

Medications- Ordering Recurring Medications (Drug Health Services)



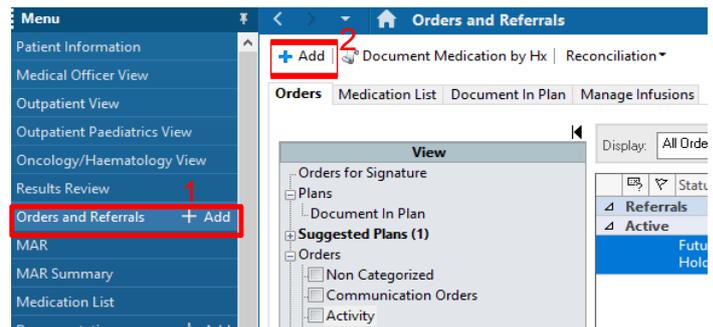
This Quick Reference Guide will explain how to:

Order Recurring medications. This workflow is only applicable to Drug Health Services (DHS)

Definitions:

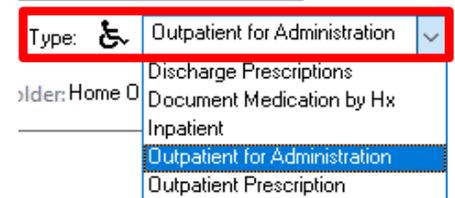
Recurring Medications – Orderset of medications that could be ordered for scheduled administration

1. In EMR Outpatient View, navigate to **Orders and Referrals** tab in Table of Contents (TOC)

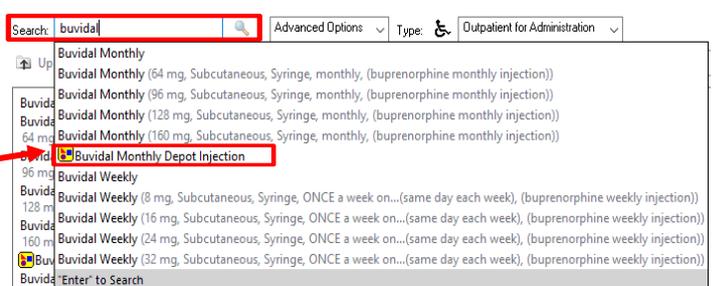


2. In the Orders and Referrals page click **+Add**

3. Click on the Type dropdown and select **Outpatient for Administration**.

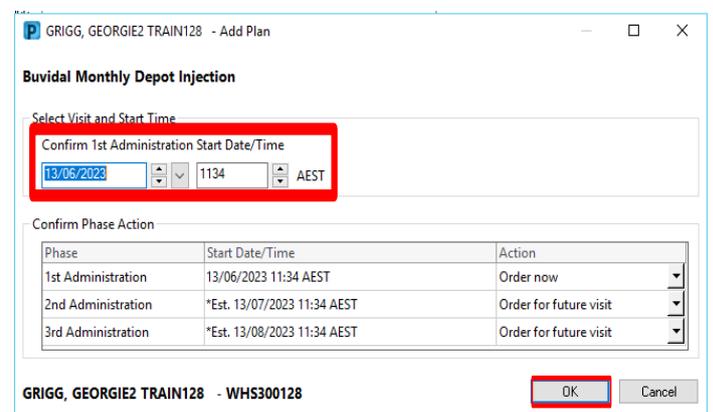


4. Type Bupival into the Search field, then click on the search icon.



5. The available orders will display, select the **Bupival Monthly Depot Injection** Orderset.

6. Order window opens. Confirm the first administration date and time and click OK.





7. In View column on the left, select Buvidal Monthly Depot Injection.
8. Click on Select and Order Sentence and select the dosage. In this example 64mg, Subcutaneous Syringe, ONCE only is selected. Note that the Referral for Addiction medicine Nurse is Auto selected.
9. Repeat the process for 2nd and 3rd administration selecting the appropriate dose.
10. Click **Orders For Signature**.

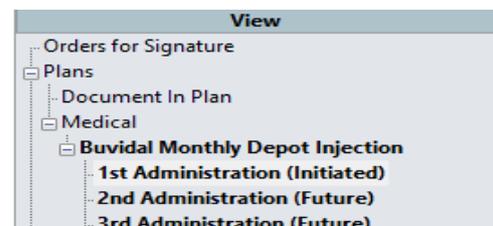
11. The blue circle with white cross indicates further information required. Click on **Missing Required Details**
12. Complete all the Yellow mandatory fields and click on **Sign**.



13. Authorising signature window opens requiring password.
Click **OK**.



14. Click the refresh button. View column, the 1st Administration
Will now display as Initiated and and 2nd and 3rd Administration
Will display as Future orders.



15. Navigate to MAR and continue administer the first dose as per
the MAR medication administration workflow.

