

PRESCRIBERS

Notes and Considerations

Sending Prescriber must add orders that need to be added for the new level of care, please refer to the pages FIVE and SIX of this tip sheet to learn how to add orders.

Both the sending and receiving prescriber can use the transfer reconciliation workflow whenever they are sending and receiving the patient. The benefit of reviewing medication through Transfer Medication Reconciliation is that it pulls medication and non-medication orders and provides a quick way to continue or stop orders.

Sending Prescriber Workflow

This workflow is specifically designed for transferring patients within Niagara Health, such as from one NH site to another or from High Intensity Rehab (HR) to Low Intensity Rehab (HC) in HDS.

The sending prescriber should **always initiate the transfer reconciliation**, except in cases of ICU transfers.

- The **Transfer Reconciliation window** provides an opportunity to reconcile not only medications but also additional order types. This allows the sending prescriber to recommend which orders should be continued or discontinued in the patient's next level of care.
- Prescribers are encouraged to use the **plan med rec functionality** only if their workflow is interrupted and they need to return to the window later. Otherwise, they should always click the **Sign** button to finalize the reconciliation. A partially completed icon will indicate the transfer reconciliation status.

Receiving Prescriber Workflow

Once the sending prescriber has completed the transfer reconciliation, the receiving prescriber will review the patient care recommendations in their unit.

• The receiving prescriber accesses the order recommendations through the **Reconciliation History** section of the Order Profile. They can then make any necessary adjustments in the Transfer Reconciliation window. This process is a collaborative effort to ensure comprehensive patient care.

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Completing Transfer Order Reconciliation (Change in Level of Care)

Sending Prescriber

- 1. When a patient is identified for transfer to **another level of care at Niagara Health**, open the patient's chart.
- 2. Navigate to the inpatient MPage view.

 Inpatient Workflow \times	I	NPT Quick Orders	×	Discharge	×	Outpatient Workf	low \times
`	Ŧ	Home Medic	ation	s (2)			
Chief Complaint	^						
Home Medications (2) Problem List		Medication				^	Compliance
Histories		HYDROmo	r phone ab, PO,	(HYDROmorphone 1 a4h, PRN: pain, 30	mg oral table tablet(s), 0 Re	t) fill(s)	
Labs				4, · · · · · · · · · · · · · · · · · ·			
Medications		🔁 naproxen (500 mg =	naproxe 1 tab, P	en 500 mg oral table O, BID, 60 tablet(s),	t) 0 Refill(s) Medication	1	

3. Click Home Medications on Component List.



Transfer

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- 4. Click to start the Transfer Order Reconciliation.
- 5. The Order Reconciliation: Transfer dialogue box opens.
- 6. Choose which orders to continue, discontinue, or add.
 - Please refer to <u>page FOUR</u> for step-by-step instructions on <u>adding orders through Order</u> <u>Reconciliation window.</u>
- 7. Click Sign to place the reconciliation in a completed/initiated state.

	Reconcile and	Plan	Sign	
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Patient has been transferred to another level of care at Niagara Health.

Receiving Prescriber

1. Navigate to the Inpatient MPage view

1	Inpatient Workflow	×	Ambulatory Workflow	\times	INPT Quick Orders	×
			Home Medications	(1)		
	Chief Complaint	^				
	Problem List		Madication			
	Histories		Medication			
	Medications		25 mg = 1 tab, PO,	BID, 60 t	tab, 0 Refill(s)	
	Home Medications (1)					
1	Vital Signs 📍					
	Intake and Output					

Reviewing Through Transfer Medication Reconciliation

2. Click Home Medications on Component List.





- 3. Click
- 4. The Order Reconciliation: Transfer dialogue box opens.
- 5. Review the orders proposed by the sending prescriber, and select which to continue, stop, or add based on clinical judgement. Please refer to page FOUR for step by step instructions on adding orders.

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Reviewing Through Order Profile

6. Alternatively, Click Order Profile on Component List.



Order Profile workflow allows the review of any PowerPlans that should be discontinued at once, or to review the status of other orders.

