SCENARIOS

Charting Medication as 'Not Given'

1. Scan the **patient**.
2. Scan the **medication.**
3. **Double click right side order sentence and charting window opens.**
4. Select the '**Not Given'** option box in the lower left corner.
5. Select a **reason** from the drop down arrow.
6. Click **Sign**.

Using Multi-Dose Vials

1. When scanned, the total volume is indicated.
2. An alert indicates the scanned product **exceeds** the ordered amount.
3. In the MAW, **red font** indicates the task cannot be signed until the dose is corrected.
4. Double click the order details in the **results** column.
5. **Adjust** the dose and/or volume.
6. Click **Sign**. The signed documentation on the MAR reflects the amount given.

Multiple Tasks Window

- If more than one task matches the scan, whether **PRN/Scheduled, Due/Overdue**, all exact matches will appear.

- Click on the **exact task** you are charting on(Time, PRN or Sched, Due /Overdue are most often criteria).

Multi-ingredient Scanning Window

- If more than one **ingredient** makes up an order, ie: IVPB or Add-A-Vial, you will scan both ingredients. Once the 1st ingredient is scanned, you will be prompted to scan your **additional ingredient** to complete the med order.
- Once you have scanned ingredients that match only one order, the **system** selects the task for you.

IV Charting Window

- A Cerner generated **dispense ID** should be scanned for Continuous IV's dispensed from Pharmacy.
- This is **patient/order** specific.
- Charting window is the same as current state, EXCEPT that in CareAdmin , Begin Bag is the only option. Chart rate changes, site change, bolus is on the **MAR.**

ALERTS

"The patient wristband scanned could not be identified."

1. Click **NO** to scan the correct patient bar code, OR, click **YES** to bypass scanning of the patient's wristband.
2. Proceed to scan the **medications** for administration.

Note: the meds will show that the patient wristband was not scanned and this will lower the user's scanning compliance score. Policy and Procedure dictates when it is appropriate to bypass patient wristband scanning.

"The scanned patient does not match the open chart."

1. **STOP!** Make sure you are in the correct patient chart.
2. Verify that the **FIN** on the **wristband** matches the FIN in **PowerChart**.
3. If they do not match, a **new wristband** needs to be obtained for the scanning to work, or it is the wrong patient.

"The form of the medication scanned is not compatible with the route of administration."

- Click **OK** to verify you have the correct medication in your hand. You may need to contact pharmacy to make sure the dosage form sent to the floor is correct, or if the order is correct.
- If the **order** is incorrect, LIP needs to **discontinue** the existing order and enter a new order.
- If the **dosage form** sent to the floor is incorrect, this medication should not be administered, as it is not the ordered dosage form. A **new medication** needs to be sent to the floor.

Note: there is more than one incompatible form/form, form/route alert. In all cases the medication should not be administered.

Contact the Provider if Pharmacy cannot rectify the situation.

"Not the correct dose as indicated on the order."

1. Click **OK** to verify you have the correct medication in your hand.
2. If more than one tablet package is needed, **scan each** to reach the correct dose.
3. If a tablet needs to be **split**, click the result column for the medication scanned and enter the **correct dosage** amount.
4. Click **OK**.

"The scanned medication is not on the patient's current active profile."
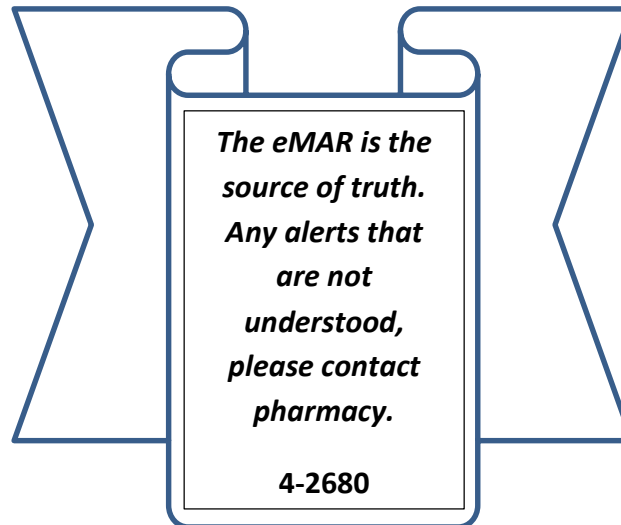
(Wrong product, wrong dose or outside the current time range)

1. Click **OK** to acknowledge the message.
2. Verify that you have the **correct** medication; verify that it is **due** at this time.

"Scan of Med Not Accepted."

1. **Verify** the med on the Medication Administration Window.
2. Ensure that all **details match** the task to be charted and they match the med being administered.
3. Click the **task** on the MAW and click through the med not scanned warning.
4. **Continue** charting process as usual using CareAdmin.

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5. Go to the **MAR**, right click on the medication, and select **'Med Request.'**
6. Select **'Barcode Not Scanning'** from the drop down.
7. Click in the **comments box**, scan the **barcode** on the med, the **NDC** number will populate the comments box. Click **OK**.
8. You may add an additional comment that the **'5 rights were checked.'**
9. **Bag medication if possible** (whether administered or not) with patient label, **send** to Pharmacy.

The eMAR is the source of truth. Any alerts that are not understood, please contact pharmacy.

4-2680

Stony Brook University Hospital

Bar Code Alerts

Quick Reference Guide

**See your Champion for Additional help using *PowerChart*
OR**

**Call the HELP desk
At 4-HELP (444-4357)**