

Medications – Documenting and Amending Home Medications



This Quick Reference Guide will explain how to:

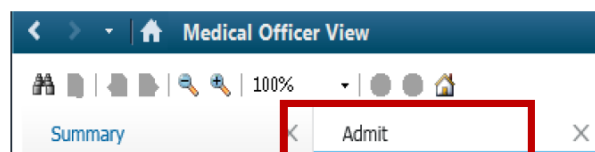
Document and amend patient home medications.

Home medications are a list of medications that the patient was taking at home prior to admission.

Once entered, home medications can be converted by a Medical Officer into inpatient medication orders.

1. Navigate to your workflow mPage

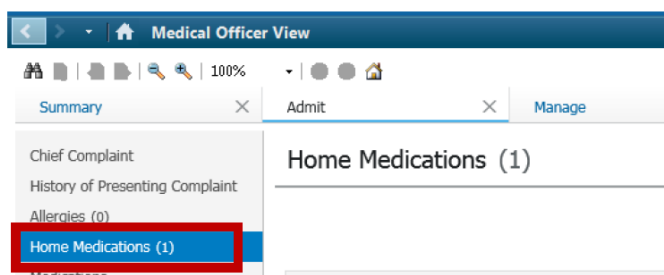
For **Medical Officers**,
Navigate to Medical Officer View from the Table of Contents and click on the Admit Tab





For **Pharmacists**,
Navigate to Pharmacist View from the Table of Contents and click on the Admission Tab



2. On the left-hand menu of the relevant workflow mPage - click on the **Home Medications**



3. Click on or  Meds History to launch the *Document Medication by Hx* window
(Note: You can also view Home Medications by clicking on **Orders** from the Table of Contents and clicking  Document Medication by Hx)

4. Click on **+ Add** to begin adding Home Medications

+ Add Medication History
 No Known Home Medications Unable To Obtain Information Use Last Compliance

Tick this box for patients who DO NOT take any regular medications at home

- Start typing in medication names in the Search box. A drop down list will appear with common order sentences (prepopulated dose/routes). You can add multiple medications at the one time. All fields can be modified in the Details section

+ Add Medication History
 No Known Home Medications Unable To Obtain Information Use Last Compliance

Search: Type:

Document Medication by Hx

Order Name	Status	Details
⚠ Medication history has not yet been documented. Please		
⚡ Pending Home Medications		
atorvastatin (atorvastatin 10 mg oral tablet)	Document	1 tab(s), Oral, Tablet, daily, Qty: 30 tab(s), Refill(s) 0
bisOPROLOI (bisOPROLOI 2.5 mg oral tablet)	Document	0.5 tab(s), Oral, Tablet, morning, Qty: 28 tab(s), Refill(s) 0
digoxin (digoxin 62.5 mcg (0.0625 mg) oral tablet)	Document	1 tab(s), Oral, Tablet, daily, Qty: 200 tab(s), Refill(s) 0
metformin (metformin 500 mg oral modified release tablet)	Document	1 tab(s), Oral, Tablet, Modified Release, daily, Swallow whole.
furosemide (frusemide) (furosemide (frusemide) 20 mg oral tablet)	Document	1 tab(s), Oral, Tablet, morning, Qty: 100 tab(s), Refill(s) 0
colecalfiferol (colecalfiferol 25 mcg (1000 units) oral capsule)	Document	1 cap(s), Oral, Capsule, daily, Qty: 30 cap(s), Refill(s) 0

Details for colecalciferol (colecalfiferol 25 mcg (1000 units) oral capsule)

Details | Order Comments | Compliance

Dose	Route of Administration	Frequency	Duration	Dispense	Refill
1 cap(s)	Oral	daily		30 cap(s)	0

Drug Form: PRN: Special Instructions:

Reg 24: Indication:

PBS Status: PBS Restriction ID:



PBS Script Number: PBS Approval Number: Brand Substitution Not Permitted: Yes No

- Once the list is completed, click and enter in password to electronically sign the entries

Note: Ensure the 'Leave Med History Incomplete-Finish Later' **remains ticked** unless you're a Pharmacist Leave Med History Incomplete - Finish Later . This indicates to pharmacy that there is a Home Medication list for review. Pharmacy will uncheck the box once they have confirmed the Home Medications as part of their clinical pharmacy review.

Amending Home Medications

In many cases, you will need to update and correct the documented home medications list. If there is a documented home medication that requires to be updated / corrected or deleted – do so according to the icon next to the medication in question

Icon	Action
	Right click - Modify or Delete <i>This scroll icon indicates that this medication has been documented as a home medication by either a doctor or pharmacist from this current encounter</i>
	Right click Complete ONLY – <u>DO NOT</u> modify, cancel/DC or delete this entry <i>The pill bottle indicates that this medication has been prescribed on a previous inpatient or outpatient encounter. Modifying a medication with this icon will modify the order from the previous encounter also</i>

1. Enter the Void Order Reason as ***Void Order Reason:**
2. Add a new entry for the changed dose/frequency if applicable

Documenting Unlisted Home Medications

If a medication is not listed in the medication catalogue eg. CAM or overseas medication, it can be added as freetext medication

1. Type **freetext medication** in search bar

+ Add Medication History No Known Home Medications Unable To Obtain Information Use Last Compliance

Search: Type: Document Medication by Hx

- freetext extemporaneous
- freetext medication**
- freetext prescription
- *Enter* to Search

2. Complete all necessary fields

▼ Details for freetext medication (Blackmores Hair Skin and Nails)

Details | Order Comments | Compliance

Dose	Route of Administration	Frequency	Duration	Dispense	Refill
1 cap	Oral	daily			0

Medication Name: Drug Form:

Special Instructions:

Warrant Number:

PBS Code:

Indication:

PBS Script Number:

Brand Substitution Not Permitted: Yes No

Type Of Therapy: Acute Maintenance

Stop Date/Time: AEST