

Saskatchewan Structured Dosing



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Saskatchewan Structured Dosing

Kroll Version 10 SP9 introduces structured dosing for prescriptions sent to the Saskatchewan Pharmaceutical Information Program (PIP). Structured dosing quantifies the dosing regimen of a prescription allowing PIP to perform a more detailed screening of the dosing and to provide additional DUR warning messages when appropriate.

In its most basic form, structured dosing consists of a quantity, unit of measure, and frequency. In more advanced forms, it can include multiple dosage lines, each containing conditions, supplemental and duration information.

For the most part, you need not do anything! This update has gone through some of the more common sig code tokens in your system and has updated them with matching structured dosing information. When you use those sig code tokens in the sig directions line of a prescription, if they form a valid structured dosing construct, the structured dosing is automatically sent to PIP. This applies to both new prescriptions and to refills of existing prescriptions already in your system.

You can also edit other sig code tokens in your system and apply the structured dosing information so that even more prescriptions will be sent with structured dosing. And on any individual prescription, you can edit or create new structured dosing, including multiple dosage lines using AND / THEN constructs.



Sig Codes

This section explains how to view modify the sig codes that are available in your system.

1. From the Start Screen, go to **Edit** > **Sig Codes**.



2. The **Sig Code List Form** will appear. Select a sig (e.g., *1-TAKE 1 TABLET ONCE DAILY) and click **F2**.

Sig Code	List Form		
Lists Eng	lish 👻	Language Settings	Show All History
English Si	gs (4 90)		F2 Ins Del
Code	Expansion		^ _
8.	AND		
*1	TAKE 1 TABLET ONCE DAILY		
*1C	TAKE 1 CAPSULE ONCE A DAY		
*1P	TAKE 1 TEASPOON(5ML)ONCE DAI	LY	
*2	TAKE 1 TABLET TWICE DAILY		
*2C	TAKE 1 CAPSULE TWICE A DAY.		
*2P	TAKE 1 TEASPOON 2 TIMES A DAY		
*3	TAKE 1 TABLET 3 TIMES A DAY		
*3C	TAKE 1 CAPSULE 3 TIMES A DAY		
*3P	TAKE 1 TEASPOON 3 TIMES A DAY		
*4	TAKE 1 TABLET 4 TIMES DAILY		
*4C	TAKE 1 CAPSULE 4 TIMES A DAY		
*4P	TAKE 1 TEASPOON 4 TIMES A DAY		
*AM	TAKE 1 TABLET EVERY MORNING		
			Ψ.
	м	ore	
		Close	



3. The **Edit Sig Code** form will appear, displaying the structured dosing setup for the selected sig. Each field in this form is described below.

🤝 Edit Sig Co	de						
<u>C</u> ode	*1		Language	English]	
<u>E</u> xpansion	TAK	E 1 TABLE	ET ONCE DAIL	Y			
Take	1	to					
Frequency	1	time(s) e	every 1 -	day	•		
Duration							
Is Condition							
Is Supplem	ental						
Is Route of /	Admin						
ls Max Dosa	age						
	√ (Ж	🗙 Cancel	Char <u>M</u> a	o (Windows)		

• **Take**: The drug quantity the patient should be taking.

🤝 Edit Sig Co	de					Ē	×
<u>C</u> ode	*1		Language	English			
<u>E</u> xpansion	TAK	E 1 TABLI	ET ONCE DAIL	Y			
Take	1	to					
Frequency	1	time(s) e	every 1 -	day	•		
Duration							
Is Condition							
Is Supplem	ental						
Is Route of /	Admir	n 📃					
Is Max Dost	age						
	~ (Ж	🗶 Cancel	Char <u>M</u> ap) (Window:	s)	



• Frequency: How often that this Rx should be dispensed.

✓ Edit Sig Code
<u>C</u> ode *1 Language English
Expansion TAKE 1 TABLET ONCE DAILY
Take 1 to
Frequency 1 time(s) every 1 - day -
Duration
Is Condition
Is Supplemental
Is Route of Admin 🗖
Is Max Dosage 📃
Char <u>M</u> ap (Windows)

• **Duration:** How many days this Rx should be consumed.

🤝 Edit Sig Co	ode 🕑 💌
<u>C</u> ode	F10D Language English
<u>E</u> xpansion	FOR 10 DAYS
Take	to
Frequency	time(s) every -
Duration	10
Is Condition	
Is Supplem	ental
Is Route of	Admin 🗖
Is Max Dos	age 🗖 🗸 🗸 per 🖉 🗸
	✓ OK X Cancel Char <u>M</u> ap (Windows)



• Is Condition (Optional): Possible patient conditions (e.g., Asthma, Diabetes).

🤝 Edit Sig Co	ode								Ē	×
<u>C</u> ode	ANX	(L	_angua	ge	English				
<u>E</u> xpansion	ANX	IETY								
Take		to								
Frequency		time	e(s) eve	ry]-[]		•	•		
Duration									_	
Is Condition	I	V	FORA	NXIET	Y					
Is Supplem	ental		_							
Is Route of /	Admii	า 📃								
Is Max Dosi	age					▼ pe	r		•	
	✓ (ЭК		🗙 Can	cel	Cha	<u>M</u> ap (\	Vindow	s)	

• **Is Supplemental**: Any extra instructions for the patient (e.g., 30 minutes before bedtime, before meals).

🤝 Edit Sig Co	de								Ē	x
<u>C</u> ode	AM			Langua	ige	English				
<u>E</u> xpansion	IN TH	HE MO	DRNI	NG						
Take		to								
Frequency		time	(s) ev	/ery]-[]		•			
Duration										
Is Condition	I									
Is Supplem	ental	V	AT E	BREAKF	AST					
Is Route of	Admin									
Is Max Dos	age									
	√ 0	DK		🗙 Can	icel	Char	<u>M</u> ap (Wind	dows)]	



• Is Route of Admin: How the prescription should be administered (e.g., OD-Right EYE).

🤝 Edit Sig Co	ode			C X
<u>C</u> ode	OD	Language	English	
<u>E</u> xpansion	RIGHT EYE			
Take	to			
Frequency	time(s) e	every -	•	
Duration				
Is Condition	n 🔳			
Is Supplem	ental 🔳			
Is Route of.	Admin 🔽			
Is Max Dos	age 🗖			
	🗸 ОК	🗶 Cancel	Char <u>M</u> ap (Windov	vs)

• **Is Max Dosage**: The maximum quantity the patient can take.

🤝 Edit Sig Co	ode			C X
<u>C</u> ode	UP10	Language	English	
<u>E</u> xpansion	UP TO 10 PIE	CES PER DAY		
Take	to			
Frequency	time(s) e	every -	•	
Duration				
Is Condition	n 🗖			
Is Supplem	ental 🔳			
Is Route of	Admin 🔳			
ls Max Dos	age 🔽			
				<u></u>
	VK	🗶 Cancel	Char <u>M</u> ap (Window	/s)



Filling Rxs

This section explains how to use structured dosing when filling Rxs.

New Rx

Unconfigured Sig Code

When filling an Rx, you may see an 'Unconfigured Sig Code' message in the Warnings section.

of 1-(local):SK109-New Rx for Kroll, Hh		
<u>Eile Edit Recent Rx View Labels Profile Rep</u>	orts Networ <u>k U</u> tilities <u>N</u> H <u>C</u> ards Sess <u>i</u> on <u>H</u> elp	Version 10
F3 - Patient F5 - Drug F7 - Doc	tor F9 - Workflow F10 - Pickup F11	1 - Drop-off F12 - Fill Rx Alt+X - Start
New Rx Pending Adj	Rx Start Date Latest Fill 06/02/2017 0	Qty Init Vookup X Cancel
Priority Default Wait Time - F2 Due in 1	9 mins Ennward Px F2 Work Order 0	C Delivery Rickup
		Benvery Pickup
Patient Search	Drug Search 100 - P.	Pack Doc Search Loc Office Make Rx Stock Transfer
Name Kroll, Hh Age: 34	Brand Apo-Amoxi 250mg	Name Dr. Physician, Kroll
City Regina Prov SK	Pack 100 Form CAP Sched 1	City Regina Prov SK
Phone	SK Lowest \$17.50 OnHand 0	Phone (306) 451-5422
Plan SPDP Client ID 105123331	DIN 00628115 Min Qty 0	Lic# 99998 Alt. Lic#
Allergies (4)	Sig 1C TID TE	F2 Init KP AuthOby 30 1
Deanol(2-Dimethylaminoethanol, DMAE)		Disp Oby 30 Refille(+) Rem Oty 30 1 O Clinical Laborations
Factor X	TAKE I CAPSULE STIMES A DAY UNTIL FINISHED	Days 10 GP % 70.12 White st
More (See Patient)	<u>_</u>	Days 10 Arr Acq Cost S5.25
Conditions (0)		Cost \$5.25
	Route of Admin Oral	O/W Markup \$1.57 (E) Generic Equivalents
	Descar France	Labels 1 F2 Fee \$10.75 Unit Dose Info
	Dosage Form Capsule	Total \$17.57 SWork Order
Plans Pricing Dates Comments Indications In	nages Other Unit Dose (Ctrl-U): Disabled	Rx Counseling History
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings	Workflow
SPDP V Not Adjud.	Structured Sig Warning: U	Unconfigured Sig Code: TF
Cash	Delivery Label will be prin	Workflow Push Queues
(More Plans Available)		Rx's In Progress
		Pickup Completion
	Enable Auto.Refill	
Next Disp Qty Min Interval	Rx Comments (0)	
	A	
	-	
	User KP (Kroll1 Pharmacist)	● PIP № 0 NUM 06/02/2017 12:11:41



This warning means the sig code has not been defined for structured dosing in the **Edit Sig Code** form:

🐨 Edit Sig Code 📧 💽 🔤 💌
Code TF Language English
Expansion UNTIL FINISHED
Take to
Frequency time(s) every -
Duration
Is Condition
Is Supplemental 🔲
Is Route of Admin 🗖
Is Max Dosage
✓ OK X Cancel Char <u>M</u> ap (Windows)

In the example above, the **TF** sig code has not been configured for structured dosing. On its own, **TF** is not a valid duration. For structured dosing, duration has to be defined by a number (e.g., 10 for 10 days). You can optionally configure **TF** to use structured dosing duration or you can ignore this warning and continue to fill the Rx.

The **(Network) Medication Order Detail** form will show the sig as custom text and not in structured dosing.

