

## Cerner PowerChart Ambulatory EDUCATION

#### **Medication Management Terminology**

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Indicates a prescription

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Indicates a documented Home Medication

Modify without	Used to modify medication order details, such as prior
resending	authorization information.
Suspend	Provider only function.
Complete	Use when the patient is no longer taking the medication, or to
	complete a historical medication that is prescribed.
Cancel/DC	Used to cancel a prescription order.
Delete/Void	Use only when entered in error.
Add/Modify Compliance	Used to indicates any changes the patient has made, including
	whether the patient has stopped taking the medication.

### **Documenting Home Medications by History**

Home Medications may be documented from the Home Medications Component on the Ambulatory Workflow page, or from a clinical Intake form. See the document: Medication History Documentation on the <u>Clinical EHR</u> <u>Education website</u> for detailed instructions.

#### **Renewing a Medication**

Medications that have previously been prescribed in PowerChart may be renewed from the Home Medications Component on the Ambulatory Workflow page or from Message Center by proposing the medication order to the appropriate provider. Medication renewal proposals should be done from Message Center when documentation regarding the request is needed, and/or information needs to be communicated to the provider.

#### **Renewing a Medication from Message Center:**

1. Open the patient's chart.

🔄 Communicate 💌

Patient: AMBCERNED,

- 3. Create a new InBetween Visits encounter if the medication order is not related to a current encounter.
  - a. To create a new InBetween Visits encounter, click on the search binoculars next the patient's name field.

2. Click Communicate on the toolbar to create a New Message.

- i. On the search screen, select the patient's name and **DO NOT** select an existing encounter. Click OK.
- Click Launch Orders on the Message toolbal

	😻 New	Message		
2	📍 High	🕻 Notify 📓 Message Journal 📗 Portal Options 🛛 Message View Summary View	4	aunch Orders
bar.	Patient:	AMBCERNED, COLT Caller: AMBCERNED, COLT C	aller #:	

5. The PowerOrders screen will open.

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- 6. Click the Medication List tab.
- 7. Right-click on the medication to renew.
- 8. Select Renew.
  - a. Medications may only be renewed if they have been previously prescribed in PowerChart.
- 9. Select the desired Supply and number of Refills.



- 10. Complete the Ordering Physician information and click OK.
  - a. **Note:** Medication orders should always be proposed unless they meet the criteria for other communication types.
- O Order Proposal \*Physician name Test MD, Physician Q \*Order Date/Time ▲ ∨ 1024 01/11/2023 🗧 EST \*Communication type Per Protocol/Policy/Existing Order Cosign Required Verbal Order with Read Back Written/Fax Proposed Orde 10 OK Cancel

11. Review order Details and adjust, if needed.

Click click for additional send options, or to search for and/or add a new pharmacy.

12. Select the correct pharmacy our route of prescription by clicking Send To.

13. Click Orders for Signature.

lisinopril (lisinopril 1	0 mg oral tablet) 🔻	. 12	Send To:	CVS PHARMACY (301 S 6th Ave) 🔻 🛄
Order Comments 🛛 🝺 Diagnose	es			
*Route of Adminis *Frequ	ency Duration	*Dispense 30 90 *Refill		
🗌 Oral 🔲 Da	ily	30 Tab 🔶 0	· 🔓 III.	↓ ×
tive Orders			12	Show More Orders
	Iisinopril (lisinopril 1 Order Comments Diagnose *Route of Adminis *Frequ Oral Da tive Orders	Iisinopril (lisinopril 10 mg oral tablet)       ▼         Order Comments	Iisinopril (lisinopril 10 mg oral tablet) ▼       12         Order Comments       Diagnoses         *Route of Adminis *Frequency       Duration       *Dispense 30 90 *Refill         Oral       Daily       30 Tab       0         two Orders       Orden Contemport       Oral       0	Iisinopril (lisinopril 10 mg oral tablet)       ▼       12       Send To:         Order Comments

- 14. Review the Orders for Signature. Note: Verify that the Proposal checkbox is checked for Proposed orders.
- 15. Click Sign.

-	(	0									
Or	ders for S	ignature									
	\$	? 🗉	} 🖗	Order Name	e	Status	Start	Details			
Δ	⊿ Munson Family Practice Center; Exam Room 2 FIN:										
⊿	△ Medications										
	14 Section 2014 (lisinopril 10) New Order = 1 Tab each dose, Oral, Daily, # 30 Tab, Refill(s): 0, Pharmacy CVS PHARMAC										
ſ	15 Sign Cancel										
Т	ĸee	p Che	CK	ed for							
1	Pro	posed	10	rders							
- L		-									



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- 16. The medication order proposal will be added to the New Message.
- 17. Add any communication or documentation regarding the proposed medication order by typing in the General Message area.
- 18. Fill in all Message fields needed (To:, Provider:, Subject:).
- 19. Click Send to Send the Message and Medication order proposal to the provider selected.

