



ieMR Advanced

## Pharmacy admission notes

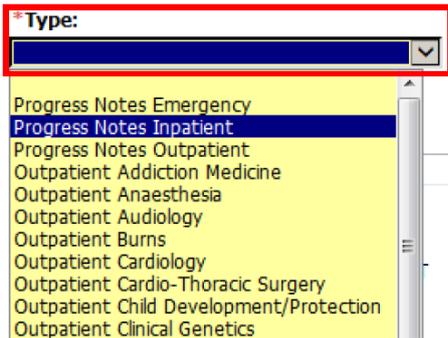
### PowerChart

#### Quick reference guide

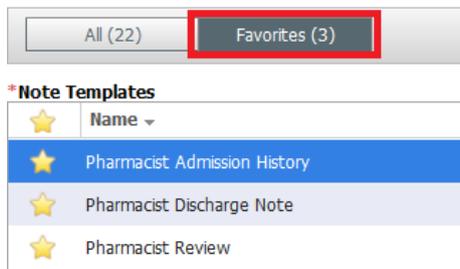
1. Log in to **PowerChart**.
2. Select **Documentation** from the menu.



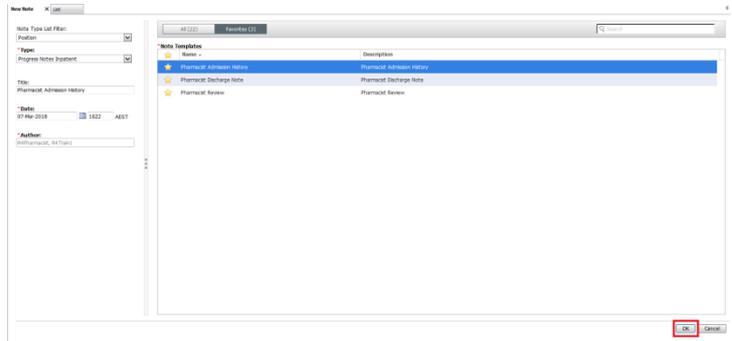
3. To add a new note, select **+ Add**.
4. Select **Progress Notes Inpatient** as note Type.



5. Once a note type has been selected, choose a template from the right hand side of the screen. (A note type can be added to your favourites by clicking on the star symbol and making sure it turns yellow ).



6. Select **Progress Notes Inpatient** as the note type and **Pharmacist Admission History** as the note template and click **OK**.

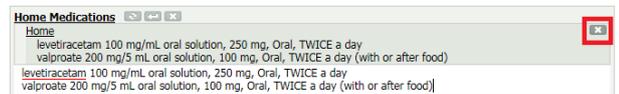


7. Note templates have Smart Text built within them which will pull data entered elsewhere in **PowerChart** into the note (eg. Home Medications). These are static fields and cannot be edited, although additional information can be added.

#### Home Medications

**Home**  
 levetiracetam 100 mg/mL oral solution, 250 mg, Oral, TWICE a day  
 valproate 200 mg/5 mL oral solution, 100 mg, Oral, TWICE a day (with or after food)

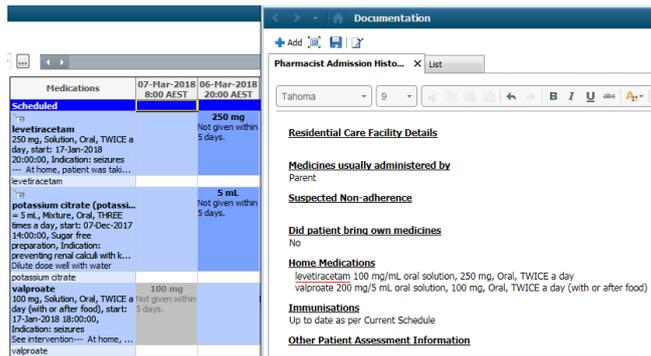
8. Highlight the content of the Home medications field and right click to **Copy** the content. Click to open free text box and right click and select **Paste**.
9. Click the on the far right of this text box to remove the static section.



10. The button on the top toolbar can now be used to open the **Pharmacist Admission Note** in a separate window.
11. From the **menu bar**, navigate to the **MAR** and now compare the **Pharmacist Admission Note** to the current inpatient medication order



**Note:** Any fields of the template without any information documented against them do not need to be removed from the note. They will auto-delete when the note is saved. If the heading has the words "No qualifying data available" under it it must be manually deleted or it will appear in the final note.



12. As the copy of the Home Medications list can now be amended, use the **Pharmacist Admission History Note Symbols** (See Below) to annotate the history appropriately. Ensure you have created an autotext for the below key and insert it at the bottom of your Home Medications section.

**Home Medications**  
 [=] levetiracetam 100 mg/mL oral solution, 250 mg, Oral, TWICE a day  
 [=]valproate 200 mg/5 mL oral solution, 100 mg, Oral, TWICE a day (with or after food)

**Pharmacist Admission History Note Symbols**

- [=] Unchanged
- [inc] Increased
- [decr] Decreased
- [C] Changed
- [N] New on admission
- [NT] New Temp
- [w] withheld
- [TDM required] TDM required

**[NC]** Not charted but also not concerned that isn't charted.

**[See intervention]** There is an issue and to refer to the interventions to see more information

N.B. Can create an autotext (i.e. `si)

13. When medication reconciliation has been completed, re-attach the Note to the rest of the **PowerChart** by clicking **Attach**.
14. Review the rest of the note and enter further information as appropriate (i.e. immunisation status, Sources of information, general compliance, medications taken by breastfeeding mother, etc.).
15. If any section of the template is irrelevant to your note, it can be deleted by clicking the button next to the section.
16. Free text can be entered into any section by clicking to insert free text, then clicking into the text box and typing.



17. If a section has been removed or information entered in error, click to refresh the section.
18. Ensure your contact information is included at the bottom of Other Patient Assessment Information – Phone number or Pager.
19. Once the note is complete, select **Sign/Submit** and **Sign**.