Order Patie	ent Instructions Indicat	ions Prescriber	Dispenses (1)	Issues (4) <u>B</u> efusals	Notes Status History	Ctri (
Instructions	Quantity Units	Frequency		Conditions	Supplement	tal Duration
Tex	TAKE 1 CAPSULE 3 TIN	IES A DAY UNTIL	FINISHED			For 0 days



Configured Sig Code

When no warnings are present on the **F12** screen, this means the Rx has valid structured dosing. In the example below, the sig 1C TID F10D is configured for structured dosing.

▼ 1-(local):SK109-New Rx for Kroll, Ii	1000				1000		
<u>File Edit Recent Rx View Labels Profile Rep</u>	orts Networ <u>k U</u> tilities	<u>N</u> H <u>C</u> ards Session <u>H</u> elp Ve	r <u>s</u> ion 10				
F3 - Patient F5 - Drug F7 - Doo	tor F9 - Workflo	w F10 - Pickup F11 - D	rop-off	F12	- Fill Rx	Alt+X - Start	
New Rx Pending Adj		Rx Start Date Latest Fill 06/02/2017 0 Qty		Init	🖌 Look	up 🗶 Cancel	[⊗] Rx
Priority Default Wait Time F2 Due in 1	9 mins Forward Py	E2 Work Order 0 E2	Daliyanı	Pickup			Make Rx Unfilled
		FE WOR Older V	Delivery	Pickup	•		Make Rx Not Dispensed
Patient Search	Drug Search	100 - Pack	Doc Sear	ch	Loc	Office -	Make Rx Stock Transfer
Name Kroll, Ii Age: 56	Brand Apo-Amox	i 250mg	Address	Dr. Physicia 123 Quincy	Way		🖶 Add Rx Image
City Prov SK	Pack 100 Form	CAP Sched 1	City	Regina		Prov SK	Manual Transfer Rx From Another Store
Phone	SK Lowest	\$17.50 OnHand 0	Phone	(306) 451-5	422		Call Doctor
Plan SPDP Client ID 105123358	DIN 00628115	Min Qty 0	Lic#	99998	Alt. L	ic#	Counsel Patient on Pickup
							Cove Quantity
Allergies (4)	Sig C TID F10D	F2	Init	KP	Auth Ot	30 1	Vie County
Folic Acid Containing Drugs	TAKE 1 CAPSULE 3 TIN	AES & DAY FOR 10 DAYS	Disn Otv	30 Re	fills(+) Rem Otv	30 1	Clinical Interactions
Jambolan (Syzygium Cumini, Java Plum)			Dave	10	G.P. %	70.12	
More (See Patient)	4		Brod Sel	3 - Pharma	Acq Cost	\$5.25	Plan Information
Conditions (0)	1		O AN	5 11011	Cost	\$5.25	Patient Plan Information
	Route of Admin	Oral 🗸	Labela	1 [52	Markup	\$1.57	
	Dosage Form	Capsule 🗸	Labels	1 12	Fee Tatal	\$10.75	Unit Dose Info
					lotal	317.57	C Work Order
Plans Pricing Dates Comments Indications In	nages Other	Unit Dose (Ctri-U): Disabled					Rx Counseling History
SPDP V Not Adjud.		Warnings					Workflow
SKPIP V Not Adjud. DUE Only		Delivery Label will be printed					View Workflow Detail
Cash Vot Adjud. Deduct: \$2.00							Workflow Push Queues
(More Plans Available)							Rx's In Progress
							Pickup Completion
Next Disp Qty Min Interval	Enable Auto-Refill						
	Rx Comments (0)						
	*						
<u> </u>	l	Jser KP (Kroll1 Pharmacist)			\varTheta PIP 🖾	0 NI	JM 06/02/2017 12:19:39



The 1C TID F10D sig used in the example above is based on the information that has been entered in the **Edit Sig Code** form. Below is a breakdown of each component included in the sig:

• **1C** refers to the quantity (TAKE 1 CAPSULE).

🤝 Edit Sig	Code					Ē	x
<u>C</u> ode	1C		Language	English			
<u>E</u> xpansi	ion FAKE	E 1 CAPS	ULE				
Take	1	to					
Frequen	cy 📃	time(s) e	very -		•		
Duration							
Is Condit	ion						
Is Supple	emental						
Is Route	of Admin						
Is Max D	osage						
	v c)K	X Cancel	Char <u>M</u> a	xp (Window	/s)	

• **TID** refers to the frequency (3 TIMES A DAY).

🤝 Edit Sig Co	ode	C X
<u>C</u> ode	TID Language English	
<u>E</u> xpansion	3 TIMES A DAY	
Take	to	
Frequency	3 time(s) every 1 - day -	
Duration		
Is Condition		
Is Supplem	ental	
Is Route of	Admin 🗖	
Is Max Dos	age 🗖	
	✓ OK X Cancel Char <u>M</u> ap (W	indows)

• **F10D** refers to the duration (FOR 10 DAYS).

🐨 Edit Sig Co	ode	
<u>C</u> ode	F10D Language English	
<u>E</u> xpansion	FOR 10 DAYS	
Take	to	
Frequency	time(s) every -	
Duration	10	
Is Condition	n 🗖	
Is Supplem	iental	
Is Route of	Admin 🗖	
Is Max Dos	age 🗖	
	✓ OK X Cancel Char <u>M</u> ap (Windows	s)

4. Click the **F2** button next to the **Sig** field to see how the structured dosing will be sent to PIP.



5. This will call up the **Structured Dosing** form, which displays the duration associated with the structured dosing. Click **OK** to close the form.

✓ Structured Dosing		· Non law and		
Quantity Units Frequ	uency	Conditions	Supplemental	Duration
Dosing Text 1 - Capsule - TID -	- Three times a Day 👻 F2 🗌 PRN			For 10 days
Ins Add Dosage Line				
Admin Sites	Max Dosage			
	max boolige			
TAKE 1 CAPSULE 3 TIMES EVERY DAY FOR 10	DAYS			
	• ок	X Cancel		



6. Fill the Rx. In the **(Network) Medication Order Detail** screen, local instructions will appear in the **Instructions** tab. This is what will print on the label.

(Network) Medi	cation Order D	etail	*		Cristman	
Order Patter	nt Instruction	tions (1)	2ispenses (1) Issues (1) Bet	usels <u>N</u> otes	Status History	Ctri 📑
Start Date 06-	Feb-2017	Duration	Me	dication Ing	redients (1)	
Admin Route	Oral		Desc	APO-AMOX	250 MG CAPSULE	
Admin Sites Dosage Type	Drug	Dosage Units	Form	Capsule 00628115	Mfr APOTEX INC	
Max Doses			Pack	Dhy	Pack Type	
TAKE 1 CAP	SULE 3 TIM	IES A DAY FOR 10 DAYS	:			*
						Ŧ
Therapy type	Short Term	/ Acute				
			🗸 ОК			

The structured dosing will appear in the **Dosage Instructions** tab.

rder Pati	ent Instruc	tions Indicat	ions Prescriber Dispenses (1) Issue	s (1) Befusals Notes	Status History	Ctri
structions	Dosage In	structions (1)				
8	Quantity	Units	Frequency	Conditions	Supplemental	Duration
Te	e 1 -	Capsule	TID - Three times a Day 🕒 🖂	PRN		For 10 day
	. performance					
	Short T	erm/ Acute				

Saskatchewan Structured Dosing



Refills

Refills that were created before this update will continue to use non-structured dosing.

𝔝 1-(local):SK109-Refilling Rx for Kroll, Cc		-				
<u>File Edit Recent Rx View Labels Profile Report</u>	ts Networ <u>k U</u> tilities	<u>N</u> H <u>C</u> ards Sess <u>i</u> on <u>H</u> elp	Version 10			
F3 - Patient F5 - Drug F7 - Doctor	r F9 - Workflow	v F10 - Pickup F1	1 - Drop-off	F12 - Fill R	Alt+X - Start	
9212449 Refill Pending Adj		Rx Start Date Latest 25/10/2016 119 25/11/	Fill 2016 88 Qty 2	5 \$12.00 Init KP	🖌 Lookup 🗶 Cane	cel Rx
Priority Default Wait Time - F2 Due in 19 n	nins Forward Rx	F2 Work Order 0	F2 Delivery	Pickup	•	A Copy to New Rx
Patient Search	Drug Search	100 -	Pack Doc Sea	ch	Loc Office	Add Rx Image
Name Kroll, Cc Age: 37	Brand Ativan	0.5mg	Name	Dr. Physician, Kro	41	Call Doctor
Address Female	Generic Lorazepam	WA	(W) Address	123 Quincy Way		👌 Counsel Patient on Pickup
City Prov SK I	Pack 100 Form T	AB Sched T	City	Regina	Prov SK	C Owe Quantity
Phone Client ID Internation	SK Net \$	3.82 OnHand 0	Phone	(306) 451-5422	Alt 1:+#	View
Plan SPDP Client ID 105123498	DIN 02041413	IVIIN Qty U		33330	Alt, LIC#	① Clinical Interactions
						🚛 Plan Information
Allergies (4)	<u>S</u> ig *1		F2 Init	KP	Auth Qty 175	7 🔁 Refill Information
Erythropoietin Analogues	TAKE 1 TABLET ONCE D	DAILY	Disp <u>Q</u> ty	25 <u>R</u> efills(+)	Rem Qty 125	5 🏼 🎖 Patient Plan Information
Lincosamilues			Days	25	G.P. % 83	3.08 E Generic Equivalents
More (See Patient) Conditions (0)			Prod Sel	3 - Pharmacis 👻	Acq Cost S2	2.03 C Unit Dose Info
	L	- ·	0/W	Written 👻	Markup \$0).29 ¢ Work Order
F	Route of Admin	Oral	Labels	1 F2	Fee \$10	0.75 Rx Counseling History
	Dosage Form	Tablet	-		Total \$12	2.00 Workflow
Plans Pricing Dates Comments Indications Imag	ges Other	Unit Dose (Ctrl-U): Disabled				🚛 View Workflow Detail
Rx Plans Plan Pays Extra Info (F2 Edits)		Warnings				Workflow Push Queues
SPDP Not Adjud.		👎 Rx is being refilled 63 d	ays late			Rx's In Progress
SkPIP Not Adjud. DUE Only		Delivery Label will be pr	nted			Pickup Completion
(More Plans Available)						
	Enable Auto Refill					
Next Disp Qty 0 Min Interval	Rx Comments (0)					
	*					
	-					
	U	ser KP (Kroll1 Pharmacist)		0	PIP 🖾 0	NUM 21/02/2017 14:56:21

When the Rx is adjudicated, the **Adjudication Response for SKPIP** screen will show a warning stating **'The dosage lines on the dispense do not match the dosage lines on prescription'**. This is acceptable and does not affect the status of the Rx.

