



INPATIENT MEDICATIONS

SUPERVISOR'S USER MANUAL

Version 5.0
January 2005

(Revised February 2010)

Revision History

The table below lists changes made since the initial release of this manual. Each time this manual is updated, the Title Page lists the new revised date and this page describes the changes. Either update the existing manual with the Change Pages Document, or replace it with the updated manual.

Note: The Change Pages Document may include unedited pages needed for two-sided copying. Only edited pages display the patch number and revision date in the page footer.

Date	Revised Pages	Patch Number	Description
02/10	i-ii, 10-11, 47-48	PSJ*5*214	Revised description of <i>Patients on Specific Drug(s)</i> option in Sections 3.4.3 and 4.4.5. (C. Willette, DM; R. Silverman/D. Dertien, Tech Writer)
05/07	1, 69-70	PSJ*5*120	Removed revised dates for Inpatient Medications manuals. Modified Glossary to revise definition of Stop Date/Time. (R. Singer, PM, E. Phelps, Tech. Writer)
5/06	25a-25b, 27-28 29-30 73-74	PSJ*5*154	Added the INPATIENT WARD PARAMETER, PRIORITIES FOR NOTIFICATION to section 3.8.3 description and example. Added the PHARMACY SYSTEM PARAMETERS, PRIORITIES FOR PENDING NOTIFY, and PRIORITIES FOR ACTIVE NOTIFY to section 3.9.4 description and example. (C. Greening, PM, T. Dawson, Tech. Writer)

Date	Revised Pages	Patch Number	Description
03/05	iii, 1, 5a-5b, 6, 8, 10, 12, 13, 15, 17, 20, 23, 27, 31-33 29-30, 61-70, 71-74	PSJ*5*112	<p>Updated Table of Contents with new Section 3.2, Clinic Definition; renumbered all following sections in Section 3. (p. iii)</p> <p>In Section 1., Introduction, updated revision dates. (p. 1)</p> <p>Added new Section 3.2 for the Clinic Definition [PSJ CD] option; renumbered all following sections numbers in Section 3. (p. 5a-5b, 6, 8, 10, 12, 13, 15, 17, 20, 23, 27, 31-33)</p> <p>Added heading above and <Enter> symbols in Clinic Groups screen shot. (p. 6)</p> <p>In Section 3.8, PARAmeters Edit Menu, changed Clinic Stop Dates to Clinic Definition on screen shot. (p. 17)</p> <p>In Section 3.8.4., removed AUTO-DC IMO ORDERS field from bulleted list and Systems Parameters Edit screen shot; added Note about the new location of field. (p.29-30)</p> <p>In Section 5., Glossary, added definition for CLINIC DEFINITION File and reflowed text to next page. (p. 61-70)</p> <p>Updated Index to include CLINIC DEFINITION File and Option, Auto-Discontinue IMO Orders, and Inpatient Medications for Outpatients; reflowed text to remaining pages. (p. 71-74)</p> <p>(S. Templeton, PM, R. Singer, PM, M. Newman, Tech. Writer)</p>
01/05	All	PSJ*5*111	<p>Reissued entire document to include updates for Inpatient Medication Orders for Outpatients and Non-Standard Schedules.</p> <p>(S. Templeton, PM, R. Singer, PM, M. Newman, Tech. Writer)</p>

- “Print all drugs with a dispensing amount of at least?”
Enter a number to be the lower dispensing limit (inclusive) for this report. This number can be zero (0) to include all drugs with a positive dispensing amount. A null response will include all drugs.

Example 1: Drug (Cost and/or Amount) Report

Select MANAgeMENT Reports Menu Option: **Drug** (Cost and/or Amount)

Enter START DATE: **T-3** (FEB 05, 2001)

Enter STOP DATE: **T** (FEB 08, 2001)

Select by Ward? (Y/N):? NO// **<Enter>**

Select drugs by DISPENSE DRUG, ORDERABLE ITEM, or VA CLASS: **DISPENSE DRUG**

Select Dispensed Drug: ALL// **<Enter>**

Sort drugs by DISPENSED DRUG, COST, or AMOUNT DISPENSED: ?

