

## Section G--Reprint an Outpatient Label

### Overview

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**Introduction** This section contains information on selecting and using the Reprint an Outpatient Label option.

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**Option selection screen** The Reprint an Outpatient Label option is selected on the Rx (Prescriptions) Menu screen by typing LROP as shown in the following sample Rx (Prescriptions) Menu screen:

```

ARRX  List One Patient's Archived Rx's ...
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside Rx Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
SUM   Summary Label Print
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  LROP Reprint an
Outpatient Label
    
```

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**In this section** This section will cover the following topic:

Topic	Page
Using the Reprint an Outpatient Label Option	14-G-2

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## Using the Reprint an Outpatient Label Option

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**Introduction** The Reprint an Outpatient Label option is used to reprint up to 999 copies of a prescription label. These labels may be required to replace damaged ones or to add to additional containers.

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**Important note** The Reprint an Outpatient Label option only makes labels for existing prescriptions. This option does not subtract stock from inventory. For example, you may use this option to reprint a label for a prescription that was dropped and broken. The stock used to replace the damaged prescription is not subtracted from inventory. A label reprint does not count as workload.

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**Procedures** The following steps are used to reprint an outpatient label. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears.  "Select Rx (Prescriptions) Option:" prompt appears.
2	Type LROP and press RETURN.	"REPRINT LABEL FOR PRESCRIPTION:" prompt appears.

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**Using the Reprint an Outpatient Label Option, Continued**

**Procedures  
(continued)**

Step	Action	Result
3	type the prescription number.	"NUMBER OF COPIES? 1//: prompt appears.
4	Press RETURN to accept default or type the number of copies and press RETURN	"COMMENTS:" prompt appears
5	Type comment and press RETURN	Prescription data appears. "Please hold, reprinting RX label...."
6	Press RETURN to print or press ^ and press RETURN to bypass.	"REPRINT LABEL FOR PRESCRIPTION:" prompt appears.

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## Using the Reprint an Outpatient Label Option, Continued

### Procedures (continued)

Step	Action	Result						
8	Take one of the following actions:							
	<table border="1"> <thead> <tr> <th>IF you want...</th> <th>THEN...</th> </tr> </thead> <tbody> <tr> <td>to reprint another label</td> <td>Repeat Steps 3 through 7.</td> </tr> <tr> <td><b>not</b> to print another label</td> <td>press ^.</td> </tr> </tbody> </table>	IF you want...	THEN...	to reprint another label	Repeat Steps 3 through 7.	<b>not</b> to print another label	press ^.	
	IF you want...	THEN...						
to reprint another label	Repeat Steps 3 through 7.							
<b>not</b> to print another label	press ^.							
		See above.						
		Rx (Prescriptions) Menu reappears. "Select Rx (Prescriptions) Option:" prompt reappears.						
9	Continue with other Rx (Prescriptions) options or press ^ to return to the Main Menu.							

**Option screen** The following is a sample Reprint an Outpatient Label option screen as it might show on your terminal:

```
Select Rx (Prescriptions) Option:  LROP<RET> Reprint an Outpatient
Label
REPRINT LABEL FOR PRESCRIPTION:  43<RET>
NUMBER OF COPIES?(1-999):  1// <RET>
COMMENTS:  REPRINT BECAUSE OF DAMAGED PRINTER RIBBON<RET>

43                               05/05/95
BROOKS, WANDA                     #90
TAKE ONE CAPSULE BY MOUTH ONCE EVERY DAY

COD LIVER OIL CAP
BAGGINS, BILBO                     STG

Please hold, reprinting RX label....

REPRINT LABEL FOR PRESCRIPTION:
```

## Section H--Print Patient Instruction Sheet

### Overview

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**Introduction** This section contains information on selecting and using the Print Patient Instruction Sheet option. The patient instruction sheet may be used for both outpatient counseling or as a replacement for the discharge medication sheet.

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**Option selection screen** The Print Patient Instruction Sheet option is selected on the Rx (Prescriptions) Menu screen by typing MEDI as shown in the following sample Rx (Prescriptions) Menu screen:

```

ARRX  List One Patient's Archived Rx's ...
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside RX Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  MEDI Print Patient
Instruction Sheet
    
```

**In this section** This section will cover the following topic:

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Using the Print Patient Instruction Sheet Option	14-H-3

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## Using the Print Patient Instruction Sheet Option

---

**Introduction** The Print Patient Instruction Sheet option allows you to print a patient medication instruction sheet. This sheet includes--

- Medication.
  - Sig (instructions printed on label).
  - Warnings associated with medication.
- 

**Important note** The warnings that are printed with each drug come from the field Warning Labels in the Drug file. If you do not see any warnings printed with the medication, you must enter the warning numbers found in the Warning Labels field of the Drug file.

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**Procedures** The following steps are used to Print Patient Instruction Sheet. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears. "Select Rx (Prescriptions) Option:" prompt appears.
2	Type MEDI and press RETURN.	"Select PATIENT NAME:" prompt appears.
3	Type the patient's name and press RETURN.	List of prescriptions for the patient are displayed. "Choose 1-#>" prompt appears.
4	Type the line numbers of the prescriptions separated by commas (e.g. 1,2,3) for which you want an instruction sheet.	"Number of copies:: (1-10): 1/" prompt appears.

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### Using the Print Patient Instruction Sheet Option, Continued

**Procedures  
(continued)**

Step	Action	Result
5	Press RETURN to accept default or type the number of copies and press RETURN.	"Please enter PATIENT INSTRUCTION SHEET device: HOME//" prompt appears.
6	Type the device name and press RETURN to print or press RETURN to display on screen.	"Select PATIENT NAME:" prompt reappears.
7	Take one of the following actions:	
	<b>IF you want...</b>	<b>THEN...</b>
	to print instruction sheet(s) for another patient	Repeat Steps 3 through 6.
<b>not</b> to print instruction sheet(s) for another patient	press ^.	Rx (Prescriptions) Menu reappears. "Select Rx (Prescriptions) Option:" prompt reappears.
8	Continue with other Rx (Prescriptions) options or press ^ to return to the Main Menu.	

*Continued on next page*





## Section I--Medical Information

### Overview

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**Introduction** This section contains information on selecting and using the following medical information options on the Medical Information Menu:

- Medical Information Enter/Edit
  - Print Medical Information
  - View Medical Information
- 

**Option selection screen** The Medical Information option is selected on the Rx (Prescriptions) Menu screen by typing MIME as shown in the following sample Rx (Prescriptions) Menu screen:

```
ARRX  List One Patient's Archived Rx's
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside Rx Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
SUM   Summary label Print
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  MIME Medical
Information Menu
```

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*Continued on next page*

**Overview, Continued**

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**Medical Information option submenu screen**

Selection of the Medical Information option produces the Medical Information Menu with three options as shown on the following sample screen:

```

EMI   Medical Information Enter/Edit
PMI   Print Medical Information
VMI   View Medical Information

Select Medical Information Menu Option:
    
```

**Medical Information Menu options descriptions**

The following is a description of the Medical Information Menu options:

<b>IF you want to...</b>	<b>THEN select...</b>
enter or edit medical information	the Medical Information Enter/Edit option.
print a list of medical information	the Print Medical Information option.
view medical information	the View Medical Information option.

*Continued on next page*

## Overview, Continued

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**In this section** This section will cover the following topics:

Topic	Page
Using the Medical Information Enter/Edit Option	14-I-4
Using the Print Medical Information Option	14-I-7
Using the View Medical Information Option	14-I-10

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## Using the Medical Information Enter/Edit Option

---

**Introduction** The Medical Information Enter/Edit option allows you to enter and edit medical information. This enables each site to develop a repository of information. This can be used to store any free text information.

