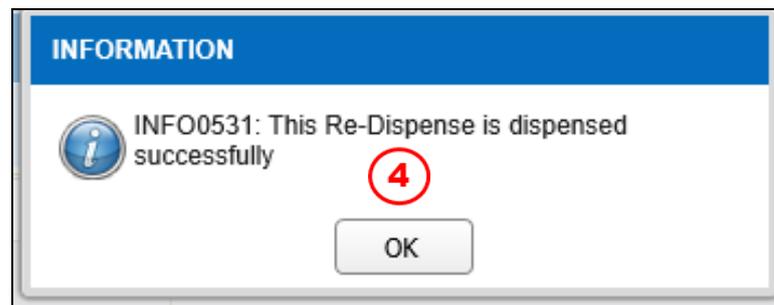


Figure 3.2-4 Confirmation

### 3.3 Methadone Partial Supply

The Partial dispense record for Methadone function is to directly dispense Methadone drugs from Record Prescription/Partial Supply listing page. System will automatically open Methadone Dispensing screen without the need to close the listing page and open Methadone Dispensing from the main menu

Encounter No	Visit/Admission Date	Visit Type	Renew Visit	Visit Location	Department	Discharge Date
0001	14/05/2019	Outpatient	Renew Visit	Outpatient Clinic	OUTPATIENT	
0316	03/08/2018	Outpatient	Renew Visit	Outpatient Clinic	OUTPATIENT	
0116	06/03/2018	Outpatient	Renew Visit	Ophthalmology Clinic	Ophthalmology	

Order Date	Order Location	Visit	Department	Prescription No.	Original Prescription No.	Next Collection Date	Next Collection Mode	Dispense Location
14/05/2019 03:28 PM	Outpatient Clinic	Outpatient	OUTPATIENT	OPD0000822087	4353453	15/05/2019		Outpatient Pharmacy

Figure 3.3-1 Record Prescription

#### STEP 1

Click at partial supply record from Record Prescription screen.

#### Note

Automatically system will open Methadone dispensing if its Methadone drug only as shown in Figure 3.3-2

Alert	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Missed Dose	Remarks	Drug Counselling	Prev Disp Qty	DOT & TA	Status
Drug Interaction	Methadone 5mg/ml Syrup	5 mg, OD, 2 Months 14/05/2019 03:28 PM - 13/07/2019 03:28 PM	60 ml	No. of Dose DOT: 1 TA: 1 Reserve Qty = 2 ml (10 mg)	57 ml (4 day(s))			Remarks	<input type="checkbox"/> Detail	1 ml (14/05/2019 03:29 PM)		Partially Dispensed

Figure 3.3-2 Methadone Dispensing

#### STEP 2

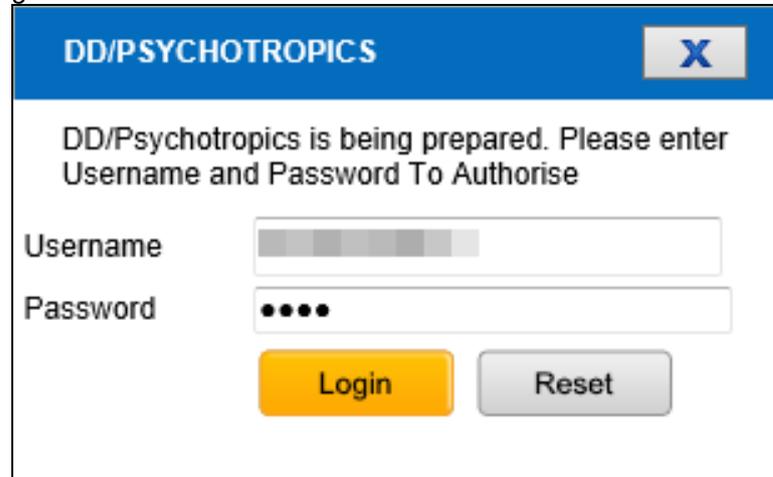
Select dose to reserve at DOT

#### STEP 3

Click at button to dispense partial supply methadone drug.

**Note**

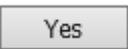
A pop up window for authorise psychotropic drug will appear first. Enter login id and password for the authorise person as Figure 3.3-3

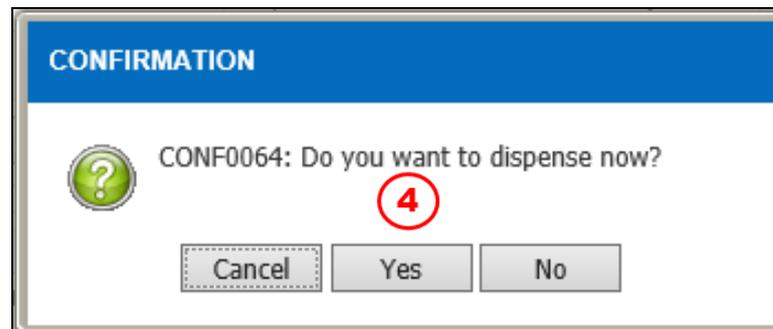


The image shows a software window titled "DD/PSYCHOTROPICS" with a close button (X) in the top right corner. The main text inside the window reads: "DD/Psychotropics is being prepared. Please enter Username and Password To Authorise". Below this text are two input fields: "Username" and "Password". The "Username" field contains several greyed-out characters. The "Password" field contains four black dots. At the bottom of the window, there are two buttons: a yellow "Login" button and a grey "Reset" button.

