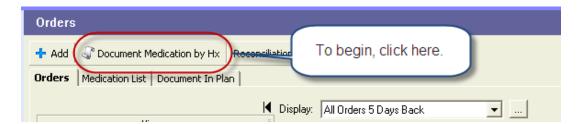
# **Documenting a Home Medication**

To document a home medication (document medication by Hx) begin from either the Orders tab or the Medication List tab.





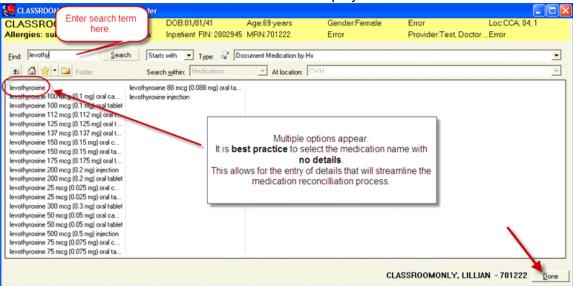




#### Click Add to add a medication



Enter item in the Find field. A list of medications displays.

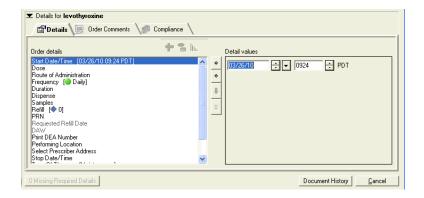


#### Select the Medication:

Select the medication name with **no details**, and complete the details from the order details pane.

## Order Details:

The Order Details screen appears. To enter details regarding dose, route of administration, and frequency click on the "order detail" (i.e. dose) on the LEFT, and select the "detail value" on the RIGHT.

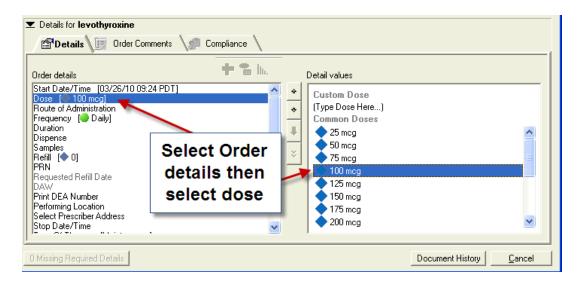






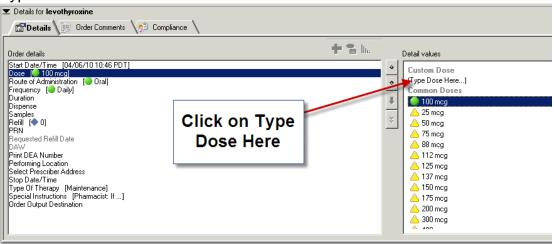
#### Order Details:

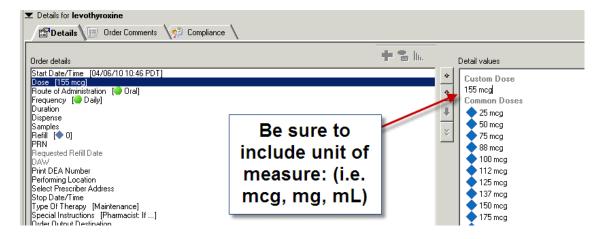
# **Entering the Dose**



#### When the dose is not in the list of common doses:

Type a dose in the custom dose field

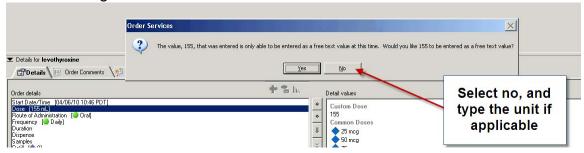




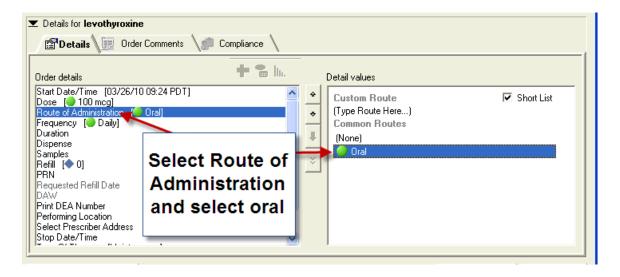




If you do not include the unit of measure, you may receive a message notifying you that this value can only be entered as free text. In some cases, this may be appropriate, but for this example, the unit of measure should be mcg. Select no, and enter mcg as the unit of measure.