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**Option selection screen** The Medical Information Enter/Edit option is selected on the Medical Information Menu screen by typing EMI as shown in the following sample screen:

```
EMI   Medical Information Enter/Edit
PMI   Print Medical Information
VMI   View Medical Information

Select Medical Information Menu Option:  EMI Medical
Information Enter/Edit
```

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## Using the Medical Information Enter/Edit Option, Continued

**Procedures** The following steps are used to enter or edit medical information. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears. "Select Rx (Prescriptions) Option:" prompt appears.
2	Type MIME and press RETURN.	The Medical Information Menu appears. "Select Medical Information Menu Option:" prompt appears.
3	Type EMI and press RETURN.	"Select Information Topic:" prompt appears.
4	Type the topic and press RETURN.	"NAME: topic selected/" prompt appears.
5	Press RETURN to confirm the topic selected or type another topic.	Information about the selected topic appears. "Edit option:" prompt appears.
6	Press RETURN to bypass editing or use word processing commands to edit.	Medical Information Menu reappears. "Select Medical Information Menu Option:" prompt reappears.

*Continued on next page*

## Using the Medical Information Enter/Edit Option, Continued

**Procedures  
(continued)**

Step	Action	Result
7	Continue with other Medical Information Menu options or press ^ to return to the RX (Prescriptions) Menu.	
8	Continue with other RX (Prescriptions) options or press ^ to return to the Main Menu.	

**Option screen** The following is a sample Medical Information Enter/Edit option screen as it might show on your terminal:

```
Select Medical Information Menu Option:  EMI<RET> Medical Information
Enter/Edit

Select Information Topic:  RENAL DIETS<RET>
NAME:  RENAL DIETS//  <RET>
Information:
  1>All renal diets will contain no salt, pepper or fats.<RET>
EDIT Option:  <RET>
```

## Using the Print Medical Information Option

---

**Introduction** The Print Medical Information option allows you to print a report of medical information in a specified order. The report provides you with--

- Information Topic
  - Description of Information Topic
- 

**Option  
selection  
screen**

The Print Medical Information option is selected on the Medical Information Menu screen by typing PMI as shown in the following sample screen:

```
EMI   Medical Information Enter/Edit
PMI   Print Medical Information
VMI   View Medical Information

Select Medical Information Menu Option:  PMI Print
Medical Information
```

*Continued on next page*

## Using the Print Medical Information Option, Continued

**Procedures** The following steps are used to print a report of medical information. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears. "Select Rx (Prescriptions) Option:" prompt appears.
2	Type MIME and press RETURN.	The Medical Information Menu appears. "Select Medical Information Menu Option:" prompt appears.
3	Type PMI and press RETURN.	"SORT BY: NAME/" prompt appears.
4	Press RETURN to accept the default response or type the name of the field on which to sort and press RETURN.	"START WITH <i>Field Type</i> : FIRST/" prompt appears.
5	Press RETURN to accept the default response or type the field in which to begin and press RETURN.	"DEVICE:" prompt appears.
6	Type the name of the device and press RETURN. (Press RETURN to display on the screen)	Medical Information Report is displayed/printed. (See following sample screen.) Medical Information Menu reappears. "Select Medical Information Menu Option:" prompt reappears.

*Continued on next page*



## Using the Print Medical Information Option, Continued

**Procedures  
(continued)**

Step	Action	Result
7	Continue with other Medical Information Menu options or press ^ to return to the RX (Prescriptions) Menu.	
8	Continue with other RX (Prescriptions) options or press ^ to return to the Main Menu.	

**Option screen** The following is a sample Print Medical Information option screen as it might show on your terminal:

```

Select Medical Information Menu Option:  PMI<RET> Print Medical
Information

SORT BY: NAME// <RET>
START WITH NAME: FIRST// <RET>
DEVICE: HOME// <RET>

INFORMATION TOPIC LIST
Information
-----

NAME:  RENAL DIETS

All renal diets will contain no salt, pepper or fats.
    
```

## Using the View Medical Information Option

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**Introduction** The View Medical Information option allows you to only view the requested medical information.

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**Option selection screen** The View Medical Information option is selected on the Medical Information Menu screen by typing VMI as shown in the following sample screen:

```
EMI   Medical Information Enter/Edit
PMI   Print Medical Information
VMI   View Medical Information

Select Medical Information Menu Option:  VMI View Medical
Information
```

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*Continued on next page*

## Using the View Medical Information Option, Continued

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**Procedures** The following steps are used to view medical information. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears. "Select Rx (Prescriptions) Option:" prompt appears.
2	Type MIME and press RETURN.	The Medical Information Menu appears. "Select Medical Information Menu Option:" prompt appears.
3	Type VMI and press RETURN.	"Select Information Topic" prompt appears.
4	Type an information topic and press RETURN.	Information about the requested topic appears. "Select Information Topic" prompt appears.
5	Type another information topic and press RETURN or press ^ to return to the Medical Information Menu.	Medical Information Menu reappears. "Select Medical Information Menu Option:" prompt reappears.

*Continued on next page*

## Using the View Medical Information Option, Continued

**Procedures  
(continued)**

Step	Action	Result
6	Continue with other Medical Information Menu options or press ^ to return to the RX (Prescriptions) Menu.	
7	Continue with other RX (Prescriptions) options or press ^ to return to the Main Menu.	

**Option screen** The following is a sample View Medical Information option screen as it might show on your terminal:

```

Select Medical Information Menu Option:  VMI<RET> View Medical
Information

Select Information Topic:  RENAL DIETS<RET>

NAME: RENAL DIETS
Information: All renal diets will contain no salt, pepper, or fats.

Select Information Topic:  <RET>
    
```

## Section J--New Prescription Entry

### Overview

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#### Introduction

This section contains information on selecting and using the New Prescription Entry option. All prescription processing is handled with this option. New, renewal and refill prescriptions are also done from this single option. This section also contains procedures and sample screens for deleting prescriptions when an drug/drug interaction is detected during new prescription entry.

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#### Option selection screen

The New Prescription Entry option is selected on the Rx (Prescriptions) Menu screen by typing NERX as shown in the following sample Rx (Prescriptions) Menu screen:

```

ARRX  List One Patient's Archived Rx's ...
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside RX Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
SUM   Summary label Print
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  NERX New Prescription
Entry

```

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## Overview, Continued

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**Definitions** In this section the following terms will be used to describe prescriptions during different stages of the entry process:

The new medication is the prescription being entered using the New Prescription Entry option at the time a drug interaction is detected.

The active new prescription is an prescription previously entered using the New Prescription Entry option at the time a drug interaction is detected.

Both the active new prescription and the new medication may have been entered sequentially without exiting this option.

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**In this section** This section will cover the following topic:

Topic	Page
Using the New Prescription Entry Option	14-J-3

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## Using the New Prescription Entry Option

---

**Introduction** The New Prescription Entry option allows you to--

- Enter a new prescription.
- Renew an existing, expired or cancelled prescription.
- Refill an existing prescription.
- Check for drug/drug interactions when entering multiple new drugs and provides you with a submenu to respond to the interaction

The New Prescription Option handles virtually all prescription processing. Entry of new, renewals and refills can all be done from the same place.

---

**Entering procedures**

The following steps are used to enter a new prescription. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears.  "Select Rx (Prescriptions) Option:" prompt appears.
2	Type NERX and press RETURN.	"Select PATIENT NAME:" prompt appears.
3	Type the patient's name and press RETURN.	Patient data is displayed, along with profile of previous prescriptions. "RENEW X-X>" prompt appears.
4	Press RETURN. Note: renewal of Rx's will be covered in a later section.	"NEW RX for PATIENT NAME?:(Y/N/P/R/A):Y//" prompt appears.