Figure 3.3-3 DD/Psychotropic Drugs Authorization

**STEP 4**

Click  button to dispense partial supply of methadone drug

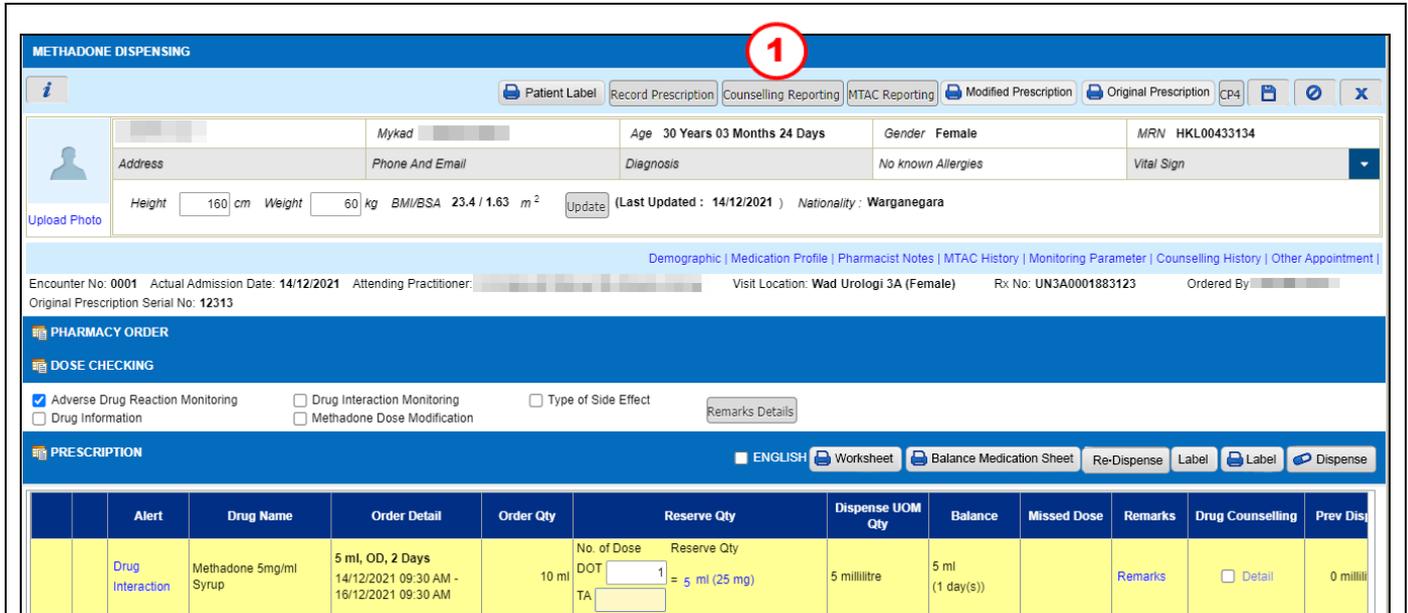


The image shows a "CONFIRMATION" dialog box. It has a blue header with the word "CONFIRMATION" in white. Below the header, there is a green circular icon with a white question mark. To the right of the icon, the text reads "CONF0064: Do you want to dispense now?". A red circle with the number "4" is drawn around the text. At the bottom of the dialog box, there are three buttons: "Cancel", "Yes", and "No".

Figure 3.3-4 Confirmation

### 3.4 Counseling Reporting

The Medication Counseling 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.



**METHADONE DISPENSING**

Navigation: Patient Label | Record Prescription | **Counseling Reporting** | MTAC Reporting | Modified Prescription | Original Prescription | CP4

Encounter No: 0001 | Actual Admission Date: 14/12/2021 | Attending Practitioner: | Visit Location: Wad Urologi 3A (Female) | Rx No: UN3A0001883123 | Ordered By: | Original Prescription Serial No: 12313

**PHARMACY ORDER**

**DOSE CHECKING**

Adverse Drug Reaction Monitoring     Drug Interaction Monitoring     Type of Side Effect     Drug Information     Methadone Dose Modification   

**PRESCRIPTION**

ENGLISH | Worksheet | Balance Medication Sheet | Re-Dispense | Label | Label | Dispense

Alert	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance	Missed Dose	Remarks	Drug Counselling	Prev Disp
Drug Interaction	Methadone 5mg/ml Syrup	5 ml, OD, 2 Days 14/12/2021 09:30 AM - 16/12/2021 09:30 AM	10 ml	No. of Dose DOT <input type="text" value="1"/> Reserve Qty TA <input type="text"/> = 5 ml (25 mg)	5 millilitre	5 ml (1 day(s))		Remarks	<input type="checkbox"/> Detail	0 millilitre

Figure 3.4-1 Methadone Dispensing

**Note**

Repeat step 1 and 3 as [Section 3.1.1 Methadone Dispensing](#) before performs Methadone Counseling Reporting.

