



ieMR Advanced

Accept/verify medication order

PharmNet

Quick reference guide

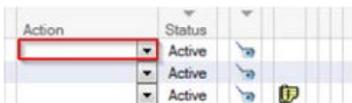
Verify Medication Order

After performing a clinical review in PowerChart, medication orders must be verified in PharmNet. Medication orders that have not yet been verified by a Pharmacist can be identified by the icon .

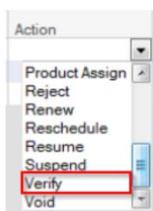
All changes made in the *Verify Med Order* screen are **immediately** available on the MAR for administration following verification. Unverified orders will still be available for administration but it will be clear to nursing staff that the order has not yet been verified by a pharmacist, as the  icon will appear.

The communication type field and physician fields determine whether a prescriber will be notified of changes made during verification.

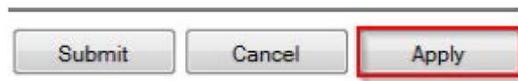
1. Login to the *Pharmacy Medication Manager* (also known as *PharmNet*) Page.
2. Search the required patient profile (ensuring you are opening the appropriate patient encounter).
3. Navigate to the *Acute Profile* Tab.
4. Click the action window of the medication you wish to verify. Unverified orders are identified by .



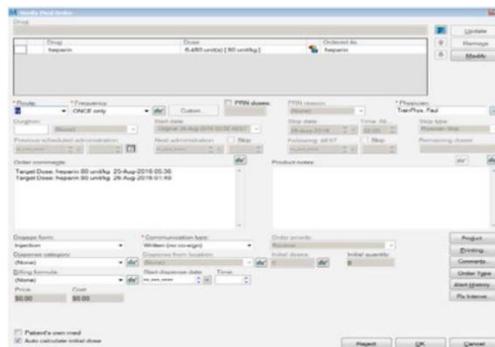
5. From the drop down menu select *Verify*.



6. To open the *Verify Med Order* window, click *Apply* found at the bottom right of the window.



7. The *Verify Med Order* window will appear. All fields with an asterisk * are compulsory fields. From this screen, you may assign the product, send e-Rx to iPharmacy for inpatient supply (for non-imprest items). Please refer to relevant QRG for more detail.



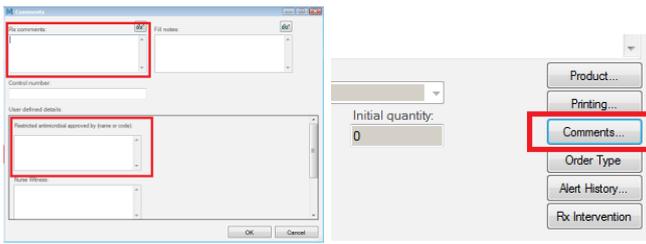
8. Add additional relevant information in the *Order comments* and *Product notes* fields. Click on the glasses icon  to reveal shortcuts (sig codes) for frequently used sentences.

Note: Order Comments is for information you wish to be visible to all clinicians.

Product Notes is for communication between pharmacists/pharmacy staff ONLY- these notes are only visible to pharmacy staff.

9. If an AMS approval number needs to be entered, click on the Comments tab and input the number in the "Restricted antimicrobial approved by (name or code)" field.



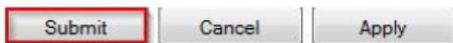


10. Once all of the relevant details have been completed, click **OK**.

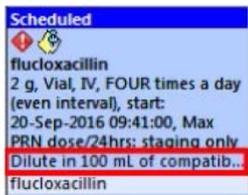


11. A chevron symbol << will now appear next to the order, indicating an outstanding action.

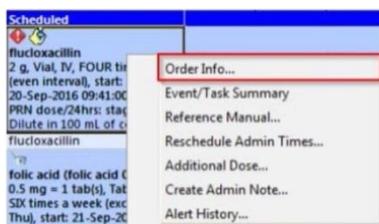
12. To confirm the medication verification, click **Submit**.



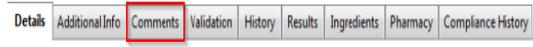
13. The **Order Comments** (including AMS approval number) will now be visible in the **MAR** under the order information.



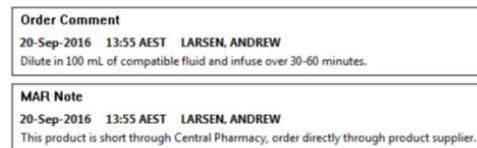
14. **Product notes** can be seen by Right clicking on the medication order details and selecting **Order Info**.



15. Select **Comments**.



16. Any previous information documented in the **Verify Med Order** window will now be visible.

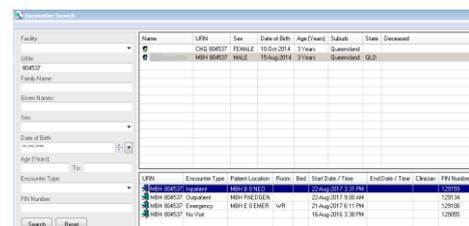


Accept Medication Order

The **Accept** action can be used as an alternative to the **Verify** action. Unlike the **Verify** action, the **Accept** action changes the status of an order to verified but without the ability to review the order parameters in the **Verify Med Order** screen.

The **Accept** action may be used for active orders if the order parameters do not need to be updated for supply purposes or for the addition of order comments. This function may also be used on discontinued orders not requiring a clinical review, so as to remove them from the **Unverified Orders Monitor (UVOM)**.

1. Log into **PharmNet**.
2. Open the required patient profile (ensuring you are opening the appropriate patient encounter).



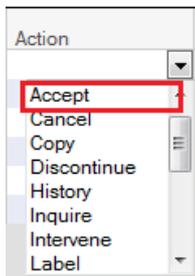
3. Navigate to the **Acute Profile** Tab.



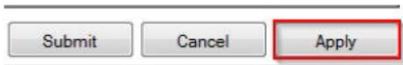
- Click the action window of the medication you wish to Accept. Unverified orders are identified by .



- From the drop down menu select *Accept*.



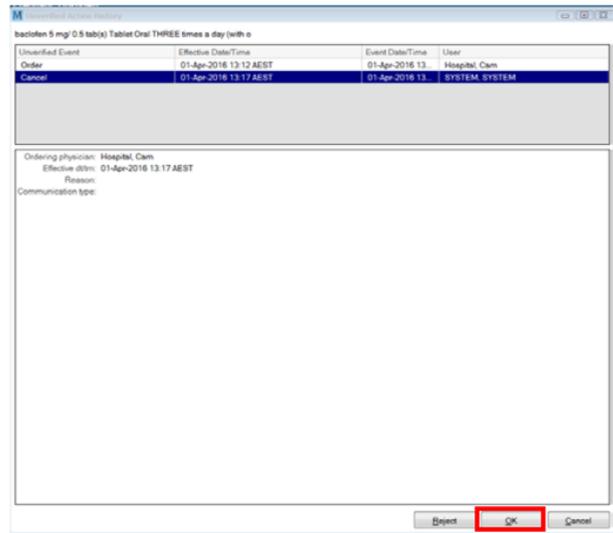
- To accept order click *Apply* found at the bottom right of the window.



- A chevron symbol  will now appear next to the order, indicating an outstanding action.
- To confirm the medication verification, click *Submit*.



- The *Unverified Action History* window will be displayed showing the order details.



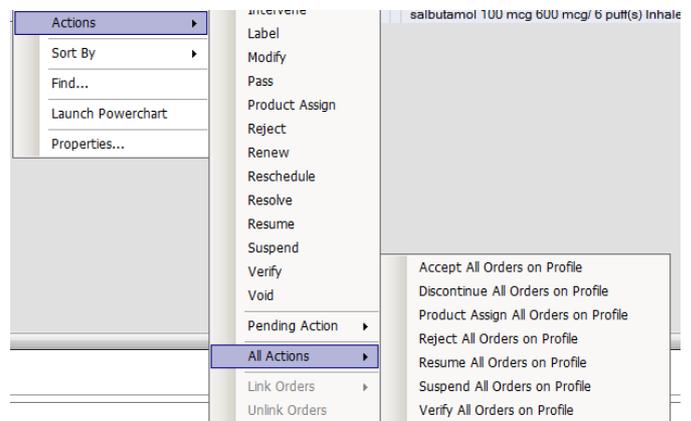
- Click *OK* to move past this window.
- Click *Submit*.



Apply All Action

For efficiency purposes, multiple orders can have the same action applied to it e.g. verify all orders.

- Right click on any medication in the Acute Profile.
- Select Actions then All Actions.
- Select the appropriate Action you want to apply to All orders.



4. Click *Apply* found at the bottom right of the window.



5. Amend the appropriate fields if utilising the Verify action.
6. Once all orders are reviewed, a chevron symbol << will now appear next to the order, indicating an outstanding action.
7. To confirm the medication verification, click *Submit*.