👒 New Message	- 🗆 X
📍 High 🐧 Notify 📓 Message Journal 🧟 Portal Options 🛛 Message	View Summary View 🍘 Launch Orders
Patient: AMBCERNED, COLT 🕅 Caller: AMB	CERNED, COLT Caller #: H (231) 656-5656
To: Test MD, Physician X	
CC:Provider:	1D, Physician ×
Subject: Med Management	→ Save to Chart As: Medication Management Message →
Attachments	
Transition of Care Browse Documents Othe	r Attachments
Message	
✓ 12 ✓ 49 ● 4 単	🛍 🕱 🖪 U Z S 🔳 🗏 🛋 🔤 🕸
** On hold pending signature ** Order lisinopril (lisinopril 10 mg oral tablet) 1 Tab Oral Daily Qty: 30 Tab Refills: 0 Substitutions Allowed Route To Pharmacy - CVS PHARMAC	, <mark>1</mark> 6
General Message: Type medication renewal details here.	
Actions	
Patient Needs Appointment	Remind on:
Needs Lab Before Refill	
Please Call Patient with Results	Due on:
Message Left for Patient to Return Call	
Agree with Message	
See Note In Chart	Send Cancel

**Note:** Proposed medication orders will only route to the pharmacy selected once the provider has accepted and signed the proposed order. Notify the provider of any time-sensitive orders per the agreed upon method.

#### **Renewing a Medication from Home Medications Workflow Component:**

- 1. Navigate to the Home Medications component on the Ambulatory Workflow page.
- 2. Click on the medication that you wish to renew.
- a. Medications may only be renewed if they have been previously prescribed in PowerChart.
- 3. Click Renew.

ŀ	Home Medications (4)	All Visits 3	
		Check Health Plans   Status: 1 Meds History   1 Outpatient   View Details	
	Medication	Supply Re Responsible Provider	Lisinopril (lisinopril 10 mg oral tablet)
	t, lisinopril (lisinopril 10 mg oral tablet) 1 Tab, Oral, Daily, 30 Tab, 0 Refill(s)	0 Days Esti Clark MD, Kelly J	Compliance
	metFORMIN (metFORMIN 1000 mg oral tablet, extended release) 1 Tab, Oral, Daily, 30 Tab, 0 Refill(s)	0 Days Esti Clark MD, Kelly J	 Compliance Comments
		Document History: Incomplete Complete History Sign	 Source Last Dose
			Supply Remaining



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- 4. Enter the desired Number of Refills and Dispense Quantity and click Save.
  - a. Note: Multiple medications may be selected to Renew, Cancel, or Complete by holding down the shift key and clicking each medication to act on. The action screen on the right side will display the number of medications selected. Select the appropriate action. If selecting Renew, an additional screen will display to enter the number of refills and dispense quantity for each medication selected.

Save Cancel		×							
<b>t</b> lisinopril (lisinopril 10 mg oral tablet) 1 Tab, Oral, Daily, 30 Tab, 0 Refill(s)									
Number of Refills	Dispense Quantit 30	y Tab							
1/4	2/5								
Routing Do Not Send: called to pharmacy Edit									

Order Proposal

\*Physician name Test MD, Physician

\*Order Date/Time 01/11/2023

\*Communication type

Written/Fax Proposed Orde

6

▲ ∨ 1024

OK

Per Protocol/Policy/Existing Order Cosign Required Verbal Order with Read Back

- Sign 5. Click Sign to complete the medication renewal, cancelation, and/or completion. 6. Complete the Ordering Physician information. Note: Medication orders should
- always be proposed unless they meet the criteria for other Order Communication types.

- 7. Review the Orders for Signature. Verify that the Proposal checkbox is **checked** for Proposed orders.
- 8. Click Sign.

0	rders I	for Signa	ature							
	\$		? B	Ÿ	Order Nam	e	Status	Start	Details	
4	Munson Family Practice Center; Exam Room 2 FIN:									
4	4 Medications									
7 Isinopril (lisinopril 10 New Order mg oral tablet) (Rene Proposal = 1 Tab each dose, Oral, Daily, # 30 Tab, Refill(s): 0, Pharmacy CVS PHARM							= 1 Tab each dose, Oral, Daily, # 30 Tab, Refill(s): 0, Pharmacy CVS PHARMACY			
1									8 Sign Cancel	
	K P	eep ropo	Cheo osed	Or	d for ders					

Note: Proposed medication orders display on the patient's medication list three times:

- The original medication order under Active Medications
- Italicized proposed order under Active Medications
- Italicized proposed order under New Order Proposals

Home Medications (7)	
Medication	
<ul> <li>Active Medications (6)</li> </ul>	
aspirin (aspirin 81 mg oral cap 1 Cap, Oral, Daily, do not exce	s <b>ule)</b> <u>sed 48 capsule</u> s in 24 hours, 30 Cap, 0 Refill(s)
lisinopril (lisinopril 10 mg oral 1 Tab, Oral, Daily, 30 Tab, 0 F	tablet) Refill(s)
Iisinopril (lisinopril 10 mg oral 1 Tab, Oral, Daily, 30 Tab, 0 l	tablet) Refill(s)
<ul> <li>New Order Proposals (1)</li> </ul>	
Iisinopril 10 mg oral tablet 1 Tab, Oral, Daily, 30 Tab, 0 I	Refill(s)

Q

🗧 EST

Cancel



## **New Medication Order Proposal**

Medications that have not been previously prescribed in PowerChart may be proposed by following the below process.