**STEP 1**

Click on the  button and the medication counseling reporting screen will appear as per Figure 3-4-2

**MEDICATION COUNSELLING REPORTING (INDIVIDUAL)**

  
 Upload Photo

Mykad: [REDACTED]

Age: 30 Years 03 Months 24 Days

Gender: Female

MRN: HKL00433134

Address: [REDACTED]

Phone And Email: [REDACTED]

Diagnosis: [REDACTED]

No known Allergies

Vital Sign: [REDACTED]

Height:  cm Weight:  kg BMI/BSA: 23.4 / 1.63 m<sup>2</sup>  (Last Updated: 14/12/2021) Nationality: Warganegara

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

Counselling No: MC2100015216 | Counselling Type: Methadone Pharmacy | Virtual Session: : No

Patient Demographics

Order Details

Counselling Reporting

Monitoring Parameter

CP1

CP4

Vital Sign

MyMAAT

**TOPIC AND SUBTOPIC**

No	Topic	Subtopic	Remarks
1	Methadone Replacement Therapy		

**ASSESSMENT**

Assessment History

**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:

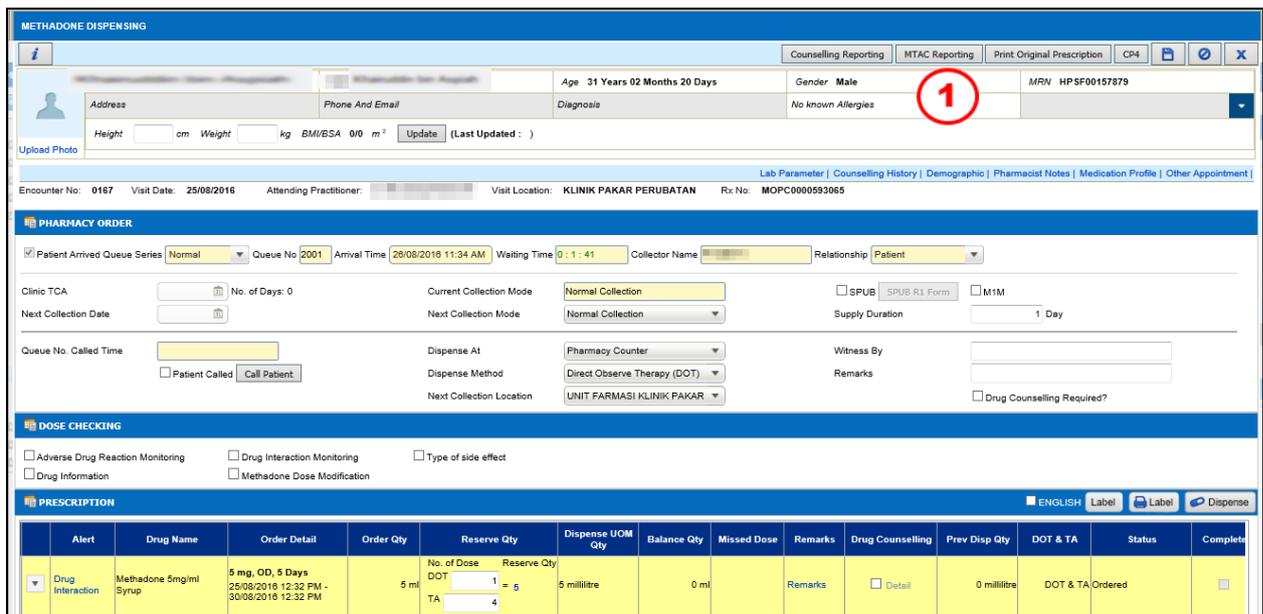
**Figure 3.4-2 Medication Counselling Reporting Screen**

**Note**

- User may proceed the medication counseling as usual. Refer steps in [Medication Counseling module](#).
- Enter the required information and save the information in every section.

### 3.5 Methadone MTAC Reporting

The MTAC module emphasis on medication management to improve quality and safety. Implementing safe, organized, and efficient drug-dispensing systems is essential to control costs and assuring that the medical prescription is safely followed as requested and within the relevant deadline. An appropriate dispensing system and cost-effectiveness of patient care. MTAC is operated to drug therapy monitoring and patient’s education in improving their ability to successfully manage disease condition and reducing medication error.



