

Medication Quick Orders Script

Types of Medication Quick Orders

Type of Quick Order	Nomenclature/Namespace	Uses
Outpatient Medications	PSOZ	Outpatient Meds
Inpatient Medications	PSJZ	Unit Dose
Inpatient Medications	PSJIVZ	IVPBs
IV Medications	PSIVZ	IV Infusions/IV Fluids
e-Prescribing Medications	PSOXZ	e-Prescribing

Pathway to Create or Modify Quick Orders and Order Menus

Select **EHR > BEH > ORD > MNU** to display the **Order Menu Management** menu

Create and Modify Quick Orders (QOC)

Select **QOC** to create and modify Quick Orders.

Outpatient Medication Quick Order

```
Select QUICK ORDER NAME: PSOZ LISINOPRIL10MG PO DAILY
Are you adding PSOZ LISINOPRIL 10MG PO DAILY as a new ORDER DIALOG? No// Y (Yes)
TYPE OF QUICK ORDER: ?
Answer with DISPLAY GROUP NAME
Do you want the entire DISPLAY GROUP List? Y (Yes)
Choose from:
ACTIVITY
ALLERGIES
CONDITION
CONSULTS
DIAGNOSIS
DIET ADDITIONAL ORDERS
DIET ORDERS
DIET ORDERS(WR)
EARLY/LATE TRAYS
GENERAL RADIOLOGY
IMAGING
INPATIENT MEDICATIONS
IV MEDICATIONS
LABORATORY
NURSING
OUTPATIENT MEDICATIONS
```

This is the one for medications for Outpatient use.

```
PRECAUTIONS
PROCEDURES
SUPPLIES/DEVICES
TUBEFEEEDINGS
UNIT DOSE MEDICATIONS
VITALS/MEASUREMENTS
```

Medication Quick Orders Script

```
TYPE OF QUICK ORDER: OUTPATIENT MEDICATIONS  
NAME: PSOZ LISINOPRIL 10MG PO DAILY Replace  
DISPLAY TEXT: Lisinopril 10mg Daily
```

Pretty text that will display on your menu to users.

```
VERIFY ORDER: Y YES
```

Always

```
DESCRIPTION:  
No existing text  
Edit? NO//
```

Use if you want, but not necessary.

```
Medication: LISINOP
```

Choosing Orderable Item here, not specific drug entry in drug file.

```
1 LISINOPRIL SUSP,ORAL  
2 LISINOPRIL TAB  
CHOOSE 1-2: 2  
Complex dose? NO// <ENTER>
```

May use to make a complex dose quick order (example: standard prednisone taper).

```
Choose from (or enter another):  
1 10MG $0.047  
2 20MG $0.062  
3 30MG $0.102  
Dose: 1 10MG $0.062
```

These doses to choose from are coming from all the doses entered in drug file for each entry that is tied to the orderable item you selected. You can free text in here, but then other things like calculating day supply won't work. Try to avoid any free text.

```
Route: ORAL// <ENTER>
```

Default associated with orderable item.

```
Schedule: DAILY// <ENTER>
```

Default associated with orderable item.

```
Patient Instructions: FOR HIGH BLOOD PRESSURE <ENTER>
```

Default associated with orderable item.

```
Include Patient Instructions in Sig? YES// <ENTER>  
Chronic Med?// YES  
Dispense as Written?//  
Days Supply: 30  
Quantity (TAB): 30
```

Medication Quick Orders Script

```
Refills (0-3): 11
Pick Up: WINDOW// <ENTER>
```

Most common.

```
Choose from:
W          WINDOW
M          MAIL
C          ADMINISTERED IN CLINIC
E          ELECTRONIC
```

Enter if the patient is to receive this medication by mail, at the window, electronically or in the clinic.

```
Pharmacy://
```

Specific to e-Prescribing, recommended *not* to default to a specific pharmacy.

```
SureScripts Pharmacy Information
Edit? No//
```

Specific to e-Prescribing.

```
APSP REFILL REQUEST entry//
```

Specific to e-Prescribing.

```
Priority: ROUTINE// <ENTER>
```

Most common probably have other mechanisms for ASAP and STAT order communication.

```
Choose from:
ASAP
DONE
```

Never use this – “Done doesn’t do”.

```
ROUTINE
STAT

Enter the urgency of this order.
Comments: Edit? No
```

This field can be used to populate the comments field in the quick order dialog.

```
Indication://
```

Recommended *not* to default to a specific indication.

```
Indication ICD9://
```

Recommended *not* to default to a specific indication.

