

eMAR

Edit / Undo Documentation

EDIT eMAR Documentation:

1. Click into the **History** cell of the medication.
2. You can edit the following information if in a gray cell. Click on the gray cell:
 - a. **Admin Comment** of a previously filed admin/non-admin
 - b. **Assessment** of a previously filed admin/non-admin
 - c. **Non-Admin Reason** of a previously filed non-admin
3. You cannot edit the Administration Date/Time.
 - a. You would need to **UNDO** the documentation and re-document.
4. Click **OK**.
5. Click **Return**.
6. Click **Save**.

UNDO eMAR Documentation:

1. Click into the **History** cell of the medication.
2. Highlight the activity line to be undone.
3. Click **Undo**.
4. Click **Return**.
5. Click **Save**.