**METHADONE DISPENSING**

Counselling Reporting | **MTAC Reporting** | Print Original Prescription | CP4

Age: 31 Years 02 Months 20 Days | Gender: Male | MRN: HPSF00157879

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

Height: cm | Weight: kg | BMI/BSA: 0/0 m<sup>2</sup> | Update (Last Updated: )

Encounter No: 0167 | Visit Date: 25/08/2016 | Attending Practitioner: | Visit Location: KLINIK PAKAR PERUBATAN | Rx No: MOPC0000593065

**PHARMACY ORDER**

Patient Arrived Queue Series: Normal | Queue No: 2001 | Arrival Time: 28/08/2016 11:34 AM | Waiting Time: 0 : 1 : 41 | Collector Name: | Relationship: Patient

Clinic TCA: | No. of Days: 0 | Current Collection Mode: Normal Collection |  SPUB |  SPUB R1 Form |  M1M

Next Collection Date: | Next Collection Mode: Normal Collection | Supply Duration: 1 Day

Queue No. Called Time: |  Patient Called |  | Dispense At: Pharmacy Counter | Witness By: |

Patient Called | Dispense Method: Direct Observe Therapy (DOT) | Remarks: |

Next Collection Location: UNIT FARMASI KLINIK PAKAR |  Drug Counselling Required?

**DOSE CHECKING**

Adverse Drug Reaction Monitoring |  Drug Interaction Monitoring |  Type of side effect

Drug Information |  Methadone Dose Modification

**PRESCRIPTION** | ENGLISH | Label | Label | Dispense

Alert	Drug Name	Order Detail	Order Qty	Reserve Qty	Dispense UOM Qty	Balance Qty	Missed Dose	Remarks	Drug Counselling	Prev Disp Qty	DOT & TA	Status	Complete
Drug Interaction	Methadone 5mg/ml Syrup	5 mg, OD, 5 Days 25/08/2016 12:32 PM - 30/08/2016 12:32 PM	5 ml	No. of Dose DOT: 1 = 5 TA: 4	5 millilitre	0 ml		Remarks	<input type="checkbox"/> Detail	0 millilitre	DOT & TA Ordered		<input type="checkbox"/>

Figure 3.5-1 Methadone Dispensing

**Note**

Repeat step 1 to 3 as [Section 3.1.1 Methadone Dispensing](#) before performs MTAC Reporting

**STEP 1**

Click on the  button and an alert message to create the patient visit as per Figure 3.5-2 will appear if the patient does not have current MTAC visit.

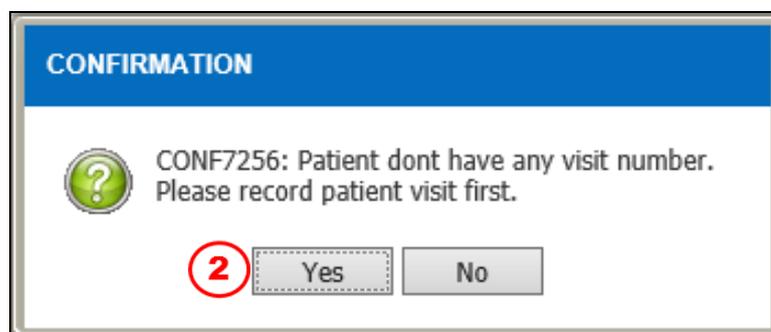
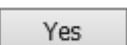
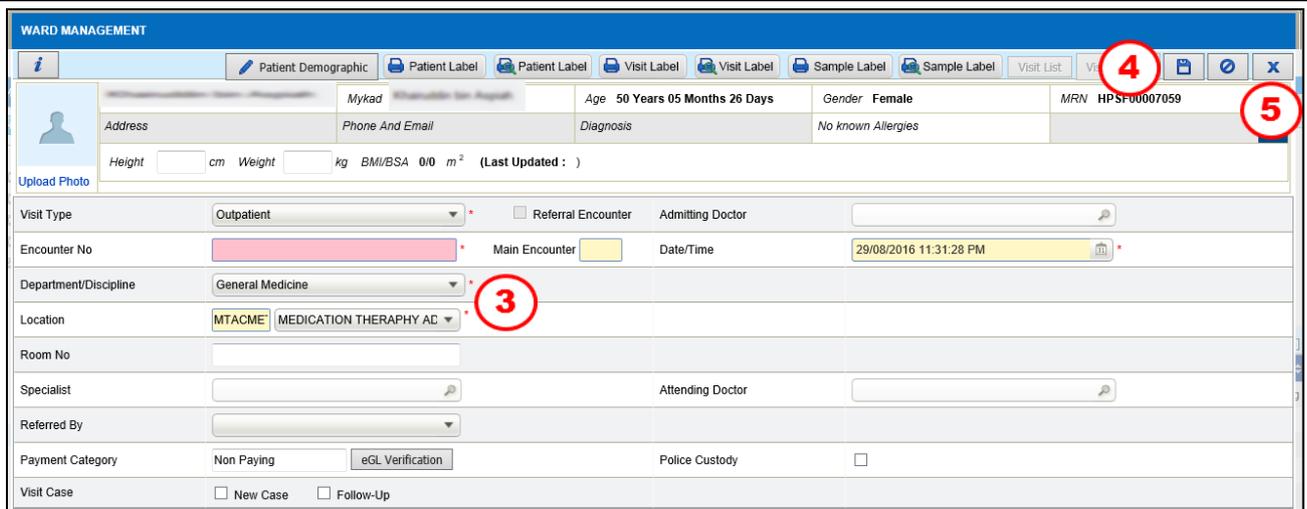


