Medications – Medication Requests – Nursing/Midwifery

Digital Health
CONNECTING BEST CARE

**Digital Health
Quick Reference Guide**

This Quick Reference Guide will explain how to:

Place a **request** for a **non-imprest medication** to Pharmacy through **EMR** via the **Medication Request** functionality.
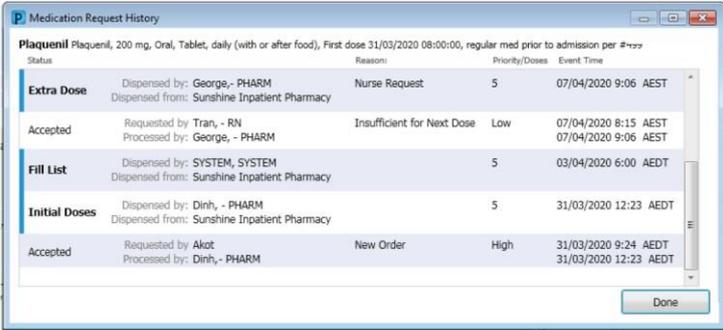
Requests for **imprest top up** will continue to be **faxed** to Pharmacy.

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1. Navigate to **Medication Request** in the Table of Contents (ToC)

2. Check the box next to the medication order to be requested from pharmacy. Multiple medications can be selected.

3. For every medication checked, select a reason from the drop down menu for the **Medication Request**. Any additional comments for Pharmacy may be entered in the **Comment** field.

Reason
New Order
Insufficient for Next Dose
Dose Changed
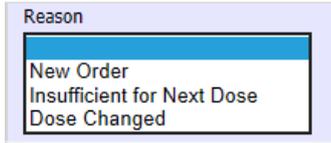
4. The **Priority** defaults to **Low** but can be changed by selecting **Medium** or **High** from the drop down box. Choose **High priority** if the **dose is overdue**.

Priority
Low
Medium
High
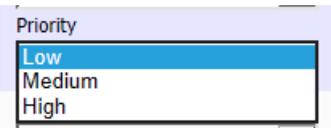
5. Click **Submit**

   Note: The progress of a Medication Request can be checked by clicking **View History**

   The **Medication Request History** window shows detailed information of the request including:

   - If Pharmacy have accepted/declined the medication request (status of the request)
   - When and who requested the medication
   - How many dose(s) Pharmacy have supplied.