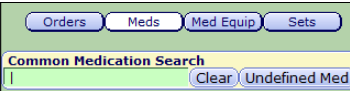
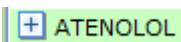


Home Medication Documentation

Adding Home Meds with a Known Name and Dose (Page 1 of 2)

1	On the Reconcile Meds screen, click Meds .
2	At the Medication Search field: type a few letters of the med name. 
3	A list forms. Click the plus sign next to the correct med name. 
4	Click the box next to the order string that matches the patient's reported dose, form, route, and frequency. <ul style="list-style-type: none"> • Edit an order string field if it doesn't match exactly. For example, change DAILY to BID. • <u>DO NOT</u> edit or change the <u>dose</u> of the med string. See below for next steps. • <u>If the frequency is unknown</u>, click <freq> and type UN. Select Unknown. • <u>If the frequency is PRN</u>, click <prn> and select the reason
5	Click the Select footer button.

If dose string does not match reported medication

1. **Frequency and Route** can be edited, see above
2. **Dose** cannot be edited. You need to treat an unknown dose with known medication name as an **undefined medication**.

Continued on the next page...


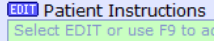
Adding Home Meds with a Known Name and Dose (Page 2 of 2)

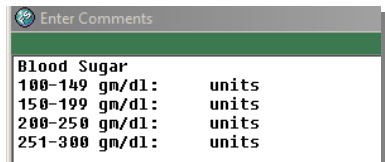
- 6** On the **Last Taken** screen, record details about the last dose taken by the patient:
- Enter **Date** and **Time** when the med was last taken. If unknown, click the box for **Unknown Date/Time**.
 - Enter **Dose** taken If the patient does know how much taken, click the **Unknown Dose** box.
 - At **Information Source**: enter who is providing the information. Click the down arrow or press F9.
 - At **Medication Purpose**: explain why the patient takes the med.
 - At **Attention Req**: click **Yes** whenever there is an unknown name, dose, frequency or reason.
 - Click **Save**.

7 Review each medication

- After recording all the home meds, click **Save** and File and Refresh
- Select each medication
- Click the **Review** footer button
- Click **Save**
- Click **File and Exit**

Sliding Scale *If your patient is reporting a Sliding Scale/Taper Medication, follow these steps.*

- Select the home medication by name and dose.
- Click the **Details** field to the far right of the order string row. 
- Click the **Edit** button by the **Patient Instructions** field. 
- Click the **Get** button.
- Click **Text**.
- The pre-built text options will appear.
- Choose and edit to



Enter Comments		
Blood Sugar		
100-149 gm/dl:		units
150-199 gm/dl:		units
200-250 gm/dl:		units
251-300 gm/dl:		units

match the prescription.