Figure 3.5-2 Confirmation Alert Message

**STEP 2**

Click on the  button to create visit



**WARD MANAGEMENT**

Mykad:  Age: 50 Years 05 Months 26 Days Gender: Female MRN: HPSF00007059

Address:  Phone And Email:  Diagnosis:  No known Allergies

Height:  cm Weight:  kg BMI/BSA: 0/0 m<sup>2</sup> (Last Updated: )

Visit Type: Outpatient  Referral Encounter Admitting Doctor:

Encounter No:  Main Encounter:  Date/Time: 29/08/2016 11:31:28 PM

Department/Discipline: General Medicine

Location: MTACME MEDICATION THERAPY AD

Room No:

Specialist:  Attending Doctor:

Referred By:

Payment Category: Non Paying  Police Custody:

Visit Case:  New Case  Follow-Up

**Figure 3.5-3 Ward Management Screen**

**STEP 3**

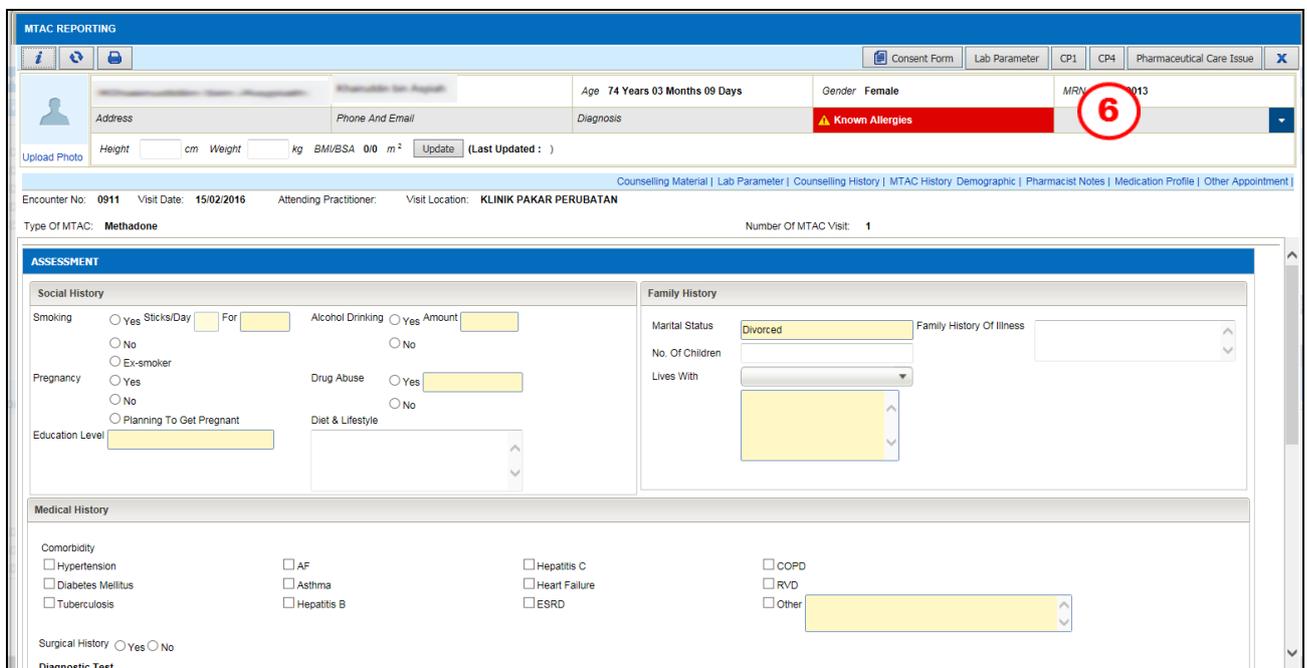
Select the **Department/Discipline** and **Location** to create MTAC visit

**STEP 4**

Click on the  button to save the visit

**STEP 5**

Click on the  button and the MTAC Reporting screen will appear as per Figure 3.5-4