Enter a code from the list.

Select one of the following:

- 1 DISPENSED DRUG
- 2 COST
- 3 AMOUNT DISPENSED

Sort drugs by DISPENSED DRUG, COST, or AMOUNT DISPENSED: **1** DISPENSED DRUG

Print all drugs costing at least? ?

Enter a number (dollar amount) to be the lower limit for this report. This number may be zero (0) to include all drugs with a positive cost. A NULL response will include all drugs. Enter an '^' to terminate this report.

Print all drugs costing at least? **.5**

Print all drugs with a dispensing amount of at least? ?

Enter a number to be the lower dispensing limit (inclusive) for this report. This number may be zero (0) to include all drugs with a positive dispensing amount. A NULL response will include all drugs. Enter an '^' to terminate this report.

Print all drugs with a dispensing amount of at least? **0**

Select PRINT DEVICE: 0:80;99 NT/Cache virtual TELNET terminal

UNIT DOSE DRUG COST REPORT 02/08/01 22:22
FROM 01/30/01 THROUGH 02/08/01

DISPENSED DRUG	TOTAL UNITS DISPENSED	TOTAL COST
**CEFACLOX 250MG CAPS	3.000	3.2550
**HALCINONIDE 0.1% CREAM 30GM	3.000	45.9300
**MASOPROCOL 10% CREAM 30GM	1.000	20.0600
**NITROFURANTOIN 50MG	1.000	0.3150
POTASSIUM CHLORIDE 10 mEq U/D TABLET	3.000	0.0360
**RESERPINE 0.25MG	10.000	0.3500
TEMAZEPAM 15MG U/D	6.000	0.2820
Total:	27.000	70.2280

Example 2: Drug (Cost and/or Amount) Report with No Data

UNIT DOSE DRUG COST REPORT 02/08/01 22:19
FROM 02/05/01 THROUGH 02/08/01

DISPENSED DRUG	TOTAL UNITS DISPENSED	TOTAL COST

*** NO DRUG COST DATA FOUND ***		

3.4.3 Patients on Specific Drug(s) [PSJ PDV]

The *Patients on Specific Drug(s)* option creates a report that lists patients on specific Orderable Item(s), Dispense Drug(s), or Veterans Affairs (VA) class(es) of drugs. When more than one of these drugs is chosen, the user will have the option to only display patients with orders containing ALL of the selected drugs or classes. The default behavior will be to display patients with orders for ANY of the selected drugs or classes.

The user will be prompted for the start and stop dates. Orders that are active between these two dates will be listed on the report. The user then has the choice to see only IV orders, Unit Dose orders, or both types of orders. These orders may be sorted by patient name or by the start date of the orders. The user will choose to sort by Orderable Items, Dispense Drug, or VA class of drugs and then choose one or multiple drugs or classes. If a single drug or class is chosen, the orders for that drug or class will be listed. If multiple matches for drugs or classes are designated, the report will only include patients for whom orders are found meeting the designated number of matches to drugs or classes. By using the “Select number of matches” prompt, the user may select how many of the items entered must be on the patient’s record in order for the patient to be displayed in the report.

For example: Patient A has an order for ACETAMINOPHEN TAB, patient B has an order for ASPIRIN TAB, and patient C has orders for both. If the user chooses two Orderable Items (ACETAMINOPHEN TAB and ASPIRIN TAB), and enters ‘1’ (default) on the number of matches screen, the orders of all three patients will print. If the user chooses two Orderable Items and enters ‘2’ on the number of matches screen, only patient C’s orders will print.

Selecting a parent VA class will function as if the user had selected all of its children classes manually. Users will also be able to select one or more divisions and/or wards, which will limit the results to print only patients from the locations entered. When selecting all divisions and all wards, an additional prompt is shown to allow selection of one pharmacy ward group for selected locations.