View Rx	tion Response fo	or SKPIP	No.	Ball Consult	to high Page	_	-			
Errors, W	arnings and N	lessages for SKPIP		The Dispense I	Rx was successful					
			1				P - View	Network Profile	M - Manage	D - Detail
Priority	Severity	Issue Type	Text						Manage	ments
Warning	Low	Business Constraint Violat	The dosage lines on the dis	pense do not match the do	sage lines on prescription.	[pin.domain.request.	dispense.dosagelinesdiffer	r : 2017-Feb-23 1	7:	
		Back to the	e Rx	🗸 ОК	Trouble	2	Cancel Rx			



The **(Network) Medication Dispense Detail** screen will show the custom sig as it has been entered.

✓ (Network) Medication Dispense Detail	Andered President Department (C)	and the second second	Dates Hotes	
Dispense Pickup/Delivery Instruction	ons Issues Notes Status History			🗲 Ctrl 📑
Instructions Dosage Instructions (1)				
Quantity Units	Frequency	Conditions	Supplemental	Duration
Text TAKE 1 TABLET ONCE	DAILY			For 0 days
	~	ОК		



Create Local Rxs

This section explains how to setup structured dosing for local Rxs from transfers or ePrescribe Rxs (PIP portal generated).

1. Right-click the Rx from the (Network) Patient Profile screen and select Create Local Rx.

👽 (Network) Patient Profile	a set loss have may been the			
Patient Kroll, Adult	Fe	emale DOB: 23-Se	p-1977 HSN:	105123560
Profile (3) Allergies				E Ctrl 🗲
Status (All) Qrder Type (All)	•	🔲 Advanc	ed 🖉 Filter	🕅 Reset
D TLast Filled Picked Up Status	Doctor		PIP Order #	Order Date
 Last Qty Drug Directions 		Code Stop Date	Manufacturer Fillable	Local Auth Rem
Unfilled Active 120 TAB TYLENOL 500 MG TABLET TYLENOL 500 MG TABLET; Take from 06	Physician, Kroll Create Local Rx Refusal to Fill S; #	00559407 #1 106-Feb-2018	00005ZJ9 MCNEIL	06-Feb-2017 Unassigned 120 120(1)
Unfilled Aborte	Release (Resume) Rx Hold (Suspend) Rx Revoke Dispensing Permission ³ GI	00863270 e Line06-Feb-2018	00005ZJ7 MCNEIL	06-Feb-2017 Unassigned 120 120(1)
N Unfilled Active 5 30 TAB APO-SIMVASTATIN 5 MG 4 APO-SIMVASTATIN 5 MG TABLET; Taka	Stop (Abort) Rx Add Note Retract	02247011 e Line:06-Feb-2018	00005ZGX APOTEX	06-Feb-2017 Unassigned 30 30(1)
	Detail Refresh F5			
Detail Extra Functions			🗙 Cancel	🗸 ОК



2. The **F12** screen will appear with the Rx details inserted. **Use Structured Sig** will be enabled in the **Create Local Rx - Network Rx Order** form. This will ensure structured dosing is used wherever possible.

▼ Create Local Rx - Network Rx Order	ports Network Utilities NH Cards Session Help Version10	
Medication Ingredients (1)	octor F9 - Workflow F10 - Pickup F11 - Drop-off F12 - Fill Rx Alt+X - Start	
Name TYLENOL 500 MG TABLET	Rx Start Date Latest Fill	×Rx
Desc		🔕 Make Rx Unfilled
Form Tablet	19 mins Forward Rx F2 Work Order 0 F2 Delivery Pickup	🔞 Make Rx Not Dispensed
DIN 00559407 Mtr MCNEIL CONSUMER	Drug Search 200 V Pack Doc Search Loc Office V	🛞 Make Rx Stock Transfer
Provider	Brand Tylenol Tablet 500mg Name Dr. Physician, Kroll	🔁 Add Rx Image
Name Physician, Kroll	e Generic Acetaminophen JJC (John Address 123 Quincy Way	Transfer Rx From Another Store
Type Doctor ID 009998	Plack 200 Form IAB Sched 3 City Regima Prov SK	
Directions	DIN 00559407 Min Qty 0	Call Doctor
Start Date 06-Feb-2017 Duration until 16-Feb-2		Counsel Patient on Pickup
TYLENOL 500 MG TABLETTake from 06-Feb-2017		U Owe Quantity
to 16-Feb-201/OralDosage Lines#1 1 to 2 IAB every 4 to 6 hours for 10 day(s)	Sig TAKE 1-2 TABLE TST TIME EVERY 4-6 HOURS FOR 1 F2 Init Auth Qty 120 1	[⊗] View
	TAKE 1 OR 2 TABLETS 1 TIME EVERY 4-6 HOURS FOR 10 Disp Qty 120 Refills(+) Rem Qty 120 1	() Clinical Interactions
	Days 10 G.P. % 59.34	🚛 Plan Information
Use this sig code text in the Rx. 🛛 Use Structured Sig View	Prod Sel 3 - Pharmacis V Acq Cost 30221	👌 Patient Plan Information
Dispense Effective data	0/W Markup \$1.23	E Generic Equivalents
Qty 120 TAB Days 10 06-Feb-2017	Koute of Admin Utal Labels 1 F2 Fee \$10.75	🔓 Unit Dose Info
Authorized Expiry date	Dosage Form Tablet Total \$20.19	🖒 Work Order
Qty 120 TAB Days 10 Fills 1 06-Feb-2018	Images Other Unit Dose (Ctrl-U): Disabled	Rx Counseling History
Qtv 120 TAB Fills 1	Warnings	Workflow
	No Initials	🚛 View Workflow Detail
	ToDo Drug Name:TYLENOL 500 MG TABLET	Workflow Push Queues
	ToDo Doc Name:Physician, Kroll	Rx's In Progress
This screen can be re-displayed while filling this Rx by selecting "View 'Create local Rx' information" from the Network menu.	U I his rx is linked to an EKx	Pickup Completion
This screen can remain open for reference while filling this Rx	Ensble Auto Defili	
	Rx Comments (0)	
Detail Close Copy From Rx		

3. Structured dosing details can be viewed by clicking the **F2** button next to the **Sig** field. This will call up the **Structured Dosing** form. Click **OK** when you are ready to close the form.

✓ Structured Dosing	Page and the second sec	- Name (19) 1997		
Quantity Units	Frequency	Conditions	Supplemental	Duration
Text 1 -2 Tablet -	1 TIME EVERY 4-6 hours V F2 PRN			For 10 days
Ins Add Dosage Line				
1				
Admin Sites	··· Max Dosage			
TAKE 1-2 TABLETS 1 TIME EVERY 4-6 H	OURS FOR 10 DAYS			
	🗸 ОК	🗙 Cancel		



Multi-Line Dosing

Structured dosing can be beneficially for multi-line dosing. A couple of examples are shown below.

Tapered Dosing

Prednisone is a common drug for tapered dosing. To start, click the **F2** button next to the **Sig** field in the **F12** screen.

✓ 1-(local):SK109-New Rx for Kroll, Adult							
<u>File Edit Recent Rx View Labels Profile Repo</u>	Eile Edit Recent Rx View Labels Profile Reports Network Utilities NH Cards Session Help Version10						
F3 - Patient F5 - Drug F7 - Doct	tor F9 - Workflow F10 - Pickup F11 - Dr	op-off F12 - Fill Rx Alt+X - Start					
New Rx Pending Adj	Rx Start Date Latest Fill 06/02/2017 0 Qty	Init VLookup X Cancel	×Rx				
Priority Default Wait Time F2 Due in 19	9 mins Forward Ry F2 Work Order 0 F2	Delivery Pickun	Make Rx Unfilled				
			S Make Rx Not Dispensed				
Patient Search	Drug Search 1000 - Pack	Doc Search Loc Office -	Make Rx Stock Transfer				
Name Kroll, Adult Age: 39	Brand Apo-Prednisone 5mg	Name Dr. Physician, Kroll Address 123 Quincy Way	Add Rx Image				
City Regina Prov SK	Pack 1.000 Form TAB Sched 1	City Regina Prov SK	Manual Transfer Rx From Another Store				
Phone	SK Lowest \$40.10 OnHand 0	Phone (306) 451-5422	G Call Doctor				
Plan SPDP Client ID 105123560	DIN 00312770 Min Qty 0	Lic# 99998 Alt. Lic#	Counsel Patient on Pickup				
			Xac				
Allergies (0)	Sig	Init KP Auth Oty 0	Clinical Internations				
		Disp Oby Refille(+) Rem Oty 0					
		Dave G.P. % 0	Plan Information				
		Brod Sol 3 - Pharmacic - Acq Cost					
Conditions (0)		Cost \$0.00					
	Route of Admin Oral 👻	O/W Markup \$0.00	Unit Dose Info				
	Dosage Form Tablet	Labels 1 F2 Fee \$0.00	t> Work Order				
		Total \$0.00	Rx Counseling History				
Plans Pricing Dates <u>C</u> omments Indications Im	ages Other Unit Dose (Ctrl-U): Disabled		Workflow				
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings		🚛 View Workflow Detail				
SKRIP Not Adjud.	Uno Dispensing Quantity		Workflow Push Queues				
Cash Vot Adjud. Deduct: \$0.00	No Initials		Rx's In Progress				
	Vou should enter a days supp	by .	Pickup Completion				
	Polivery Label will be printed	ŋ.					
Next Dire Oh	Enable Auto-Refill						
Min Interval	Rx Comments (0)						
	-						
	User KP (Kroll1 Pharmacist)	\varTheta PIP 🖾 0 📃 🛛 NU	JM 06/02/2017 11:23:31				



4. The **Structured Dosing** form will appear. Enable **Manual Dosing** and then click **Add Dosage Line**.

		- Name (Springer		
Quantity Units Freque	ency (Conditions	Supplemental	Duration
✓ Manual Dosing Text 0 - Tablet	om 🔻 F2 🗖 PRN			For 0 days
Inv Add Dosage Line				
Admin Sites	Max Dosage			
	• ОК	X Cancel		

5. Repeat step 4 for each dosage line you want to add. Enter a quantity and frequency for each dose and click **OK**.

Structured Dosing		Part 188 Ten 188	Long a long and	Approx Proc		
Quantity	Units	Frequency	Conditions	Supplemental	Duration	
Manual Text 8 -	Tablet 🔹	QD - Once a Day	PRN		For 2 days	
THEN - Text 4 -	Tablet 🔹	QD - Once a Day 🔻 F2	PRN		For 2 days 🗶	
THEN - Text 2 -	Tablet 🔹	QD - Once a Day 🗾 🔽 F2	PRN		For 2 days 🗶	
Ins Add Dosage Line		Max Do	sage			
TAKE 8 TABLETS 1 TIME EVERY DAY FOR 2 DAYS THEN TAKE 4 TABLETS 1 TIME EVERY DAY FOR 2 DAYS THEN TAKE 2 TABLETS 1 TIME EVERY DAY FOR 2 DAYS						
		🗸 ок	🗶 Cano	cel		



 A prompt will appear asking if you want to use the rendered instructions as the sig code. Select Yes to use the tapered dosing you have just entered as a sig, or No to create a custom sig.