7. Review the orders/PowerPlans, and select which to continue, discontinue, or add based on clinical judgement.

Please refer to next pages for <u>adding orders through Order Reconciliation window and Order Profile</u> <u>Component</u>





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Dose Wt:50.000 kg (29-Ma...HCN:ON 1234-567-890

Adding Orders

Through Order Reconciliation Window

1. Click Add P Order Reconciliation: Transfer - SYSTEMTEST, PERIOPTHREE SYSTEMTEST, PERIOP... MRN:11000804 Allergies: N Admin Sex:Female DOB:01/Jan/1990 Age:34 year 'Code Status:Resuscitativ... Isolation: <No Data Availa... Alerts: No Al + Add Transfer To: (None) → M Orders Prior to Reconciliation M Corder Name/Details Status M

	Coue	Status.Resuscitativ Isolation. <no d<="" th=""><th>ata Avalla P</th><th>Alerts.NO</th><th>Alerts Doc</th><th>.umen</th><th>mpatien</th><th>L FIN. 22-00020</th><th></th><th>- inpatien</th><th>L d</th></no>	ata Avalla P	Alerts.NO	Alerts Doc	.umen	mpatien	L FIN. 22-00020		- inpatien	L d
dd	dd Transfer To: (None) - Reconciliation Status Meds History 🕴 Admission ✔ Discharge										
	Orders Prior to Reconciliation Orders After Reconciliation										
	37	Order Name/Details	Status			B, ₹	Order N	Name/Details		Status	^
⊿	Medica	tions									
	D e	acetaminophen (acetaminophen 8 160 mg = 2 tab, PO, q6h-ATC, for 90	Prescribed	0	۲						
	ī.	amoxicillin (amoxicillin 125 mg ora 125 mg, PO, TID, for 2 week(s), PRN:	Prescribed	0	۲						
	ī.	ARIPiprazole (Abilify 5 mg oral tablet) 5 mg = 1 tablet(s), PO, Daily, 30 tablet(s),	Prescribed	0	۲						
	ī.	bisoprolol (bisoprolol 5 mg oral tablet) 5 mg = 1 tablet(s), PO, Daily, 30 tablet(s),	Prescribed	0	۲						
	ī.	ibuprofen (ibuprofen 50 mg oral tablet, 50 mg = 1 tablet(s), PO, TID, for 10 day(s),	Prescribed	0	۲						
	ī.	lansoprazole/amoxicillin/clarithromycin 1 packet, PO, BID, for 14 day, 28 kit, 0 Refill	Prescribed	0	۲						
	e	ondansetron 4 mg = 1 tablet(s), PO, q30min, PRN:	Ordered			et e la constante de la consta	ondans 4 mg =	setron 1 tablet(s), PO, q	30min, PRN:	Ordered	
	Ĵ	ondansetron (ondansetron 4 mg or 4 mg = 1 tablet(s), PO, q30min, PRN:	Documented								
	Ħ	CODONE (CODONE E	Descentional								~
A [Details										
0 M	lissing R	equired Details All Required Orders Reconciled	Dx Table			Recond	ile and	Plan	Sign	Cance	el

2. Add Order window opens. A) Search for the order(s), B) Click on the order(s), and C) Click Done.

SYSTEMTEST, PERIOPTHREE - Add Order		– 🗆 🗙
SYSTEMTEST, PERIOPT MRN:11000804 Admin Sex:Female DOB:01/Jan/1990 *Code Status:Resuscitative Isolation: <no dat<="" th=""><th>Allergies: No Known Medic Attending: Loc:SC DS Age:34 years Dose Wt:50.000 kg (29-MarHCN:ON 1 ta AvailablAlerts:No Alerts Documented Inpatient FIN: 22-000282 [Admit Dt: <no< th=""><th>234-567-890 > - Inpatient admi</th></no<></th></no>	Allergies: No Known Medic Attending: Loc:SC DS Age:34 years Dose Wt:50.000 kg (29-MarHCN:ON 1 ta AvailablAlerts:No Alerts Documented Inpatient FIN: 22-000282 [Admit Dt: <no< th=""><th>234-567-890 > - Inpatient admi</th></no<>	234-567-890 > - Inpatient admi
Diagnoses & Problems Diagnosis (Problem) being Addressed this Visit Add Sconvert Display: Active	Search: propano Advanced Options Type: Impatient propafenone propafenone (150 mg, PO, TAB, q8h) Search within: All BW propafenone (300 mg, PO, TAB, q8h) Impatient Impatient	~
Annotated Display Code Acute ear pain 4696154016	Inp. propafenone (300 mg, PO, TAB, q12h) Nev propafenone (450 mg, PO, TAB, once) propafenone (600 mg, PO, TAB, once) propranolol propranolol (1 mg, IV, INJ, once) propranolol (1 mg, PO, TAB, OID)	
Problems Add S Convert No Chronic Problems Display: All	propranolol (10 mg, PO, TAB, TID) propranolol (40 mg, PO, TAB, BID) propranolol 2 mg/mL oral suspension propranolol extended release	
Anostad Dienlau A Nama of Pinhlam	SYSTEMTEST, PERIOPTHREE -	Done