Example: Patients on Specific Drug(s) Report

```
Select MANagement Reports Menu Option: Patients on Specific Drug(s)

Enter start date: T-9 (JAN 30, 2001)

Enter stop date: T (FEB 08, 2001)

List IV orders, Unit Dose orders, or All orders: ALL// <Enter>
```

Example: Patients on Specific Drug(s) Report (continued)

```
Do you wish to sort by (P)atient or (S)tart Date: Patient// <Enter>

List by (O)rderable Item, (D)ispense Drug, or (V)A Class of Drugs: Orderable Item

Select PHARMACY ORDERABLE ITEM NAME: WARFARIN      TAB

Dispense Drugs for WARFARIN are:
WARFARIN 10MG U/D
WARFARIN 5MG U/D
WARFARIN 2.5MG U/D
WARFARIN 2MG U/D
WARFARIN 5MG
WARFARIN 7.5MG U/D
WARFARIN 2.5MG
WARFARIN 2MG
WARFARIN 7.5MG
WARFARIN 10MG

Select PHARMACY ORDERABLE ITEM NAME: <Enter>
Select number of matches: 1// <Enter>

Select division: ALL// <Enter>
Select ward: ALL// <Enter>

You may optionally select a ward group...

Select a Ward Group: <Enter>

Select PRINT DEVICE:  NT/Cache virtual TELNET terminal

...this may take a few minutes...
                        ...you really should QUEUE this report, if possible...
Press RETURN to continue "^" to exit: <Enter>
```

```
02/08/01                                     PAGE: 1

      LISTING OF PATIENTS WITH ORDERS CONTAINING ORDERABLE ITEM(S):

                        WARFARIN

                FROM 01/30/01  00:01 TO 02/08/01  24:00

-----
Patient                                Order                                Start   Stop
                                Give: 5MG PO QPM PRN                Date    Date
-----
PSJPATIENT,ONE                      WARFARIN TAB                      01/30   01/31
000-00-0001                        Give: 5MG PO QPM PRN
1 EAST

                                WARFARIN TAB                      01/30   01/31
                                Give: 5MG PO QPM PRN
```

3.4.4 PProvider (Cost per)

[PSJU PRVR]

The *PProvider (Cost per)* option will create a report to print the cost of all drugs dispensed within a user-specified length of time, grouped together by provider. The user will be prompted to enter the start and stop dates for this Provider report. The report will show a sub-total for each provider and the total cost for all providers at the end of the report. A report can be printed for one or more specific providers or for all providers. Also, the user can select to start a new page for each provider.

Example: Provider (Cost per) Report

```
Select MANAgement Reports Menu Option:  PProvider (Cost per)

Enter START DATE: T-9  (JAN 30, 2001)

Enter STOP DATE: T  (FEB 08, 2001)

Show ALL or SELECTED providers? ALL//  <Enter> (ALL)

Do you want to start a new page for each provider? No//  <Enter> (No)

Select PRINT DEVICE: 0;80;999  NT/Cache virtual TELNET terminal
```

02/08/01 22:30	UNIT DOSE COST PER PROVIDER REPORT		Page: 1
	FROM 01/30/01 TO 02/08/01		
PROVIDER	DRUG	TOTAL UNITS DISPENSED	TOTAL COST

PSJPHARMACIST,ONE			
** HALCINONIDE 0.1% CREAM 30GM		3	45.93
	POTASSIUM CHLORIDE 10 mEq U/D TABLET	2	0.02
		-----	-----
-----	AVG. COST/UNIT: 9.19	5	45.95
PSJPROVIDER,ONE			
** CEFACLOR 250MG CAPS		3	3.26
** MASOPROCOL 10% CREAM 30GM		1	20.06
** NITROFURANTOIN 50MG		1	0.32
	POTASSIUM CHLORIDE 10 mEq U/D TABLET	1	0.01
** RESERPINE 0.25MG		10	0.35
	TEMAZEPAM 15MG U/D	6	0.28
		-----	-----
-----	AVG. COST/UNIT: 1.10	22	24.27
=====			
TOTALS =>	AVG. COST/UNIT: 2.60	27	70.23
*** DONE ***			