If you selected **Yes**, the rendered instructions will appear in the **Sig** field.

▼ 1-(local):SK109-New Rx for Kroll, Adult							
Elle Edit Recent <u>B</u> x <u>V</u> iew Labels Pr <u>o</u> file Reports Network <u>U</u> tilities <u>NH</u> <u>C</u> ards Session <u>H</u> elp Vergion10							
F3 - Patient F5 - Drug F7 - Doctor F9 - Workflo	ow F10 - Pickup F11 - D	rop-off F12 - Fill F	Alt+X - Start				
New Rx Pending Adj	Rx Start Date Latest Fill 06/02/2017 0 Qty	Init	🖌 Lookup 💢 Cancel	× Rx			
Priority Default Wait Time F2 Due in 19 mins Forward R	F2 Work Order 0 F2	Delivery Pickup	•	Make Rx Unfilled			
		Dentery Hendy		Make Rx Not Dispensed			
Patient Search	1000 V Pack	Doc Search	Loc Office •	Make Rx Stock Transfer			
Address 1626N ROUSSEAU CRES N Eemale Generic Predision	e Drg Drg	Address 123 Quincy Way		🖶 Add Rx I <u>m</u> age			
City Regina Prov SK Pack 1,000 Form	n TAB Sched 1	City Regina	Prov SK	Main Transfer Rx From Another Store			
Phone SK Lowest	\$40.10 OnHand 0	Phone (306) 451-5422		Call Doctor			
Plan SPDP Client ID 105123560 DIN 00312770	Min Qty 0	Lic# 99998	Alt. Lic#	Scounsel Patient on Pickup			
				C Owe Quantity			
Allergies (0)	TIME EVERY DAY FOR 2 DAYS TH	Init KP	Auth Qty 28 1	∛ View			
TAKE 8 TABLETS 1 TH	ME EVERY DAY FOR 2 DAYS THEN	Disp Qty 28 Refills(+) Rem Qty 28 1	Clinical Interactions			
TAKE 4 TABLETS 1 TI TAKE 2 TABLETS 1 TI	ME EVERY DAY FOR 2 DAYS THEN ME EVERY DAY FOR 2 DAYS	Days 6	G.P. % 95	- Plan Information			
		Prod Sel 3 - Pharmacis	Acq Cost \$0.61	A Patient Plan Information			
		0/W	Cost \$1.12	Generic Equivalents			
Route of Admin	Oral 👻	Labels 1 F2	Markup 50.34	Lunit Dose Info			
Dosage Form	Tablet 👻		Total \$12.21	A Work Order			
Plans Pricing Dates Comments Indications Images Other	Unit Dose (Ctrl-U): Disabled			Rx Counseling History			
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings						
SPDP 🔻 Not Adjud.	Delivery Label will be printed			Workflow Detail			
SKPIP Not Adjud. DUE Only							
Cash Vot Adjud. Deduct: \$0.00				Workflow Push Queues			
				Rx's In Progress			
				Pickup Completion			
Next Disp Qty Min Interval Enable Auto-Refill							
Rx Comments (0)							
	User KP (Kroll1 Pharmacist)	6) PIP 🖾 0 🗾 🛛 🛛	UM 06/02/2017 11:50:56			



7. Fill the Rx. The **(Network) Medication Order Detail** screen will show the dosage instructions as they were entered locally.

Order:

♂ (Network) Medication Order Detail	ter (1999 (198) - +		Ensured of the			
Order Patient Instructions Indication	ons <u>P</u> rescriber <u>D</u> ispenses (1)	Issues <u>R</u> efusals <u>N</u> otes <u>S</u> tatus Hi	story	E Ctrl 🗲		
Instructions Dosage Instructions (3)						
Quantity Units	Frequency	Conditions	Supplemental	Duration		
Text 8 - Tablet -	QD - Once a Day 🔹 F2	PRN		For 2 days		
THEN Text 4 - Tablet Tablet	QD - Once a Day 🔹 F2	PRN		For 2 days		
THEN - Text 2 - Tablet -	QD - Once a Day 🔻 F2	PRN		For 2 days		
Therapy type Short Term/ Acute						
		✓ ОК				

Dispense:

 (Network) Medication Dispense Detail Dispense Pickup/Delivery Instruction 	ns Issues Notes Status History	-	
Instructions Dosage Instructions (3)			
Quantity Units	Frequency	Conditions Suppler	nental Duration
Text 8 - Tablet 🔻	QD - Once a Day F2 PRN		For 2 days
THEN - Text 4 - Tablet -	QD - Once a Day F2 PRN		For 2 days
THEN - Text 2 - Tablet -	QD - Once a Day F2 PRN		For 2 days
	✓ OK		



Combination Dosing

1. A combination of AND/THEN statements can be used in multi-line dosing. To configure this, click the **F2** button next to the **Sig** field in the **F12** screen.

🛫 1-(local):SK109-New Rx for Kroll, Adult 👘 💼 💼 💼 📼						
<u>File Edit Recent Rx View Labels Profile Reg</u>	orts Networ <u>k U</u> tilities <u>N</u> H <u>C</u> ards Sess <u>i</u> on <u>H</u> elp Ve	rsion 10				
F3 - Patient F5 - Drug F7 - Doo	tor F9 - Workflow F10 - Pickup F11 - I	Drop-off F12 - Fill Rx Alt+X - Start				
New Rx Pending Adj	Rx Start Date Latest Fill 06/02/2017 0 Qt	Init V Lookup 🗶 Cancel	[⊗] Rx Make By Unfilled			
Priority Default Wait Time - F2 Due 11 n	ins ago Forward Rx F2 Work Order 0 F2	Delivery Pickup 👻	Make Rx Not Dispensed			
Patient Search	Drug Search 100 - Pac	Doc Search Loc Office -	Make Rx Stock Transfer			
Name Kroll, Adult Age: 39	Brand Azithromycin 250mg	Name Dr. Physician, Kroll	🖶 Add Rx I <u>m</u> age			
City Regina Prov SK	Pack 100 Form TAB Sched 1	City Regina Prov SK	i Transfer Rx From Another Store			
Phone	Not Used OnHand O No image	Phone (306) 451-5422	🕞 Call Doctor			
Plan SPDP Client ID 105123560	DIN 02442434 Min Qty 0	LIC# 99998 Ait. LIC#	👆 Counsel Patient on Pickup			
			View			
Allergies (0)	Sig F2	Init Auth Qty 0	() Clinical Interactions			
		Disp Qty Refills(+) Rem Qty 0	🚛 Plan Information			
		Days G.P. % 0	👌 Patient Plan Information			
Conditions (0)		Prod Sel 3 - Pharmacis Acq Cost Cost S0.00	E Generic Equivalents			
	Paula of Admin	O/W Markup \$0.00	🔁 Unit Dose Info			
	Route of Admin	Labels 1 F2 Fee \$0.00	t> Work Order			
	Dosage Form Tablet	Total \$0.00	Rx Counseling History			
Pl <u>a</u> ns Prici <u>ng</u> Dat <u>e</u> s <u>C</u> omments Indications Ir	nages Other Unit Dose (Ctrl-U): Disabled		Workflow			
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings		🚛 View Workflow Detail			
SPDP V Not Adjud.			Workflow Push Queues			
Cash	Un sin carla		Rx's In Progress			
	Vou should enter a days sur	n he	Pickup Completion			
	Pour should enter a days sup Delivery Label will be printer	1				
Next Disp Qty Min Interval	Enable Auto-Refill	-				
	Rx Comments (0)					
	User KP (Kroll1 Pharmacist)	👄 PIP 🖾 0 🔜 🛛 N	UM 06/02/2017 11:59:10			



2. The **Structured Dosing** form will appear. Enable **Manual Dosing**. Click **Add Dosage Line** for each dosage line you want to insert.

✓ Structured Dosing	Software and	· New York Concerning of the local division	
Quantity Units	Frequency	Conditions Supplementa	I Duration
Manual Dosing Text 0 - Tablet ▼	Custom - F2 PRN		For 0 days
In: Add Dosage Line			
Admin Sites	Max Dosage		
	• ок	X Cancel	

3. Select **THEN** or **AND** for each dosing line. Your selections will determine how and when each dose should be administered. When you are finished, click **OK**.

	ed Dosing	_			· And Date and			. . X
	Quantity	/ Units	Frequency		Conditions	Supplemental	Duration	
Manual Dosing	Text 1 -	Tablet 👻	QD - Once a Day	🔻 F2 🔲 PRN			For 2	days
THEN -	Text 1 -	Tablet 👻	BID - Twice a Day	🗕 F2 🔲 PRN			For 2	days X
THEN -	Text 2 -	Tablet 🔹	AM - Once a day in the	m ▼ F2 □ PRN		IN THE MORNING *	For 2	days X
AND 🔻	Text 1 -	Tablet 👻	HS - Once a day at bed	ltir 🔻 F2 🔲 PRN		AT BEDTIME *	For 2	days 🗶
THEN -	Text 2 -	Tablet 👻	BID - Twice a Day	🔻 F2 🔲 PRN			For 2	days X
Ins Add	Ins Add Dosage Line							
Admin Site	25			Max Dosage				
TAKE 1 TABLET 1 TIME EVERY DAY FOR 2 DAYS THEN TAKE 1 TABLET 2 TIMES EVERY DAY FOR 2 DAYS THEN TAKE 2 TABLETS 1 TIME EVERY DAY IN THE MORNING FOR 2 DAYS AND TAKE 1 TABLET 1 TIME EVERY DAY AT BEDTIME FOR 2 DAYS THEN TAKE 2 TABLETS 2 TIMES EVERY DAY FOR 2 DAYS								
	✓ OK X Cancel							



4. A prompt will appear asking if you want to use the rendered instructions as the sig code. Select **Yes** to use the multi-line dosing you have just entered as the sig, or **No** to create a custom sig. For this example, select **No**.



