



## EMR Quick Reference Guide

### Medications - Medication Administration Wizard (MAW) – Access & Administration

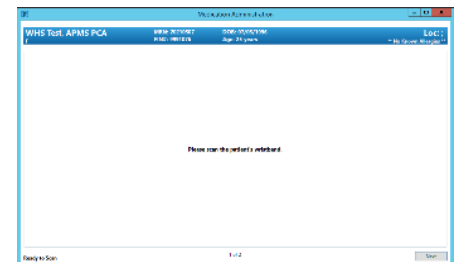
This QRG explains how to **access** and **administer** medications from the **MAW**. It also includes **2<sup>nd</sup> nurse witness** details and **acknowledging your patient's BGL** if required.

#### Accessing the MAW

1. Open your Patient's chart
  - Navigate to the **MAR** and check last doses given.
  - Navigate to **Allergies and Sensitivities** in the TOC
  - Review any allergies and obtain verbal Positive Identification (PID) of your patient before you commence your medication round.



2. Click on the Medication Administration Navigation Toolbar
3. The MAW will now open



4. Scan the patient's EMR wristband by using the scanner attached to the WoW. This step is required to ensure Positive Patient Identification (PPID) is identified.



**NB:** This can be overridden only in the circumstance that a scanner is not available or if your patient is in a contact precautions room and requires isolation.

5. The MAW will open and show:
  - All Medication due in the next 80min
  - All PRN Medications
  - Any STAT Medications
  - Any overdue Medications

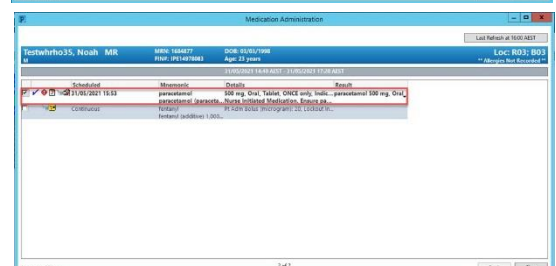


6. Click on the **Last Refresh** button, top right of the window to ensure all medications are up to date



#### Administering from the MAW

1. Select the medications to be administered by clicking on the checkbox left of the scheduled date and time.
  - Tick appears next to the medication and line is now bold
  - Any decisions support alerts will display
  - Dose information will auto populate in **Results Column**



2. Click on the results column, the line will appear in red and the **MAW Charting** window will open

- Review the complete order sentence in the banner
- Complete additional charting
- If required, complete details of 2<sup>nd</sup> nurse witness in 'Witnessed By' box for medications requiring 2 signatures
- Click **OK** to Sign off the MAW Charting window
- The MAW Charting window will close

3. Select the next medication to be administered and complete the same process

**N.B - For administering Regular and/or Supplemental Insulin:**

As per Western Health Policy regular and/or supplemental Insulin (Sliding Scale) is administered via the MAW.

- Acknowledging your patient's BGL (Blood Glucose Level)
  - If your patient has already had a BGL completed and documented in the EMR within the last 30 minutes it will auto populate in the Blood Glucose, Capillary – Non Lab field.
- OR
- If your patient hasn't had a BGL completed within the last 30 mins, complete a BGL and document in the EMR.
- Complete insulin administration as per order

4. When all medications are administered **Sign** the **MAW** in the bottom right corner

5. The MAW will close.

6. All administered medications can be viewed in the **MAR** and **MAR summary**

Time View	Scheduled	Medications	01/06/2021 12:00	01/06/2021 08:00	31/05/2021 18:00	31/05/2021 16:41	31/05/2021 16:01
Scheduled	ibuprofen (Nurofen) 200 mg, Oral, Tablet, TDS (with or after food), First dose 31/05/2021 18:00:00	200 mg Not given within 5 days.	200 mg Not given within 5 days.	200 mg Not given within 5 days.			
Continuous Infusions	fentanyl (additive) 1,000 MICROg + Sodium Chloride 0.9% PCA (MICROg) 100 ml, Pt. Adm Bolus (microgram) 30, Lock and Interval (mg), IV infusion, Resolute, First dose 31/05/2021 15:30:00						
Discontinued Scheduled	paracetamol (paracetamol 500 mg oral tablet) 500 mg, Oral, Tablet, ONCE only, Indication: Pain or Fever, First dose 31/05/2021 15:30:00						
Discontinued Unscheduled	paracetamol (paracetamol 500 mg oral tablet) 500 mg, Oral, Tablet, ONCE only, Indication: Pain or Fever, First dose 31/05/2021 15:30:00						
Discontinued PRN	paracetamol (paracetamol 500 mg oral tablet) 500 mg, Oral, Tablet, ONCE only, Indication: Pain or Fever, First dose 31/05/2021 15:30:00						
Discontinued Continuous Infusions	fentanyl (additive) 1,000 MICROg + Sodium Chloride 0.9% PCA (MICROg) 100 ml, Pt. Adm Bolus (microgram) 30, Lock and Interval (mg), IV infusion, Resolute, First dose 31/05/2021 15:30:00						

Time View	1/06/2021 0000 - 2359	31/05/2021 0000 - 2359	30/05/2021 0000 - 2359	29/05/2021 0000 - 2359	28/05/2021 0000 - 2359	27/05/2021 0000 - 2359	26/05/2021 0000 - 2359	25/05/2021 0000 - 2359	24/05/2021 0000 - 2359	23/05/2021 0000 - 2359	22/05/2021 0000 - 2359	21/05/2021 0000 - 2359
Scheduled												
ibuprofen (Nurofen) 200 mg, Oral, Tablet, TDS (with or after food), First dose 31/05/2021 18:00:00, Stop date 01/06/2021 13:00:00												
ibuprofen (Nurofen) 200 mg, Oral, Tablet, TDS (with or after food), First dose 31/05/2021 18:00:00												
paracetamol (paracetamol 500 mg oral tablet) 500 mg, Oral, Tablet, ONCE only, Indication: Pain or Fever, First dose 31/05/2021 15:30:00												
paracetamol (paracetamol 500 mg oral tablet) 500 mg, Oral, Tablet, ONCE only, Indication: Pain or Fever, First dose 31/05/2021 16:00:00												
Continuous Infusions												
fentanyl (additive) 1,000 MICROg + Sodium Chloride 0.9% PCA (MICROg) 100 ml, Pt. Adm Bolus (microgram) 30, Lock and Interval (mg), IV infusion, Resolute, First dose 31/05/2021 15:30:00												