Adding a New Medication (Multi-Timings)

Select the "Select/View Resident" link.

Step 1. Select a resident to add a new medication

Step 2. Go to the left hand navigation and select the link "Medication – Prescribed"

Click the "New Entry" button

Step 3. Fill out required fields or other fields as necessary.

MEDICATION INFORMATION

Medication	★	Coumadin
Drug Dosage Form	? ★	Tablet ▾
Medication Classification		○ C2 ○ C3 or C4 ○ C5 ⦿ Standard
Diagnosis	★	Diabetes
Route of Administration	★	01 Oral (PO) ▾
Vital Signs Required		☐ vital signs must be taken with this medication
Assistance needed	★	☐ Self-Administer ☐ Reminder to take ☐ Open container ☑ Significant (Total) ☐ Self-Directed ☐ Family/Designated Person ☐ Refill reminder
Physician's Instructions	★	Take 1 tab every MWF at 8am

MAR SCHEDULING

Dosage	★	2.5
Scheduling Options	★	○ Daily or PRN ○ Every (Interval) days ⦿ Specific days of the week ○ Specific days of the month
Start Date	★	01/11/2016
End Date		
Days of the Week	★	☐ Su ☑ M ☐ Tu ☑ W ☐ Th ☑ F ☐ Sa

Scheduled Time(s) ★

☐ **AM** ☐ 2:30am ☐ 6:30am ☐ 10:30am ☐ 2:30pm ☐ 6:30pm ☐ 10:30pm
☐ **PM** ☐ 3:00am ☐ 7:00am ☐ 11:00am ☐ 3:00pm ☐ 7:00pm ☐ 11:00pm
☐ **Bedtime** ☐ 3:30am ☐ 7:30am ☐ 11:30am ☐ 3:30pm ☐ 7:30pm ☐ 11:30pm
☐ 12:00am ☐ 4:00am ☑ 8:00am ☐ 12:00pm ☐ 4:00pm ☐ 8:00pm **PRN**
☐ 12:30am ☐ 4:30am ☐ 8:30am ☐ 12:30pm ☐ 4:30pm ☐ 8:30pm
☐ 1:00am ☐ 5:00am ☐ 9:00am ☐ 1:00pm ☐ 5:00pm ☐ 9:00pm
☐ 1:30am ☐ 5:30am ☐ 9:30am ☐ 1:30pm ☐ 5:30pm ☐ 9:30pm
☐ 2:00am ☐ 6:00am ☐ 10:00am ☐ 2:00pm ☐ 6:00pm ☐ 10:00pm

MAR Instructions ★ Administer 2.5 Oral (PO) at 8:00am

[Done] [Void]

Dosage Date(s) Schedule Instructions Created Edit Void
Adding Timing...
[Additional Timing]

Med Group   Cart 1 ▾

Step 4. Note: If an additional timing is required (ie Coumadine 5 mg on opposite days as the 2.5 mg) then select the "Additional Timings" button. When this button is selected a copy of the "Coumadin 2.5mg is created and displayed in the same window with all of the copied fields ready to be edited for the new timing. (See below) You will see the original timing listed below the MAR Scheduling section

MEDICATION INFORMATION

Medication	★	Coumadin
Drug Dosage Form	? ★	Tablet ▾
Medication Classification		○ C2 ○ C3 or C4 ○ C5 ⦿ Standard
Diagnosis	★	Diabetes
Route of Administration	★	01 Oral (PO) ▾
Vital Signs Required		☐ vital signs must be taken with this medication
Assistance needed	★	☐ Self-Administer ☐ Reminder to take ☐ Open container ☑ Significant (Total) ☐ Self-Directed ☐ Family/Designated Person ☐ Refill reminder
Physician's Instructions	★	Take 1 tab every MWF at 8am

> Edit this field to say "5"

MAR SCHEDULING

Dosage	★	2.5
Scheduling Options	★	○ Daily or PRN ○ Every (Interval) days ⦿ Specific days of the week ○ Specific days of the month
Start Date	★	01/11/2016
End Date		
Days of the Week	★	☐ Su ☑ M ☐ Tu ☑ W ☐ Th ☑ F ☐ Sa

> Edit the days of the week to say Su, Tu, Th Sa

Scheduled Time(s) ★

☐ **AM** ☐ 2:30am ☐ 6:30am ☐ 10:30am ☐ 2:30p
☐ **PM** ☐ 3:00am ☐ 7:00am ☐ 11:00am ☐ 3:00p
☐ **Bedtime** ☐ 3:30am ☐ 7:30am ☐ 11:30am ☐ 3:30p
☐ 12:00am ☐ 4:00am ☑ 8:00am ☐ 12:00pm ☐ 4:00p
☐ 12:30am ☐ 4:30am ☐ 8:30am ☐ 12:30pm ☐ 4:30pm
☐ 1:00am ☐ 5:00am ☐ 9:00am ☐ 1:00pm ☐ 5:00pm ☐ 9:00pm
☐ 1:30am ☐ 5:30am ☐ 9:30am ☐ 1:30pm ☐ 5:30pm ☐ 9:30pm
☐ 2:00am ☐ 6:00am ☐ 10:00am ☐ 2:00pm ☐ 6:00pm ☐ 10:00pm

> MAR instructions populate automatically. This is what is displayed when administering a med. These instructions can also be edited

MAR Instructions ★ Administer 2.5 Oral (PO) at 8:00am

[Done] [Void]

> Click the "Done" button when finished editing

Dosage	Date(s)	Schedule	Instructions	Created	Edit	Void
2.5	01/11/2016	8:00am every M, W, F	Administer 2.5 Oral (PO) at 8:00am	Now	✎	⊗

Adding Timing...   ⊗
[Additional Timing]

Med Group   Cart 1 ▾

You will now see both timings displayed for this medication order. One for 2.5 mg and the other for 5 mg.

MAR SCHEDULING

Dosage	Date(s)	Schedule	Instructions	Created	Edit	Void
2.5	01/11/2016	8:00am every M, W, F	Administer 2.5 Oral (PO) at 8:00am	Now	✏	⊗
5	01/11/2016	8:00am every Su, Tu, Th, Sa	Administer 5 Oral (PO) at 8:00am	Now	✏	⊗

(Additional Timing)

Med Group   [Cart 1   ▼]

Step 5. Complete the medication order by selecting a Prescriber and by checking the "Data entered by" signature box.

Finally click the (Save) button.

AUTHORIZATIONS

Prescription must be authorized prior to ordering

Prescribed By	* [▼]
Add New Prescriber	(Add New Prescriber)
Data entered by	* ☐ I certify this information complete and correct
Nursing/Administrator Review	☐ I certify this information complete and correct
RX Number	[ ]

★ Required   (Save) (Cancel)