

PHARMACY DATA MANAGEMENT

**USER MA****NUAL**

## Version 1.0

September 1997

(Revised June 2012)

Department of Veterans Affairs Product Development

##  Revision History

Each time this manual is updated, the Title Page lists the new revised date and this page describes the changes. If the Revised Pages column lists “All,” replace the existing manual with the reissued manual. If the Revised Pages column lists individual entries (e.g., 25, 32), either update the existing manual with the Change Pages Document or print the entire new manual.

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Revised Pages** | **Patch Number** | **Description** |
| 06/12 | i, ii, iii, [3-4,](#_bookmark0) [4a –](#_bookmark1) [4b,](#_bookmark1) [44c,](#_bookmark2) [44ib,](#_bookmark3) [44j,](#_bookmark4) [105](#_bookmark5) | PSS\*1\*146 | New sub-menu named Inpatient Drug Management [PSS INP MGR]. Enter/Edit dosages Additive Solution enhancement. REDACTED |
| 03/12 | i, ii, iii, 27, 44ia – 44ib, 89 | PSS\*1\*156 | Added Patch PSS\*1\*156 information, which adds a new multiple named Outpatient Pharmacy Automation Interface (OPAI) in the DRUG file (#50) sub-file (#50.0906).REDACTED |
| 12/11 | i, ii, iii, 38-40b, 62d-64d | PSS\*1\*159 | Updated screens. Updated the Edit Orderable Items option for the default medication route. Due to data being moved, pages 62e and 62f have been removed. REDACTED |
| 08/11 | i-iii, 101- 101b,102 | PSS\*1\*163 | Updated the Schedule/Reschedule Check PEPS Interface section* Updated overview of Schedule/Reschedule Check PEPS Interface
* Updated the Schedule/Reschedule Check PEPS Interface example
* Added a warning regarding the DEVICE FOR QUEUED JOB OUTPUT field
* Added a blank page for two-sided copying

REDACTED |
| 04/11 | i-iii, 3-4b, 7-16b, 44d-j, 114, 118,121, 129, 137,204-206 | PSS\*1\*155 | Utilized three new fields that were added to the VA PRODUCT file (#50.68) with PSN\*4\*261. The fields are used during the Match/Rematch process of the *Drug Enter/Edit* [PSS DRUG ENTER/EDIT] and the *Enter/Edit Dosages* [PSS EDIT DOSAGES] options to determine whether possible dosages should be auto-created for supra-therapeutic drugs.Retired the *Auto Create Dosages* [PSS DOSAGE CONVER- SION] option and removed the option from the *Dosages* [PSS DOSAGES MANAGEMENT] menu. Updated Index.REDACTED |
| 04/11 | i, ii, iii, added iv, v; changed 3, 4,45, 46; added 46a- 46d, re-numbered all sections starting on page 87 and ending with page 106; changed page. 89; added 90e and 90f; changed 99- | PSS\*1\*136 & PSS\*1\*117 | Besides the developer’s changes, this document incorporates the comments from REDACTED and colleagues for the PRE functionality included with patch PSS\*1\*117 (a combined patch with PSS\*1\*136).Sections changed are:* Changed overview of menu item descriptions to match application
* Changed menu item description named ***Drug Interaction Management*** to ***Order Check Management*** and changed text
 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Revised Pages** | **Patch Number** | **Description** |
|  | 106; added 106a-b;deleted 107-112;changed 151,153, 154; added 154a-b; updated index; |  | * Changed submenu item ***Enter/Edit Local Drug Interaction*** [PSS-INTERACTION-LOCAL-ADD] to ***Request Changes to Enhanced Order Check Databas***e. [PSS ORDER CHECK CHANGES] and changed text.
* Changed example in ***Report of Locally Entered Interactions*** option

Section deleted:* Deleted ***Enhanced Order Checks Setup Menu*** and all its sub-menu items (*Find Unmapped Local Medication Routes; Map Local Medication Route to Standard; Medication Route Mapping Report; Medication Route File Enter/Edit; Medication Route Mapping History Report; Request Change to Standard Medication Route; Find Unmapped Local Possible Dosages; Map Local Possible Dosages; Local Possible Dosages Report; Strength Mismatch Report; Enter/Edit Dosages; Request Change to Dose Unit; Mark PreMix Solutions; IV Solution Report; Administration Schedule File Report; Medication Instruction File Report*)

