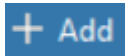
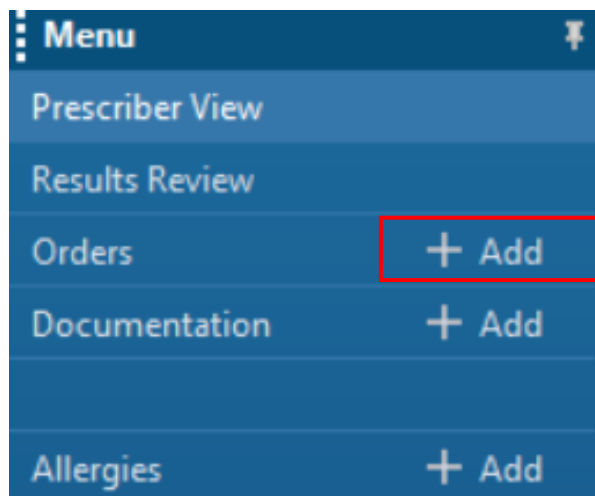


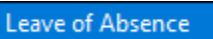
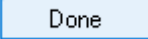
PRESCRIBERS AT NHS

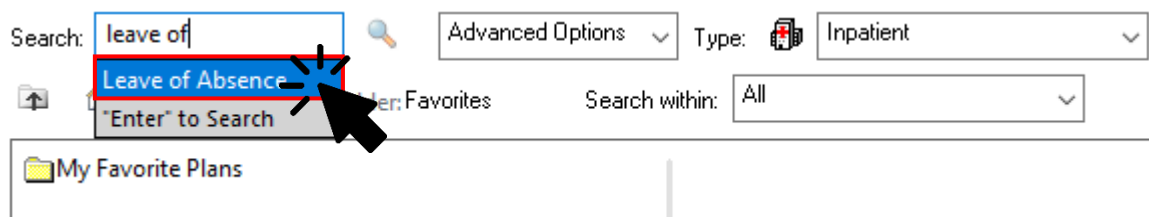
How NHS and HDS differ


- At HDS Pharmacy Processes the request and supplies med doses needed during LOA to the floor nurse. **This does not happen at Niagara Health.**

1. Leave of Absence (LOA) confirmed.
2. Navigate to Table of Contents (Blue Menu) and select  next to orders.



3. The Add Order dialogue box opens. In the search bar type in “leave of absence” and select . Then select .

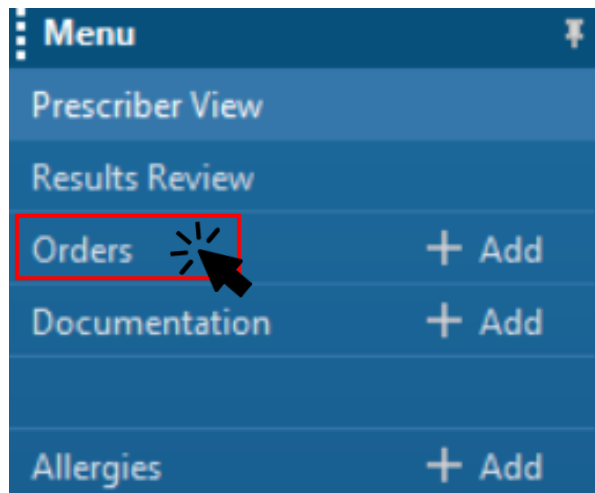


4. Modify the order as required. Then click .

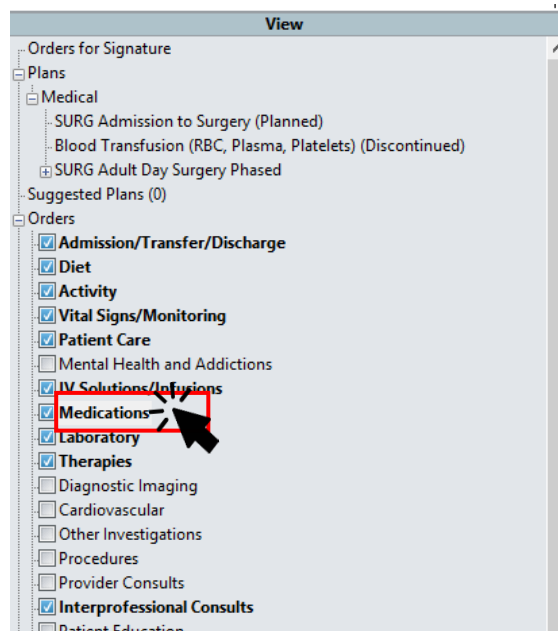


LEAVE OF ABSENCE (MED PASS) NIAGARA HEALTH HOSPITAL INFORMATION SYSTEM (HIS)

