Home Medications Administered in the Office for Clinical Staff
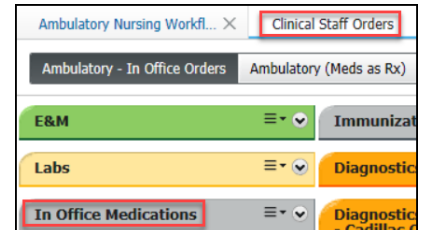
Cerner PowerChart Ambulatory **EDUCATION**

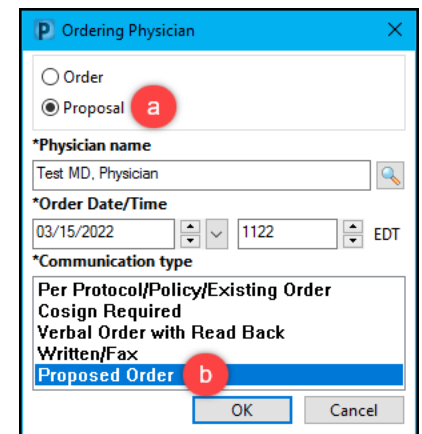## Documenting Home Medications Administered in the Office

Patient presents to the clinic with "brown bag" medication (i.e., a medication supplied by an outside pharmacy) for the clinical staff to administer.

1. Under the **Clinical Staff Orders** tab, order the medication within **In Office Medications**.

   > Note: If the medication is not found under **In Office Medications**, search for the medication in Orders. If still not found, please contact the Help Desk or Ambulatory Informatics.
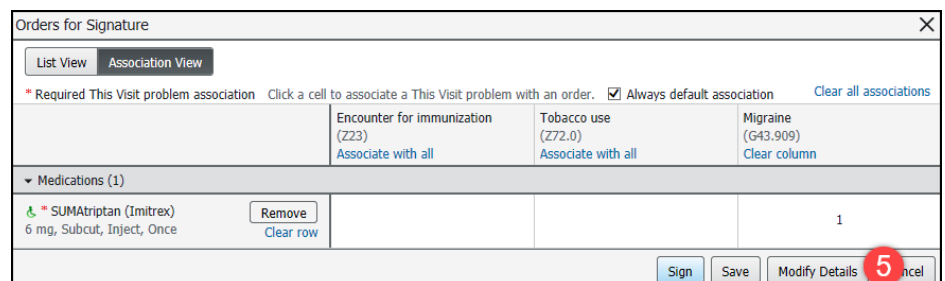
2. In the Ordering Physician box:
   a. Select **Proposal** as the order type.
   b. Select **Proposed Order** as the communication type.
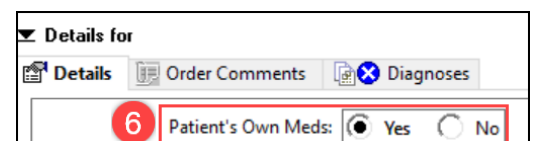
3. Click the **Orders for Signature** icon.

4. Associate the diagnosis for the medication to be administered.
5. Select **Modify Details**.

6. Select **Yes** for Patient's Own Meds.
7. Sign the order.
   a. A Task will be launched once the provider signs off on the proposed order (similar to an in-office medication pulled from clinic stock).
8. Administer the medication.

9. Open the task list to complete charting.
   a. Quantity of medication should be documented as 0 (or left blank).
   b. An Admin Charge needs to be selected if administering an IM/SubQ therapeutic injection.
10. Sign.

Reminder: If the patient is in the office for a nurse visit only, the AdHoc Nurse Visit Form must also be used to document the additional details of the visit.