The deleted Enhanced Order Checks Setup Menu and its submenus is replaced by the following addition:* Added ***PEPS Services*** menu and its submenus: *Check Vendor Database Link; Check PEPS Services Setup; and Schedule/Reschedule PEPS Interface*

Added a heading for ***Stand-Alone Menu Options*** with the description for the *Enable/Disable Vendor Database Link* option and a short description for the *Other Language Translation Setup* option.Added definitions in the glossary for PECS and PEPS, and updated the index.REDACTED |
| 04/11 | i-ii, 38, 40, 62d-f,64, 64a | PSS\*1\*153 | Renamed the MED ROUTE field (#.06) of the PHARMACY ORDERABLE ITEM file (#50.7) to be DEFAULT MEDROUTE. Provided the ability to print the POSSIBLE MED ROUTES multiple on *the Default Med Route For OI Report* [PSS DEF MED ROUTE OI RPT] option.REDACTED |
| 02/11 | i, 63 | PSS\*1\*142 | Added functionality to denote the default med route for IV orders in the selection list in CPRS if all of the orderable items on the order have the same default med route defined. Updated TOC. Released with CPRS version 28.REDACTED |
| 06/10 | i, iii, 84, 84a-84b, 203, 205-206 | PSS\*1\*143 | Added new Schedule Validation Requirements. Updated Index. REDACTED |
| 02/10 | iii-iv, 3-4, 44a-d,47-48, 61-62d, 89-90b, 112, 203-206 | PSS\*1\*147 | Described new process for requesting changes to Standard Medication Routes and the New Term Rapid Turnaround (NTRT) process;Added *IV Additive/Solution Reports* menu, with suboptions*IV Solution Report* option and *V Additive Report* [PSS IV |

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Revised Pages** | **Patch Number** | **Description** |
|  |  |  | ADDITIVE REPORT] optionAdded *Default Med Route for OI Report* option to the *Medication Routes Management...* menu*.*(this change was made but not documented with PSS\*1\*140)Updated *Drug Enter/Edit* option to display NUMERIC DOSE and DOSE UNIT fields defined for Local Possible Dosage Updated the Drug Enter/Edit option display to include the new ADDITIVE FREQUENCY fieldUpdated Table of Contents and IndexREDACTED |
| 10/09 | i, 64a-b, 65, 65a-b, 66 | PSS\*1\*141 | Added ASSOCIATED IMMUNIZATION field to *Edit Orderable Items* option and *Dispense Drug/Orderable Item Maintenance* option. Reorganized content within sections to accommodate new information.REDACTED |
| 08/09 | iii-iv, 53,62a-b, 63, 81, 203 | PSS\*1\*140 | Added DEFAULT MED ROUTE FOR CPRS field and *Default Med Route For OI Report* [PSS DEF MED ROUTE OI RPT] option for the enhancement of default medicationroute being defined for an orderable item.REDACTED |
| 07/09 | 27-34 | PSS\*1\*131 | Added explanations of DEA special handling code U for sensitive drug.REDACTED |
| 05/09 | 81 | PSS\*1\*137 | Added Automate CPRS Refill field to the *Pharmacy System Parameters Edit* [PSS MGR] option.REDACTED |
| 02/09 | All | PSS\*1\*129 | Pages renumbered to accommodate added pages. Pharmacy Reengineering (PRE) V.0.5 Pre-Release. Restructured *Pharmacy Data Management* menu:* Grouped related options under the following new sub-menus: *Drug Text Management, Medication Instruction Management, Medication Routes Management,* and *Standard Schedule Management*
* Added temporary *Enhanced Order Checks Setup Menu*
* Added the following options: *Find Unmapped Local Medication Routes, Find Unmapped Local Possible Dosages, Map Local Medication Route to Standard, Map Local Possible Dosages, Mark PreMix Solutions, Request Change to Dose Unit*, and *Request Change to Standard Medication Route*
* Added the following reports: *Administration Schedule File Report, IV Solution Report, Local Possible Dosages Report, Medication Instruction File Report, Medication Route Mapping Report, Medication Route Mapping History Report,* and *Strength Mismatch Report*
* Updated Table of Contents, Index, and Glossary REDACTED
 |
| 09/97 |  |  | Original Release of User Manual |

*  The page symbol indicates a referral to a diagram.
* **?**, **??**, **???** One, two or three question marks can be entered at any of the prompts for online help. One question mark elicits a brief statement of what information is appropriate for the prompt. Two question marks provide more help, plus the hidden actions, and three question marks will provide more detailed help, including a list of possible answers, if appropriate.

