

Infusions – Modify vs. Cancel/DC & New Order (Overview for Medical Officers)



Key Messages

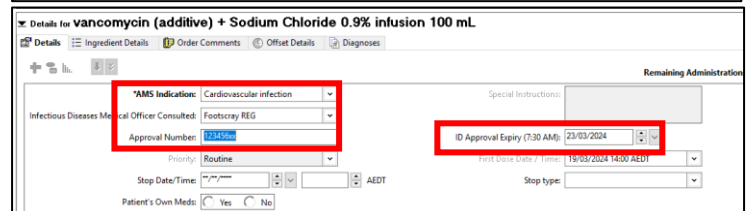
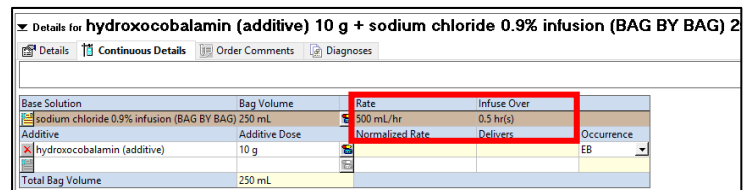
Purpose	Action	Exceptions and relevant QRGs
<ul style="list-style-type: none"> Change infusion time: <ul style="list-style-type: none"> Rate Normalised Rate Infuse Over time Update ID approvals for antimicrobials 	Modify	<ul style="list-style-type: none"> Update ID approvals: Medications – Ordering Antimicrobials (Restricted and Highly Restricted)
<ul style="list-style-type: none"> Change the following order details: <ul style="list-style-type: none"> Additive Dose Diluent Frequency Number of bags 	<ol style="list-style-type: none"> Cancel/DC (Discontinue) Place a NEW order 	<ul style="list-style-type: none"> Changing required dose of Vancomycin: Infusions - Ordering Vancomycin (Adult) Altering Syringe Drivers: Infusions - Ordering Syringe Drivers & Subcutaneous Infusions.

Modify function

The Modify function retains *original order details*.

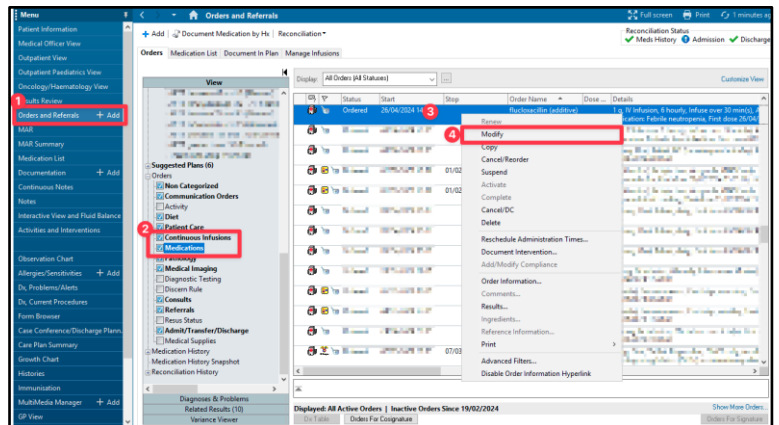
Modify should only be used to:

- Change infusion time:
 - Rate
 - Normalised Rate
 - Infuse Over time
- Update ID approvals for antimicrobials



Steps to Modify:

- Navigate to **Orders and Referrals**
- Under View, select Continuous Infusions or Medications to view the existing infusion orders
- Right-click** on the order
- Select **Modify**, make the changes required
- Sign** the order
- Navigate to MAR
- Click **Refresh**, and confirm the correct changes have been applied





Cancel/DC (discontinue) function

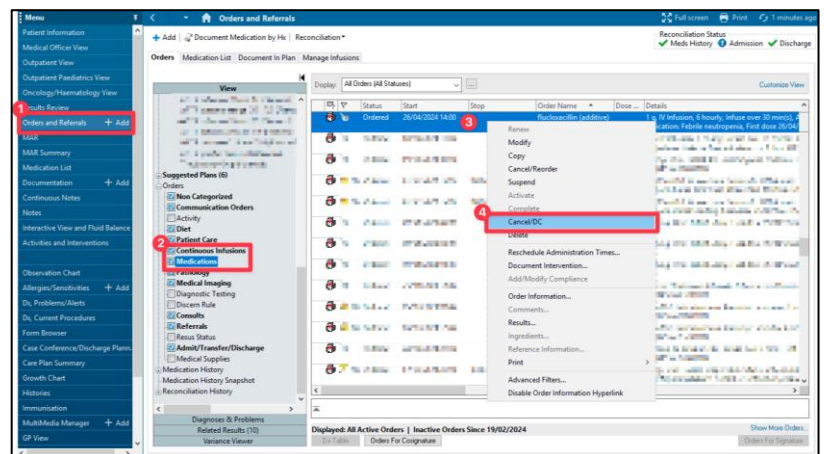
The Cancel/DC function should be used if one more of the following changes are required:

Order detail	Example
Additive or diluent	glucose 5% to sodium chloride 0.9%
Diluent volume	50 mL to 250 mL
Dose	1 g to 2 g
Frequency	Twice to Once a day
Number of bags	

After “Cancel/DC” the order, place a new order with a new start date/time and details. Review the order details and ensure the changes are reflected on the MAR.

Steps to Cancel/DC:

1. Navigate to **Orders and Referrals**
2. Under View, select Continuous Infusions or Medications to view the existing infusion orders
3. **Right-click** on the order
4. Select **Cancel/DC**
5. Select a “Discontinue Reason”
6. **Sign** the order
7. Place a NEW order and review all relevant fields in the **Details, Continuous Details, Order comments tabs**



Always check the new first dose date/time before signing the order

8. Navigate to MAR
9. Click **Refresh**, and confirm the correct changes have been applied