Medication Quick Orders Script

```
-----  
Medication: LISINOPRIL TAB 10MG  
Instructions: 10MG ORAL DAILY  
Patient Instructions: FOR HIGH BLOOD PRESSURE  
Days Supply: 30  
Quantity (TAB): 30  
Refills (0-3): 11  
Pick Up: WINDOW  
Priority: ROUTINE  
-----  
(P)lace, (E)dit, or (C)ancel this quick order? PLACE// <ENTER>  
Auto-accept this order? NO// <ENTER>
```

Never auto-accept.

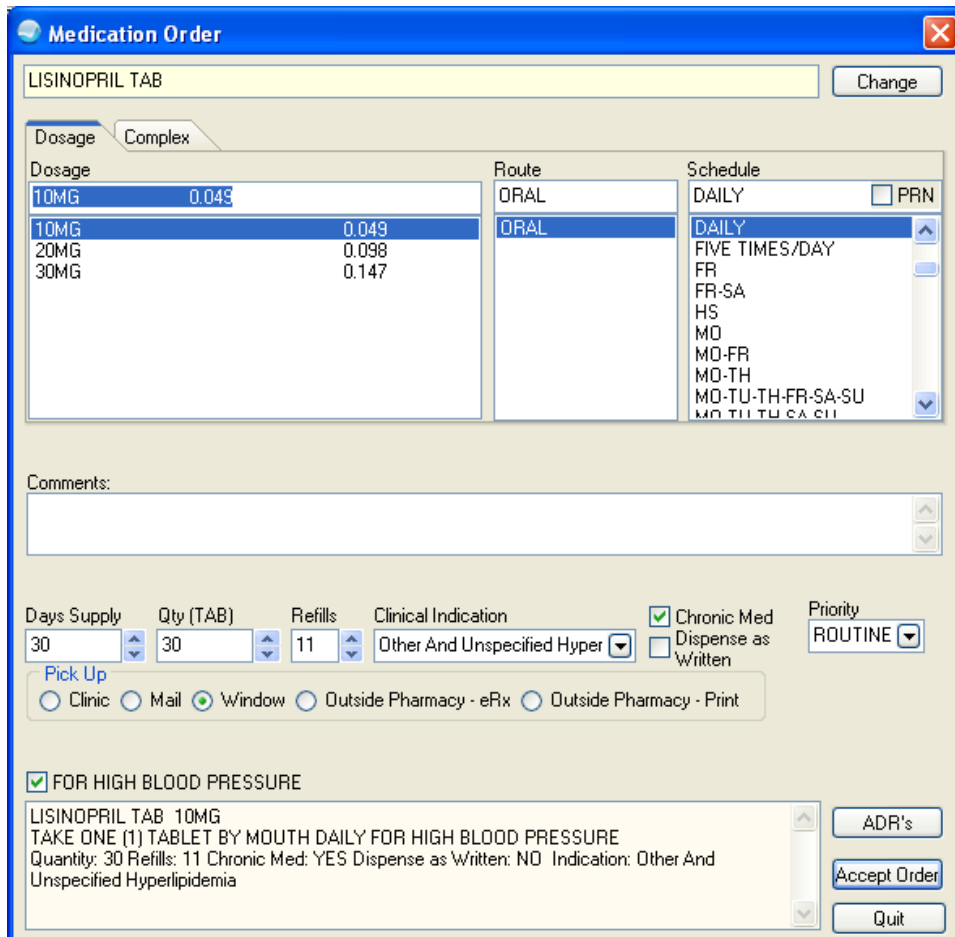


Figure 1: Medication Order dialog

e-Prescribed Medication Quick Order

```
Select QUICK ORDER NAME: PSOXZ ENALAPRIL 10MG PO DAILY  
Are you adding PSOXZ ENALAPRIL 10MG PO DAILY as  
a new ORDER DIALOG? No// Y (Yes)  
TYPE OF QUICK ORDER: ?  
Answer with DISPLAY GROUP NAME  
Do you want the entire DISPLAY GROUP List? Y (Yes)  
Choose from:
```