You have now added new order(s)

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Through Order Profile Component

1. Click on **Order Profile** hyperlink.

Ambulatory Workflow	×	Inpatient Workflow	×	INPT Quick Orde	ers	×	Discharge	×	
Problem List	*	Order Profile (87)						
Medications			Č.					Show or	
Home Medications (8)	111	•							
Vital Signs		Order		^	Details				
Intake and Output		 Activity (1) 							
Diagnostics (0)		🕼 🖬 Activity as Tolerat	ed		07-Mar-2	2024 14:	01:00 EST, 07-Mar	-2024 14:01:00 E	
Labs		▼ Vital Signs/Monitorin	g (1)						
Microbiology		🕼 📰 Vital Signs			07-Mar-2	2024 14:	01:00 EST, q4h, ar	nd PRN	
Pathology		▼ Patient Care (14)							
Documents		🕼 Basic Admission Info	ormation Adu	lt	06/12/	24 14:2	7:42		
Order Profile (37)		🕼 Basic Admission Info	ormation Adu	lt	06/12/	24 14:2	6:23		
New Order Entry				•					
			<	\rightarrow - (Order	s			
				- Add 🔄 Doc	ument Mea	dication	by Hx Reconcil	iation 🕶 🚴 Chec	k Interactions
								10	

4. Add Order window opens. A) Search for the order(s), B) Click on the order(s), and C) Click Done.

SYSTEMTEST, PERIOPTHREE - Add Order		– 🗆 ×
SYSTEMTEST, PERIOPT MRN:11000804 Admin Sex:Female DOB:01/Jan/195 *Code Status:Resuscitative Isolation: <no d<="" th=""><th>Allergies: No Known Medic Attending: 0 Age:34 years Dose Wt:50.000 kg (29-Mar ata AvailablAlerts:No Alerts Documented Inpatient FIN: 22-000282 [A</th><th>Loc:SC DS HCN:ON 1234-567-890 Idmit Dt: <no -="" admi<="" inpatient="" th=""></no></th></no>	Allergies: No Known Medic Attending: 0 Age:34 years Dose Wt:50.000 kg (29-Mar ata AvailablAlerts:No Alerts Documented Inpatient FIN: 22-000282 [A	Loc:SC DS HCN:ON 1234-567-890 Idmit Dt: <no -="" admi<="" inpatient="" th=""></no>
Diagnoses & Problems	Search: propano 🔍 Advanced Options 🗸 Type: 🤀 Ir	npatient ~
Diagnosis (Problem) being Addressed this Visit	propafenone propafenone (150 mg, PO, TAB, q8h) Search within: All	~
IMO Annotated Display Acute ear pain A696154016 Problems Add Sconvert No Chronic Problems Display: All IMO	BW propatenone (300 mg, PO, TAB, q8h) □Inp. propatenone (300 mg, PO, TAB, q12h) Nev propatenone (450 mg, PO, TAB, once) propatenone (600 mg, PO, TAB, once) propranolol (10 mg, PO, TAB, once) propranolol (10 mg, PO, TAB, Q1D) propranolol (40 mg, PO, TAB, SID) propranolol (40 mg, PO, TAB, SID) propranolol 2 mg/mL oral suspension ◆ propranolol extended release "Enter" to Search	
	<	

You have now added new orders(s)

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Getting Help!

<u>If you are still experiencing access issues</u>, please contact **At-The-Elbow (ATE) support** or submit a ticket to the **<u>HIS Service Desk</u>**. Be sure to include **your device and username information** in your ticket:

https://niagarahealth.service-now.com/sp?id=monarch

Tips to Submitting a Ticket:

Give as much detail as possible to ensure the Command Centre is able to quickly understand the issue and place it in a priority sequence.



- Include the name of the person who is experiencing the issue and their contact information.
- Select the appropriate category, sub-category and priority of the issue.

Attach a screenshot of the issue, or to help explain the issue, whenever possible, keeping in mind that no patient-identifiable information should be included in the screenshot.



If your issue has a **direct and immediate impact** on patient care and support staff are busy helping someone else, please call **905-378-4647 Ext. 42850 PRESS 3** to speak to the Operation Monarch Command Centre staff.

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