**MTAC REPORTING**

Age: 74 Years 03 Months 09 Days Gender: Female MRN: 013

Address:  Phone And Email:  Diagnosis:  Known Allergies

Height:  cm Weight:  kg BMI/BSA: 0/0 m<sup>2</sup>  (Last Updated: )

Encounter No: 0911 Visit Date: 15/02/2016 Attending Practitioner:  Visit Location: KLINIK PAKAR PERUBATAN

Type Of MTAC: Methadone Number Of MTAC Visit: 1

**ASSESSMENT**

**Social History**  
 Smoking:  Yes Sticks/Day:  For:   No  Ex-smoker  
 Alcohol Drinking:  Yes Amount:   No  
 Pregnancy:  Yes  No  Planning To Get Pregnant  
 Drug Abuse:  Yes   No  
 Education Level:  Diet & Lifestyle:

**Family History**  
 Marital Status: Divorced Family History Of Illness:   
 No. Of Children:   
 Lives With:

**Medical History**  
 Comorbidity:  
 Hypertension  AF  Hepatitis C  COPD  
 Diabetes Mellitus  Asthma  Heart Failure  RVD  
 Tuberculosis  Hepatitis B  ESRD  Other:

Surgical History:  Yes  No  
 Diagnostic Test:

**Figure 3.5-4 MTAC Reporting Main Screen**

**STEP 6**

Click at  button and system will open CP4 screen as in Figure 3.5-5

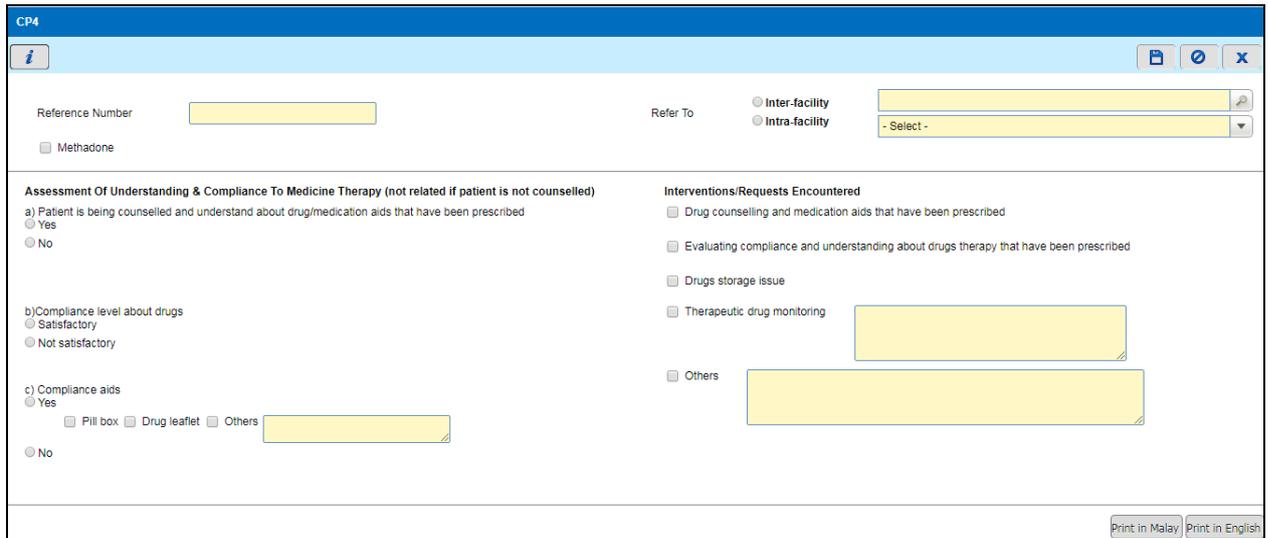


Figure 3.5-5 CP4 Screen

**Note**

- User may proceed the CP4 as usual. Refer steps in [MTAC Module](#)
- If MTAC visit already created, user will be diverted directly to **MTAC Reporting Screen** as per Figure 3.5-5
- In this MTAC Reporting screen, user will be able to create the MTAC report for methadone.
- Fill in the information as required. Each section has  button.
- Refer [MTAC module](#) for further details.

