The Capsule

-Back to the Basics-

Components of a Medication Order

1. Medication & Strength
2. Amount to Administer
3. Route
4. Frequency
5. Diagnosis (scheduled medications) or Indication for use (PRN meds)
6. Stop date when applicable (antibiotics, short-dated orders)

Did you know you can change the following parts of an order <u>without creating a new order?</u> – Edit the order instead

➢ ICD10 Diagnosis
➢ Administration time
➢ Charting Tasks (sites of administration, pain scale, etc.)

"We combined all your medications into ONE convenient dose."

1. Medication & Strength

- When entering medication orders make sure after selecting prescription, you want to make sure to select the **correct drug, strength and <u>dosage form</u>** from the drug search results.
- All medication orders (including OTCs) should be entered as **<u>Prescription Orders</u>** (<u>not General Orders</u>)**.**

*Only Exception: Enter compound medications as a General Order and fax the order to the pharmacy. *

2. Amount to Administer

- Enter # of tablets, capsules, patches, sprays, puffs, grams, mls.
- Use numerical values (1, 2, ½, etc.) rather than word (one, two, half) descriptions
- Do not enter # mgs
  Examples: 1 tablet, 2 puffs, ½ tablet (5mg), 2grams, 4grams, 2 patches, 0.5mls

3. Route

- <u>Injections</u>- (**Rocephin**, Lovenox, Trulicity)
  ➢ Update **Route** of administration drop-down box (from injectable) by selecting one of the following from the drop-down list:
    ▪ Intramuscular ▪ Intravenous ▪ Subcutaneous

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"Right now I take a blue pill, a purple pill, an orange pill, a white pill, and a yellow pill. I need you to prescribe a green pill to complete my collection."

AvendiRx
LONG TERM CARE PHARMACY

- ➢ Ophthalmic (Eye) Products- both eyes, right eye, left eye
- ➢ Otic (ear) Products- both ears, right ear, left ear
- ➢ Nasal Sprays- Route must be entered in the "Amount to Administer"
  (ex. 1 spray in L nostril, 2 sprays in both nostrils)

4. Frequency
1) Select frequency of administration from the drop-down list.
2) Choose times/shifts
3) Repeats on: Daily, Cyclical, Weekly or Monthly

5. Diagnosis
- ▪ Diagnosis- Scheduled/ Routine Orders
- At **ICD10-Diagnosis:** select a corresponding diagnosis from the drop-down list.
  If the diagnosis is not available in the drop-down list, leave this section blank **(do not enter diagnosis in special instructions section).**

- ▪ Indication- PRN Orders
- (*Because administration of PRN medications is dependent on the indication, PRN indications should be part of the instructions and* **always** *included upon order entry.)*
  ** add indication to **Special Instructions****

- ▪ Nursing Task
- ➢ All injections and patches need documentation of "Site" administration.
- ➢ Insulins need blood sugar hold parameters
- ➢ Medication orders with vital sign hold parameters (ex. Pulse <60)

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"Your prescription is cheaper if you buy it in bulk."

6. Stop Date
- Enter an **End Date** for medication orders with a stop date.
  - o All orders with stop dates should include the # of days to administer in the directions **and** the corresponding **End Date**.
  - o Antimicrobial (Antibiotic & Antifungal) Orders should always include a stop date (i.e. x 5 days, for 10 days, indefinitely, until follow up with infectious disease MD, etc.)

Special Instructions - **Do not repeat information already included in the order.**

IMPORTANT Pharmacy Directive

- ♦ Orders default to "Substitution Permitted."
  - ✷ Don't choose *Dispense As Written* if this is not specifically noted in the original order (this indicates only brand name can be dispensed & may delay delivery).
- ♦ Choose **Do not send medication** *if* medication should not be dispensed by pharmacy.