Medication Quick Orders Script

```
ACTIVITY
ALLERGIES
CONDITION
CONSULTS
DIAGNOSIS
DIET ADDITIONAL ORDERS
DIET ORDERS
DIET ORDERS(WR)
EARLY/LATE TRAYS
GENERAL RADIOLOGY
IMAGING
INPATIENT MEDICATIONS
IV MEDICATIONS
LABORATORY
NURSING
OUTPATIENT MEDICATIONS
```

This is the one for medications for Outpatient use.

```
PRECAUTIONS
PROCEDURES
SUPPLIES/DEVICES
TUBEFEEDINGS
UNIT DOSE MEDICATIONS
VITALS/MEASUREMENTS

TYPE OF QUICK ORDER: OUTPATIENT MEDICATIONS
NAME: PSOXZ ENALAPRIL 10MG PO DAILY Replace
DISPLAY TEXT: Enalapril 10mg Daily
```

Pretty text that will display on your menu to users.

```
VERIFY ORDER: Y YES
```

Always.

```
DESCRIPTION:
No existing text
Edit? NO//
```

Use if you want, but not necessary.

```
Medication: ENALAP
```

Choosing Orderable Item here, not specific drug entry in drug file.

```
1 ENALAPRIL TAB
CHOOSE 1-2: 1
Complex dose? NO// <ENTER>
```

May use to make a complex dose quick order (ex: standard prednisone taper).

```
Choose from (or enter another):
1 2.5MG $0.021445
2 5MG $0.02361
3 10MG $0.02615
4 15MG $0.07083
5 20MG $0.0523
6 30MG $0.07845
```

Medication Quick Orders Script

```
7 40MG $0.1046
Dose: 3 10MG $0.02615
```

These doses to choose from are coming from all the doses entered in drug file for each entry that is tied to the orderable item you selected. You can free text in here, but then other things like calculating day supply won't work. Try to avoid any free text.

```
Route: ORAL// <ENTER>
```

Default associated with orderable item.

```
Schedule: DAILY// <ENTER>
```

Default associated with orderable item.

```
Patient Instructions: FOR HIGH BLOOD PRESSURE <ENTER>
```

Default associated with orderable item.

```
Include Patient Instructions in Sig? YES// <ENTER>
Chronic Med?// YES
Dispense as Written?//
Days Supply: 30
Quantity (TAB): 30
Refills (0-3): 11
Pick Up: ELECTRONIC// <ENTER>
```

Most common.

```
Choose from:
W WINDOW
M MAIL
C ADMINISTERED IN CLINIC
E ELECTRONIC
Enter if the patient is to receive this medication by mail, at the window,
electronically or in the clinic.
Pharmacy://
```

Specific to e-Prescribing, recommended **not** to default to a specific pharmacy.

```
SureScripts Pharmacy Information
Edit? No//
```

Specific to e-Prescribing.

```
APSP REFILL REQUEST entry//
```

Specific to e-Prescribing.

```
Priority: ROUTINE// <ENTER>
```

Most common probably have other mechanisms for ASAP and STAT order communication.

```
Choose from:
ASAP
DONE
```

Never use this – “Done doesn't do”.

Medication Quick Orders Script

```
ROUTINE
STAT

Enter the urgency of this order.
Comments: Edit? No
```

This field can be used to populate the comments field in the quick order dialog.

```
Indication://
```

Recommended *not* to default to a specific indication.

```
Indication ICD9://
```

Recommended *not* to default to a specific indication.

```
-----
      Medication: ENALAPRIL TAB 10MG
      Instructions: 10MG ORAL DAILY
Patient Instructions: FOR HIGH BLOOD PRESSURE
      Days Supply: 30
Quantity (TAB): 30
      Refills (0-3): 11
           Pick Up: WINDOW
           Priority: ROUTINE
-----
(P)lace, (E)dit, or (C)ancel this quick order? PLACE// <ENTER>
Auto-accept this order? NO// <ENTER>
```

Never auto-accept.