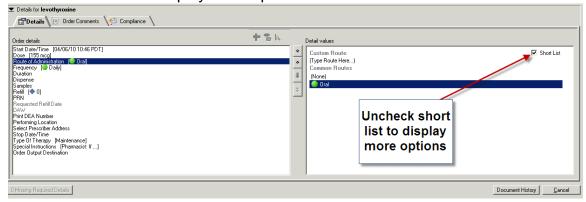


# **Entering the Route of Administration**



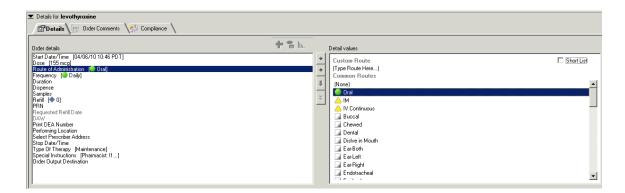
#### When the Route of Administration is not listed:

Uncheck short list to display more options.

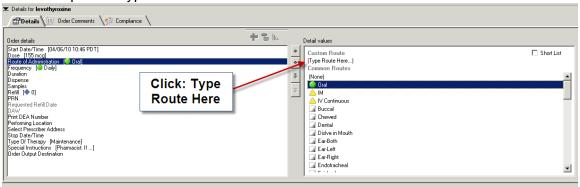




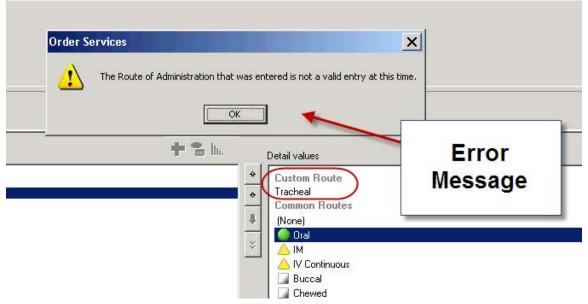




If you know the route that you want, and do not want to scroll through the list, you do have the option to type the route.



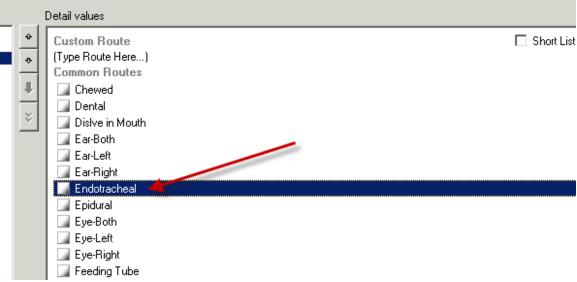
Note that what you type must match what is on the list. For example, I typed tracheal and received the following error message.



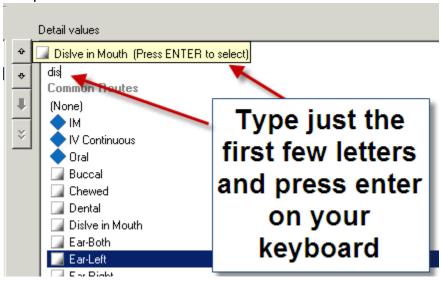




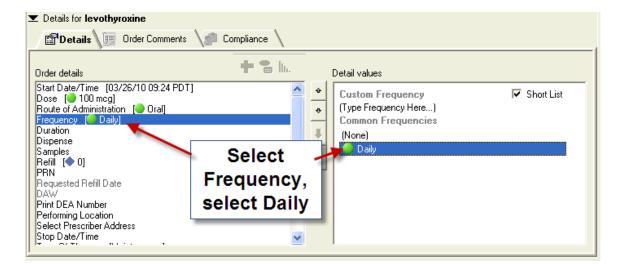
A similar option is available on the list, but it must be typed as endotracheal.