^ Up arrow (caret or a circumflex) and pressing **<Enter>** can be used to exit the present option.

# Chapter One Pharmacy Data Management Options

The PDM options listed below show the Menu structure (latest modification was with the installation of PSS\*1\*146).

CMOP Mark/Unmark (Single *drug) * *Dosages ...*

The *CMOP Mark/Unmark (Single drug)* option is displayed before the *Warning Builder* option in the PDM Main Menu. For documentation purposes, it is being left at the beginning of this menu.

*Dosage Form File Enter/Edit Enter/Edit Dosages*

*Most Common Dosages Report Noun/Dosage Form Report Review Dosages Report*

*Local Possible Dosages Report Request Change to Dose Unit*

*Drug Enter/Edit*

*Order Check Management…*

*Request Changes to Enhanced Order Check Database Report of Locally Entered Interactions*

*Electrolyte File (IV)*

*Lookup into Dispense Drug File Medication Instruction Management ...*

*Medication Instruction File Add/Edit Medication Instruction File Report*

*Medication Routes Management ...*

*Medication Route File Enter/Edit Medication Route Mapping Report Medication Route Mapping History Report*

*Request Change to Standard Medication Route Default Med Route for OI Report*

*Orderable Item Management ...*

*Edit Orderable Items*

*Dispense Drug/Orderable Item Maintenance Orderable Item/Dosages Report*

*Patient Instructions Report Orderable Item Report*

*Formulary Information Report Drug Text Management ...*

*Drug Text Enter/Edit Drug Text File Report*

*Pharmacy System Parameters Edit Standard Schedule Management ...*

*Standard Schedule Edit Administration Schedule File Report*

*Synonym Enter/Edit*

*Controlled Substances/PKI Reports…*

*DEA Spec Hdlg & CS Fed Sch Discrepancy*

June 2012 Pharmacy Data Management V. 1.0 3

User Manual

*Controlled Substances Not Matched to NDF CS (DRUGS) Inconsistent with DEA Spec Hdlg*

*CS (Ord. Item) Inconsistent with DEA Spec Hdlg Send Entire Drug File to External Interface*

*IV Additive/Solution…*

*IV Additive Report IV Solution Report*

*Mark PreMix Solutions Warning Builder*

*Warning Mapping PEPS Services…*

*Check Vendor Database Link Check PEPS Services Setup*

*Schedule/Reschedule Check PEPS Interface Inpatient Drug Management…*

*ADditives File Dispense Drug Fields*

*Dispense Drug/ATC Set Up Edit Cost Data*

*EDit Drug Cost (IV)*

*MARk/Unmark Dispense Drugs For Unit Dos PRimary Solution File (IV)*

4 Pharmacy Data Management V.1.0 June 2012

Stand-Alone Menu Options

The following is a list of all stand-alone options that are **NOT** exported as part of the main PDM menu [PSS MGR]:

*\*Other Language Translation Setup*

[PSS OTHER LANGUAGE SETUP]

*Drug Inquiry (IV)*

[PSSJI DRUG INQUIRY]

*Electrolyte File (IV)*

[PSSJI ELECTROLYTE FILE]

*Enable/Disable Vendor Database Link*

[PSS ENABLE/DISABLE DB LINK]

*Add Default Med Route*

[PSS ADD DEFAULT MED ROUTE]

The *Enable/Disable Vendor Database Link* option exists **ONLY** as a way for technical personnel to turn on/off the database connection if required for debugging. Normally, it is enabled and the Vendor Database updates are performed centrally on the MOCHA servers, not at the individual sites. This option is rarely used. It is **NOT** exported as part of the main PDM menu [PSS MGR]

In the rare case where this option is used and the database link is disabled, NO drug-drug interaction, duplicate therapy, or dosing order checks will be performed in Pharmacy or in the Computerized Patient Record System (CPRS).

\*Other Language Translation Setup is a stand-alone option that must be assigned to the person(s) responsible for maintaining it.

