



This Quick Reference Guide will explain how to:

Prescribe a Future Order Orderset using the Orders Folders.

Definitions:

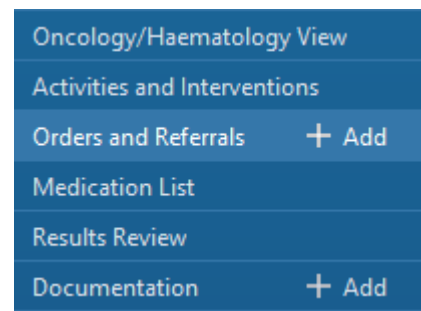
Activate – A task performed by Midwifery/Nursing staff in the EMR system to prepare Future Order medications for administration.

Future Order – Following the implementation of EMR Phase 2.1, Medical Officers will have the ability to place select orders for future hospital visits.

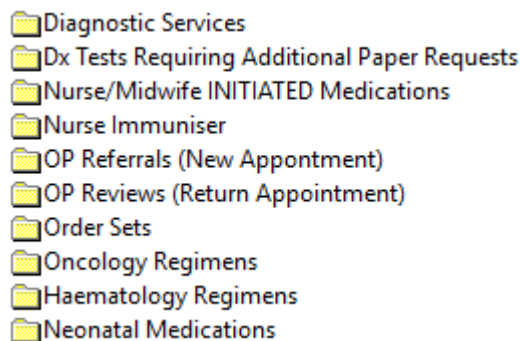
Orderset – A collection of orders within a relevant set available for prescribing in the EMR system.


Prescribing a Future Order Orderset

1. Navigate to the **Orders and Referrals** tab in the Table of Contents



2. Select **+ Add**
3. List of Folders displays



4. Select the **Order Sets** Folder to display all available Future Orders ordersets **OR**, able to manually search for the required Future Order Orderset in the **Search** field
5. Able to select the required Future Order Orderset for prescribing
For example:
 ANAES PAC Insulin SUPPLEMENTAL Future Orders
6. In the **Add Plan** window, adjust the **Start Date/Time** (if required) by clicking on the date and using the drop-down arrows to modify the date and time



Cece2, SECTION12 Train1379 - Add Plan

ANAES PAC Insulin SUPPLEMENTAL Future Orders

Select Visit and Start Time

This Visit
 Future Inpatient Visit
 Future Outpatient Visit

Estimated Start Date of ANAES PAC Insulin SUPPLEMENTAL Future Orders

In Day(s)
 In Week(s)
 In Month(s)

Est. start 01/05/2023 1543 AEST

Confirm Phase Action

Phase	Start Date/Time	Action
ANAES PAC Insulin SUPPLEMENTAL Future Orders	*Est. 01/05/2023 15:43 AEST	Order for future visit

Cece2, SECTION12 Train1379 - WHS301384

OK Cancel

Start Date/Time

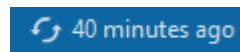
01/05/2023 1549 AEST

- Select
- Review the Future Order Orderset and select the tick box(es) for the required orders

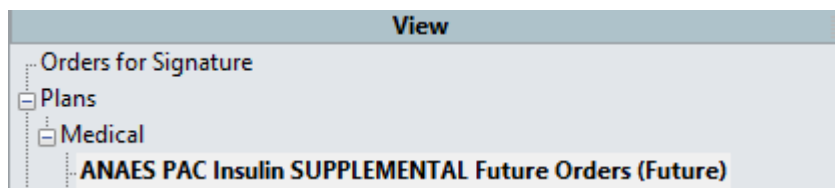
ANAES PAC Insulin SUPPLEMENTAL Future Orders (Future Pending)

PAC Insulin SUPPLEMENTAL Future Orders	
<input checked="" type="checkbox"/>	<< Refer to Peri-operative Management of Diabetes in Non-pregnant Adults
	This Orderset should only be initiated for the following procedure:
<input checked="" type="checkbox"/>	Procedure Details
	Variable dose (sliding scale) Insulin alone NOT recommended - consider basal insulin requirements. If unsure, seek advice
	Give supplementary NovoRapid subcutaneously every 4 hours according to body weight
<input type="checkbox"/>	Communication Order
	Special Instructions: Check Blood Glucose before giving before giving supplemental insulin
	Novorapid
	Novorapid is the Western Health preferred supplemental insulin
	<60 kg
	BGL (mmol/L): 12.1 - 16.0
<input type="checkbox"/>	insulin aspart (novoRAPID) 4 unit(s), Subcutaneous, Cartridge, 4 hourly, PRN for hyperglycaemia
	BGL (mmol/L): 16.1 - 18.0
<input type="checkbox"/>	insulin aspart (novoRAPID) 6 unit(s), Subcutaneous, Cartridge, 4 hourly, PRN for hyperglycaemia
	BGL (mmol/L): >18.0
	Call Endocrinology Reg
<input type="checkbox"/>	insulin aspart (novoRAPID) unit(s), Subcutaneous, Cartridge, 4 hourly, PRN for hyperglycaemia
	Between 60kg - 90kg
	BGL (mmol/L): 12.1 - 16.0
<input type="checkbox"/>	insulin aspart (novoRAPID) 6 unit(s), Subcutaneous, Cartridge, 4 hourly, PRN for hyperglycaemia
	BGL (mmol/L): 16.1 - 18.0
<input type="checkbox"/>	insulin aspart (novoRAPID) 8 unit(s), Subcutaneous, Cartridge, 4 hourly, PRN for hyperglycaemia
	BGL (mmol/L): >18.0
	Call Endocrinology Reg
<input type="checkbox"/>	insulin aspart (novoRAPID) unit(s), Subcutaneous, Cartridge, 4 hourly, PRN for hyperglycaemia

- Select
- Select
- Enter **Password** into the **Authorizing Signature** window
- Select
- Select **Refresh the Orders and Referrals**



14. Able to view prescribed Future Orders in the **Orders and Referrals** tab



Important – Future Order Orderset Displaying in MAR

- The Future Order Orderset will **NOT** display in the MAR, until it has been **Activated** by Nursing or Midwifery staff.