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## Using the New Prescription Entry Option, Continued

**Entering procedures (continued)**

Step	Action	Result
5	Press RETURN to enter a new Rx, enter N to exit from this patient, enter P to display the prescription profile, enter R to enter refills for an existing Rx, enter A to display allergies for this patient.(Note: the last four processes are discussed later in this chapter, only the NEW process is covered here.)	When you answer YES by pressing RETURN, the "PATIENT STATUS:OUTPATIENT//" prompt appears.
6	Press RETURN to accept the Outpatient Status or Enter I for Inpatient.	The "DRUG:" prompt appears.
7	Type in the name, quick code or synonym for the desired drug.	"MFG EXPIRATION DATE:" prompt appears.
8	Enter the expiration date on the stock bottle you are using. NOTE: This prompt may not appear on your system. This is controlled by the IHS Site Parameter called "Manufacturer/Lot#/Exp".	"Checking for Drug/Drug Interactions" prompt appears. If none are found, the "SIG:" prompt appears with the standard sig as defined in the DRUG file. Skip to STEP 14.  <b>If an interaction exists:</b> Message "***CRITICAL*** Drug Interaction with Rx # #" appears followed by "DRUG: <i>drug name</i> " appears.  "Do you want to Continue? Y// prompt appears.
9	Press RETURN to continue or N to cancel entry.	"Do you want to Delete: <i>a list of five options ?</i> :" prompt appears.

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## Using the New Prescription Entry Option, Continued

**Entering procedures (continued)**

Step	Action	Result
10	Type the number of the desired option and press RETURN. (Options 1, 2, and 3 delete one or both of the drugs; 4 processes the drugs; and 5 bypasses the interaction.) For option 5, you enter your Electronic Signature Code.	Message "Now creating Pharmacy Intervention" appears.  "PROVIDER:" prompt appears.
11	Type provider name (LASTNAME, INITIAL) and press RETURN.	"RECOMMENDATIONS:" prompt appears.
12	Type a recommendation and press RETURN.	"Would you like to edit this intervention? N/" prompt appears.
13	Press RETURN to continue or type Y and press RETURN to edit. (To edit an intervention, see section 14-F.)	"SIG:" prompt appears.
14	Type label instructions and press RETURN. (mandatory entry)	"QTY ( <i>form</i> ):" prompt appears.
15	Type the prescribed quantity and press RETURN. (mandatory entry)	"DAYS SUPPLY: (1-180): <i>default #</i> /" prompt appears.
16	Type the prescribed days of supply and press RETURN.	"# OF REFILLS: (0-5): <i>default # of refills</i> /" prompt appears.
17	Type the prescribed number of refills and press RETURN.	"PROVIDER:" prompt appears.
18	Type the provider's name and press RETURN.	"CHRONIC MEDICATION: N/" prompt appears.
19	If the drug is used chronically, answer YES. This Rx will appear on the Chronic Medication Profile. For an acute medication, press RETURN to accept the NO answer.	"CLINIC:" prompt appears.

*Continued on next page*

## Using the New Prescription Entry Option, Continued

**Entering procedures (continued)**

Step	Action	Result
19	Type the clinic name and press RETURN or press RETURN to skip.	"REMARKS:" prompt appears.
20	Type remarks and press RETURN or press RETURN to skip.	"ISSUE DATE:TODAY/" prompt appears.
21	Press RETURN to accept today or type the desired issued date and press RETURN.	"CLERK:" prompt appears.
22	The name of the user appears. Press RETURN to accept, or enter the name of the entering pharmacist.	Prescription number, fill date, patient name, quantity, SIG, drug name, provider name, pharmacist name and number of refills are displayed.  "Is this correct? YES/" prompt appears.
23	Press RETURN to accept or type N and press RETURN to edit.	"NEW RX FOR patient name?:(Y/N/P/R/A):Y/" prompt appears.

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## Using the New Prescription Entry Option, Continued

**Entering procedures (continued)**

Step	Action	Result						
25	Take one of the following actions:							
	<table border="1"> <thead> <tr> <th>IF you want...</th> <th>THEN...</th> </tr> </thead> <tbody> <tr> <td>to enter another prescription for the same patient, see the profile, do refills, or review allergies.</td> <td>Repeat Steps 6 through 26.</td> </tr> <tr> <td><b>not</b> to enter another prescription for the same patient</td> <td>press N.</td> </tr> </tbody> </table>	IF you want...	THEN...	to enter another prescription for the same patient, see the profile, do refills, or review allergies.	Repeat Steps 6 through 26.	<b>not</b> to enter another prescription for the same patient	press N.	See above.
	IF you want...	THEN...						
to enter another prescription for the same patient, see the profile, do refills, or review allergies.	Repeat Steps 6 through 26.							
<b>not</b> to enter another prescription for the same patient	press N.							
		"Print/Queue/Cpro/Refill/CAnce/Summary/B=Sum+Cpro/^=Exit:P/" prompt appears.						
26	Press RETURN to print, type Q to queue the label, type C to print labels and chronic profile, type R to refill any prescriptions, type CA to cancel any prescriptions, type S to print labels followed by a summary label, type B to print labels, summary label and chronic profile, type ^ to get nothing.	<p>If queued, message "LABELS(S) QUEUED TO PRINT" appears first.</p> <p>If a profile was requested, "PROFILE DEVICE:HOME/" prompt appears.</p>						
27	Type the name of the profile device and press RETURN.	"Select PATIENT NAME:" prompt reappears.						

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## Using the New Prescription Entry Option, Continued

### Entering procedures (continued)

Step	Action		Result
28	Take one of the following actions:		See above.
	IF you want...	THEN...	
	to enter/renew prescriptions for another patient	Repeat Steps 3 through 29.	
	not to enter/renew prescriptions for another patient	press RETURN.	Rx (Prescriptions) Menu reappears. "Select Rx (Prescriptions) Option:" prompt reappears.
29	Continue with other Rx (Prescriptions) options or press ^ to return to the Main Menu.		

### Option screen (entering--no interaction)

The following is a sample New Prescription Entry option screen as it might show on your terminal when entering a new prescription without an interaction:

```
Select Rx (Prescriptions) Option:  NERX<RET> New Prescription Entry

Select PATIENT NAME:  VIOLET,M<RET>ARY   04-07-57   12345
      2323 SO 19TH ST
      RAPID CITY  SOUTH DAKOTA
ALLERGIES:  PENICILLIN

REACTIONS:  CODEINE

...Screen continued on next page...
```

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## Using the New Prescription Entry Option, Continued

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### Option screen (entering--no interaction) (continued)

```

NEW RX FOR VIOLET,MARY ? : (Y/N/P/R/A): Y// <RET> ES
PATIENT STATUS: OUTPATIENT// <RET>
DRUG: DX100<RET> DOXYCYCLINE HYCLATE 100MG CAP
MFG EXPIRATION DATE: 1/1/98<RET>
Checking for Drug/Drug Interactions !

SIG: T1C PO BID F/M TAT <RET> (TAKE 1 CAPSULE BY MOUTH TWO TIMES EACH
DAY WITH FOOD OR MILK UNTIL ALL TAKEN)
QTY ( CAP ) : 20<RET>
DAYS SUPPLY: (1-180): 30// 10<RET>
# OF REFILLS: (0-11): 0// <RET>
PROVIDER: DOCTOR,B
CHRONIC MEDICATION:N// <RET>
CLINIC: <RET>
REMARKS: <RET>
ISSUE DATE: TODAY// <RET> (AUG 27, 1995)
CLERK: PUSHER,IMA P.// <RET>
FILL DATE: TODAY// <RET> (AUG 27, 1995)

Rx # 252                08/27/95
VIOLET,MARY            #20
TAKE 1 CAPSULE BY MOUTH 2 TIMES EACH DAY WITH FOOD OR MILK UNTIL ALL
TAKEN
DOXYCYCLINE HYCLATE 100MG CAP
DOCTOR,B                PUSHER,I
EXP DATE:01/98
# of Refills: 0

Is this correct? YES// <RET>

```

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## Using the New Prescription Entry Option, Continued

---

### Option screen (entering--no interaction) (continued)

```
NEW RX FOR VIOLET,MARY ? : (Y/N/P/R/A): Y//  N<RET>
Print/Queue/Cpro/Refill/Cancel/Summary/B=Sum+Cpro/ '^ '=Exit:P//  <RET>
Select PATIENT NAME:  <RET>
```

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## Using the New Prescription Entry Option, Continued

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**Option screen (entering-- with interaction-- delete new medication)**      **The following is a sample New Prescription Entry option screen as it might show on your terminal when entering a new prescription with an interaction. In this example, the two new prescriptions are being entered and the last one is being deleted:**

```

Select Rx (Prescriptions) Option:  NERX<RET> New Prescription Entry

Select PATIENT NAME:  KING,L<RET>OUIS           02-14-30           ACL 12345

        666 DEVILS HILL RD
        JONESTOWN NM 87000

#   RX #   DRUG                STAT  QTY  ISS-DT  LST-FL  REF-RM  DAYS
1   200700  DOXYCYLINE 100MG  A     20   09-21   09-21   0       10

Press RETURN to continue:  <RET>
RENEW 1-1> <RET>

NEW RX FOR KING,LOUIS ? :  (Y/N/P/R/A): Y//  <RET> ES
PATIENT STATUS:  OUTPATIENT//  <RET>
DRUG:  BUTALBITAL/ASA/CAFFEINE **CAP**<RET>           CN103
N/F
Checking for Drug/Drug Interactions !

SIG:  T1C PO HS PRN PAIN <RET> (TAKE ONE CAPSULE BY MOUTH AT BEDTIME
IF NEEDED FOR PAIN)
QTY ( CAP ) :  30<RET>
DAYS SUPPLY:  (1-30): 30//  <RET>
# OF REFILLS:  (0-5): 0//  <RET>

...Screen continued on next page...
    
```

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## Using the New Prescription Entry Option, Continued

---

**Option screen  
(entering--  
with  
interaction--  
delete new  
medication)  
(continued)**

```

PROVIDER: DOCTOR,B.<RET>
CHRONIC MEDICATION:NO// <RET>
CLINIC: <RET>
REMARKS: <RET>
ISSUE DATE: TODAY// <RET> (SEP 02, 1995)

Rx # 197                09/02/95
KING,LOUIS                #30
TAKE ONE CAPSULE BY MOUTH AT BEDTIME IF NEEDED FOR PAIN

BUTALBITAL/ASA/CAFFEINE **CAP**
DOCTOR,B.                CLERK,D
# of Refills: 0

Is this correct? YES// <RET>

NEW RX FOR KING,LOUIS ?: (Y/N/P/R/A): Y// <RET> ES
PATIENT STATUS: OUTPATIENT// <RET>
DRUG: WARFARIN SODIUM 7.5MG TAB<RET>                BL100
Checking for Drug/Drug Interactions !

***CRITICAL*** Drug Interaction with RX #197
DRUG: BUTALBITAL/ASA/CAFFEINE **CAP**

Do you want to Continue? Y// <RET> ES

...Screen continued on next page...
    
```

---

*Continued on next page*



## Using the New Prescription Entry Option, Continued

---

**Option screen  
(entering--  
with  
interaction--  
delete new  
medication)  
(continued)**

```

Do you want to Process medication
BUTALBITAL/ASA/CAFFEINE **CAP** : P// ?<RET>

Enter '1' or 'P' to Activate medication
Enter '2' or 'A' to Abort Order Entry process

Do you want to Process medication
BUTALBITAL/ASA/CAFFEINE **CAP** :P// <RET> ROCESS

Enter your Signature Code:[ your code]<RET> SIGNATURE VERIFIED
Now creating Pharmacy Intervention

PROVIDER: <RET>
RECOMMENDATION: CHANGE DOSE <RET>
Would you like to edit this intervention ? N// Y<RET>ES
INTERVENTION DATE: SEP 2,1995// <RET>
PROVIDER: <RET>
PHARMACIST: CLERK,D// <RET>
DRUG: WARFARIN SODIUM 10MG TAB// <RET>
INSTITUTED BY: PHARMACY// <RET>
INTERVENTION: CRITICAL DRUG INTERACTION// <RET>
RECOMMENDATION: CHANGE DOSE// ORDER LAB TEST<RET>
WAS PROVIDER CONTACTED: Y<RET>ES
PROVIDER CONTACTED: <RET>
RECOMMENDATION ACCEPTED: <RET>
AGREE WITH PROVIDER: <RET>
ORIGINATING PACKAGE: OUTPATIENT// <RET>
RX #: <RET>

...Screen continued on next page...

```

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

**Option screen  
(entering--  
with  
interaction--  
delete new  
medication)  
(continued)**

```
DIVISION: FALLON TRIBAL CLINIC// <RET>
FINANCIAL COST: <RET>
OTHER FOR INTERVENTION:
  1><RET>
OTHER FOR RECOMMENDATION:
  1><RET>
REASON FOR INTERVENTION:
  1><RET>
ACTION TAKEN:
  1><RET>
CLINICAL IMPACT:
  1><RET>
FINANCIAL IMPACT:
  1><RET>

Would you like to edit this intervention ? N// <RET> 0
Now creating Pharmacy Intervention
RX DELETED

NEW RX FOR KING,LOUIS ?: (Y/N/P/R/A): Y// N<RET> 0
Print/Queue/Cpro/Refill/Cancel/Summary/B=Sum+Cpro/'^'=Exit:P// <RET>

Please enter PROFILE DEVICE: [ Select Print Device]
```

---

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

**Option screen (entering-- with interaction-- delete active new prescription)**     The screen that displays when an interaction occurs and you choose to delete the active new prescription starts the same as when you choose to delete the new medication, except as shown in the partial screen below: (Rx #'s may vary between examples.)

```
...Screen starts as shown in previous example...

REMARKS: ADVERSE DRUG REACTION<RET>
DELETION COMMENTS: DRUG INTERACTION DANGEROUS TO PATIENT<RET>
...PRESCRIPTION #185 MARKED DELETED!!
Now creating Pharmacy Intervention

PROVIDER: SALK,JONAS<RET>
RECOMMENDATION: NO CHANGE<RET>
Would you like to edit this intervention ? N// <RET> 0
SIG:
...Screen ends as shown in example with no interaction...
```

---

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

**Option screen (entering-- with interaction-- delete both new medication and active new prescription)** The screen that displays when an interaction occurs and you choose to delete both prescriptions is the same as when you choose to delete the active new prescription, except as shown in the partial screen below: (Rx #'s may vary between examples.)

...Screen starts as shown in previous example...

REMARKS: <RET>

DELETION COMMENTS: **CHECK WITH PROVIDER**<RET>

...PRESCRIPTION #279 MARKED DELETED!!

Now creating Pharmacy Intervention

PROVIDER: <RET>

RECOMMENDATION: **CHANGE DRUG**<RET>

Would you like to edit this intervention ? N// <RET> 0

RX DELETED

NEW RX FOR KING,LOUIS ?: (Y/N/P/R): Y// **N**<RET> 0

---

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

**Option screen (entering-- with interaction-- continue with both prescriptions)** The screen that displays when an interaction occurs and you choose to continue with both prescriptions is the same as when you choose to delete the active new prescription, except as shown in the partial screen below: (Rx #'s may vary between examples.)

```
...Screen starts as shown in previous example...

Now creating Pharmacy Intervention

PROVIDER: <RET>
RECOMMENDATION: NO CHANGE<RET>

Would you like to edit this intervention ? N// <RET> 0
SIG:

Screen ends as shown in example with no interaction...
```

---

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

**Option screen (entering-- with interaction-- new drug with old prescription)** The screen that displays when an interaction occurs between the prescription being entered and an old prescription varies from the previous examples in many ways. This is shown in the following screen:

```

Select RX (Prescriptions) Option:  NERX<RET> New Prescription Entry
Select PATIENT NAME:  VIOLET,M<RET>ARY  04-07-57  223906875  ACL12345
      23 SO 9TH ST
      SAN FIDEL  NEW MEXICO 87049

#   RX #   DRUG                               STAT QTY  ISS-DT  LST-FL  REF-RM
1   344   ACETAMINOPHEN 500MG CAPLET             A    120  09-25  09-25    5
2   245A  ASPIRIN 325MG EC TAB                    A     30  09-25  09-25    5
3   318   ASPIRIN 650MG EC TAB                    A    120  09-14  09-14    5
4   207   BUTALBITAL/ASA/CAFFEINE **CAP* A*    90  09-17  09-17    5
5   246   CIMETIDINE 300MG TAB                    A    250  08-27  08-27    5
6   350   DI-GEL LIQUID 12OZ                      A     2   09-25  09-25    5
7   317   DIAZEPAM 5MG TAB                        A    120  09-14  09-14    5
8   252   DOXYCYCLINE HYCLATE 100MG CAP           A     60  08-27  08-27    5
9   349   PROCAINAMIDE 1000MG *SR* TAB            C*    30  09-25  09-25    5
10  199   SECOBARBITAL SODIUM 100MG CAP           A*    60  09-14  09-14    0
11  348   TETRACYCLINE HCL 250MG CAP              A    120  09-25  09-25    5

      * indicates prescription is not renewable
ALLERGIES:
REACTIONS:

RENEW 1 - 11 >  <RET>
NEW RX FOR VIOLET,MARY ? :  (Y/N/P/R/A): Y//  <RET> ES
PATIENT STATUS: OUTPATIENT//  <RET>
DRUG:  WARFARIN<RET>
    
```

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

**Option screen  
(entering--  
with  
interaction--  
new drug with  
old  
prescription)  
(continued)**

```

1   WARFARIN SODIUM 10MG TAB           BL100
2   WARFARIN SODIUM 2.5MG TAB         BL100
3   WARFARIN SODIUM 2MG TAB           BL100
4   WARFARIN SODIUM 5MG TAB           BL100
5   WARFARIN SODIUM 7.5MG TAB         BL100

CHOOSE 1-5: 2<RET>
Checking for Drug/Drug Interactions !

***CRITICAL*** Drug Interaction with RX #207
DRUG: BUTALBITAL/ASA/CAFFEINE **CAP**
Do you want to Continue? Y// <RET> ES
Do you want to Process medication
WARFARIN SODIUM 2.5MG TAB: P// <RET> ROCESS
Enter your Signature Code: [ Signature code will not appear]<RET>
SIGNATURE VERIFIED
***CRITICAL*** Drug Interaction with RX #246
DRUG: CIMETIDINE 300MG TAB
Do you want to Continue? Y// <RET> ES
Do you want to Process medication
WARFARIN SODIUM 2.5MG TAB: P// <RET> ROCESS
Enter your Signature Code: [ Signature code will not appear]<RET>
SIGNATURE VERIFIED
Now creating Pharmacy Intervention

PROVIDER: <RET>
RECOMMENDATION:  START OR DISCONTINUE A DRUG<RET>

Would you like to edit this intervention ? N// <RET> 0
...Screen ends as shown with no interaction...

```

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

### Renewing procedures

The following steps are used to renew an existing, expired, or canceled prescription. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears.  "Select Rx (Prescriptions) Option:" prompt appears.
2	Type NERX and press RETURN.	"Select PATIENT NAME:" prompt appears.
3	Type the patient's name, birthdate, patient number or SSN and press RETURN.	Patient and prescription data is displayed.
4		Message "ALLERGIES: <i>any recorded allergies</i> " appears.  Message "REACTIONS: <i>any recorded reactions</i> " appears.  "RENEW 1 - # of prescriptions >" prompt appears.
5	Type the line number of the prescription to be renewed.	"FILL DATE: TODAY//" prompt appears.

---

*Continued on next page*



## Using the New Prescription Entry Option, Continued

### Renewing procedures (continued)

Step	Action	Result
6	Press RETURN for today or type in the desired renewal date.	<p>Message "Now Renewing Rx # <i>prescription #</i>" and "Checking for Drug/Drug Interactions!" appears.</p> <p>Prescription number, drug name, SIG, and issue quantity display.</p> <p>"Edit renewed RX ? N/" prompt appears.</p>
7	Type Y and press RETURN to edit or type N and or press RETURN to bypass.	"NEW RX FOR <i>patient name</i> ?: (Y/N/P/R/A): Y/" prompt appears.
8	Type N for no and press RETURN.	"Print/Queue/Cpro/Refill/CAnce/Summary/B=Sum+Cpro/^=Exit:P/" prompt appears.
9	<p>Press P to print labels now.</p> <p>Press Q to place labels in Queue to print.</p> <p>Press C to print labels and Chronic Medication Profile.</p> <p>Press R to access refill options.</p> <p>Press CA to cancel prescriptions.</p> <p>Press S to print labels and summary label.</p> <p>Press B to print labels, summary labels and Chronic Medication Profile.</p> <p>Press ^ to Exit and get nothing.</p>	<p>If queued, message "LABELS(S) QUEUED TO PRINT" appears first.</p> <p>"Please enter PROFILE DEVICE: HOME/" prompt appears.</p>
10	Type the name of the profile device and press RETURN.	"Select PATIENT NAME:" prompt reappears.

*Continued on next page*

## Using the New Prescription Entry Option, Continued

**Renewing procedures (continued)**

Step	Action		Result
11	Take one of the following actions:		See above.
	IF you want...	THEN...	
	to enter/renew prescriptions for another patient	Repeat Steps 3 through 10.	
	<b>not</b> to enter/renew prescriptions for another patient	press RETURN.	Rx (Prescriptions) Menu reappears. "Select Rx (Prescriptions) Option:" prompt reappears.
12	Continue with other Rx (Prescriptions) options or press ^ to return to the Main Menu.		

*Continued on next page*

## Using the New Prescription Entry Option, Continued

---

### Option screen (renewing)

```

Select Rx (Prescriptions) Option:  NERX<RET> New Prescription Entry
Select PATIENT NAME:  REARIK,D<RET>AVID  04-02-54  765767654  ACL 1245
140 ANYWHERE ROAD
GRANTS  NM  87020

#    RX #    DRUG                                STAT QTY ISS-DT  LST-FL  REF-RM
1    280    AL MAG HYDROX TAB U/D                A    30 08-28  09-10   4
2    299    BACITRACIN 500U/G OPHT OINT 3.  C*   1 09-03  09-09   5
3    187    BUTALBITAL/ASA/CAFF W/CODEINE  A*   30 08-31  08-31   5
4    300    SUNSCREEN LOTION SPF 15 120ML  E*   1 09-03  09-12   5
5    284    WARFARIN SODIUM 10MG TAB           A    20 08-31  08-31   5
6    283    WARFARIN SODIUM 7.5MG TAB         A    20 08-31  08-31   5
    * indicates prescription is not renewable
ALLERGIES:
REACTIONS:

RENEW 1 - 6 >  1
FILL DATE:  TODAY//  <RET> (SEP 14, 1995)
Now Renewing Rx # 280

280          AL MAG HYDROX TAB U/D                SIG: UD          QTY: 30
Edit renewed Rx ? N//  <RET> 0
NEW RX FOR REARIK,DAVID ?:  (Y/N/P/R/A): Y//  NO<RET>

Print/Queue/Cpro/Refill/Cancel/Summary/B=Sum+Cpro/'^'=Exit: P//  <RET>

Please enter PROFILE DEVICE:HOME// [ Select Print Device]<RET>

Select PATIENT NAME:  <RET>
    
```

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## Section K--Outside Rx Menu

### Overview

---

**Introduction** This section contains information on selecting and using the Outside Prescription Option. This option is used to enter prescriptions filled at an outside source and will be visible on the Health Summary. Note: the drug name does not have to be on your local drug file.

---

**Option selection screen** The Outside Rx Menu option is selected on the Rx (Prescriptions) Menu screen by typing ORX as shown in the following sample Rx (Prescriptions) Menu screen:

```

ARRX  List One Patient's Archived Rx's ...
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside Rx Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
SUM   Summary label Print
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  ORX  Outside Rx Menu...
```

**In this section** This section will cover the following topic:

Topic	Page
Using the Outside Rx Menu Option	14-K-2

## Using the Outside Rx Menu Option

---

**Introduction** The Outside Rx option allows you to enter, edit, delete or display prescriptions filled at other locations. These prescriptions will appear on the screen profiles and the PCC Health Summary.

---

**Procedures** The following steps are used to enter, edit, delete or display prescriptions filled at other locations. Starting at your main menu-

Step	Action	Result
1	Type ORX and press RETURN. Type AORX and press RETURN.	"Enter PATIENT NAME:" prompt appears.
2	Choose patient name, birthdate, SSN or patient number and press RETURN.	"Enter DRUG NAME:" prompt appears.
3	Enter drug name or quick code.	If drug is contained in your drug file, its name will appear. If it is not in your file the message "That drug cannot be found in your drug file. Do you want to try to lookup the drug in the Drug file again? Y/" prompt appears. "You must enter the drug name that will appear on the health summary." message appears. "Enter FULL DRUG NAME:" prompt appears.
4	Type Y and it will look through your drug file again. Type N and press RETURN and the drug may be entered with free text and press RETURN.	"Enter DATE DISPENSED:" prompt appears.
5	Enter the date and press RETURN.	"Enter LOCATION WHERE DISPENSED:" prompt appears.
6	Enter a free text location and press RETURN.	"Please enter all available information about this prescription." prompt appears.
7	Enter SIG, QUANTITY and/or DAYS PRESCRIBED and press RETURN. Note: These fields may be left blank.	"Enter DRUG NAME:" prompt will appear.  You may either enter another drug or ^ to exit.

## Using Enter Outside Rx Option

---

### Option Screen

The following is a sample of the Enter Outside Option Screen as it might appear on your terminal:

---

```
Select Rx(Prescription) Option: ORX<RET>  Outside Rx Menu
Select ORX Option: AORX<RET>  Enter Outside Rx

Enter PATIENT NAME: FLINTSTONE,CECILIA<RET>  F 12-18-26
427134271  WR9295
Enter DRUG NAME: LISINOPRIL 10 MG<RET>  TAB
Enter DATE DISPENSED: T-1<RET>(SEP 20, 1995)
Enter LOCATION WHERE DISPENSED: WALGREENS, MILAN<RET>

Please enter all available information about this prescription.

SIG: T1T PO QD FBP<RET>
QUANTITY: 30<RET>
DAYS PRESCRIBED: 30<RET>

Enter DRUG NAME: <RET>
```

---

## Using the Edit Outside Prescription Option

---

### Introduction

The Edit Outside Prescription Option allows you to edit an outside prescription already entered.

---

### Procedures

The following steps are used to edit an outside prescription already in the system.

Step	Action	Result
1	Type ORX and press RETURN. Type EORX and press RETURN	"Enter PATIENT NAME:" prompt appears.
2	Enter patient name,SSN,birthdate or patient number.	"Enter DATE DISPENSED:" prompt appears.
3	Enter date and press RETURN.	"Outside Rx's for patient name on date:"message appears. Drug name, Where dispensed and Sig appears. "Edit which of the above():" prompt appears.
4	Enter the appropriate number and press RETURN.	The following: OUTSIDE LOCATION,NAME OF DRUG,SIG,QUANTITY or DAYS PRESCRIBED will be available for editing.
5	Edit your choice and hit RETURN.	The original menu will appear.



## Using the Edit Outside Rx Option

---

**Option Screen**      The following is a sample of the Edit Outside Rx option screen as it might show on your terminal:

```
Enter PATIENT NAME: FLINTSTONE,CECILIA<RET>  F  12-18-26
427134271  WR59295
Enter DATE DISPENSED:  T<RET> (SEP 21, 1995)

Outside Rx's for FLINTSTONE,CECILIA on SEP 21, 1995:

1)  Drug Name:          LISINOPRIL 10MG TAB
    Where Dispensed:  WALGREENS - MILAN
    Sig:              T1T PO QD FBP

2)  Drug Name:          MIND ENHANCER 50MG
    Where Dispensed:  WALGREENS - MILAN
    Sig:              T1T PO PRN TO INCREASE MEMORY

Edit which of the above:  (1-2)  2<RET>

OUTSIDE LOCATION:  WALGREENS - MILAN//JOES REXALL, GALLUP<RET>
NAME OF NON-TABLE DRUG:  MIND ENHANCER 50MG//<RET>
SIG: T1T PO PRN TO INCREASE MEMORY  Replace<RET>
QUANTITY: 60//<RET>
DAYS PRESCRIBED:  10//<RET>

Edit which of the above: (1-2):<RET>
```

## Using the Delete Outside Rx Option

---

**Introduction** The Delete Outside Rx option allows you to delete an entry made into the Outside Rx option.

---

**Procedures** The following steps are used to delete an Outside Rx. Starting at your main menu.

Step	Action	Result
1	Enter ORX and press RETURN. Enter DORX and press RETURN.	"Enter PATIENT NAME:" prompt appears.
2	Enter patient name, SSN, birthdate or patient number.	"Enter DATE DISPENSED:" prompt appears.
3	Enter date and press RETURN.	"Outside Rx's for patient name on date:" message appears. Drug name, where dispensed and Sig are displayed. "Edit which of the above: ()" prompt appears.
4	Enter the number and press RETURN.	"Are you sure you want to delete this MEDICATION? N//" prompt appears.
5	Choose Y and press RETURN to delete. Choose N and it will not delete.	If you choose NO "Okay, not deleted" message appears. If you choose YES, it returns you to the main menu.

## Using Delete Outside Rx Option

---

**Option Screen** The following is a sample of the Delete Outside Rx option screen as it might show on your terminal:

```
Enter PATIENT NAME:  FLINTSTONE,CECIL<RET> M 12-18-26  427134271  WR 59295
Enter DATE DISPENSED:  T-1<RET> (SEP 21, 1995)

Outside Rx's for FLINTSTONE,CECIL on SEP 21, 1995:

1) Drug Name:          MIND ENHANCER 33mg
   Where Dispensed:    JOES REXALL, GALLUP
   Sig:                TIT PO PRN TO INCREASE MEMORY

Edit which of the above:  (1-1):  1<RET>
Are you sure you want to delete this MEDICATION?  N//  YES<RET>

No OUTSIDE Rx's recorded for FLINTSTONE,CECILIA on SEP 21, 1995.
```

---

## Using the Display Outside Rx Option

**Introduction**      The Display Outside Rx option allows you to view outside prescriptions that have already been entered.

---

**Procedures**      The following steps are used to view an outside prescription already entered into the system.

Step	Action	Result
1	Enter ORX and press RETURN. Enter DISP and press RETURN.	"Enter PATIENT NAME:" prompt appears.
2	Enter patient name, birthdate, SSN or patient number and press RETURN.	"Enter beginning Date for Rx display:" prompt appears.
3	Enter date and press RETURN.	"Enter ending Date for Rx display:" prompt appears.
4	Enter date and press RETURN.	"Outside Rx's for <i>patient name</i> from <i>date to date</i> :" message appears. "End of display" message appears.
5	press RETURN	Returns to main menu.