*(This side left blank for two-sided copying)*

## CMOP Mark/Unmark (Single drug)

#### [PSSXX MARK]

The *CMOP Mark/Unmark (Single drug)* option allows the user to mark/unmark a single drug for transmission to the Consolidated Mail Outpatient Pharmacy (CMOP). Pertinent DRUG file (#50) and VA PRODUCT file (#50.68) fields shall be displayed to the user for review whenever a drug is marked or unmarked for CMOP transmission.

If the user marks the entry to transmit to CMOP, it will replace the Dispense Unit with the VA Dispense Unit. In addition, if the user overwrites the local drug name with the VA Print Name, the entry may not be edited. The VA Print Name will be displayed on all profiles and prescription labels if the local drug name is overwritten with the VA Print Name. The local drug name will no longer be selectable during order entry.

If the user chooses not to overwrite the local drug name with the VA Print Name, the local drug name will continue to be displayed on all profiles and can be used for drug selection during order entry. The VA Print Name will be displayed on all prescription labels regardless of the local drug name.

A drug cannot be marked for CMOP if:

* + 1. It is inactive in DRUG file (#50) or VA PRODUCT file (#50.68).
		2. It is not marked for Outpatient Medications use.
		3. It is not matched to National Drug File.
		4. It is a Schedule I or II narcotic.
		5. It is not marked for CMOP in National Drug File.

The ability to mark/unmark a single drug for CMOP transmission is also available utilizing the

*Drug Enter/Edit* option.

 Locked: PSXCMOPMGR

Without the PSXCMOPMGR key, the *CMOP Mark/Unmark (Single drug)* option will not appear on your menu.

LOCAL DRUG NAME: TIMOLOL 0.5% OPTH SOL 10ML

This drug has the following Local Possible Dosages:

1. DROP PACKAGE: IO

BCMA UNITS PER DOSE:

NUMERIC DOSE: DOSE UNIT:

1. DROP(S) PACKAGE: IO

BCMA UNITS PER DOSE: NUMERIC DOSE: DOSE UNIT:

DOSE UNIT:

PACKAGE: IO

DOSE UNIT:

PACKAGE: IO

LOCAL POSSIBLE DOSAGES:

1. DROP

BCMA UNITS PER DOSE:

NUMERIC DOSE:

1. DROP(S)

BCMA UNITS PER DOSE:

NUMERIC DOSE:

NUMERIC DOSE: DOSE UNIT:

PACKAGE: IO

PACKAGE: IO

This drug has the following Local Possible Dosages:

1. DROP

BCMA UNITS PER DOSE: NUMERIC DOSE: DOSE UNIT:

1. DROP(S)

BCMA UNITS PER DOSE:

ORDER UNIT: BT DISPENSE UNITS/ORDER UNITS: 1

DISPENSE UNIT:

VA PRODUCT NAME: TIMOLOL MALEATE 0.5% SOLN,OPH

VA PRINT NAME: TIMOLOL MALEATE 0.5% OPH SOLN CMOP ID: T0056

VA DISPENSE UNIT: ML MARKABLE FOR CMOP: YES PACKAGE SIZE: 10 ML

PACKAGE TYPE: BOTTLE

VA CLASS: OP101 BETA-BLOCKERS,TOPICAL OPHTHALMIC CS FEDERAL SCHEDULE:

INGREDIENTS:

TIMOLOL MALEATE 0.5 % NATIONAL FORMULARY INDICATOR: YES NATIONAL FORMULARY RESTRICTION:

< Enter "Y" for yes, "N" for no >

Is this a match ? Y

You have just VERIFIED this match and MERGED the entry.

Resetting Possible Dosages..

Press Return to continue: <**ENTER**>

Do you want to merge new Local Possible Dosages? Y// NO

Just a reminder...you are editing TIMOLOL 0.5% OPTH SOL 10ML.

Do you want to edit Local Possible Dosages? N// **YES**

Do you want to merge new Local Possible Dosages? Y// **NO**

.

.