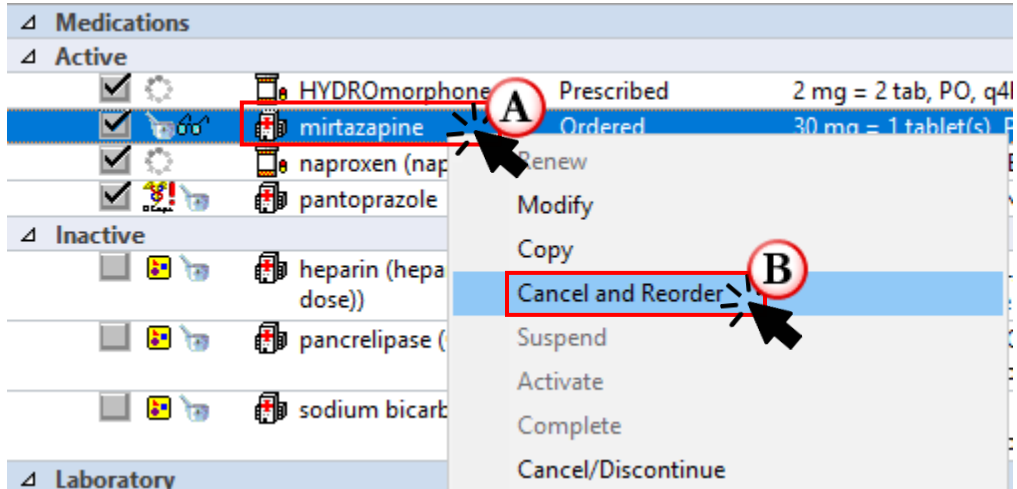
- Place prescription med order(s) for med doses needed throughout LOA duration via the Discharge Med Rec window. Generate Rx(s). Hand-printed Rx(s) to patient or fax printed Rx(s) to patient's preferred community pharmacy (Should only do one or the other but not both).
 - Refer to the **Prescription Order Entry tip sheets** for more information.
- Navigate back to Table of Contents (Blue Menu) and select **Orders**.




- Click Medications.

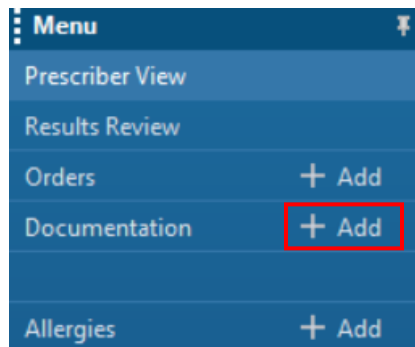


8. A) Right-click on the remaining active medication(s) and B) Click **Cancel and Reorder**.



9. Cancel and reorder remaining active meds with first dose priority based on the expected return date/time.

10. Navigate back to Table of Contents (Blue Menu) and select  next to the documentation.



11. Do the following to complete LOA DynDoc:

- A. Type in Leave of Absence in the search bar.
- B. Double-click on Leave of Absence DynDoc to begin documenting.





LEAVE OF ABSENCE (MED PASS) NIAGARA HEALTH HOSPITAL INFORMATION SYSTEM (HIS)

12. Complete the sections of the documentation and click

Sign/Submit

Leave of Absence x List

Tahoma 12

Allergies
Peanut

Medications
HYDRomorphine 1 mg oral tablet, 2 mg= 2 tablet(s), PO, q4h, PRN
naproxen 500 mg oral tablet, 500 mg= 1 tablet(s), PO, BID
pantoprazole, 40 mg= 10 mL, IV, BID

Instructions to prescribers:

- Record date and time patient is leaving and date and time of return in designated field
- Review medication list. For regularly scheduled controlled and non-controlled substances, if medication is listed, the quantity will be automatically calculated based on the departure dates, times and standard medication administration times.
- Remove any PRN medications not required for the pass from the medication list (click the X by the medication name). For required PRN medications, the name of the medication and number of doses required for the pass must be recorded in the designated field.
- Record any special instructions for the pass in the designated field (eg- medications to be given before LOA or after LOA).
- Select print, and sign prescription.

**** Note the dose displayed is the TOTAL dose, not the dosage form (e.g. tablet/capsule) strength. Please fill prescription based on dose displayed, not the number of tablets ****

Date: _____
Prescriber Signature: _____
Prescriber (print name) : _____
CPSO/CNO Number: _____

Hospital Pharmacist has reviewed (name) _____
Date/Time: _____/_____/_____

LOA Rx faxed to Inpatient Pharmacy
Date/Time Faxed: _____/_____/_____

Receipt confirmed with phone call by (name) _____

If LOA Rx is unable to be dispensed by Inpatient Pharmacy, fax LOA Rx to Community Pharmacy:
Name of Pharmacy: _____
Fax: _____
Receipt confirmed with phone call by (name) _____

Dispensing Instructions
Date and Time of Leave
Date and Time of Return
Special Instructions
Name and number of doses of PRN medications

Note Details: NHS Test02, Physician - Cardiovascular, 2024-Nov-06 15:37 EST, Leave of Absence

Sign/Submit Save Save & Close Cancel