

This Quick Reference Guide (QRG) demonstrates documenting ambulatory medications with alerts.

Common Buttons and Icons

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|  Medication Administration | Medication Administration button |
|  | Order Details icon |

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|  | Sign button |
|  | Sign icon |

Document Ambulatory Medications with Alerts

From the Home screen in PowerChart:

NOTE: Verify the correct patient identity with the patient banner at the top.

STEP 1: Click **MAR** in the Menu on the left.

- A list of the patient's medications displays.

STEP 2: Click **Medication Administration** in the toolbar at the top of the screen.

STEP 3: Scan the patient's identification band.

- The patient's medications due for administration display.

NOTE: Medications may display with a blue Order Details icon and a yellow Result cell if there is required documentation missing. An alert window may appear to verify an administration, because the pharmacy does not verify medication in the ambulatory practice.

STEP 4: Click the yellow **Result** cell containing the name of the medication.

- A Charting window displays.

STEP 5: Complete all required and relevant documentation; then click **OK**.

NOTE: The medication details should automatically pull in when you scan the patient wristband. If the medication details do not appear, click in the relevant field, then rescan the barcode. If scanning the barcode again does not work, you can manually enter the information.

STEP 6: Click **Sign** when finished documenting and administering patient medications.

Modifying Medications

From the patient's MAR:

NOTE: It is best practice to use the MAR to modify or unchart medications. The single patient task list is not used to document medications within the ambulatory practices.

STEP 1: Right-click the appropriate medication dosage amount.

STEP 2: Click **Modify**. The Charting window opens.

STEP 3: Enter the appropriate details; then click **Sign** icon.