44b Pharmacy Data Management V. 1.0 February 2009

Example 2: Editing Additive Frequency for IV Additive

Select Pharmacy Data Management Option: **Drug Enter/Edit**

Select DRUG GENERIC NAME: **CIMETIDINE 150MG/ML MDV INJ (8ML)** GA301

...OK? Yes// <**ENTER**> (Yes)

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* This entry is marked for the following PHARMACY packages:

IV

Ward Stock

GENERIC NAME: CIMETIDINE 150MG/ML MDV INJ (8ML) Replace <**ENTER**> VA CLASSIFICATION: GA301// <**ENTER**>

DEA, SPECIAL HDLG: <**ENTER**> DAW CODE: <**ENTER**>

.

.

.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* This entry is marked for the following PHARMACY packages:

IV

Ward Stock

MARK THIS DRUG AND EDIT IT FOR:

O - Outpatient U - Unit Dose I - IV

W - Ward Stock

D - Drug Accountability

C - Controlled Substances X - Non-VA Med

A - ALL

Enter your choice(s) separated by commas : **I**

I - IV

\*\* You are NOW editing IV fields. \*\*

AN IV ITEM? Yes// <**ENTER**> (Yes)

Edit Additives or Solutions:

Select one of the following:

A ADDITIVES

S SOLUTIONS

Enter response: **A**DDITIVES

Select IV SOLUTIONS PRINT NAME: **CIMETIDINE// <ENTER>**

PRINT NAME: CIMETIDINE// <**ENTER**>

Select DRUG GENERIC NAME: CIMETIDINE 150MG/ML MDV INJ (8ML)// <**ENTER**>

ARE YOU SURE YOU WANT TO SELECT CIMETIDINE 150MG/ML MDV INJ (8ML) ? No// Y (Yes) USED IN IV FLUID ORDER ENTRY: YES// <**ENTER**>

DRUG UNIT: MG// <**ENTER**>

NUMBER OF DAYS FOR IV ORDER: <**ENTER**> USUAL IV SCHEDULE: <**ENTER**> ADMINISTRATION TIMES: <**ENTER**>

Select QUICK CODE: <**ENTER**>

AVERAGE DRUG COST PER UNIT: <**ENTER**> Select ELECTROLYTE: <**ENTER**>

Select SYNONYM: <**ENTER**> DRUG INFORMATION: <**ENTER**>

1>

INACTIVATION DATE: <**ENTER**> CONCENTRATION: <**ENTER**> MESSAGE: <**ENTER**>

ADDITIVE FREQUENCY: ALL BAGS// <**ENTER**>

Edit Additives or Solutions: <**ENTER**>

Select one of the following:

June 2012 Pharmacy Data Management V. 1.0 44c User Manual

#### Multiple Automated Dispensing Devices (ADD)

Patch PSS\*1\*156, in conjunction will PSO\*7\*354, allows sites to send prescriptions to multiple ADDs. Defining a dispensing device at the drug level for a division will override the dispensing device settings in the OUTPATIENT SITE File (#59). If populated, the drug will be sent to the dispensing device for that division. There are two types of ADDs, window and mail, and these are based on the route of the prescription. The prompt “OP EXTERNAL DISPENSE:” must be YES for an ADD to be added to a drug. The following example illustrates the set-up for the drug CIMETIDINE 200MG TAB to be sent to the dispensing device SCRIPTPRO1 for window prescriptions and SCRIPTPRO2 for mail prescriptions.

**Example 1: Assigning Dispensing Device for a Drug**

Select OPTION NAME: PSS DRUG ENTER/EDIT

Drug Enter/Edit

Select DRUG GENERIC NAME: CIMETIDINE 200MG TAB

GA301

...OK? Yes// (Yes)

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* This entry is marked for the following PHARMACY packages:

Outpatient Unit Dose Non-VA Med

GENERIC NAME: CIMETIDINE 200MG TAB Replace VA CLASSIFICATION: GA301//

DEA, SPECIAL HDLG: 6P//

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* This entry is marked for the following PHARMACY packages:

Outpatient Unit Dose Non-VA Med

MARK THIS DRUG AND EDIT IT FOR:

O - Outpatient U - Unit Dose I - IV

D - Drug Accountability

C - Controlled Substances X - Non-VA Med

Enter your choice(s) separated by commas : O

O - Outpatient

\*\* You are NOW editing OUTPATIENT fields. \*\*

AN Outpatient Pharmacy ITEM? Yes// (Yes)

.

.