A 'Sig Does Not Match Rendered Structured Dosing' message will appear in the Warnings section in the F12 screen.

of 1-(local):SK109-New Rx for Kroll, Adult	of 1-(local):SK109-New Rx for Kroll, Adult								
<u>File Edit Recent Rx View Labels Profile Rep</u>	Eile Edit Recent <u>R</u> x View Labels Profile Reports Network Utilities <u>NH C</u> ards Session <u>H</u> elp Vergion10								
F3 - Patient F5 - Drug F7 - Doc	tor F9 - Workflov	v F10 - Pickup	F11 - D	rop-off	F1	L2 - Fill R		Alt+X - Start	
Rx Start Date Latest Fill							⊗ Rx		
New Rx Pending Adj		06/02/2017 0	Qty		Ir	nit [V LOOKU	p 👗 Cancer	🛛 Make Rx Unfilled
Priority Default Wait Time 🛛 🗸 F2 Due 11 m	ins ago Forward Rx	F2 Work Order 0	F2	Delivery	Pickup		•		😡 Make Rx Not Dispensed
Patient Search	Drug Search	100	▼ Pack	D <u>o</u> c Sear	ch		Loc C	Office 👻	Nake Rx Stock Transfer
Name Kroll, Adult Age: 39	Brand Azithromyc	in	250mg	Name	Dr. Phys	sician, Krol	I		Et Add Bx Image
Address 1626N ROUSSEAU CRES N Female	Generic Azithromyc	in	SIV (Sive	Address	123 Qui	ncy Way		D GY	Transfer By From Another Store
City Regina Prov SK	Pack 100 Form	TAB Sched 1		Phone	Regina (306) 45	1-5422		Prov SK	
Plan SPDP Client ID 105123560	DIN 02442434	Min Oty 0	No image	Lic#	99998		Alt. Lie	c#	Call Doctor
									Counsel Patient on Pickup
	E								Gwe Quantity
Allergies (0)	Sig 1T QD F2D TH 1T B	ID F2D TH 1T AM & QF	HS TH 2T F2	Init	КР		Auth Qty	20 :	[⊗] View
	TAKE 1 TABLET DAILY	FOR 2 DAYS THEN TAKE	E 1 TABLET	Disp <u>Q</u> ty	20	<u>R</u> efills(+)	Rem Qty	20 :	Clinical Interactions
	MORNING AND NIGH	ITLY AT BEDTIME THEN TAKE 2		Days	10		G.P. %	35.9	📲 Plan Information
Conditions (0)	TABLETS TWICE A DAY	UNTIL FINISHED		Prod Sel	3 - Pha	rmacis 👻	Acq Cost	\$24.02	🁌 Patient Plan Information
		0.1		0/W		-	Markup	\$2.51	E Generic Equivalents
	Route of Admin	Ural	•	<u>L</u> abels	1	F2	Fee	\$10.75	🔁 Unit Dose Info
	Dosage Form	Tablet	•				Total	\$38.41	🖒 Work Order
Plans Pricing Dates Comments Indications In	nages Other	Unit Dose (Ctrl-U): Di	sabled						Rx Counseling History
Rx Plans Plan Pays Extra Info (F2 Edits)		Warnings							Workflow
SPDP Not Adjud.		👎 Sig Does Not M	latch Rendere	d Structu	red Dos	sing			View Workflow Detail
SKPIP Not Adjud. DUE Only		🕇 Delivery Label w	ill be printed						Workflow Push Queues
Cash Vit Adjud. Deduct: \$0.00									Rx's In Progress
									Pickup Completion
	Frankla Auto Dafill								
Next Disp Qty Min Interval	Rx Comments (0)								
	A								
	-								
<u></u>	U	iser KP (Kroll1 Pharm	iacist)			0	PIP 🖂 0	N	UM 06/02/2017 12:04:38.#



5. Fill the Rx. In the **(Network) Medication Order Detail** screen, the local instructions will display in the **Instructions** > **Instructions** tab.

😽 (Network) Medication Order Detail									
Order Patient Instructions Indications Prescriber Dispenses (1) Issue	rs (1) <u>Refusals</u> <u>N</u> otes <u>S</u> tatus History								
Instructions Dosage Instructions (5)									
Start Date 06-Feb-2017 Duration Medication Ingredients (1)									
	Name AZITHROMYCIN 250 MG TABLET								
Admin Route Oral	Desc								
Admin Sites	Form Tablet								
Dosage Type Drug Dosage Units	DIN 02442434 Mfr SIVEM PHARMACEU								
Max Doses	Pack Qty Pack Type								
Directions									
TAKE 1 TABLET DAILY FOR 2 DAYS THEN TAKE 1 TABLET TWIC AND NIGHTLY AT BEDTIME THEN TAKE 2 TABLETS TWICE A DA	E A DAY FOR 2 DAYS THEN TAKE 1 TABLET IN THE MORNING AY UNTIL FINISHED								
Therapy type Short Term/ Acute									
• ОК									

Structured dosing information will display in the **Instructions > Dosage Instructions** tab.

✓ (Network) Medication Orde	er Detail	ter Type (H)		Equand 1774	E	X
Order Patient Instruc	ctions Indi <u>c</u> atio	ns <u>P</u> rescriber <u>D</u> ispenses (1)	Issues (1) Refusals Notes Status	s History	5	Ctrl 글
Instructions Dosage Ins	structions (5)					
Quantity	Units	Frequency	Conditions	Supplemental	Duration	
Text 1 -	Tablet 🚽	QD - Once a Day 🔹	2 PRN		For 2	days
THEN - Text 1-	Tablet -	BID - Twice a Day 🔻	2 PRN		For 2	days
THEN - Text 2 -	Tablet 👻	AM - Once a day in the m 👻	2 PRN	IN THE MORNING *	For 2	days
AND - Text 1 -	Tablet 👻	HS - Once a day at bedtir 👻 🖡	2 PRN	AT BEDTIME *	For 2	days
THEN - Text 2 -	Tablet -	BID - Twice a Day 🚽 🔻	2 PRN		For 2	days
Therapy type Short To	erm/ Acute					
			✓ OK			



Custom Sig

1. You can create a custom sig by clicking the **F2** next to the **Sig** field.

🔝 1-(local):SK109-New Rx for Kroll, Adult			
<u>File Edit Recent Rx View Labels Profile Rep</u>	orts Networ <u>k U</u> tilities <u>N</u> H <u>C</u> ards Sess <u>i</u> on <u>H</u> elp V	ersion 10	
F3 - Patient F5 - Drug F7 - Doc	tor F9 - Workflow F10 - Pickup F11 -	Drop-off F12 - Fill Rx Alt+X - Start	
New Rx Pending Adj	Rx Start Date Latest Fill 06/02/2017 0 Q	/ Init Lookup 🗶 Cancel	×Rx
Priority Default Wait Time - F2 Due 11 m	ins ago Forward Rx F2 Work Order 0 F2	Delivery Pickup	Make Rx Unfilled
Patient Search	Drug Scorch 100 - Dec	Dec Search	Make Rx Not Dispensed
Patient Search	Drug search 100 V Pac	Name Dr. Bhyrician Kroll	Make Rx Stock Transfer
Address 1626N ROUSSEALL CRES N Female	Generic Azithromycin SIV (Siv	Address 123 Quincy Way	🖶 Add Rx I <u>m</u> age
City Regina Prov SK	Pack 100 Form TAB Sched 1	City Regina Prov SK	Manual Transfer Rx From Another Store
Phone	Not Used OnHand 0 No image	Phone (306) 451-5422	🕞 Call Doctor
Plan SPDP Client ID 105123560	DIN 02442434 Min Qty 0	Lic# 99998 Alt. Lic#	Scounsel Patient on Pickup
			∛ View
Allergies (0)	Sig Fi	Init Auth Qty 0	(1) Clinical Interactions
		Disp Qty Refills(+) Rem Qty 0	🚛 Plan Information
		Days G.P. % 0	👆 Patient Plan Information
Conditions (0)	J	Prod Sel 3 - Pharmacis V Acq Cost	E Generic Equivalents
		0/W V Cost \$0.00	C Unit Dose Info
	Route of Admin Oral	Labels 1 F2 Fee \$0.00	t> Work Order
	Dosage Form Tablet	Total \$0.00	Rx Counseling History
Plans Pricing Dates Comments Indications Ir	nages Other Unit Dose (Ctrl-U): Disabled		Workflow
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings		View Workflow Detail
SPDP Not Adjud.	No Dispensing Quantity		Workflow Push Queues
SKPIP Not Adjud. DUE Only	O Initials		Rx's In Progress
Cash Not Adjud. Deduct: \$0.00	Vo Sig Code		Pickup Completion
	Vou should enter a days su	pply.	
	3		
Next Disp Qty Min Interval	Enable Auto-Refill Ry Comments (0)		
	×		
	-		
1	User KP (Kroll1 Pharmacist)		JM 06/02/2017 11:59:10

- 2. The Structured Dosing form will appear. Enable Manual Dosing.
- 3. Click **Text**. Enter your custom text in the space provided and click **OK**.

	and store and			
Quantity Units	Frequency	Conditions	Supplemental	Duration
Manual Text THIS IS A CUSTOM T	EXT THAT A USER CAN INPUT			For 0 days
Inv Add Dosage Line				
Admin Sites	Max Do	osage		
TAKE 1 TABLET 1 TIME EVERY DAY				
	🗸 ок	X Car	ncel	



4. A prompt will appear asking if you want to use the rendered instructions as the sig code. Select **Yes** to use the rendered instructions or **No** to enter a different sig.



5. Fill the Rx. In the (Network) Medication Order Detail screen, local instructions will appear in the Instructions > Instructions tab.