4.4.5 Patients on Specific Drug(s)

[PSJ PDV]

The *Patients on Specific Drug(s)* option creates a report that lists patients on specific Orderable Item(s), Dispense Drug(s), or VA class(es) of drugs. When more than one of these drugs is chosen, the user will have the option to only display patients with orders containing ALL of the selected drugs or classes. The default behavior will be to display patients with orders for ANY of the selected drugs or classes.

The user will be prompted for the start and stop dates. Orders that are active between these two dates will be listed on the report. The user then has the choice to see only IV orders, Unit Dose orders or both types of orders. These orders may be sorted by patient name or by the start date of the orders. The user will choose to sort by Orderable Items, Dispense Drug, or VA class of drugs, and then choose one or multiple drugs or classes. If a single drug or class is chosen, the orders for that drug or class will be listed. If multiple drugs or classes are chosen, the patient must have an order for each of the drugs or classes for the patient and their orders to print. By using the “Select number of matches” prompt, the user may select how many of the items entered must be on the patient’s record in order for the patient to be displayed in the report.

For example: Patient A has an order for ACETAMINOPHEN TAB, patient B has an order for ASPIRIN TAB, and patient C has orders for both. If the user chooses two Orderable Items (ACETAMINOPHEN TAB and ASPIRIN TAB), and enters ‘1’ (default) on the number of matches screen, the orders of all three patients will print. If the user chooses two Orderable Items and enters ‘2’ on the number of matches screen, only patient C’s orders will print.

Selecting a parent VA class will function as if the user had selected all of its children classes manually. Users will also be able to select one or more divisions and/or wards, which will limit the results to print only patients from the locations entered. When selecting all divisions and all wards, an additional prompt is shown to allow selection of one pharmacy ward group for selected locations.

Example: Patients on Specific Drug(s) Report

```
Select Management Reports (IV) Option:  Patients on Specific Drug(s)

Enter start date: T-9  (JAN 30, 2001)

Enter stop date: T  (FEB 08, 2001)

List IV orders, Unit Dose orders, or All orders: ALL// <Enter>

Do you wish to sort by (P)atient or (S)tart Date: Patient// <Enter>

List by (O)rderable Item, (D)ispense Drug, or (V)A Class of Drugs: Orderable Item

Select PHARMACY ORDERABLE ITEM NAME: WARFARIN      TAB

Dispense Drugs for WARFARIN are:
WARFARIN 10MG U/D
WARFARIN 5MG U/D
WARFARIN 2.5MG U/D
WARFARIN 2MG U/D
WARFARIN 5MG
WARFARIN 7.5MG U/D
WARFARIN 2.5MG
WARFARIN 2MG
WARFARIN 7.5MG
WARFARIN 10MG

Select PHARMACY ORDERABLE ITEM NAME: <Enter>

Select number of matches: 1// <Enter>

Select division: ALL// <Enter>
Select ward: ALL// <Enter>

You may optionally select a ward group...

Select a Ward Group: <Enter>

Select PRINT DEVICE:  NT/Cache virtual TELNET terminal

...this may take a few minutes...
...you really should QUEUE this report, if possible...
Press RETURN to continue "^" to exit: <Enter>
```

```
02/08/01                                     PAGE: 1

                LISTING OF PATIENTS WITH ORDERS CONTAINING ORDERABLE ITEM(S):
                        WARFARIN
                FROM 01/30/01  00:01 TO 02/08/01  24:00

-----
Patient                Order                Start  Stop
                Date                Date
-----
PSJPATIENT,ONE        WARFARIN TAB                01/30  01/31
000-00-0001           Give: 5MG PO QPM PRN
1 EAST

                WARFARIN TAB                01/30  01/31
                Give: 5MG PO QPM PRN
```