QUANTITY DISPENSE MESSAGE:

OP EXTERNAL DISPENSE: YES//

Defining a dispensing device at the drug level for a division will override

the dispensing device settings in the OUTPATIENT SITE File (#59). If populated, the drug will be sent to the dispensing device for that division.

Select DIVISION: ALBANY // DIVISION: ALBANY //

WINDOW DNS NAME: SCRIPTPRO1// MAIL DNS NAME: SCRIPTPRO2//

Select DIVISION:

44ia Pharmacy Data Management V. 1.0 February 2009

The following actions will apply when OP EXTERNAL DISPENSE field (#28) is YES:

* To change where a drug is being routed, simply change the ADD associated with the drug.

Select DIVISION: ALBANY// DIVISION: ALBANY//

WINDOW DNS NAME: SCRIPTPRO1// scriptpro3 MACHINE2@VA.GOV 9002 MAIL DNS NAME: SCRIPTPRO2//

Select DIVISION:

ADDs can be removed from an ADD defined in the DRUG file (#50) for specific drugs for a site.

Select DIVISION: troy 514

...OK? Yes// (Yes)

DIVISION: TROY// @

SURE YOU WANT TO DELETE THE ENTIRE DIVISION? y (Yes)

Select DIVISION:

* If the response to OP EXTERNAL DISPENSE field (#28) is NO, then there will be no prompt to add an ADD.

OP EXTERNAL DISPENSE: N NO

Do you wish to mark to transmit to CMOP? Enter Yes or No:

Patch PSS\*1\*146 addresses a functionality change to prevent erroneous matching with Dispense Drugs. It is very easy to select the wrong item and incorrectly change the PRINT NAME field (#.01) of the IV ADDITIVES file (#52.6) and/or IV SOLUTIONS file (#52.7). Also, once an additive or solution is selected, it is unclear as to whether or not the user is still selecting or editing.

Patch PSS\*1\*146 enhances this process by displaying the previously entered Print Name as the default if only one is entered.

Example:

Select IV ADDITIVES PRINT NAME: ADDITIVE1//

If more than one Print Name were previously entered, the software will display the list of all linked Additives and/or Solutions to select from so an edit may be made.

June 2012 Pharmacy Data Management V. 1.0 44ib User Manual

Example:

<DRUG NAME> currently linked to the following IV Additives:

1. ADDITIVE1
2. ADDITIVE2

Select 1-2 from list above or type 'NEW' to link to a new IV Additive:

The Patch PSS\*1\*146 enhancement also allows the user to enter a new Additive or Solution and link it to the dispense drug. The software will give the user the choice to enter and link the dispense drug to a new Additive or Solution as well as require a confirmation of the selected dispense drug that will be linked to the selected Additive/Solution.

Example (Create new IV Additive and link to drug):

**<DRUG NAME> currently linked to the following IV Additives:**

1. **ADDITIVE1**
2. **ADDITIVE2**

**Select 1-2 from list above or type 'NEW' to link to a new IV Additive: NEW**

**Select IV ADDITIVES PRINT NAME: TEST**

**Are you adding 'TEST' as a new IV ADDITIVES (the 33RD)? No// Yes IV ADDITIVES DRUG UNIT: GM GM**

**PRINT NAME: TEST//**

**Select DRUG GENERIC NAME: CEFAMANDOLE 1GM INJ// AM116**

**ARE YOU SURE YOU WANT TO SELECT CEFAMANDOLE 1GM INJ? No// Y (Yes)**

**...**

**<DRUG NAME> currently linked to the following IV Additives:**

1. **ADDITIVE1**
2. **ADDITIVE2**
3. **TEST**

**Select 1-3 from list above or type 'NEW' to link to a new IV Additive: NEW**

44j Pharmacy Data Management V. 1.0 June 2012 User Manual

# 1.3 Order Check Management

#### [PSS ORDER CHECK MANAGEMENT]

**Note**: Dosing Checks during Drug Order Entry will be available ***only*** with the release of MOCHA V2.0.

The *Order Check Management* sub-menu provides options to request custom changes to the Enhanced Order Check (drug interaction, duplicate therapy, and dosing) vendor database. It also allows the user to review drug interactions and their severity, which have been added locally to the DRUG INTERACTION file (#56) in order to determine whether the same changes need to be requested as custom changes to the new vendor database.