✓ (Network) Medication Order Detail	
Order Patient Instructions Indications Prescriber Dispenses (1) Issues	(5) <u>R</u> efusals <u>N</u> otes <u>S</u> tatus History
Instructions Dosage Instructions (1)	
Start Date 21-Feb-2017 Duration	Medication Ingredients (1)
	Name APO-FUROSEMIDE 80 MG TABLET
Admin Route Oral	Desc
Admin Sites	Form Tablet
Dosage Type Drug Dosage Units	DIN 00707570 Mfr APOTEX INC
Max Doses	Pack Qty Pack Type
Directions	
TAKE 1 TABLET ONCE DAILY	*
	v
Therapy type Short Term/ Acute	
	К



Free-form text will appear in the **Instructions** > **Dosage Instructions** tab.

	🍠 (Network) Medicat	ion Order Detail	- 200	100.00					Contract Vite		Ē	x
	<u>O</u> rder P <u>a</u> tient	Instructions I	ndi <u>c</u> ations	Prescriber	Dispenses (1) Issues (5)	<u>R</u> efusals	<u>N</u> otes	<u>S</u> tatus History		€	Ctrl 글
	Instructions Dos	sage Instruction	is (1)									
	Q Q	uantity Units	Fre	quency		C	Conditions		Supplemental	Dur	ation	
	Text	HIS IS A CUSTO	M TEXT TH	AT A USER C	AN INPUT					For	0	days
1												
		L T				1						
	I nerapy type S	norτ ierm/A	cute]						
						🖌 🗸 ОК]					
L											_	



New Rx with Conditions

This section explains how to include a medication condition in the structured dosing instructions.

1. Click **F2** next to the **Sig** field.

✓ 1-(local):SK109-New Rx for Kroll, Adult						
<u>File Edit Recent Rx View Labels Profile Reports Network Ut</u>	ilities <u>N</u> H <u>C</u> ards Sess <u>i</u> on <u>H</u> elp Ve	sion 10				
F3 - Patient F5 - Drug F7 - Doctor F9 - Wo	rkflow F10 - Pickup F11 - D	rop-off F12 - Fill Rx	Alt+X - Start			
New Rx Pending Adi	Rx Start Date Latest Fill 06/02/2017 0 Otv	Init	Lookup X Cancel	[⊗] Rx		
				Make Rx Unfilled		
Priority Default Wait Time + F2 Due 11 mins ago Forwa	rd Rx F2 Work Order 0 F2	Delivery Pickup -		😡 Make Rx Not Dispensed		
Patient Search Drug Search	100 v Pack	Doc Search	Loc Office 🔻	🛞 Make Rx Stock Transfer		
Name Kroll, Adult Age: 39 Brand Azithro	omycin 250mg	Name Dr. Physician, Kroll		🚰 Add Rx I <u>m</u> age		
Address 1626N ROUSSEAU CRES N Female Generic Azithro	omycin SIV (Sive	City Regina	Prov SK	Transfer Rx From Another Store		
Phone Not Used	OnHand 0 No image	Phone (306) 451-5422	1101 04	B. Call Doctor		
Plan SPDP Client ID 105123560 DIN 024424	34 Min Qty 0	Lic# 99998	Alt. Lic#	Councel Datient on Dickup		
				Course Patient on Pickup		
Allernier (0)				View		
	F2		th Qty 0	() Clinical Interactions		
		Disp Qty Refilis(+) Ker		dii Plan Information		
		Days G.P	n Cost	Patient Plan Information		
Conditions (0)		Prod Sel 3 - Pharmacis Acq Cost	st \$0.00	E Generic Equivalents		
Paula of Admin	Opl	0/W Ma	Markup \$0.00	C Unit Dose Info		
Koute of Admin		Labels 1 F2 Fee	\$0.00	t> Work Order		
Dosage Form	Tablet 👻	Tot	al \$0.00	Rx Counseling History		
Pl <u>a</u> ns Prici <u>ng</u> Dat <u>es</u> <u>C</u> omments Indications Images Other	Unit Dose (Ctrl-U): Disabled			Workflow		
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings			🚛 View Workflow Detail		
SPDP V Not Adjud.	ONO Dispensing Quantity	🛛 🕒 No Dispensing Quantity				
SkPIP Not Adjud. DUE Only	O Initials	_ ON Initials				
Cash Vinot Adjud. Deduct: 50.00	Vo Sig Code			Pickup Completion		
	You should enter a days sup	oly.				
Earthly Artic Defil	Delivery Label will be printed					
Next Disp Qty Min Interval Rx Comments (0)						
	-					
	User KP (Kroll1 Pharmacist)	😝 PIP	0 N	JM 06/02/2017 11:59:10		

2. The Structured Dosing form will appear. Enable Manual Dosing.



3. Place your cursor in the **Conditions** field and begin typing a condition. Select a condition from the list of results and click **OK**.

✓ Structured Dosing		· Aust Day 1987	and the second	
Quantity Units	Frequency	Conditions	Supplemental	Duration
Manual Text 1 - Tablet 🔻	QD - Once a Day 🔹 F2 🔲 PR	V dia		For 0 days
Ins Add Dosage Line		FOR DIABETES		
		FOR DIABETES		
		FOR DIABETIC NEUROPAT	нү	
		FOR DIAPER RASH		
		FOR DIARRHEA		
Admin Sites	Max Dosage			
TAKE 1 TABLET 1 TIME EVERY DAY				
	✓ ОК	X Cancel		

4. Fill the Rx. On the **(Network) Medication Order Detail** screen, the condition will appear in the **Instructions > Dosage Instructions** tab.

✓ (Network) Medication Order Detail	nav 1,924 (M) *	
Order Patient Instructions Indicati	ons Prescriber Dispenses (1) Issues (7) Refusals Notes	Status History
Instructions Dosage Instructions (1)		
Quantity Units	Frequency Conditions	Supplemental Duration
Text 1 - Tablet	QD - Once a Day F2 PFN FOR DIABETIC NEI	JROPATHY For 30 days
Therapy type Short Term/ Acute		
	• ОК	



Supplemental Instructions

Additional instructions can be added to a structured dosing line and sent to PIP.

1. Click **F2** next to the **Sig** field.

▼ 1-(local):SK109-New Rx for Kroll, Adult					
<u>File Edit Recent Rx View Labels Profile Rep</u>	orts Networ <u>k U</u> tilities <u>N</u> I	H <u>C</u> ards Sess <u>i</u> on <u>H</u> elp Ver	sion 10		
F3 - Patient F5 - Drug F7 - Dod	F9 - Workflow	F10 - Pickup F11 - Di	rop-off F12 - Fill Rx	Alt+X - Start	
New Rx Pending Adj		Rx Start Date Latest Fill 06/02/2017 0 Qty	Init	🖊 Lookup 🔀 Cancel	×Rx
Priority Default Wait Time v F2 Due 11 mi	ins ago Forward Rx	F2 Work Order 0 F2	Delivery Pickup 🔻		Make Rx Unfilled
			Dentery Henry	. 0/5	Make Rx Not Dispensed
Patient Search	Drug search	100 ¥ Pack	Name Dr. Bhyrisian Kroll	Loc Office •	Make Rx Stock Transfer
Address 1626N ROUSSEALL CRES N Female	Generic Azithromycin	250mg STV (Sive	Address 123 Quincy Way		🖶 Add Rx I <u>m</u> age
City Regina Prov SK	Pack 100 Form TAB	Sched 1	City Regina	Prov SK	Transfer Rx From Another Store
Phone	Not Used	OnHand 0 No image	Phone (306) 451-5422		G Call Doctor
Plan SPDP Client ID 105123560	DIN 02442434	Min Qty 0	Lic# 99998	Alt. Lic#	Counsel Patient on Pickup
					View
Allergies (0)	Sig	F2	Init A	uth Oty 0	Clinical Interactions
			Disp Oty Refills(+) R	em Qty 0	- Plan Information
			Davs G.P. %	.P. % 0	Patient Plan Information
			Prod Sel 3 - Pharmacis - A	cq Cost	Generic Equivalents
Conditions (0)			Co:	ost \$0.00	
	Route of Admin Ora	ا	Lahels 1 E2 -	1arkup \$0.00	A Work Order
	Dosage Form Tab	let 👻	Eabers Fe	ee 50.00	By Courseline Listers
Plans Driving Datas Comments Indications In	Other Un	it Doce (Ctrl-II): Dirabled		30.00	RX Counseling History
Py Plans Plan Pays Extra Indications Im	lages Other Oli	aminan			Workflow
SPDP V Not Adjud.	W	arnings			View Workflow Detail
SKPIP Not Adjud. DUE Only		No Initials		Workflow Push Queues	
Cash Not Adjud. Deduct: \$0.00	V	No Sig Code			Rx's In Progress
	, i i i i i i i i i i i i i i i i i i i	You should enter a days supp	bly.		Pickup Completion
Next Disp Oty Min Interval	Enable Auto-Refill				
	Rx Comments (0)				
	~				
	~				
	User	KP (Kroll1 Pharmacist)	😑 PI	P 🖾 0 🗾 🛛 NU	JM 06/02/2017 11:59:10 🔬

2. The Structured Dosing form will appear. Enable Manual Dosing.



3. Place your cursor in the **Supplemental** field and begin typing a supplemental instruction. Select an instruction from the list of results and click **OK**.

▼ Structured Dosing	
Quantity Units Frequency Conditions	ions Supplemental Duration
☑ Manual Dosing Text 1 - Tablet ▼ QD - Once a Day ▼ F2 PRN	at For 0 days
Ins Add Dosage Line	AFTER MEALS AND AT BEDTIME
	AT BEDTIME
	BEFORE MEALS AND AT BEDTIME
	RINSE MOUTH WITH WATER AFTER EACH DOS
	WITH MEALS AND AT BEDTIME
Admin Siter	WITH PLENTY OF WATER
	WITH WATER
TAKE 1 TABLET 1 TIME EVERY DAY AT BEDTIME	
• ок	X Cancel

4. Fill the Rx. On the **(Network) Medication Order Detail** screen, the supplemental instructions will appear in the **Instructions > Dosage Instructions** tab.

9	(Networ	k) Medicati	ion Order	Detail	100.000					Colonad Vite	
	<u>O</u> rder	P <u>a</u> tient	Ins <u>t</u> ructi	ions Indi <u>c</u> atio	ons <u>P</u> rescriber	Dispenses (1)	Issues (3)	<u>R</u> efusals	<u>N</u> otes	Status History	E Ctrl 🔁
	Instructi	ons Dos	age Inst	ructions (1)							
		Q	uantity L	Jnits	Frequency			Conditions		Supplemental	Duration
		Text 1		Tablet 🚽	HS - Once a d	ay at bedtir 👻 🛛	2 PRN			AT BEDTIME *	For 30 days
	l herap	y type S	hort Te	rm/ Acute							
							🗸 ок				



PRN

PRN can be added to dosage lines in the **Structured Dosing** form and then sent to PIP.

