

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

User Manual Order Management - Infusion Order

Version	: 11th E
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PhIS & CPS Project
User Manual – Order Management (Infusion Order)



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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 Infusion Order sub-module and its key features and functionalities. The primary objective is to guide user through the process of completing PhIS application process.

User will understand the following activities in details:

- Medication Order – Infusion
- Manage Order
- Order Endorsement
- Authorisation

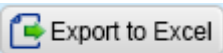
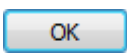
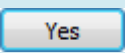
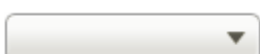
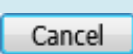
1.3 Organised Sections

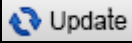
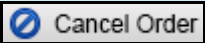
These are the sections within this document:

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

2.0 Application Standard Features

2.1 PhIS Legend

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

Module Legend			
 Update	Update Records	 Save	Save Prescription
 Search	Search Patient	 Confirm	Confirm Order
	Print Prescription	 Delete	Delete Record
 Add	Add Drug	 Clear	Clear Field
 Cancel Order	Cancel Order		

Note

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

3.0 Order Management- Infusion Order

Overview

The Order Management-Infusion Order module handles all the information to specify the ordered items as per local drug formulary, MOH and non-MOH including registered and non-registered drugs. This function is to enable data mining. All medication orders must be prescribed by authorized personnel only and be in compliance with guidelines on prescribing in the drug formulary (drug category, discipline / specialty) as defined by MOH.

User Group

This module is intended for specialist, Medical Officer (MO), Medical Assistance (MA) and Housemen. (subject to the user assigned by the facility)

Functional Diagram

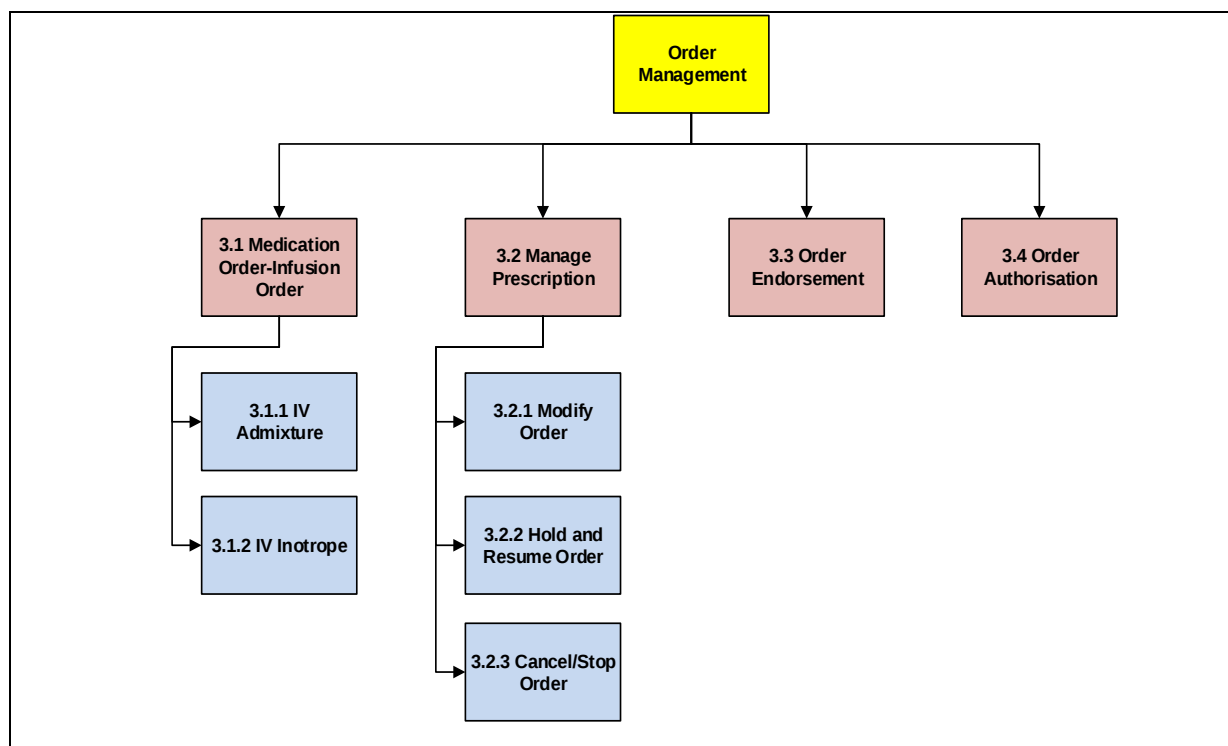


Figure 3.0-1

Functional Description

Medication Order comprises of four (4) main functions:

- **Medication Order- Infusion Order**

To prescribe:

- IV Admixture
- Inotrope order

- **Manage Prescription**

To monitor patient's prescription including modify order, hold/resume order and cancel/stop order

- **Order Endorsement**

Order endorsement is to notify prescriber of prescription changes made by pharmacist. Prescriber can endorse the intervention made by a Pharmacist

- **Order Authorization**

To approve list A/ A*/ A/KK drugs that require authorization

3.1 Medication Order-Infusion

Infusion order is used to prescribe medicine for Inpatient, Emergency and Day Care departments based on the facility setup.

3.1.1 IV Admixture

This function is for a prescriber to order injectable medication that requires further dilution before administration. However, it is only applicable for medication that is diluted by pharmacy department. If the dilution is prepared by nursing personnel, the normal order function is to be used.

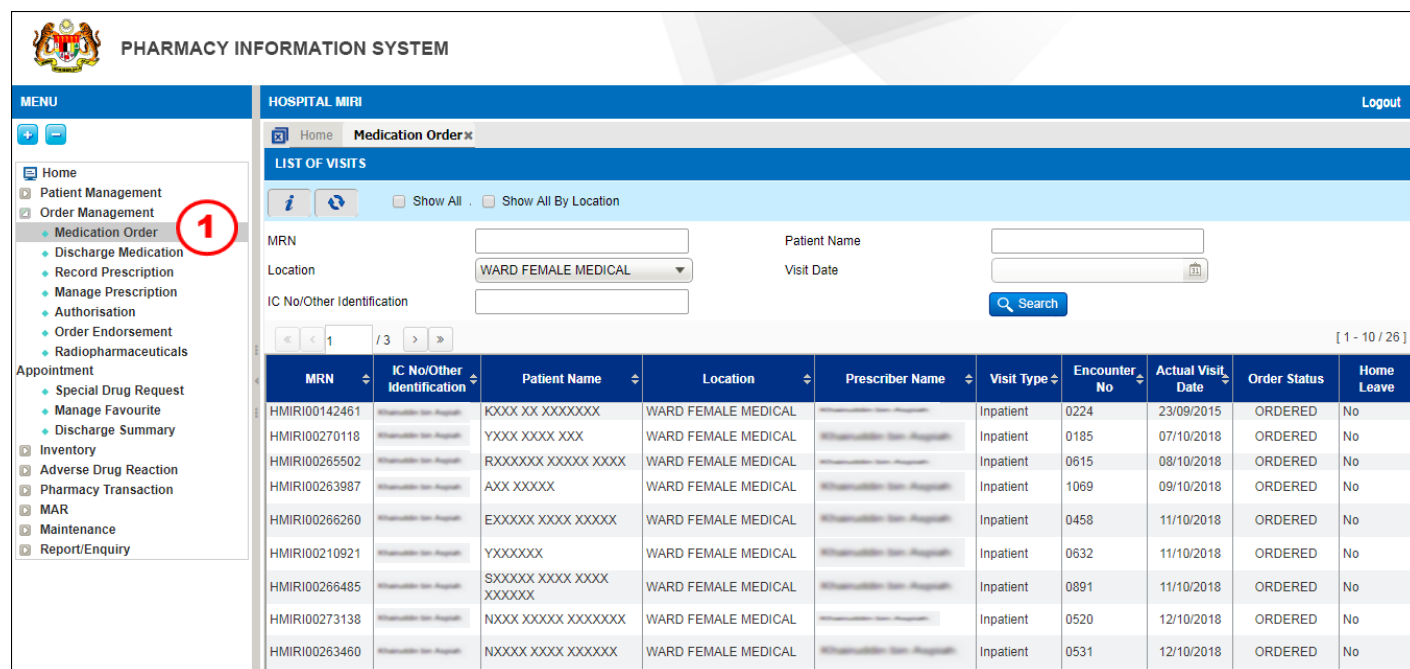


Figure 3.1.1-1 Medication Order Page

STEP 1

Click on the 'Order Management' menu and follow by 'Medication Order' sub-menu

Note

- Prescriber can select either of these options: Click on the show all checkbox to view all patients assigned to the login prescriber or click on the show all checkbox to view patients assigned to prescriber login location and not assigned to other prescriber.
- Assigning of patients will be based on access rights.
- By default, a list of patients will be displayed according to patient assigned to login prescriber and prescriber's login location.
- Various search criteria as provided as below:

No	Field	Description	Remark
a)	MRN	Patient Medical Record Number	Search option: Type the MRN either full or partial: Example: HPSF00001234 or "1234"
b)	Patient Name	Patient Name	Allow to search by full or partial patient name

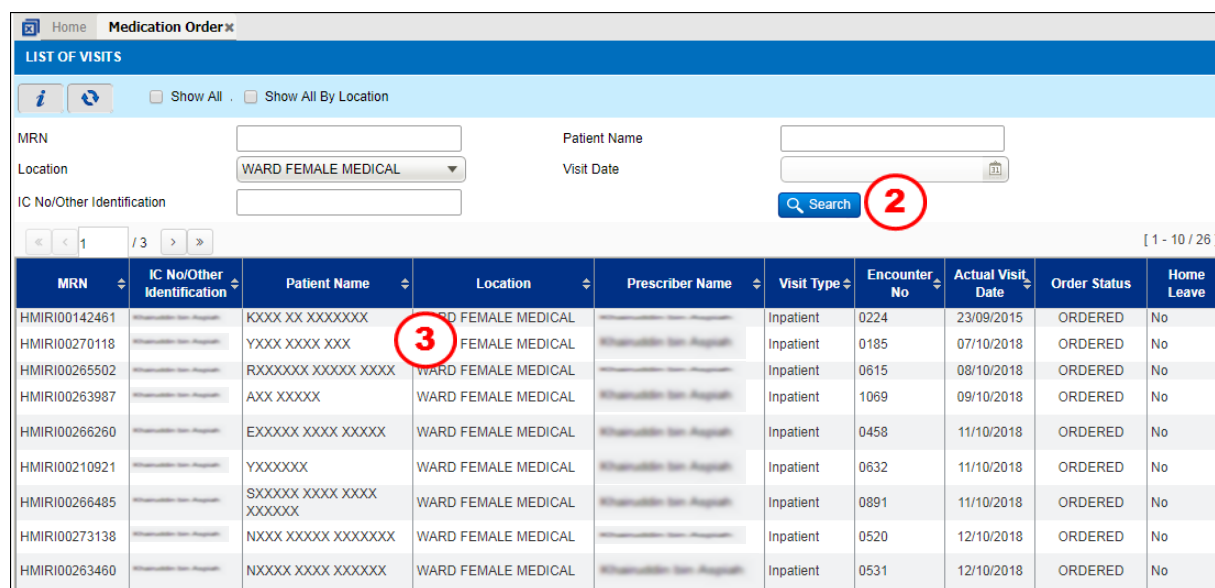
c)	Location	Patient visit location	Able to filter and search patient by visit location and prescriber's location.
d)	Visit Date	Patient visit date	Able to filter and search patient visit date
e)	IC No/Other Identification	IC No/Other Identification	Able to search patient based on MYKAD/MYKID and others identification.

Table 3.1.1-1

Note

Search results of patient record list will display:

- MRN
- IC No/Other Identification
- Patient Name
- Location
- Prescriber Name
- Visit Type
- Encounter No
- Visit Date
- Order Status



MRN	IC No/Other Identification	Patient Name	Location	Prescriber Name	Visit Type	Encounter No	Actual Visit Date	Order Status	Home Leave
HMIRI00142461	XXXX XX XXXXXX	XXXX XX XXXXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0224	23/09/2015	ORDERED	No
HMIRI00270118	YXXX XXXX XXX	YXXX XXXX XXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0185	07/10/2018	ORDERED	No
HMIRI00265502	RXXXXXX XXXXX XXXX	RXXXXXX XXXXX XXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0615	08/10/2018	ORDERED	No
HMIRI00263987	AXX XXXXX	AXX XXXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	1069	09/10/2018	ORDERED	No
HMIRI00266260	EXXXXX XXXX XXXXX	EXXXXX XXXX XXXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0458	11/10/2018	ORDERED	No
HMIRI00210921	YXXXXXX	YXXXXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0632	11/10/2018	ORDERED	No
HMIRI00266485	SXXXXX XXXX XXXX XXXXXX	SXXXXX XXXX XXXX XXXXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0891	11/10/2018	ORDERED	No
HMIRI00273138	NXXX XXXXX XXXXXXXX	NXXX XXXXX XXXXXXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0520	12/10/2018	ORDERED	No
HMIRI00263460	NXXXX XXXX XXXXXXXX	NXXXX XXXX XXXXXXXX	WARD FEMALE MEDICAL	XXXXXX XXXX XXXX	Inpatient	0531	12/10/2018	ORDERED	No

Figure 3.1.1-2 List of visits at Medication Order Page

STEP 2

Click on the  button to search patient

STEP 3

Double click on the selected patient

Drug/Active Ingredient Search			
Drug/Active Ingredient/Trade Name			Search
« 1 / 11 »			[1 - 10 / 108]
Dosage Form	Drug Name	Active Ingredient	Category
Powder for IV Soln	Desferrioxamine 500mg Injection	Desferrioxamine (Desferrioxamine)	A
Parenteral Solution	Cefotaxime 1g Injection	Cefotaxime	A
Parenteral Solution	Cefuroxime 750mg Injection	Cefuroxime	A
Parenteral Solution	Cefotaxime 500mg Injection	Cefotaxime	A
Parenteral Solution	Ceftazidime 1g Injection	Ceftazidime	A
Parenteral Solution	Granisetron HCl 3mg/3ml Injection	Granisetron	A
Parenteral Solution	Erythromycin Lactobionate 500 mg Injection	Erythromycin	A*
Parenteral Solution	Ceftriaxone 1g Injection	Ceftriaxone	A
Parenteral Solution	Ceftazidime 2g Injection	Ceftazidime	A
Parenteral Solution	Ertapenem 1g Injection	Ertapenem	A*

Figure 3.1.1-4 Search Drug List

STEP 6

Enter the keyword of **Drug/Active Ingredient/Trade Name** and click on the button

Note

After click on the button, list of drug will be appeared as per Figure 3.1.1-4.

