

# Crosstown Clinic: Allergy Documentation and Updates

## Site Applicability

Providence Health Care Crosstown Clinic

## Practice Level

Basic Skill: Prescribers (physicians, nurse practitioners), Nurses (RN, RPN, LPN), pharmacists, Medical Office Assistant (MOA).

## Need to Know

- This document is a Crosstown specific addendum to PHC Guideline [Allergy Documentation](#) (B-00-07-10019)

## Procedure

- Upon entering iOAT program, provider will complete the initial Caution Sheet.
- Designated MOA will scan the completed Caution Sheet into Electronic Medical Records (EMR) and will update information.
- The Caution Sheet is then placed in the client binder stored in medication room.
- For existing clients, prescriber and/or nursing staff will review allergy status annually with clients within the month of October, or as needed and will note the changes in the existing Caution Sheet.
- Staff updating the allergy status will “TASK” MOA to re-scan updated Caution Sheet and update the EMR.
- The MOA will “TASK” pharmacy with updated allergy status so that they can update PharmaNet.

**Persons/Groups Consulted:**

Nursing group, Crosstown Clinic

**Developed By:**

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