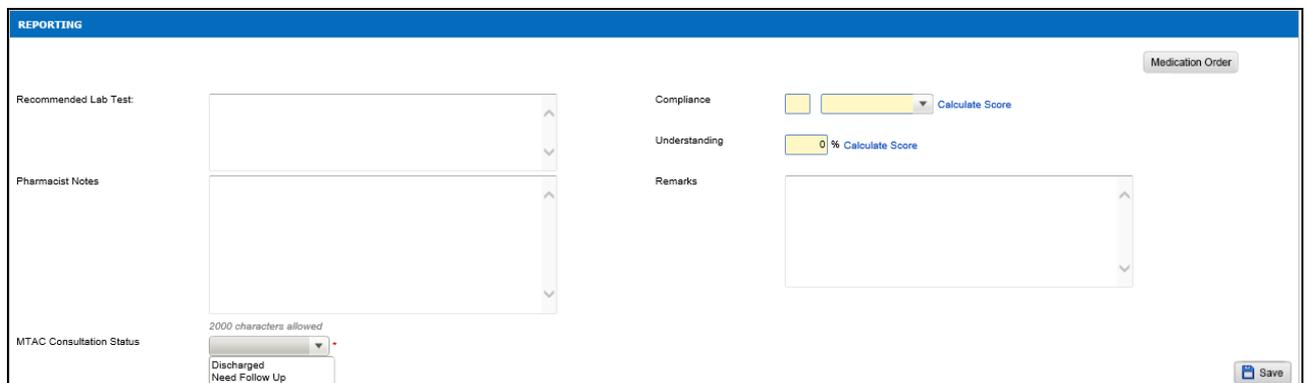


Figure 3.5-5 MTAC Reporting Screen

**Note**

- On the last section (**Reporting**) of this report, select **“Need Follow Up”** in order to reopen the report for next visit
- After choose MTAC report status as **Need Follow up**, user can click on the  button.
- This information will appear automatically when the user open back the MTAC report for the same patient.

### 3.6 Methadone Patient Details

To view methadone patients full details and add new patient details.

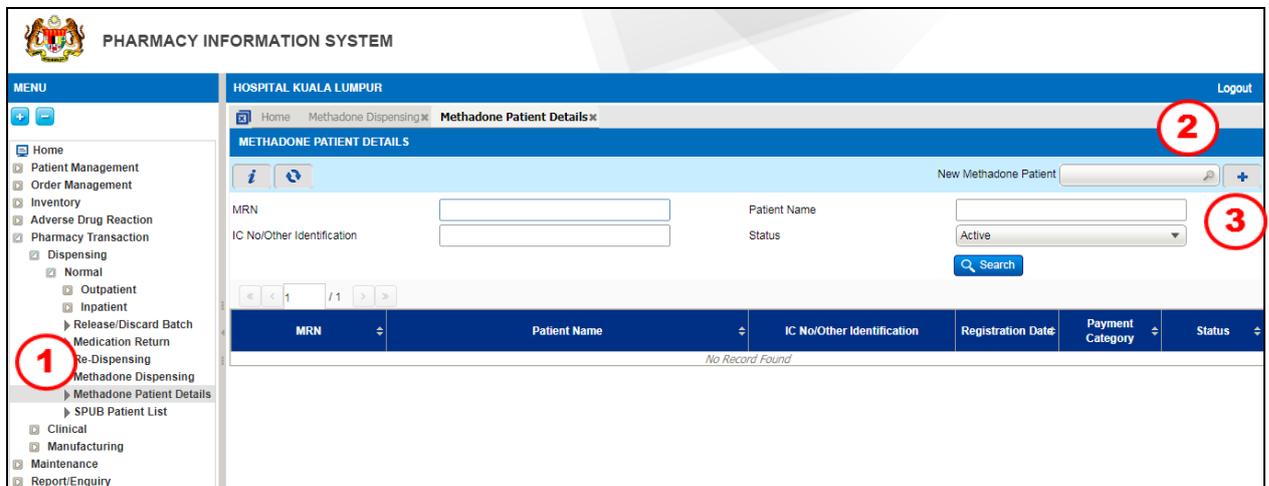


Figure 3.6-1 Methadone Dispensing Listing Page

#### STEP 1

Click on 'Methadone Patient Details' sub menu

#### STEP 2

Click on the  button to search the patient and screen will display as Figure 3.6-2

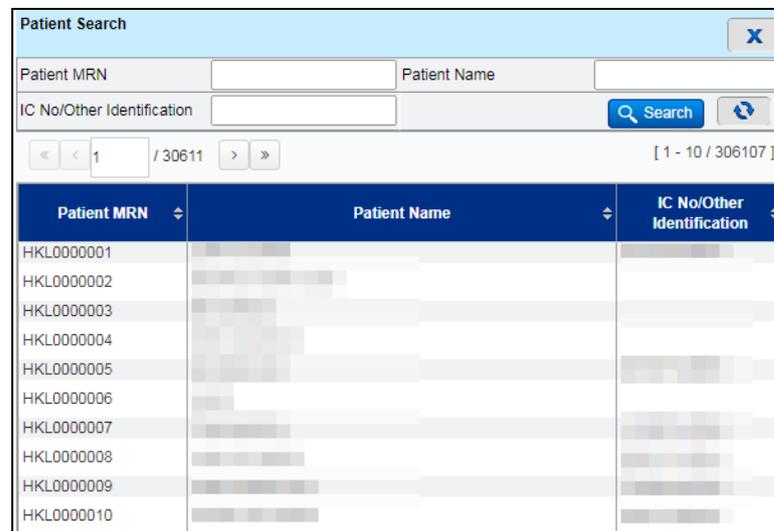


Figure 3.6-2 Patient Search

#### Note

- Search criteria will be displayed as below:
  - Patient MRN
  - Patient Name
  - IC No/Other Identification
- Double click to select patient from the list