STEP 7

Double click on the selected drug name

Note

- **End Date/Time** will be defaulted by system according to duration.
- **Information in Infusion Drug Details under IV Admixture** screen will be automatically displayed based on master setup.
- **Infusion Rate = Fluid Volume/ Infuse Over.**
- **Ordered Concentration = Dosage/ Fluid Volume.**

INFUSION DRUG DETAILS			
IV Admixture		Inotrope Rx	
Drug	Erythromycin Lactobionate 500 mg Injection	Dosage Form	Parenteral Solution
Admin Route	Intravenous Infusion	Drug Category	A*
Dosage	500 mg	Drug Indication	Antibiotics, Macrolides
Frequency	Q6H	Infuse Over	1 (Hour) : 0 (Minute)
Duration	1 Days	Diluent	Sodium Chloride 0.9% 500mL IV soln
Start Date	05/09/2019	Fluid Volume	500 ml
End Date	06/09/2019	Ordered Concentration	1 mg/ml
Drug Remarks			
Add Update Clear		Infusion Rate	500 ml/Hour
		Dispense Location	SATELLITE PHARMACY

Figure 3.1.1-5 Infusion Order Screen

STEP 8

Click on the  button to add on prescription list

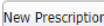
PRESCRIPTION									
   									
  1  									
Selection	Drug	Dose	Frequency	Duration	Order Qty	Start Date	End Date		
☐	Erythromycin Lactobionate 500 mg Injection	500 mg	Q6H	1 Days	4 vial	05/09/2019	06/09/2019	Drug Info	Drug Interaction

Figure 3.1.1-6 Infusion Prescription List

STEP 9

Click on the  button to save the prescription

Note

To add and save another drug on prescription list repeat **step 5 to 9**.

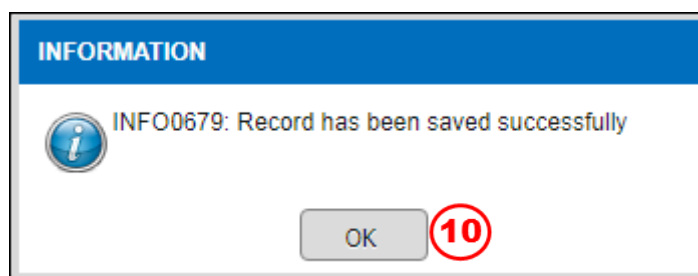


Figure 3.1.1-7 Infusion Prescription Message Information

STEP 10

Click on the  button

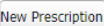
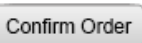
PRESCRIPTION									
   									
  1  									
Selection	Drug	Dose	Frequency	Duration	Order Qty	Start Date	End Date		
☐	Erythromycin Lactobionate 500 mg Injection	500 mg	Q6H	1 Days	4 vial	05/09/2019	06/09/2019	Drug Info	Drug Interaction

Figure 3.1.1-8 Infusion Prescription List

STEP 11

Click on the  button to proceed with the order confirmation

Note

- Medication Information Management System (MIMS) will alert if there is any drug interaction.
- Click on the Drug Info hyperlink to view the drug details.
- Click on the  button to print prescription.

3.1.2 Inotrope Rx

Drugs which are defined as Inotrope Order Application in Drug Master (IV Characteristics) will display in the Inotrope Rx order.

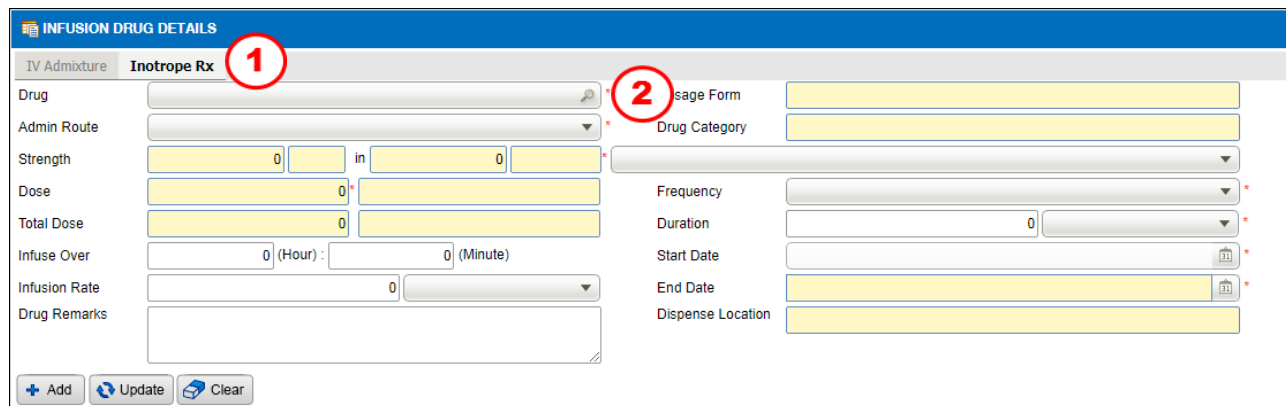


Figure 3.1.2-1 Inotrope Rx Order Screen

Note

Repeat IV Admixture order, follow Step 1 to 4.

STEP 1

Click on the **Inotrope Rx** tab

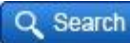
STEP 2

Select drug by clicking the search  button

Drug/Active Ingredient Search			
Drug/Active Ingredient/Trade Name			Search X
Previous 1 Next Last		3	[1 - 10 / 10]
Dosage Form	Drug Name	Active Ingredient	Category
Parenteral Solution	Adrenaline Acid Tartrate 1mg/ml Injection	Adrenaline (Epinephrine)	B
Parenteral Solution	Glyceryl Trinitrate 5mg/ml Injection (10ml amp)	Glyceryl trinitrate	A
Parenteral Solution	Fentanyl Citrate 50mcg/ml Injection (2ml)	4 Fentanyl	A
Parenteral Solution	Midazolam 5 mg/ml Injection	Midazolam	A
Parenteral Solution	Dopamine 40 mg / ml in 5 ml Injection (200mg/5ml)	Dopamine	B
Parenteral Solution	Noradrenaline Acid Tartrate 4 mg/4 ml Injection	Noradrenaline (Norepinephrine)	A
Parenteral Solution	Morphine Sulphate 10 mg/ml Injection	Morphine	B
Parenteral Solution	Milrinone Lactate 10mg/10ml Injection	Milrinone	Non-FUKKM
Parenteral Solution	Dobutamine 12.5mg/ml in 20ml Injection (250mg/20ml)	Dobutamine	A
Parenteral Solution	Propofol 1% Injection (200mg/20ml Vial)	Propofol	A*

Figure 3.1.2-2 Inotrope RX Order Screen with Search Drug List

STEP 3

Enter the keyword of **Drug/Active Ingredient/Trade Name** and click on the  button

Note

After click on the  button, list of drug will be appeared as per Figure 3.1.2-2.

STEP 4

Double click on the selected drug name

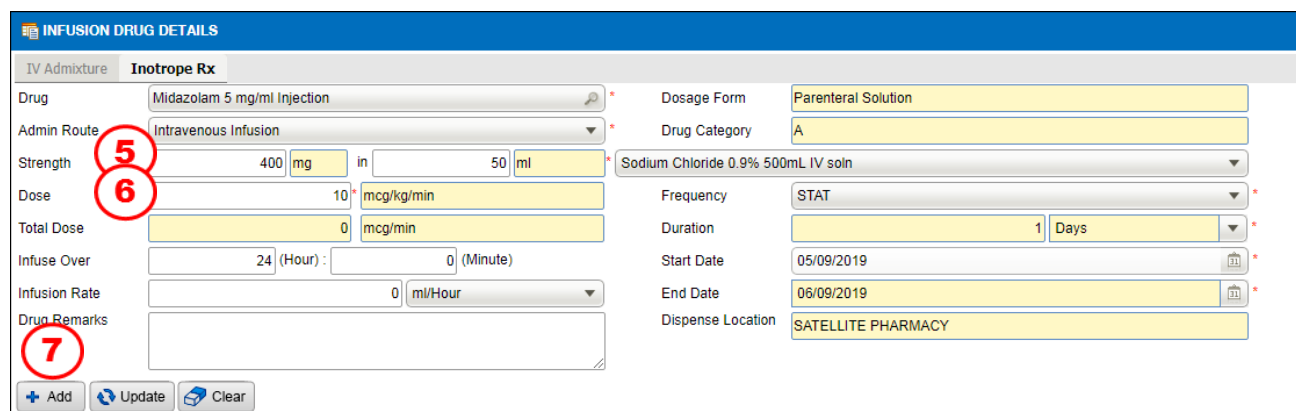


Figure 3.1.2-3 Inotrope Rx Order Screen

STEP 5

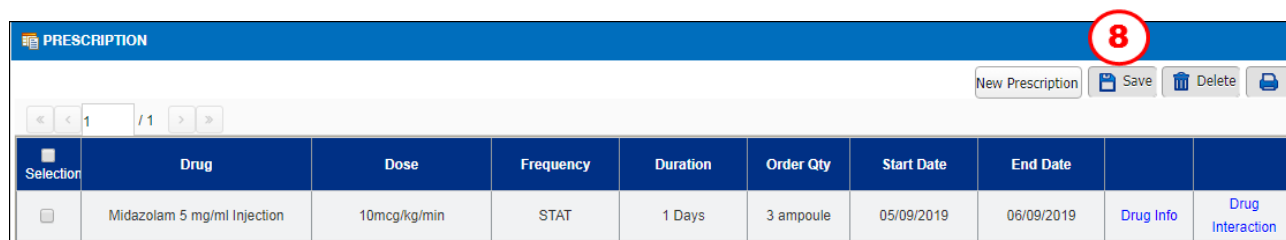
Enter the strength of preparation e.g.400mg in 50ml

