



EMR Quick Reference Guide

Medication Administration Using the Medication Administration Record (MAR)

1. Click on the **MAR** in the Table of Contents (Menu)

MAR

2. Right click on grey date bar and set to today

07 Apr, 2020 00:00 - 07 Apr, 2020 23:59 (Clinical Range)

3. Ensure that the yellow column is visible on the screen. Then review the drug chart.

Note: the yellow column is the current time and date, as seen here →

Medications	27/06/2018 10:00
Scheduled	
aspirin (aspirin 100 mg oral enteric tablet) 100 mg, Oral, Tablet, Enteric-Coated, daily (with or after food), First dose 27/06/2018 10:00:00 SWALLOW WHOLE Do not crush or chew. aspirin	100 mg Not given within 5 days.

4. Click on the dosage tile (in this case 100 mg) to start documenting administration.

5. A new screen will appear with drug administration information as seen here →

6. Review the information and click on the green tick ✓ to document administration

aspirin (aspirin 100 mg oral enteric tablet)
100 mg, Oral, Tablet, Enteric-Coated, First dose 27/06/2018 10:00:00
SWALLOW WHOLE Do not crush or chew.

*Performed date / time : 27/06/2018 1005 AEST

*Performed by : WH, Medical Officer10

Witnessed by :

*aspirin: 100 mg Volume: 0 ml

Diluent: <none> ml

*Route: Oral Site:

Total Volume: 0 Infused Over: 0

27/06/2018 0900 AEST 27/06/2018 1000 AEST 27/06/2018 1100 AEST 27/06/2018 1200 AEST 27/06/2018 1300 AEST 27/06/2018 1400 AEST

Not Given

Reason:

Comment...

7. The tile will now have the dose administered appear in it