1. Click **F2** next to the **Sig** field.

☞ 1-(local):SK109-New Rx for Kroll, Adult							
<u>File Edit Recent Rx View Labels Profile Repor</u>	rts Networ <u>k U</u> tilities	<u>NH C</u> ards Sess <u>i</u> on <u>H</u> elp V	ersion 10				
F3 - Patient F5 - Drug F7 - Docto	F9 - Workflov	v F10 - Pickup F11 - I	Drop-off	F12 - Fill R	Alt+X - Sta	irt	
New Rx Pending Adj		Rx Start Date Latest Fill 06/02/2017 0 Qt		Init	🖌 Lookup 🗙 Ca	incel	[⊗] Rx
Priority Default Wait Time - F2 Due 11 min	Forward Rx	F2 Work Order 0 F2	Delivery	Pickup	•		Make Rx Unfilled
Patient Search	Drug Search	100 v Pac	Doc Searc	h	Loc Office	•	Make Rx Stock Transfer
Name Kroll, Adult Age: 39	Brand Azithromycir	n 250mg	Name	Dr. Physician, Krol	1		Gt Add Py Image
Address 1626N ROUSSEAU CRES N Female	Generic Azithromycir	n SIV (Sive	Address	123 Quincy Way			Transfer Ry From Another Store
City Regina Prov SK	Pack 100 Form	TAB Sched 1	Phone	Regina (306) 451-5422	Prov SK		
Plan SPDP Client ID 105123560	DIN 02442434	Min Qty 0	Lic#	99998	Alt. Lic#		Call Doctor
							Counsel Patient on Pickup
Alleggies (0)	cia I				A 11 OL		[⊗] View
	219	FZ	Init	D. CH. ()	Auth Qty	0	Clinical Interactions
			Disp <u>O</u> ty	(Ketilis(+)	GP %	0	Plan Information
			Days	2. Dhanna sia	Acq Cost	Ť	Patient Plan Information
Conditions (0)			Prod Sel	5 - Pharmacis V	Cost	\$0.00	E) Generic Equivalents
	Route of Admin	Oral	0/w	1 🖂	Markup	\$0.00	Unit Dose Info
	Dosage Form	Tablet	Labels	1 [F2]	Fee	\$0.00	¢> Work Order
					lotal	\$0.00	Rx Counseling History
Plans Pricing Dates Comments Indications Ima	iges Other	Unit Dose (Ctrl-U): Disabled					Workflow
SPDP Vian Pays Extra Info (F2 Edits)		Warnings					View Workflow Detail
SKPIP Not Adjud. DUE Only		No Dispensing Quantity					Workflow Push Queues
Cash Not Adjud. Deduct: \$0.00		V No Sig Code					Rx's In Progress
		Vou should enter a days su	oply.				Pickup Completion
		Delivery Label will be printe	d				
Next Disp Qty Min Interval	Enable Auto-Refill						
	Rx Comments (0)						
	~						
	Ŧ						
	U	Iser KP (Kroll1 Pharmacist)			PIP 🖾 0	NU	JM 06/02/2017 11:59:10 at

2. The Structured Dosing form will appear. Enable Manual Dosing.



3. Enable **PRN** for each applicable dosing line and click **OK**.

✓ Structured Dosing				
Quantity Units Free	quency	Conditions	Supplemental	Duration
Manual Text 1 - Tablet 🗸 QD	- Once a Day 🚽 🔽 🗹 PRI	N		For 0 days
Ins Add Dosage Line				
Admin Sites	Max Dosage			
TAKE 1 TABLET 1 TIME EVERY DAY AS NEEDE	Ð			
	🗸 ок	X Cancel		

4. Fill the Rx. On the (Network) Medication Order Detail screen, the PRN indicator will appear in the Instructions > Dosage Instructions tab.

🤝 (Network) Medication Order Detail	the Type (H) is		Contracted Voters	
Order Patient Instructions Indication	ons <u>P</u> rescriber <u>D</u> ispenses (1)	ssues (4) <u>R</u> efusals <u>N</u> otes	<u>S</u> tatus History	← Ctrl 🔿
Instructions [Dosage Instructions (1)]				
Quantity Units	Frequency	Conditions	Supplemental	Duration
Text 1 - Tablet 🔻	QD - Once a Day F2	PRN AS NEEDED ×		For 10 days
Theremulture Chart Term? 4]			
Therapy type Short Term/ Acute				
	(🗸 ОК		



Administration Sites

Instructions on how the drug should be administered can be added to the **Structured Dosing** form and sent to PIP.

1. Click **F2** next to the **Sig** field.

▼ 1-(local):SK109-New Rx for Kroll, Adult			
<u>File Edit Recent Rx View Labels Profile Reports Netw</u>	vor <u>k U</u> tilities <u>N</u> H <u>C</u> ards Sess <u>i</u> on <u>H</u> elp Verg	ion 10	
F3 - Patient F5 - Drug F7 - Doctor	F9 - Workflow F10 - Pickup F11 - Dr	op-off F12 - Fill Rx Alt+X - Start	
New Rx Pending Adj	Rx Start Date Latest Fill 06/02/2017 0 Qty	Init Vookup 🗶 Cancel	×Rx
Priority Default Wait Time F2 Due 11 mins and	Forward By F2 Work Order 0 F2		Make Rx Unfilled
			😡 Make Rx Not Dispensed
Patient Search Drug Sea	arch 100 - Pack	Doc Search Loc Office -	🐑 Make Rx Stock Transfer
Name Kroll, Adult Age: 39 Brand	Azithromycin 250mg	Name Dr. Physician, Kroll Address 123 Quincy Way	🔂 Add Rx I <u>m</u> age
City Regina Prov SK Pack	100 Form TAB Sched 1	City Regina Prov SK	Manual Transfer Rx From Another Store
Phone Not Used	d OnHand 0 No image	Phone (306) 451-5422	Call Doctor
Plan SPDP Client ID 105123560 DIN	02442434 Min Qty 0	Lic# 99998 Alt. Lic#	Counsel Patient on Pickup
			Ver
Allergies (0)	B	Init Auth Oty 0	View
29		Disp Oby Refille(+) Rem Oty 0	
		Dave G.P. % 0	
		Days Acq Cost	Patient Plan Information
Conditions (0)		Cost \$0.00	E) Generic Equivalents
Route of	Admin Oral 🗸	O/W Markup \$0.00	Unit Dose Info
Derese	Tablet -	Labels 1 F2 Fee \$0.00	c> Work Order
Dosager	Tablet V	Total \$0.00	Rx Counseling History
Plans Pricing Dates Comments Indications Images Oth	ner Unit Dose (Ctrl-U): Disabled		Workflow
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings		giii View Workflow Detail
SKPIP Not Adjud. SKPIP			Workflow Push Queues
Cash Not Adjud. Deduct: \$0.00	Unitials		Rx's In Progress
	Vou should enter a days supp	by	Pickup Completion
	Delivery Label will be printed	iy.	
Next Dire Ot	uto-Refill		
Rx Com	ments (0)		
	A		
	*		
	User KP (Kroll1 Pharmacist)		JM 06/02/2017 11:59:10 🔬

2. The Structured Dosing form will appear. Enable Manual Dosing.



3. Click the '...' button located next to the Admin Site field.

	Page land	- Name Page 1997		
Quantity Units	Frequency	Conditions	Supplemental	Duration
Manual Dosing Text 0 - Each ▼	Custom 🔻 F2 🗖 PRN			For 0 days
In Add Dosage Line				
Admin Sites				
	• ок	K Cancel		

4. A list of administration sites will appear. Select the applicable site(s) and click **OK**.

♂ Select the administration sites	LAUGHT 1	_	-	x
Left Lower Abd Quadrant				
Left Lower Forearm				
Left Mid Forearm				
Left Naris				
Left Posterior Chest				
Left Subclavian				
Left Thigh				
Left Upper Abd Quadrant				
🔽 Left Upper Arm				
Left Upper Forearm				
Left Vastus Lateralis				
Left Ventragluteal				
Perianal				
Perineal				
Right Antecubital Fossa				
Right Anterior Chest				
Right Arm				
Right Deltoid				
Right Ear				
Right External Jugular				
Right Foot		111		•
	🗸 ОК		X Cancel	



The selected site(s) will be added to the **Structured Dosing** form.

✓ Structured Dosing	Page and Pag	- Name (Springer		
Quantity Units	Frequency	Conditions	Supplemental	Duration
Manual Text 1 - Each 🔻	Q68H - Every 6-8 Hours 🔽 🗐 PRN	1		For 0 days
Inv Add Dosage Line				
Admin Sites Left Arm	Max Dosage			
TAKE 1 EACH 1 TIME EVERY 6-8 HOURS	5			
	• ОК	X Cancel		

5. Fill the Rx. On the **(Network) Medication Order Detail** screen, the selected administration site(s) will appear in the **Instructions** > **Instructions** tab.

▼ (Network) Medication Order Detail	
Order Patient Instructions Indications Prescriber Dispenses (1) Issue	: (1) <u>R</u> efusals <u>N</u> otes <u>S</u> tatus History
Instructions Dosage Instructions (1)	
Start Date 21-Feb-2017 Duration	Medication Ingredients (1)
	Name AVONEX 30 MCG/0.5 ML KIT
Admin Route Intramuscular	Desc
Admin Sites Left Arm	Form Powder
Dosage Type Drug Dosage Units	DIN 02269201 Mfr BIOGEN CANADA I
Max Doses	Pack Qty Pack Type
Directions	
TAKE 1 EACH 1 TIME EVERY 6-8 HOURS	A
	· · · · · · · · · · · · · · · · · · ·
Therapy type Short Term/ Acute	
	ок



Maximum Doses

Maximum dosage instructions be added to the **Structured Dosing** form and sent to PIP.