* + 1. **Request Changes to Enha****nc****ed Order Check Database**

#### [PSS ORDER CHECK CHANGES]

The Request Changes to Enhanced Order Check Database option allows Pharmacy users to request custom changes to the Enhanced Order Check (drug interaction, duplicate therapy and dosing) vendor database. The user can request the following custom changes:

* + - * Add a new drug interaction
			* Change an existing drug interaction severity
			* Change to a duplicate therapy
			* Change to a dosing record for a drug

*Note that although the ability to request a custom dosing record change is available with the release of MOCHA V1.0, the introduction of dosing order checks via backdoor Pharmacy will be available only with MOCHA V2.0.*

Depending on the request, the user is prompted for different pieces of information.

The request is directed to an Outlook mail group REDACTED that will review and act on the requests. A copy of the request is also sent to the user’s VistA email account. If the user is not ready to send the request just yet, answering ‘No’ at the transmit prompt will send the request just to the user’s VistA email account. Once the user is ready to send the request, if no changes are needed, the user can retrieve the VistA email message and forward it to the Outlook mail group (VAOITVHITPSCUSTOMREQ). If the VistA email message is no longer available for retrieval, the user must reenter and transmit the request.

NOTE: The option will use whatever editor (line or screen) the user has defined for his or her “Preferred editor” in the NEW PERSON (#200) File.

### Other Language Translation Setup

#### [PSS OTHER LANGUAGE SETUP]

This is a stand-alone menu option that is not exported with the main menu. The *Other Language Translation Setup* option provides the ability to enter/edit data in the PHARMACY SYSTEM file (#59.7). This option allows sites to enter appropriate terms in another language that make up parts of the SIG when printing prescription bottle labels. If the user does not enter a translation, the English word will print. The *Other Language Translation Setup* option is a stand-alone option that must be assigned to the person(s) responsible for maintaining it. See Appendices C-G for lists of Spanish equivalents for some of the more common terms used for administration schedules, dosage forms, local possible dosages, medication instructions, and medication routes.

**Example: Other Language Translation Setup**

USE OF ANOTHER LANGUAGE: **YES** <If No is entered the remaining fields will not be prompted for

SECONDS: **SEGUNDOS** MINUTES: **MINUTOS** DAYS: **DIAS**

WEEKS: **SEMANAS** HOURS: **HORAS** MONTHS: **MESES** AND: **Y**

THEN: **LUEGO** EXCEPT: **EXCEPTO** ONE: **UNA**

TWO: **DOS** THREE: **TRES** FOUR: **CUATRO** FIVE: **CINCO** SIX: **SEIS** SEVEN: **SIETE** EIGHT: **OCHO** NINE: **NUEVE** TEN: **DIEZ**

ONE-HALF: **MEDIA**

ONE-FOURTH: **UN-CUARTO** ONE-THIRD: **UN**-**TERCIO** TWO-THIRDS: **DOS**-**TERCIOS**

THREE-FOURTHS**: TRES**-**CUARTOS**

FOR: POR

### All Stand-Alone Menu Items

The following is a list of all stand-alone options that are **NOT** exported as part of the main PDM menu [PSS MGR]:

\*Other Language Translation Setup [PSS OTHER LANGUAGE SETUP]

Drug Inquiry (IV)

[PSSJI DRUG INQUIRY]

Electrolyte File (IV)

[PSSJI ELECTROLYTE FILE]

Enable/Disable Vendor Database Link [PSS ENABLE/DISABLE DB LINK]

*Add Default Med Route*

[PSS ADD DEFAULT MED ROUTE]

The *Enable/Disable Vendor Database Link* option exists **ONLY** as a way for technical personnel to turn on/off the database connection if required for debugging. Normally, it is enabled and the Vendor Database updates are performed centrally on the MOCHA servers, not at the individual sites. This option is rarely used. It is **NOT** exported as part of the main PDM menu [PSS MGR]

In the rare case where this option is used and the database link is disabled, NO drug-drug interaction, duplicate therapy, or dosing order checks will be performed in Pharmacy or in the Computerized Patient Record System (CPRS).

\*Other Language Translation Setup is a stand-alone option that must be assigned to the person(s) responsible for maintaining it.

*(This page left blank for two-sided copying)*

Pharmacy Data Management V. 1.0 February 2009

106 User Manual