STEP 6

Enter the dose required in mcg/kg/min

STEP 7

Click on the  button to add on prescription list



Selection	Drug	Dose	Frequency	Duration	Order Qty	Start Date	End Date	Drug Info	Drug Interaction
☐	Midazolam 5 mg/ml Injection	10mcg/kg/min	STAT	1 Days	3 ampoule	05/09/2019	06/09/2019	Drug Info	Drug Interaction

Figure 3.1.2-4 Inotrope Prescription List

STEP 8

Click on the  button to save the prescription

Note

To add and save another drug on prescription list repeat **step 2 to 8**.

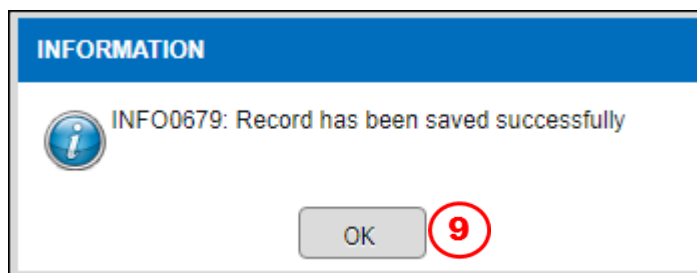
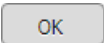


Figure 3.1.2-5 Inotrope Prescription Message Information

STEP 9

Click on the  button

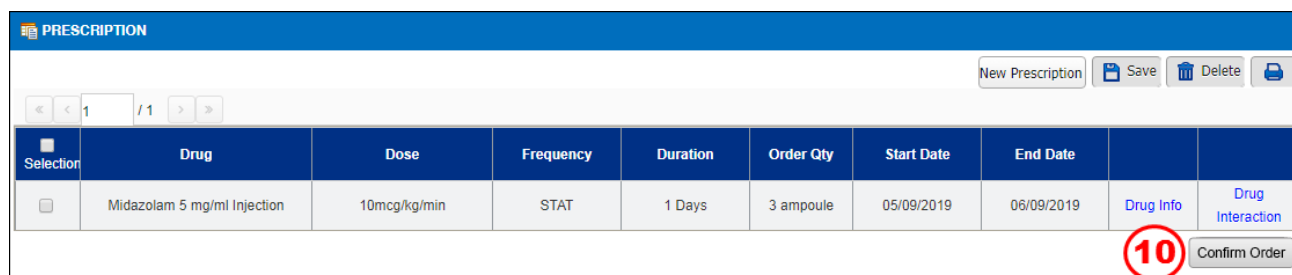
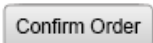


Figure 3.1.2-6 Inotrope Prescription List

STEP 10

Click on the  button to proceed with the order confirmation

Note

- Monthly Index for Medical Speciality (MIMS) will alert if there is any drug interaction.
- Click on the Drug Info hyperlink to view the drug details.
- Click on the  button to print prescription.

3.2 Manage Prescription

Prescriber is allowed to manage order after it is confirmed.

3.2.1 Modify Order

Prescriber is allowed to modify Dosage, Frequency Duration and Counseling Indication if the **Order Status** is ordered.

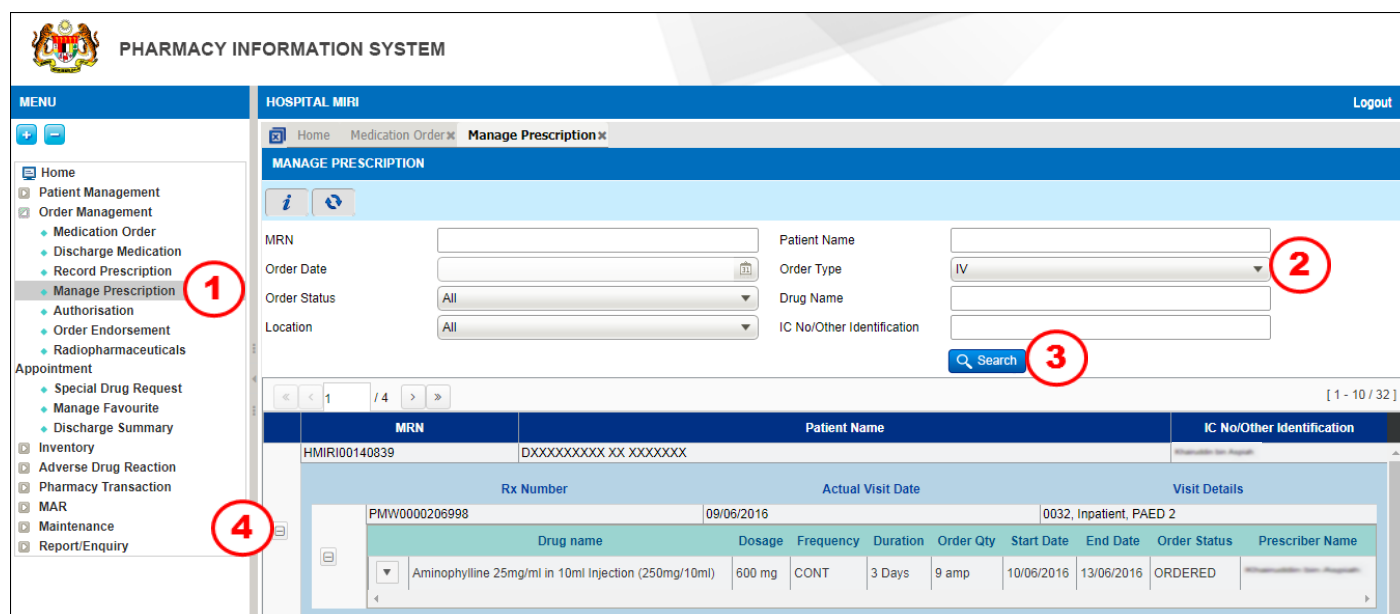


Figure 3.2.1-1 Manage Prescription Screen

STEP 1

Click on the 'Order Management' menu and follow by 'Manage Prescription' sub-menu

Note

- On this listing page, various search criteria are provided as below:

No	Field	Description	Remark
a	MRN	Patient Medical Record Number	Search option: - Scan the MRN using barcode scanner. - Type the MRN either in full or partially:.. Example : HPSF00001234 or "1234"
b	Order Date	Order date	Allow to search by ordered date
c	IC No/Other Identification	IC No/Other Identification	Able to search patient based on MYKAD/MYKID and others identification.
d	Order Status	According to Order in which stage	Able to filter by order status
e	Location	Patient visit location	Able to filter and search patient name by visit location
f	Patient Name	Patient Name	Allow to search by patient name
g	Order Type	- Normal - CDR - IV - PN - Radiopharmaceuticals	Allow to search by order type

h	Drug Name	Drug Name	Allow to search by full or partial drug name
---	-----------	-----------	--

Table 3.2.1-1

- Search results of patient record list will display:

- MRN
- Patient Name
- IC No/Other Identification
- Location
- Prescriber Name
- Visit Type
- Encounter No
- Visit Date
- Order Status

STEP 2

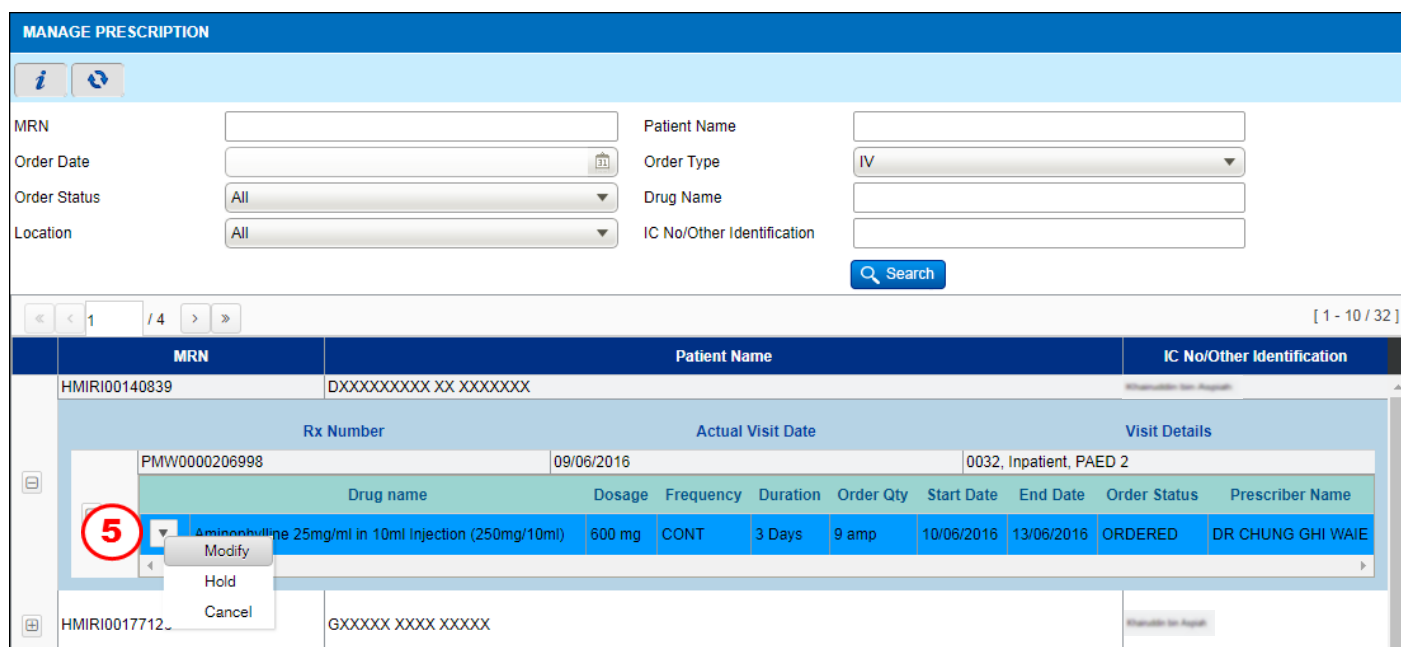
Select **Order Type** as **IV**

STEP 3

Click on the  button to search patient

STEP 4

Click on  button to view selected patient's prescription

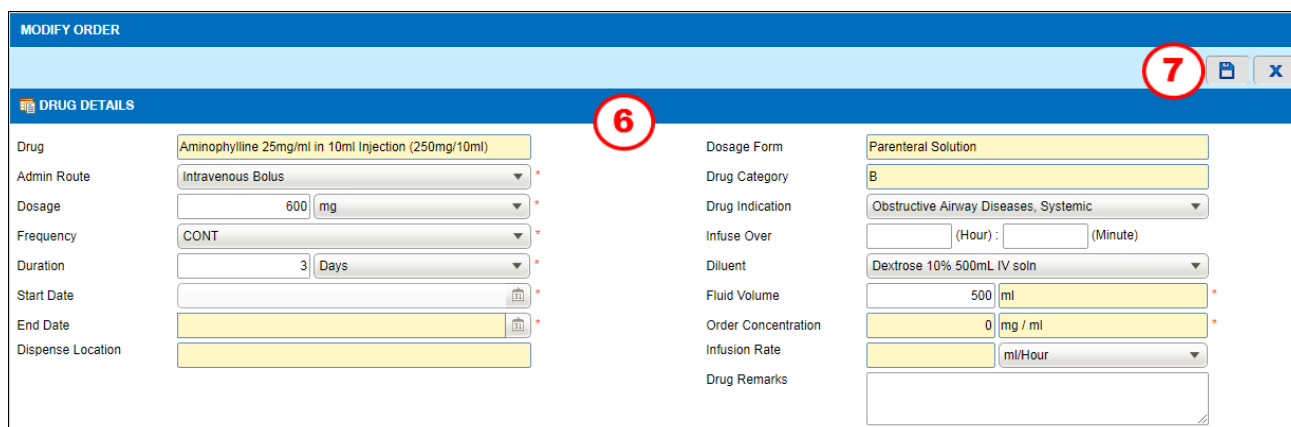


The screenshot shows the 'MANAGE PRESCRIPTION' interface. At the top, there are search filters for MRN, Order Date, Order Status, Location, Patient Name, Order Type (set to IV), Drug Name, and IC No/Other Identification. A 'Search' button is located below these filters. Below the filters is a table with columns: MRN, Patient Name, IC No/Other Identification, Rx Number, Actual Visit Date, and Visit Details. The first row shows a patient with MRN HMIRI00140839 and a prescription for PMW0000206998. A red circle with the number '5' highlights the 'Modify' button in the context menu that appears when right-clicking on the prescription row. The context menu also includes 'Hold' and 'Cancel' options. The prescription details for PMW0000206998 are: Drug name: Aminocapillone 25mg/ml in 10ml Injection (250mg/10ml), Dosage: 600 mg, Frequency: CONT, Duration: 3 Days, Order Qty: 9 amp, Start Date: 10/06/2016, End Date: 13/06/2016, Order Status: ORDERED, Prescriber Name: DR CHUNG GHI WAIE.

Figure 3.2.1-2 Manage Prescription Screen

STEP 5

Right click on the  button and select **Modify**



MODIFY ORDER

DRUG DETAILS

Drug: Aminophylline 25mg/ml in 10ml Injection (250mg/10ml)

Admin Route: Intravenous Bolus

Dosage: 600 mg

Frequency: CONT

Duration: 3 Days

Start Date: [Calendar Icon]

End Date: [Calendar Icon]

Dispense Location: [Text Field]

Dosage Form: Parenteral Solution

Drug Category: B

Drug Indication: Obstructive Airway Diseases, Systemic

Infuse Over: [Hour] (Hour) : [Minute] (Minute)

Diluent: Dextrose 10% 500mL IV soln

Fluid Volume: 500 ml

Order Concentration: 0 mg / ml

Infusion Rate: [ml/Hour]

Drug Remarks: [Text Area]

Figure 3.2.1-3 Manage Prescription

STEP 6

Change the drug details as required like shown in Figure 3.2.1-3

Note

Prescriber is allowed to change the drug details as below:

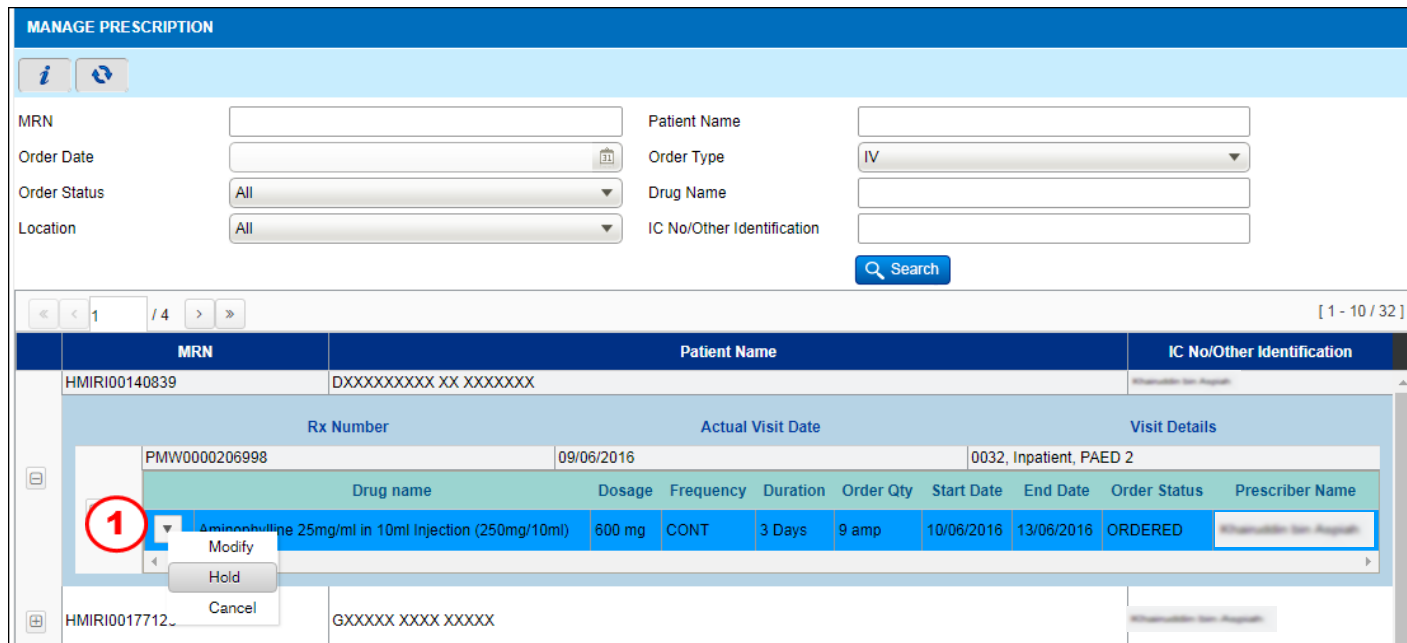
- Admin Route
- Dosage
- Frequency
- Duration
- Start Date/Time
- Drug Indication
- Infuse Over
- Diluent
- Fluid Volume
- Infusion Rate UOM

STEP 7

Click on the  button to save and  button to close

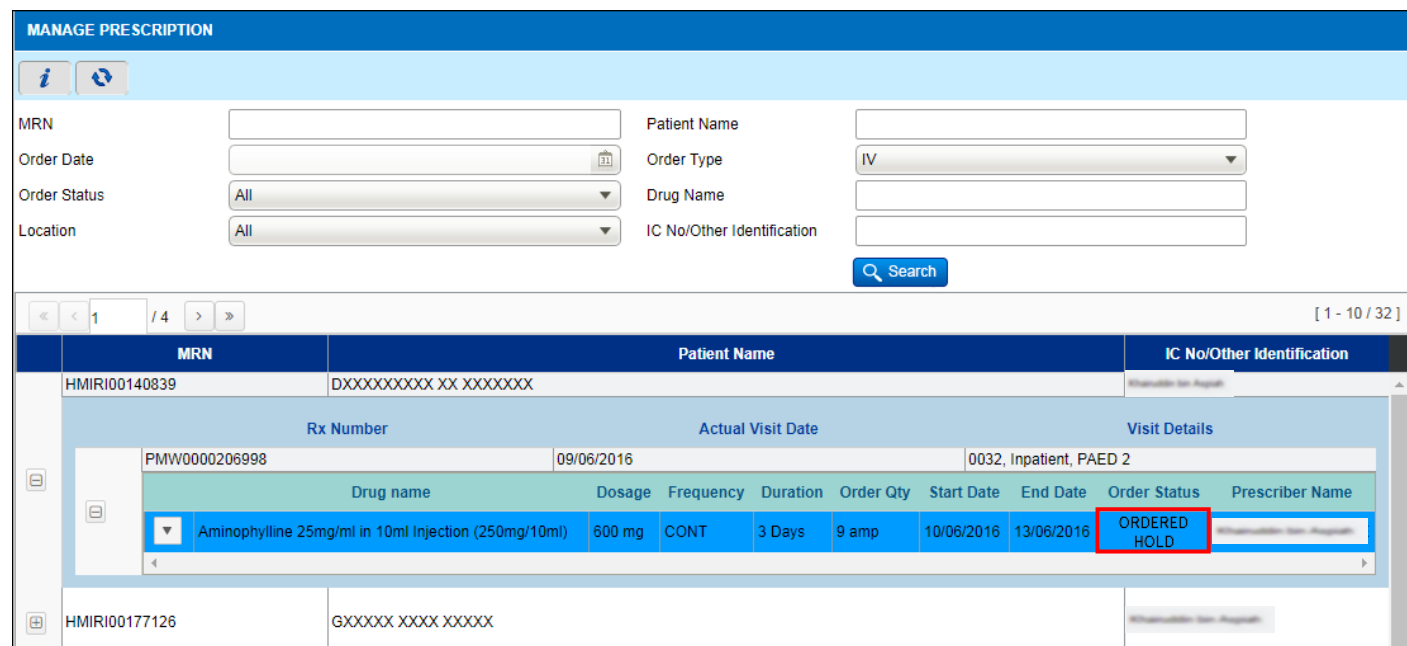
3.2.2 Resume/Hold Order

Prescriber is allowed to hold medication order from being administered or dispensed to the patient; and is able to resume the hold order to continue medication order.



The screenshot shows the 'MANAGE PRESCRIPTION' interface. At the top, there are search filters for MRN, Patient Name, Order Date, Order Status, Location, Order Type, Drug Name, and IC No/Other Identification. Below these is a table of prescriptions. The first prescription is for MRN HMIRI00140839, Patient Name DXXXXXXXXX XX XXXXXXXX, and Rx Number PMW0000206998. The prescription details show it is for Aminophylline 25mg/ml in 10ml Injection (250mg/10ml), 600 mg, CONT, 3 Days, 9 amp, with Start Date 10/06/2016 and End Date 13/06/2016. The Order Status is 'ORDERED'. A red circle with the number '1' highlights the 'Hold' button in the context menu that appears when clicking on the prescription row.

Figure 3.2.2-1 Manage Prescription Screen with Hold/Resume Menu



This screenshot shows the same 'MANAGE PRESCRIPTION' interface as Figure 3.2.2-1, but the 'ORDERED' status in the table has been changed to 'ORDERED HOLD'. A red box highlights the 'ORDERED HOLD' text in the 'Order Status' column for the prescription with Rx Number PMW0000206998.