1. Click **F2** next to the **Sig** field.

☞ 1-(local):SK109-New Rx for Kroll, Adult					
Eile Edit Recent Rx View Labels Profile Reports Network Utilities NH Cards Session Help Version 10					
F3 - Patient F5 - Drug F7 - Doct	F9 - Workflow	w F10 - Pickup F11 - D	rop-off F12 - Fill R	Alt+X - Start	
New Rx Pending Adj		Rx Start Date Latest Fill 06/02/2017 0 Qty	Init	🖌 Lookup 💢 Cancel	[⊗] Rx
Priority Default Wait Time - F2 Due 11 min	ns ago Forward Rx	F2 Work Order 0 F2	Delivery Pickup	-	A Make Rx Unfilled
Patient Search	Drug Search	100 - Dack	Doc Search	Los Office	B Make RX Not Dispensed
Name Kroll Adult Are: 30	Brand Azithromyci	250mg	Name Dr. Physician, Krol	Loc onice +	Make KX Stock Transfer
Address 1626N ROUSSEAU CRES N Female	Generic Azithromyci	n SIV (Sive	Address 123 Quincy Way	·	👫 Add Rx I <u>m</u> age
City Regina Prov SK	Pack 100 Form	TAB Sched 1	City Regina	Prov SK	i Transfer Rx From Another Store
Phone	Not Used	OnHand 0 No image	Phone (306) 451-5422		🕞 Call Doctor
Plan SPDP Client ID 105123560	DIN 02442434	Min Qty 0	Lic# 99998	Alt. Lic#	Scounsel Patient on Pickup
					× View
Allergies (0)	Sig	F2	Init	Auth Qty 0	() Clinical Interactions
			Disp <u>Q</u> ty <u>R</u> efills(+)	Rem Qty 0	🚛 Plan Information
			Days	G.P. % 0	👆 Patient Plan Information
Conditions (0)			Prod Sel 3 - Pharmacis 👻	Acq Cost	E Generic Equivalents
			0/W -	Cost \$0.00	C Unit Dose Info
	Route of Admin	Oral 🗸	Labels 1 F2	Fee \$0.00	t> Work Order
	Dosage Form	Tablet 👻		Total \$0.00	Rx Counseling History
Plans Pricing Dates Comments Indications Im	ages Other	Unit Dose (Ctrl-U): Disabled	1		Workflow
Rx Plans Plan Pays Extra Info (F2 Edits)		Warnings			View Workflow Detail
SPDP 👻 Not Adjud.		No Dispensing Quantity			
SKPIP Not Adjud. DUE Only		No Initials			Workflow Push Queues
Cash 🔻 Not Adjud. Deduct: \$0.00		👎 No Sig Code			Rx's In Progress
		🐺 You should enter a days sup	ply.		Pickup Completion
		Delivery Label will be printed			
Next Disp Qty Min Interval	Enable Auto-Refill				
	Rx Comments (0)				
	A				
	•				
	L	Jser KP (Kroll1 Pharmacist)	0		JM 06/02/2017 11:59:10 a

2. The Structured Dosing form will appear. Enable Manual Dosing.



3. Click the '...' button located next to the Max Dosage field.

	The same	· · · · · · · · · · · · · · · · · · ·		
Quantity Units	Frequency	Conditions	Supplemental	Duration
Manual Text 1 - Tablet 🔻	Custom	▼ F2 PRN		For 0 days
Ins Add Dosage Line				
Admin Sites	··· M	lax Dosage		
TAKE I TABLET 3 TIMES EVERY DAY				
	🗸 ок	X Cancel		

4. The **Maximum Dosages** form will appear. Complete the form and click **OK**.

or Maximum Dos	ages					
Max Dosage 1	1	Unit	•	per	1	week 👻
Max Dosage 2	0		•	per	0	-
	[🗸 ОК		×	Cance	2

5. Fill the Rx. On the **(Network) Medication Order Detail** screen, the selected administration site(s) will appear in the **Instructions** > **Instructions** tab.

Order Patient Instructions Indigations Prescriber Dispenses (1) Issues (3) Befusals Notes Status History Instructions Dosage Instructions (1) Medication Ingredients (1) Name Name Teva-AMITRIPTYLINE 10 MG TAB Admin Route Oral Oral Desc Form Tablet Disage Type Divections Max Doses 1 Unit / 1 week Dosage Units Div 023256043 Mfr TeVA CANADA LIM Directions TAKE 1 TABLET 3 TIMES EVERY DAY Therapy type Tablet Tablet Tablet	🤝 (Network) Medication Order Detail					
Instructions Dosage Instructions (1) Start Date 21-Feb-2017 Duration Admin Route Oral Admin Sites Dosage Type Drug Dosage Units DIN 02326043 Mtr TEVA CANADA LIM Pack Oty Pack Type Directions TAKE 1 TABLET 3 TIMES EVERY DAY	Qrder Patient Instructions Indications Prescriber Dispenses (1) Issue	es (3) <u>R</u> efusals <u>N</u> otes <u>S</u> tatus History				
Start Date 21-Feb-2017 Duration Admin Route Oral Admin Sites Desc Dosage Type Drug Dosage Units Divertions Take 1 TABLET 3 TIMES EVERY DAY	Instructions Dosage Instructions (1)					
Name TEVA-AMITRIPTYLINE 10 MG TAB Admin Route Oral Admin Sites Desc Dosage Type Drug Dosage Units DIN Max Doses 1 Unit / 1 week Directions TAKE 1 TABLET 3 TIMES EVERY DAY	Start Date 21-Feb-2017 Duration	Medication Ingredients (1)				
Admin Route Oral Admin Sites Form Dosage Type Drug Dosage Units DIN 02326043 Mfr Max Doses 1 Unit / 1 week Pack Oty Pack Type		Name TEVA-AMITRIPTYLINE 10 MG TAB				
Admin Sites Form Tablet Dosage Type Drug Dosage Units DIN 02326043 Max Doses 1 Unit / 1 week Pack Oty Pack Type Directions TAKE 1 TABLET 3 TIMES EVERY DAY	Admin Route Oral	Desc				
Dosage Type Drug Dosage Units DIN 02326043 Mfr TEVA CANADA LIM Max Doses 1 Unit / 1 week Pack Qty Pack Type Directions Take 1 TABLET 3 TIMES EVERY DAY Therapy type Therapy type Therapy type Therapy type	Admin Sites	Form Tablet				
Max Doses 1 Unit / 1 week Directions TAKE 1 TABLET 3 TIMES EVERY DAY	Dosage Type Drug Dosage Units	DIN 02326043 Mfr TEVA CANADA LIM				
Directions TAKE 1 TABLET 3 TIMES EVERY DAY	Max Doses 1 Unit / 1 week	Pack Qty Pack Type				
TAKE 1 TABLET 3 TIMES EVERY DAY	Directions					
Theremy type Short Term/ Acute	TAKE 1 TABLET 3 TIMES EVERY DAY	*				
Theremy type Short Term/ Acute						
Theremy type Short Term/ Acute						
Theremy type Short Term/ Acute						
Theremy type Short Term/ Acute		_				
Therapytype Short Term/ Acute						
Therday type Short Termy Acate	Therapy type Short Term/ Acute					
С ОК		ОК				



Labels

Labels will always print what is on the Rx filling screen (not the structured dosing).

In the example below, the local instructions are **Take 1 Capsule at 8am, 1pm and at bedtime for 10 days**. Whereas the structured dosing is **Take 1 Capsule 3 times every day for 10 days**.

F12 screen:

🐨 1-(local):SK109-New Rx for Kroll, Adult							
Eile Edit Recent <u>B</u> x <u>V</u> iew Labels Pr <u>o</u> file Reports Network <u>U</u> tilities <u>NH</u> <u>C</u> ards Session <u>H</u> elp Version10							
F3 - Patient F5 - Drug F7 - Doct	or F9 - Workflow F10 - Pickup F11 - D	rop-off F12 - Fill Rx Alt+X - Start					
New Rx Pending Adj	Rx Start Date Latest Fill 22/02/2017 0 Qty	Init V Lookup 🗶 Cancel	[⊗] Rx				
Priority Default Wait Time - 52 Due in 19	Make Rx Unfilled						
	😡 Make Rx Not Dispensed						
Patient Search	Drug Search Pack 100 -	Doc Search Loc Office	Make Rx Stock Transfer				
Name Kroll, Adult Age: 39	Brand Apo-Amoxi 250mg	Name Dr. Physician, Kroll	🖶 Add Rx I <u>m</u> age				
City Regina Prov SK	Pack 100 Form CAP Sched 1	City Regina Prov SK	Manual Transfer Rx From Another Store				
Phone	SK Lowest \$17.50 OnHand 0	Phone (306) 451-5422	Call Doctor				
Plan SPDP Client ID 105123560	DIN 00628115 Min Qty 0	Lic# 99998 Alt. Lic#	& Counsel Patient on Pickup				
			Cove Quantity				
Allergies (0)	Sig 1C AT 8AM, 1PM AND HS F10D F2	Init KP Auth Oty 30 1	MMGau				
	TAKE 1 CAPSULE AT 8AM, 1PM AND AT BEDTIME FOR 10	Disp Oty 30 Refills(+) Rem Qty 30 1	Clinical Interactions				
	DAYS	Days 10 G.P. % 70.12	-III Plan Information				
		Prod Sel 3 - Pharmacis V Acq Cost \$5.25	Patient Plan Information				
Conditions (0)		0/W Cost \$5.25					
	Route of Admin Oral 👻	Markup \$1.57	Linit Doce Info				
	Dosage Form Capsule 🗸	Total \$17.57	A Work Order				
Plans Pricing Dates Comments Indications Im	By Counceling History						
Rx Plans Plan Pays Extra Info (F2 Edits)	Warnings		in courseing history				
SPDP Not Adjud.	Via nings	ad Structured Dosing	Workflow				
SKPIP Not Adjud. DUE Only	structured bosing	View Workflow Detail					
Cash Not Adjud. Deduct: \$0.00	Vorkflow Push Queues						
	Rx's In Progress						
	Pickup Completion						
Next Disp Qty Min Interval							
User KP (Kroll) Pharmacist)							



Structured Dosing form:

of Structured Dosing	Page Name			
Quantity Units	Frequency	Conditions	Supplemental	Duration
Manual Dosing Text 1 - Capsule ▼	TID - Three times a Day 🔻 F2 🔲 P	RN		For 10 days
Ins Add Dosage Line				
Admin Sites	Max Dosage			
TAKE 1 CAPSULE 3 TIMES EVERY DAY F	OR 10 DAYS			
	🗸 ОК	X Cancel		

The label prints information as it appears in the F12 screen:

