

RPMS Pharmacy Informatics Drug File Optimization FileMan Report #7: Dispense Drug and Orderable Item

Remember that FileMan access is not always granted; if it is, be careful when using it. We will only be using it for reports in this class. If you cannot get access to the full menu, see if the local IT will grant you search only permission or help print the reports.

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Enter or Edit File Entries
Print File Entries
Search File Entries
Modify File Attributes
Inquire to File Entries
Utility Functions ...
Data Dictionary Utilities ...
Transfer Entries
Other Options ...

Select VA FileMan Option: SEARCH File Entries
    
```

To begin, at the “Select VA FileMan Option” prompt, type **SEARCH File Entries** and press Enter.

Step by Step Method of Running the FileMan Report

1. Turn on session logging (or capture, or whatever the telnet client uses to capture screen contents).
2. At each of the following prompts, enter the input described in the User Input column.

VA FileMan Search Prompt	User Input	Guidance
OUTPUT FROM WHAT FILE:	DRUG <Enter>	This report focuses on the Drug File (File #50).
-A- SEARCH FOR DRUG FIELD:	INACTIVE DATE <Enter>	The first step is to exclude any drug that has been inactivated in the system.
-A- CONDITION:	NULL <Enter>	Adding NULL formats the report to exclude any inactive prompt that has been populated.
-B- SEARCH FOR DRUG FIELD:	<Enter>	No other requirements are needed for this particular report; press Enter at this prompt.
IF: A//	<Enter>	Press Enter at this prompt.
STORE RESULTS OF SEARCH IN TEMPLATE:	<Enter>	We will not be storing these results at this time.

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VA FileMan Search Prompt	User Input	Guidance
SORT BY:	GENERIC NAME <Enter>	We will now print the report but before we do we have to tell it how to sort and the fields that we would like it to print.
START WITH GENERIC NAME:	FIRST <Enter>	This will default to FIRST; press Enter to accept the default.
FIRST PRINT FIELD:	NUMBER;L10 <Enter>	Type exactly what is displayed in the field. The first field printed is the IEN NUMBER for the drug. Remember the IEN is unique to each drug and this will be useful for quickly locating the drugs to be modified.
THEN PRINT FIELD:	GENERIC NAME;L50 <Enter>	Type exactly what is displayed in the field. The second field printed is the Generic Drug Name.
THEN PRINT FIELD:	INACTIVE DATE;L10 <Enter>	
THEN PRINT FIELD:	PHARMACY ORDERABLE ITEM;L60 <Enter>	
THEN PRINT FIELD:	PHARMACY ORDERABLE ITEM:DOSAGE FORM;L10 <Enter>	
THEN PRINT FIELD:	PHARMACY ORDERABLE ITEM:INACTIVE DATE;L10 <Enter>	
THEN PRINT FIELD:	<Enter>	At the next "Then Print Field" prompt, press Enter to end the process.
Heading (S/C):	DRUG SEARCH <Enter>	Press Enter to accept the default at the HEADING prompt.

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VA FileMan Search Prompt	User Input	Guidance
<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">DEVICE:</div>	HOME; 300;99999 <Enter>	With session logging activated, type HOME; 300;99999 : <ul style="list-style-type: none"> • HOME. Sends the final report to the home screen. • 300. Instructs the report to print no more than 300 characters in each line. • 99999. Instructs the report to scroll until it comes to the 99,999 row. This should allow the entire report to be captured without having to press Enter between each screen.

3. Once the report is complete, turn off session logging.
4. Find the log file created by the session logging.
5. Import the report into Excel; it should look similar to Figure 1:

Copy and Paste Method of Running the FileMan Report

```

Select VA FileMan Option: search File Entries
OUTPUT FROM WHAT FILE: DRUG//
-A- SEARCH FOR DRUG FIELD:
```

1. At the “OUTPUT FROM WHAT FILE” field, press Enter to accept the default (DRUG).
2. At the “-A- SEARCH FOR DRUG FIELD” prompt:
 - a. Turn on session logging (or capture, or whatever the telnet client uses to capture screen contents).
 - b. Copy all the lines in the following box (including the blank lines!).

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```
INACTIVE DATE  
NULL
```

```
.001;L10  
.01;L50  
100;L10  
2.1;L60  
2.1;.02;L10  
Y  
Y  
2.1;.04;L10  
Y
```

```
0;180;999999
```

- c. Paste the copied lines at the “-A- SEARCH FOR DRUG FIELD” prompt.
3. Once the report is complete, turn off session logging.
4. Find the log file created by the session logging.
5. Import the report into Excel; it should look similar to Figure 1:

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NUMBER	GENERIC NAME	DATE	PHARMACY ORDERABLE ITEM	FORM	ITEM:INACTIVE DATE
5	CHLORAMBUCIL 2MG TAB		CHLORAMBUCIL	TAB	
6	CYCLOPHOSPHAMIDE 50MG TAB		CYCLOPHOSPHAMIDE	TAB	
16	FLUOROURACIL 500MG/10ML INJ		FLUOROURACIL	INJ,SOLN	
20	HYDROXYUREA 500MG CAP		HYDROXYUREA	CAP,ORAL	
24	MELPHALAN 2MG TAB		MELPHALAN	TAB	
26	METHOTREXATE 2.5MG TAB		METHOTREXATE	TAB	
27	METHOTREXATE 25MG/ML INJ		METHOTREXATE	INJ	
32	PROCARBAZINE 50MG CAP		PROCARBAZINE	CAP,ORAL	
37	BETHANECHOL 25MG TAB		BETHANECHOL	TAB	
39	EDROPHONIUM 10MG/ML INJ		EDROPHONIUM	INJ	
86	DOPAMINE 200MG/5ML INJ		DOPAMINE	INJ,SOLN	
90	EPHEDRINE SULFATE 50MG/ML INJ		EPHEDRINE	INJ,SOLN	

Figure 1: Sample Excel Table

Clean-up Instructions

- For all drugs:
 - Review drug file for accuracy.
 - Verify that the drug is matched to the correct orderable item and dosage form.
 - Verify that the matched orderable item is not inactivated.