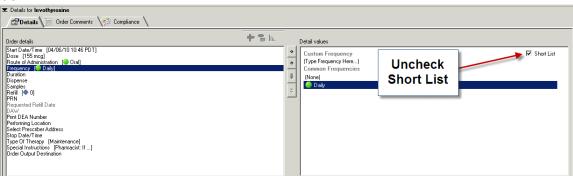
Tip: To find things quickly: when you are not certain how it should be typed try typing just the first few letters. A pop-up will display with a suggestion and you can press enter to select it.



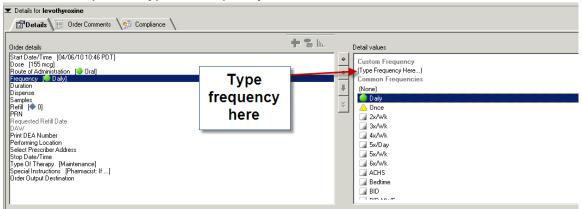
## **Entering the Frequency**



If the Frequency you need to document is not available, uncheck the short list box.



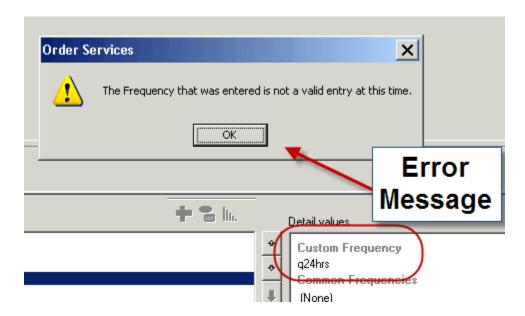
If you know the frequency that you want, and do not want to scroll through the list, you do have the option to type the frequency.







Note that what you type must match what is on the list. For example, I typed q24hrs, and received an error message.

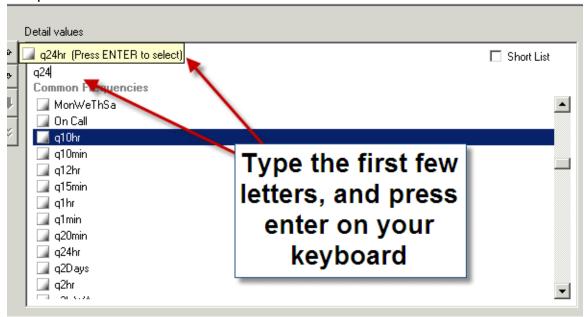


This option is in the list, but it must be entered as q24hr (without the s).

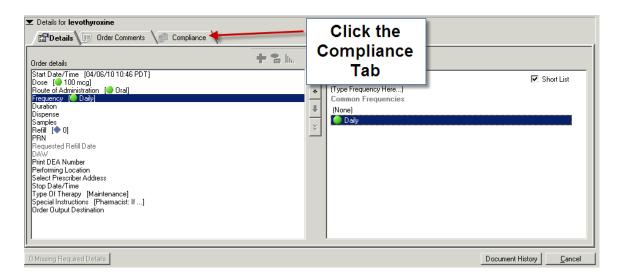




Tip: To find things quickly: when you are not certain how it should be typed try typing just the first few letters. A pop-up will display with a suggestion and you can press enter to select it.

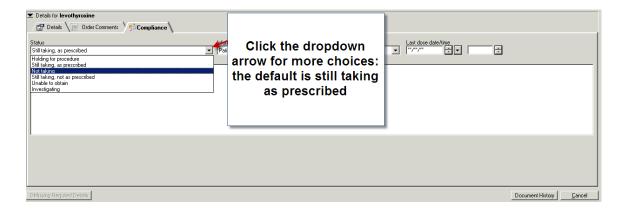


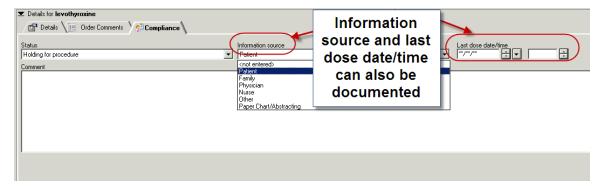
# **Documenting Compliance**











You may continue to add medications by clicking



When you have finished adding all medications, select Document History in the lower right corner of the screen.