Figure 3.2.2-2 Manage Prescription Screen With Hold status

Note

To proceed with Hold/Resume medication order repeat Modify Order steps from **Step 1** to **4**

STEP 1

Right click on the  button and select **Hold** or **Resume**

Hold Medication Order

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

Resume Medication Order

- Right click on the  button and select **Resume**

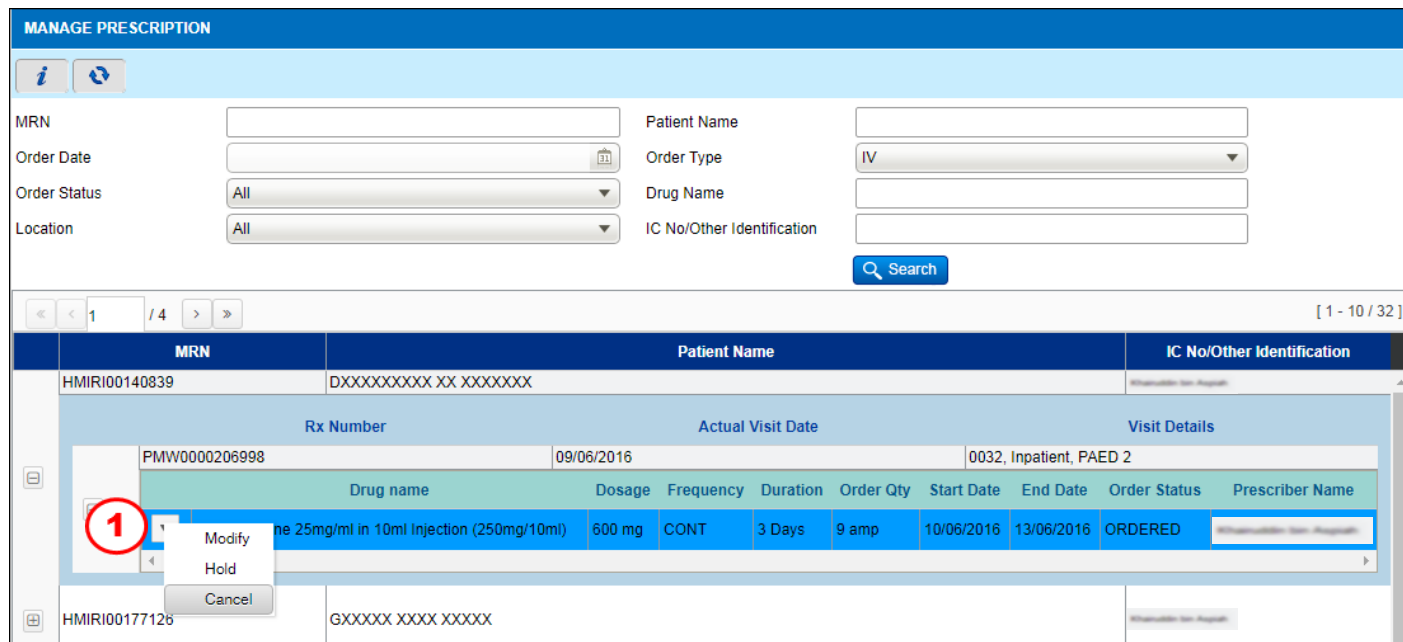
Note

Order status will be changed according to the current Order Status followed by 'Hold'.

*Example : **ORDERED HOLD***

3.2.3 Cancel/Stop Order

Prescriber is allowed to cancel or stop the prescribed medication order from being administered or dispensed.



The screenshot shows the 'MANAGE PRESCRIPTION' interface. At the top, there are search filters for MRN, Order Date, Order Status, Location, Patient Name, Order Type, Drug Name, and IC No/Other Identification. Below these is a table of prescriptions. The first row is highlighted, and a context menu is open over it, showing options: Modify, Hold, and Cancel. The 'Cancel' option is circled in red with the number '1' next to it. The table columns include MRN, Patient Name, IC No/Other Identification, Rx Number, Actual Visit Date, Visit Details, Drug name, Dosage, Frequency, Duration, Order Qty, Start Date, End Date, Order Status, and Prescriber Name.

MRN	Patient Name	IC No/Other Identification	Rx Number	Actual Visit Date	Visit Details	Drug name	Dosage	Frequency	Duration	Order Qty	Start Date	End Date	Order Status	Prescriber Name
HMIRI00140839	DXXXXXXXXX XX XXXXXX		PMW0000206998	09/06/2016	0032, Inpatient, PAED 2	ne 25mg/ml in 10ml Injection (250mg/10ml)	600 mg	CONT	3 Days	9 amp	10/06/2016	13/06/2016	ORDERED	
HMIRI00177126	GXXXXX XXXX XXXXX													

Figure 3.2.3-1 Manage Prescription Screen with Cancel/Stop Menu

Note

To proceed with cancel or stop medication order, repeat Modify Order steps from **Step 1** to **4**.

STEP 1

Right click on the  button and select **Cancel** or **Stop**

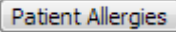
Cancel Medication Order

- Right click on the  button and select **Cancel** from context menu

Enter **Cancel Reason** as per Figure 3.2.3-2

Click on the save button to save the order cancellation

Note

If prescriber found that prescription needs to be cancelled due to patient allergies, prescriber may click on the  button to record allergies.

Stop Medication Order

- Right click on the  button and select **Stop**

MANAGE PRESCRIPTION

MRN: Patient Name:
 Order Date: Order Type:
 Order Status: Drug Name:
 Location:

CANCEL REASON

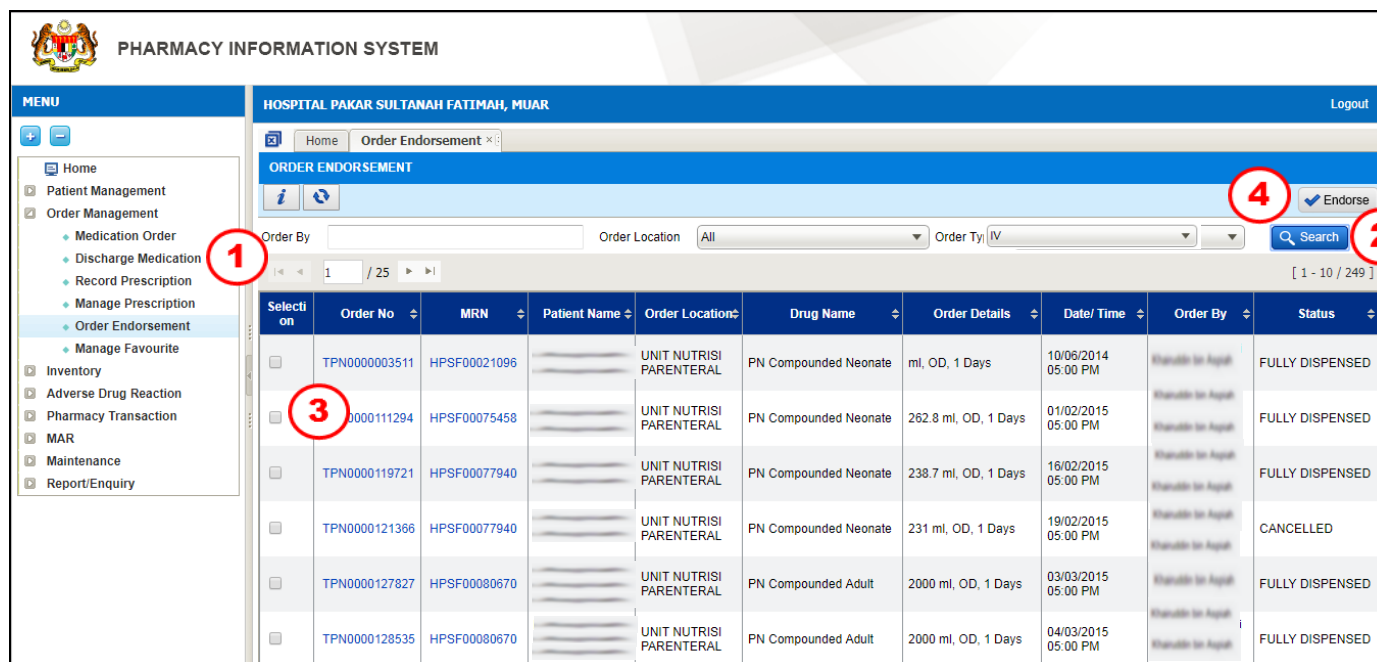
MRN	Rx Number	Drug name	Dosage	Frequency	Duration	Start Date	End Date	Order Status	Prescriber Name
HMIRI00140839	PMW0000206998	Aminophylline 25mg/ml in 10ml Injection (250mg/10ml)	600 mg	CONT	3 Days	9 amp	10/06/2016	13/06/2016	ORDERED

IC No/Other Identification:
 Visit Details:
 AED 2:

Figure 3.2.3-2 Manage Prescription Screen with Cancel/Stop Reason Box

3.3 Order Endorsement

Order endorsement is to notify the prescriber on prescription changes made by pharmacist.