---

## Using the Display Outside Rx Option

---

**Option Screen** The following is a sample of the Display Outside Rx option screen as it might show on your terminal:

```
Enter PATIENT NAME: FLINTSTONE,CECILIA<RET > F 12-18-26 4271343271 WR 5919
Enter beginning Date for Rx display: T-10<RET> (SEP 11, 1995)
Enter ending Date for Rx display: SEP 11, 1995// T<RET> (SEP 21, 1995)

Outside Rx's for FLINTSTONE,CECILIA from
SEP 11, 1995 to SEP 21, 1995:

1) Drug Name: LISINOPRIL 10MG TAB
   Where Dispensed: WALGREENS, MILAN
   Sig: T1T PO QD FBP
   Quantity: 30 Days prescribed: 30

End of display. Hit return to continue:
```

## Section L--Partial Prescription

### Overview

---

**Introduction** This section contains information on selecting and using the Partial Prescription option.

---

**Definition** A partial prescription is one which has been filled for a quantity smaller than the original prescription; for example, a patient returns to the clinic in 10 days but the prescription calls for a 30-day supply. Partial prescriptions--

- Do count as workload (unlike a label reprint).
  - Do not count against the total number of refills for a prescription.
  - Do subtract from inventory.
- 

*Continued on next page*

**Overview, Continued**

---

**Option selection screen**

The Partial Prescription option is selected on the Rx (Præscriptions) Menu screen by typing PARX as shown in the following sample Rx (Prescriptions) Menu screen:

```

ARRX  List One Patient's Archived Rx's ...
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside Rx Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
SUM   Summary label Print
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  PARX Partial
Prescription
    
```

**In this section**

This section will cover the following topic:

Topic	Page
Using the Partial Prescription Option	14-L-3

## Using the Partial Prescription Option

---

**Introduction** The Partial Prescription option allows you to partially refill a prescription without eliminating one of the refills allowed by the original prescription.

---

**Procedures** The following steps are used to enter a partial prescription. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears.  "Select Rx (Prescriptions) Option:" prompt appears.
2	Type PARX and press RETURN.	"PARTIAL PRESCRIPTION:" prompt appears.
3	Type the prescription number and press RETURN.	Prescription information appears followed by "PRESS '^ TO HALT:" prompt.
4	Press RETURN to continue or press ^ to cancel.	Label Log appears followed by "Partial? NO// " prompt.
5	Type Y for a partial prescription and press RETURN.	"Select PARTIAL DATE:" prompt appears.
6	Type the date and press RETURN.	"MAIL/WINDOW:" prompt appears.
7	Type M for mail or W for window and press RETURN.	"QTY:" prompt appears.
8	Type the quantity to be provided as partial fill.	"DAYS SUPPLY:" prompt appears.

---

*Continued on next page*



## Using the Partial Prescription Option, Continued

**Procedures  
(continued)**

Step	Action	Result
9	Type the number of days of supply that the partial fill covers and press RETURN.	"PHARMACIST NAME:" prompt appears.
10	Type the pharmacist's name and press RETURN.	PROVIDER:" prompt appears.
11	Type the physician's name and press RETURN. (mandatory entry)	"REMARKS:" prompt appears.
12	Type in any remarks and press RETURN. (mandatory entry)	"LABEL: QUEUE/HOLD/SUSPEND '^' to bypass Q//" prompt appears.
13	Press RETURN to queue, type H to hold, S to suspend, or ^ to bypass and press RETURN.	If queued, message "LABELS(S) QUEUED TO PRINT" appears.  "PARTIAL PRESCRIPTION:" prompt appears.
14	Take one of the following actions:	
	<b>IF you want...</b>	<b>THEN...</b>
	to enter another partial prescription	Repeat Steps 3 through 12.
<b>not</b> to enter another partial prescription	press ^.	Rx (Prescriptions) Menu reappears.  "Select Rx (Prescriptions) Option:" prompt reappears.
15	Continue with other Rx (Prescriptions) options or press ^ to return to the Main Menu.	

*Continued on next page*

## Using the Partial Prescription Option, Continued

---

**Option screen** The following is a sample Partial Prescription option screen as it might show on your terminal:

```

Select Rx (Prescriptions) Option:  PARX<RET> Partial Prescription

PARTIAL PRESCRIPTION:  73<RET>          DEHYDROCHOLIC ACID 250MG TAB
RX: 73                    PATIENT: BROWN,GEORGE (123457212)
STATUS: ACTIVE

      DRUG: DEHYDROCHOLIC ACID 250MG TAB
      QTY: 30          30 DAY SUPPLY
      SIG: T1T PO QD UD
LATEST: 05/20/92          # OF REFILLS: 5  REMAINING: 5
ISSUED: 05/20/92          PROVIDER: BAGGINS,BILBO
LOGGED: 05/20/92          CLINIC: SUBSTANCE ABUSE
EXPIRES: 11/20/92        DIVISION: CLINIC A (5259)
      CAP: NON-SAFETY          ROUTING: WINDOW
      CLERK: CLERK, B

FILLED: 05/20/92    PHARMACIST: STG          LOT #: 1234
DISPENSED: 05/20/95

PRESS '^' TO HALT:  <RET>

LABEL LOG:
#  DATE      RX REF          PRINTED BY
=====
1  05/21/92  ORIGINAL          BROWN,RON.
COMMENTS: From RX number 73

PARTIAL? NO//  Y<RET> (YES)
Select PARTIAL DATE:  T<RET> OCT 13, 1995

...Screen continued on next page...
    
```

---

*Continued on next page*

## Using the Partial Prescription Option, Continued

---

### Option screen (continued)

MAIL/WINDOW: **W**<RET> WINDOW

QTY: **45**<RET>

DAYS SUPPLY: **15**<RET>

PHARMACIST NAME: **CLERK,D**<RET>

PROVIDER: **BROWN,R**<RET>ON

REMARKS: **PHARMACY LOW ON SUPPLY**<RET>

LABEL: QUEUE/HOLD/SUSPEND or '^' to bypass Q// <RET> UEUE

LABEL(S) QUEUED TO PRINT

PARTIAL PRESCRIPTION: <RET>

## Section M--Refill Prescriptions

### Overview

---

**Introduction** This section contains information on selecting and using the Refill Prescriptions option. It is more time efficient to use the refill option than to create a new prescription entry each time. The average prescription can be refilled using less than 10 keystrokes.

---

**Option selection screen** The Refill Prescriptions option is selected on the Rx (Prescriptions) Menu screen by typing RFRX as shown in the following sample Rx (Prescriptions) Menu screen:

```
ARRX  List One Patient's Archived Rx's ...
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside Rx Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
SUM   Summary label Print
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  RFRX Refill
Prescriptions
```

---

*Continued on next page*

**Overview, Continued**

---

**Definition** A refill is a second or subsequent filling of a prescription authorized by the provider.

---

**In this section** This section will cover the following topic:

Topic	Page
Using the Refill Prescriptions Option	14-M-3

---

**Using the Refill Prescriptions Option**

---

**Introduction** The Refill Prescriptions option allows you to process refills for existing prescriptions.

---

**Important note** Refill a prescription only after the original label has been printed; otherwise, you will produce a label for the last fill only.

---

**Procedures** The following steps are used to refill an existing prescription. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears.  "Select Rx (Prescriptions) Option:" prompt appears.
2	Type RFRX and press RETURN.	"Select PATIENT NAME:" prompt appears.
3	Type the patient's name and press RETURN.	Patient data is displayed.

---

*Continued on next page*

## Using the Refill Prescriptions Option, Continued

**Procedures  
(continued)**

Step	Action	Result
4		List of prescriptions for the patient appears. Message "ALLERGIES: <i>any recorded allergies</i> " appears. Message "REACTIONS: <i>any recorded reactions</i> " appears.  "REFILL 1 - # of prescriptions >" prompt appears.
5	Type the line number of the prescription to be refilled, or enter multiple numbers separated by commas.	"FILL DATE:TODAY//" prompt appears.
6	Press RETURN for today or type in the desired fill date.	Manufacturer and lot number appear. "Edit Manufacturer Date?:N//" prompt appears.
7	Press RETURN for NO or type Y and press RETURN to change manufacturer date.	"MFG EXPIRATION DATE:" prompt appears.
8	Type the desired expiration date and press RETURN.	Message "Now Refilling Rx # <i>prescription #</i> " appears.  Prescription number, drug name, SIG, and issue quantity display.
9	Steps 7 and 8 repeat until all requested Rx's have been processed.	"Print/Queue/Cpro/Refill/CAnce/Summary/B=Sum+Cpro/^=Exit: P//" prompt appears.

*Continued on next page*

## Using the Refill Prescriptions Option, Continued

**Procedures  
(continued)**

Step	Action	Result						
10	Press RETURN to print labels. Enter Q and press RETURN to place labels in the print queue. Enter C and press RETURN to print a chronic medication profile and labels. Enter R and press RETURN to refill additional Rx's. Enter CA and press RETURN to cancel prescriptions. Enter S and press RETURN to print labels and summary labels. Enter B and press RETURN to print labels, summary labels and chronic medication profiles. Enter ^ and press RETURN to exit without printing.	"Select PATIENT NAME" prompt reappears.						
11	Take one of the following actions: <table border="1" data-bbox="553 1045 1003 1402"> <thead> <tr> <th data-bbox="553 1052 781 1108">IF you want...</th> <th data-bbox="781 1052 1003 1108">THEN...</th> </tr> </thead> <tbody> <tr> <td data-bbox="553 1108 781 1224">to refill another prescription for a patient</td> <td data-bbox="781 1108 1003 1224">Repeat Steps 3 through 10.</td> </tr> <tr> <td data-bbox="553 1224 781 1402">not to refill another prescription for a patient</td> <td data-bbox="781 1224 1003 1402">press RETURN.</td> </tr> </tbody> </table>	IF you want...	THEN...	to refill another prescription for a patient	Repeat Steps 3 through 10.	not to refill another prescription for a patient	press RETURN.	See above.  Rx (Prescriptions) Menu reappears.  "Select Rx (Prescriptions) Option:" prompt reappears.
IF you want...	THEN...							
to refill another prescription for a patient	Repeat Steps 3 through 10.							
not to refill another prescription for a patient	press RETURN.							
12	Continue with other Rx (Prescriptions) options or press ^ to return to the Main Menu.							

*Continued on next page*



## Using the Refill Prescriptions Option, Continued

---

### Option screen

```

Select Rx (Prescriptions) Option:  RFRX<RET> Refill Prescriptions
Select PATIENT NAME: REARICK,D<RET>AVID  04-02-54 765767654  ACL 1245
      843 FRONT ST
      LOVELOCK NV  93939

#      RX #      DRUG                                STAT QTY ISS-DT LST-FL REF-RM
1      280      AL MAG HYDROX TAB U/D                    A    30 08-28 09-10    4
2      299      BACITRACIN 500U/G OPHT OINT 3. C*       1 09-03 09-09    5
3      187      BUTALBITAL/ASA/CAFF W/CODEINE A*      30 08-31 08-31    5
4      300      SUNSCREEN LOTION SPF 15 120ML E*        1 09-03 09-12    5
5      284      WARFARIN SODIUM 10MG TAB                 A    20 08-31 08-31    5
6      283      WARFARIN SODIUM 7.5MG TAB                 A    20 08-31 08-31    5
      * indicates prescription is not renewable
ALLERGIES:
REACTIONS:

REFILL 1 - 6 >  1<RET>
FILL DATE: TODAY//  <RET> (SEP 10, 1995)
MFG EXPIRATION DATE:  3/10/97<RET> (MAR 10, 1997)
Now Refilling Rx # 280

280          AL MAG HYDROX TAB U/D                SIG: ud          QTY: 30
Print/Queue/Cpro/Refill/CAnce/Summary/B=Sum+Cpro/'^'=Exit:P//  <RET>

Select PATIENT NAME:  <RET>
    
```

## Section N--View Prescriptions

### Overview

---

**Introduction** This section contains information on selecting and using the View Prescriptions option. This option allows you to only view (not edit nor print) information about a prescription.

---

**Option selection screen** The View Prescriptions option is selected on the Rx (Prescriptions) Menu screen by typing VWRX as shown in the following sample Rx (Prescriptions) Menu screen:

```

ARRX  List One Patient's Archived Rx's ...
CARX  Cancel Prescription
EDRX  Edit Prescriptions
HOFE  Hold Features ...
INTM  Pharmacy Intervention Menu ...
LROP  Reprint an Outpatient Label
MEDI  Print Patient Instruction Sheet
MIME  Medical Information Menu ...
NERX  New Prescription Entry
ORX   Outside Rx Menu...
PARX  Partial Prescription
RFRX  Refill Prescriptions
SUM   Summary label Print
VWRX  View Prescriptions

Select Rx (Prescriptions) Option:  VWRX View
Prescriptions
    
```

---

**In this section** This section will cover the following topic:

Topic	Page
Using the View Prescriptions Option	14-N-2

---

## Using the View Prescriptions Option

---

**Introduction** The View Prescriptions option allows you to view on screen the most complete information available for a specific prescription. It provides you with the basic Rx data including:

- Activity Log which lists--
    - Date
    - Reason
    - Prescription reference (Rx Ref)
    - Initiator of the activity
    - Remarks
  
  - Label Log which lists--
    - Date
    - Prescription reference (Rx Ref)
    - Person who printed label
    - Comments
- 

**Important note** You cannot view prescriptions in a deleted status.

---

*Continued on next page*

## Using the View Prescriptions Option, Continued

**Procedures** The following steps are used to view prescriptions. Starting at your main menu--

Step	Action	Result
1	Type RX and press RETURN.	The Rx (Prescriptions) Menu appears.  "Select Rx (Prescriptions) Option:" prompt appears.
2	Type VWRX and press RETURN.	"VIEW PRESCRIPTION:" prompt appears.
3	Type the prescription number and press RETURN.	Prescription information appears.  "PRESS '^ TO HALT:" prompt appears.
4	Press RETURN to continue viewing prescription information or press ^ to cancel.	"VIEW PRESCRIPTION:" prompt reappears.
5	Take one of the following actions:	
	<b>IF you want...</b>	<b>THEN...</b>
	to view another prescription	Repeat Steps 3 and 4.
	not to view another prescription	press RETURN.
		See above.  Rx (Prescriptions) Menu reappears.  "Select Rx (Prescriptions) Option:" prompt reappears.
6	Continue with other Rx (Prescriptions) options or press ^ to return to the Main Menu.	

*Continued on next page*

## Using the View Prescriptions Option, Continued

---

**Option screen** The following is a sample View Prescriptions option screen as it might show on your terminal:

```

Select Rx (Prescriptions) Option:  VWRX<RET> View Prescriptions

VIEW PRESCRIPTION:  144A<RET>

RX: 144A          PATIENT: DAVIS,JOE B. (382771640)
STATUS: ACTIVE

      DRUG: CHLORPHENIRAMINE MALEATE 4MG TAB
Manufacturer: ALPHA PHARMACAL  MFG EXPIRATION DATE: 05/97
      QTY: 30      30 DAY SUPPLY
      SIG: TWICE A DAY
      LATEST: 07/25/92          # OF REFILLS: 5  REMAINING: 5
      ISSUED: 07/21/92          PROVIDER: BROWN,RON
      LOGGED: 07/21/92          CLINIC: NOT ON FILE
      EXPIRES: 01/21/93         DIVISION: SITE A
      CAP: NON-SAFETY          ROUTING: WINDOW
      CLERK: JONES,JIM

FILLED: 07/25/92  PHARMACIST:          LOT #:
DISPENSED: 07/21/92

PRESS '^' TO HALT:  <RET>

ACTIVITY LOG:
#  DATE      REASON      RX REF      INITIATOR OF ACTIVITY
=====
1  07/21/92  CANCELLED  ORIGINAL    JONES,JIM
COMMENTS: Cancelled per Doctor Brown's request during Rx cancel.
2  07/21/92  REINSTATE  ORIGINAL    CLERK,DIANA
COMMENTS: Cancelled in error.Reinstated during Rx cancel.

LABEL LOG:
#  DATE      RX REF      PRINTED BY
=====
1  07/21/92  ORIGINAL    BARNARD,CHRISTIAN
COMMENTS: From Rx number 143Z

VIEW PRESCRIPTION:  <RET>

```

---