- 1. If the medication is listed as a documented medication, first Complete the medication.
  - a. From the Home Medications Component on the Ambulatory Workflow page: highlight the
    - medication(s), click Complete, and Sign.



b. From the Medication

List: right click on the medication and select Complete, click Orders for Signature, and Sign.

	Source	Last Dose
Display:	All Active Medications	
\$	Order Name/Details	Order Com Ordering
2 mea	aspirin (aspirin 81 mg oral capsule) 1 Cap, Oral, Day, do not exceed 48 capsules in	Renew
	Right Click	Modify Suspend
		Complete 📐

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2. If communication or documentation regarding the medication order is needed, add the medication as a proposed prescription

within a message. If no communication is needed, add the medication as a proposed order without a message.

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- 3. Navigate to the Medication List.
  - a. To add the medication proposal to a message, first create a New Message and click Launch Orders (see steps above on Renewing a Medication from Message Center for detailed steps).
- 4. Click Add within the Medication List.
- 5. Verify that Ambulatory (Meds as Rx) Type is selected.
- 6. Search for and select the correct medication.
- 7. Review and adjust any medication Details needed.
- 8. Select the correct pharmacy or prescription routing by clicking Send To.

▼ Details for <b>aspiri</b>	<b>n (aspirin 81 mg</b> omments 🕼 Diagnoses	oral delayed re	elease tablet) 🔻			Send To: Do Not Send: other 🔻
Dose	*Route of Administration	*Frequency	Duration	*Dispense 30 90	*Refill	
🔶 2 Tab	🔲 Oral	Daily		🔷 30 Tab	• 0	
PRN:		~		Special Inst	tructions:	-
*Start Date/Time:	01/11/2023	1223 🛉 EST				_
0 Missing Required Details	Dx Table Orders For	Nurse Review				10 Sign

arch: aspirin

- a. Click local for additional send options, or to search for and/or add a new pharmacy.
- 9. Review the Orders for Signature. **Note:** Verify that the Proposal checkbox is **checked** for Proposed orders.
- 10. Click Sign.



Add Anent Medication by Hx Orders Medication List 1 3 t In Plan

Type: 📕 Ambulatory (Meds as Rx)

aspirin 81 mg oral delayed release tablet (= 1 Tab each dose, Oral, Daily, # 30 Tab)

aspirin 81 mg oral delayed release tablet

aspirin 81 mg oral delayed release tablet



# Cerner PowerChart Ambulatory EDUCATION

### Completing a Medication

Medications may be completed if a patient has completed a medication, or to remove a documented historical medication from a patient's medication list when ordering the medication as a prescription.

**Note:** Only complete prescribed medications if the patient has completed the medication course or has been directed to discontinue the medication by the prescribing provider.

To complete a medication:

1. From the Home Medications Component on the Ambulatory Workflow page: highlight the medication(s), click Complete, and Sign.

lome Medications (4)	All Visits 🕝 📃	Renew O Cancel/DC O Complete		
Medication	Uutpatient View Details	Iisinopril (lisinopril 10 mg oral tablet)     Tab, Oral, Daily, 30 Tab, 0 Refill(s)     Compliance      Compliance Comments		
<ul> <li>lisinopril (lisinopril 10 mg oral tablet)</li> <li>1 Tab, Oral, Daily, 30 Tab, 0 Refill(s)</li> </ul>	1			
metFORMIN (metFORMIN 1000 mg oral tablet, extended release) 1 Tab, Oral, Daily, 30 Tab, 0 Refill(s)	:			
	Complete History Sign	 Source Last Dose		

2. From the Medication List: right click on the medication and select Complete, click Orders for Signature, and Sign.

Dis	play:	All Activ	e Medications		~				
	\$	5	Order Name/De	etails	*			Order Com	Ordering
⊿	Med	lications							
	aspirin (aspirin 81 mg oral capsule) 1 Cap, Oral, Daw, do not exceed 48 capsules in						Renew		
					Modify				
Right Click				Suspend					
	2				Complete				

- 3. To add a new medication order, follow the steps in the previous sections.
- Medication orders may also be cancelled if needed (i.e., if the order was entered in error), and the order cancelation will be sent to the prescribing provider to accept the cancelation. Communication should be sent to the provider via message to relay information regarding the cancelation request.