PHARMACY INFORMATION SYSTEM

HOSPITAL PAKAR SULTANAH FATIMAH, MUAR

Logout

Home Order Endorsement

ORDER ENDORSEMENT

Order By: Order Location: All Order Type: IV Search

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[1 - 10 / 249]

Select	Order No	MRN	Patient Name	Order Location	Drug Name	Order Details	Date/Time	Order By	Status
☐	TPN000003511	HPSF00021096		UNIT NUTRISI PARENTERAL	PN Compounded Neonate	ml, OD, 1 Days	10/06/2014 05:00 PM	Manan bin Asyraf	FULLY DISPENSED
☐	TPN000111294	HPSF00075458		UNIT NUTRISI PARENTERAL	PN Compounded Neonate	262.8 ml, OD, 1 Days	01/02/2015 05:00 PM	Manan bin Asyraf	FULLY DISPENSED
☐	TPN0000119721	HPSF00077940		UNIT NUTRISI PARENTERAL	PN Compounded Neonate	238.7 ml, OD, 1 Days	16/02/2015 05:00 PM	Manan bin Asyraf	FULLY DISPENSED
☐	TPN0000121366	HPSF00077940		UNIT NUTRISI PARENTERAL	PN Compounded Neonate	231 ml, OD, 1 Days	19/02/2015 05:00 PM	Manan bin Asyraf	CANCELLED
☐	TPN0000127827	HPSF00080670		UNIT NUTRISI PARENTERAL	PN Compounded Adult	2000 ml, OD, 1 Days	03/03/2015 05:00 PM	Manan bin Asyraf	FULLY DISPENSED
☐	TPN0000128535	HPSF00080670		UNIT NUTRISI PARENTERAL	PN Compounded Adult	2000 ml, OD, 1 Days	04/03/2015 05:00 PM	Manan bin Asyraf	FULLY DISPENSED

Figure 3.3-1 Order Endorsement Screen

STEP 1

Click on the 'Order Management' menu and follow by 'Order Endorsement' sub-menu

Note

- On this listing page, various Search Criteria is provided as below:

No	Field	Description	Remark
A	Order By	Prescriber Name	Allow to search by full or partial prescriber name
B	Order Location	Patient visit location	Able to filter and search patient name by visit location
C	Order Type	- Normal - CDR - IV - PN - Radiopharmaceuticals	Allow to search by order type

Table 3.3-1

- Search results of patient record list will display:
 - Order No
 - MRN
 - Patient Name
 - Order Location
 - Drug Name
 - Order Status
 - Date and Time
 - Order By
 - Status

STEP 2

Select **Order Type** as **IV** and click on the  button to search patient

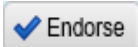
STEP 3

Select/tick  checkbox on selected patient

Note

Multiple selections are allowed.

STEP 4

Click on the  button to proceed with endorsement

3.4 Authorisation

This function is used by specialist or authorised person to approve list A/A*/A/KK drug that requires authorisation.

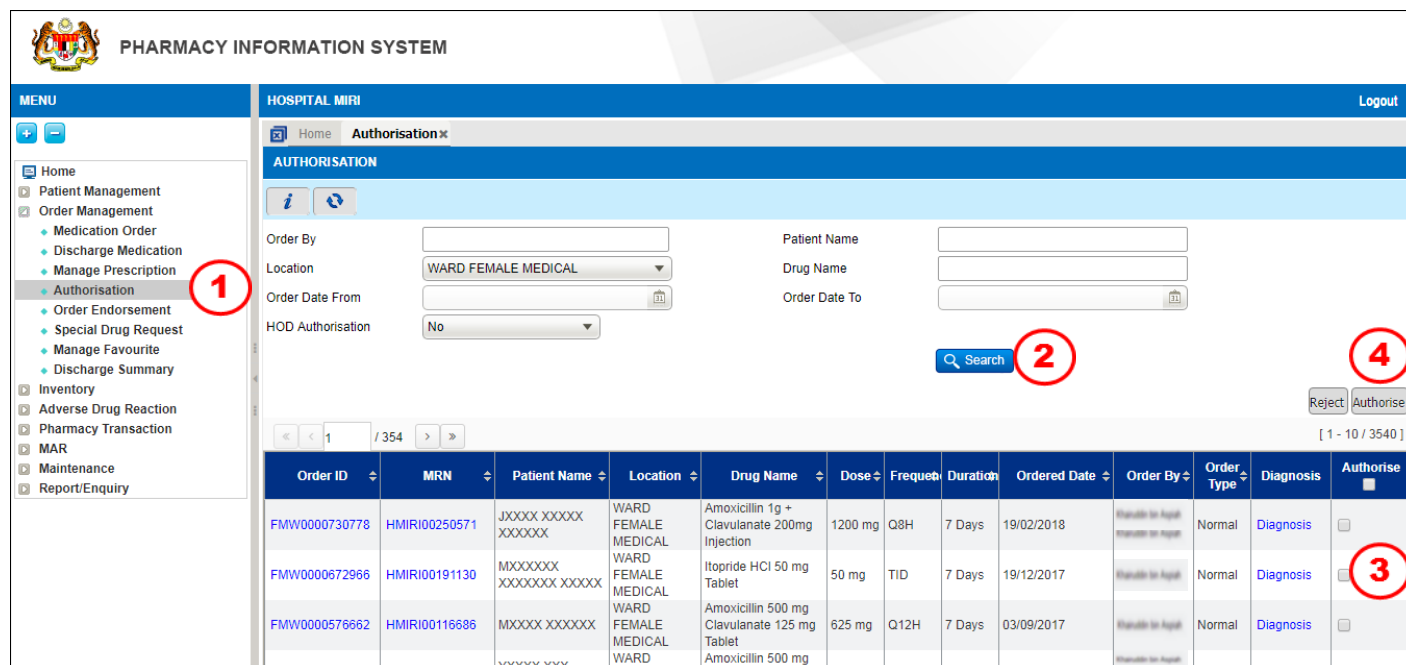


Figure 3.4-1 Order Authorisation Screen

STEP 1

Click on the 'Order Management' menu and follow by 'Authorisation' sub-menu

Note

- On this listing page, various Search Criteria is provided as bellow:

No	Field	Description	Remark
a	Order By	Prescriber Name	Allow to search by full or partial Prescriber Name
b	Location	Patient visit location	Able to filter and search patient name by visit location
c	Order Date From	Order date	Allow to search by date from selected month/date/year
d	Patient Name	Patient Name	Allow to search by full or partial patient name
e	Drug Name	Drug Name	Allow to search by full or partial drug name
f	Order Date To	Order date	Allow to search by date from selected month/date/year
g	HOD Authorisation	Able to search by : - All	Allow to search by HOD Authorisation

		- Yes	
		- No	

Table 3.4-1

• *Search results of patient record list will display:*

- *Order No*
- *MRN*
- *Patient Name*
- *Location*
- *Drug Name*
- *Dose*
- *Frequency*
- *Duration*
- *Ordered Date and Time*
- *Order By*
- *Order Type*

STEP 2

Click on the  button to search patient

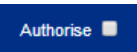
STEP 3

Select/tick  checkbox on selected patient

STEP 4

Click on the  button to proceed with authorisation

Note

- User may click/tick on the  checkbox to authorise all drugs on the list.
- User able to reject the authorisation list by click on  button

4.0 Acronyms

Abbreviation	Definition
MOH	Ministry Of Health
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
OM	Order Management
MRN	Medical Record Number
IV	Intravenous

5.0 Links to Clinical Modules

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