### STEP 3

Click on the  button and patient detail information will be shown as per Figure 3.6-3

**MAKLUMAT PERIBADI PESAKIT METHADONE**

	Mykad: <input type="text"/>	Age: 48 Years 09 Months 03 Days	Gender: Male	MRN: HKL200696
Address: <input type="text"/>		Phone And Email: <input type="text"/>		Diagnosis: <input type="text"/>
No known Allergies				
Height: <input type="text"/> cm		Weight: <input type="text"/> kg		BMI/BSA: <input type="text"/> m <sup>2</sup>
<input type="button" value="Update"/> (Last Updated : ) Nationality : Warganegara				

4

**CONTACT DETAIL**

Address 1: <input type="text"/>	Name: <input type="text"/>
Address 2: <input type="text"/>	ID Number: <input type="text"/>
Address 3: <input type="text"/>	Relationship: <input type="text"/>
Postcode: <input type="text"/>	Address 1: <input type="text"/>
State: <input type="text"/>	Address 2: <input type="text"/>
City: <input type="text"/>	Address 3: <input type="text"/>
Country: MALAYSIA	Postcode: <input type="text"/>
Contact Number(Mobile): 123456789	State: <input type="text"/>
Contact Number(House): <input type="text"/>	City: <input type="text"/>
Contact Number(Office): 123456789	Country: <input type="text"/>
	Contact Number(Mobile): <input type="text"/>
	Contact Number(House): <input type="text"/>

**PATIENT DETAILS**

Umr Mula Menagih: <input type="text"/>	4 Year(s)	Sebab Utama Menagih: <input type="text"/>	MASALAH KELUARGA
Tempoh Menagih: <input type="text"/>	4 Year(s)	Referral Method to OST: <input type="text"/>	MELALUI KAWAN
Doctor Name: <input type="text"/>	4	Frequency of Incarceration: <input type="text"/>	Rehabilitation Center
			4 time(s) Year <input type="text"/>
			Prison
			4 time(s) Year <input type="text"/>

Drug	Duration	Duration of Use
<input checked="" type="checkbox"/> ATS(eg.Methamphetamine, Ecstasy)	<input type="text"/> 0 Year(s) <input type="text"/> 2 Month(s)	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)
<input type="checkbox"/> Benzodiazepine	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)
<input type="checkbox"/> Codeine	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)	
<input checked="" type="checkbox"/> Daun Ketum	<input type="text"/> 1 Year(s) <input type="text"/> 0 Month(s)	
<input type="checkbox"/> Ganja(Cannabis)	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)
<input type="checkbox"/> Heroin	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)
<input type="checkbox"/> LDS/Hallusinogen	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)	
<input type="checkbox"/> Morphine	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)	<input type="text"/> 0 Year(s) <input type="text"/> 0 Month(s)
Others: <input type="text"/>		

**Figure 3.6-3 Methadone Dispensing Screen**

### STEP 4

Click on the  button to fill up the Contact details and Patient details

MAKLUMAT PERIBADI PESAKIT METHADONE					
	Age 22 Years 09 Months 25 Days	Gender Male	MRN HKL000000	<b>5</b>	
Address	Phone And Email	Diagnosis	No known Allergies		
Height <input type="text"/> cm	Weight <input type="text"/> kg	BMI/BSA 0/0 m <sup>2</sup>	Update (Last Updated : )	Nationality : Warganegara	
CONTACT DETAIL					
Address 1	XXXXX	Name	<input type="text"/>		
Address 2	XXXXX	ID Number	-SELECT-		
Address 3	XXXXX	Relationship	-SELECT-		
Postcode	<input type="text"/>	Address 1	TEST		
State	SELANGOR	Address 2	<input type="text"/>		
City	Ampang	Address 3	<input type="text"/>		
Country	MALAYSIA	Postcode	<input type="text"/>		
Contact Number(Mobile)	123456789	State	SELANGOR		
Contact Number(House)	<input type="text"/>	City	Ampang		
Contact Number(Office)	123456789	Country	MALAYSIA		
		Contact Number(Mobile)	01212121212		
		Contact Number(House)	<input type="text"/>		
PATIENT DETAILS					

Figure 3.6-4 Maklumat Peribadi Pesakit Methadone

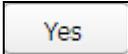
**STEP 5**

Click on the  button to save record and system will pop message as shown in Figure 3.6-5

CONFIRMATION	
	CONF0151: Are you sure you want to save?
<input type="button" value="Yes"/>	<input type="button" value="No"/>

Figure 3.6-5 Confirmation

**Note**

Click on the  button to confirm save record

## 4.0 Acronyms

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

## 5.0 Links to Clinical Modules

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