Medication Quick Orders Script

Medication Order

ENALAPRIL TAB Change

Dosage Complex

Dosage	0.02615
10MG	0.02615
2.5MG	0.021445
5MG	0.02361
10MG	0.02615
15MG	0.07083
20MG	0.0523
30MG	0.07845
40MG	0.1046

Route: ORAL

Schedule: DAILY PRN

Comments:

Days Supply: 30 Qty (TAB): 15 Refills: 11 Clinical Indication: Unspecified Essential Hyperte Chronic Med Dispense as Written Priority: ROUTINE

Pick Up: Clinic Mail Window Outside Pharmacy - eRx Outside Pharmacy - Print

Pharmacy: HappygoluckyalwaysopenservesallRx

FOR HIGH BLOOD PRESSURE

ENALAPRIL TAB 20MG
 TAKE ONE-HALF (1/2) TABLET BY MOUTH DAILY FOR HIGH BLOOD PRESSURE
 Quantity: 15 Refills: 11 Chronic Med: YES Dispense as Written: NO Pharmacy:
 HappygoluckyalwaysopenservesallRx Indication: Unspecified Essential Hypertension

ADR's Accept Order Quit

Figure 2: Medication Order dialog

Inpatient Medication Quick Order

```
Select QUICK ORDER NAME: PSJZ AMLODIPINE 10MG PO DAILY
Are you adding 'PSJZ AMLODIPINE 10MG PO DAILY' as
a new ORDER DIALOG? No// Y (Yes)
TYPE OF QUICK ORDER: ??
Choose from:
ACTIVITY
ALLERGIES
CONDITION
CONSULTS
DIAGNOSIS
DIET ADDITIONAL ORDERS
DIET ORDERS
EARLY/LATE TRAYS
GENERAL RADIOLOGY
IMAGING
INPATIENT MEDICATIONS
```

This is the one for medications for Inpatient Use.

Medication Quick Orders Script

```
IV MEDICATIONS
LABORATORY
NURSING
OUTPATIENT MEDICATIONS
PRECAUTIONS
PROCEDURES
SUPPLIES/DEVICES
TUBEFEEDINGS
'^' TO STOP:
TYPE OF QUICK ORDER: INPATIENT MEDICATIONS
NAME: PSJZ AMLODIPINE 10MG PO DAILY Replace
DISPLAY TEXT: Amlodipine 10mg PO Daily
```

Pretty text that will display on your menu to users.

```
VERIFY ORDER: y YES
```

Always.

```
DESCRIPTION:
```

Use if you want, but not necessary.

```
No existing text
Edit? NO//
ENTRY ACTION:
Medication: AMLODIPINE TAB
```

Choosing Orderable Item here, not specific drug entry in drug file.

```
Complex dose? NO//
Choose from (or enter another):
  1   5MG   $0.718
  2  10MG   $1.436
Dose: 2  10MG   $1.436
Route: ORAL//
```

Default associated with orderable item.

```
Schedule: DAILY//
```

Default associated with orderable item.

```
Give additional dose NOW? NO//
```

Local decision.

```
Priority: ROUTINE//
Comments:
```

Shows in Order Dialog.

```
No existing text
Edit? No//
-----
Medication: AMLODIPINE TAB
Instructions: 10MG ORAL DAILY
Priority: ROUTINE
-----
```

Medication Quick Orders Script

```
(P)lace, (E)dit, or (C)ancel this quick order? PLACE//  
Auto-accept this order? NO// <ENTER>
```

Never auto-accept.

Medication Order

AMLODIPINE TAB Change

Dosage Complex

Dosage	Route	Schedule
10MG 1.738	ORAL	DAILY <input type="checkbox"/> PRN
2.5MG 0.6405	ORAL	AC (INSULIN)
2.5MG 0.6405		AC&HS
5MG 0.869		AT BEDTIME
7.5MG 1.9215		AT BEDTIME(INSULIN)
10MG 1.738		BEFORE LUNCH
		BID
		BID (INSULIN)
		CONTINUOUSLY
		DAILY
		FIVE TIMES /DAY

Comments:

Expected First Dose: TODAY 13-Dec-2011@12:00 pm Priority ROUTINE

Give Additional Dose Now

AMLODIPINE TAB
10MG PO DAILY

ADR's
Accept Order
Quit

Figure 3: Medication Order dialog

IVPB Medication Quick Order

```
Select QUICK ORDER NAME: PSJIVZ CEFAZOLIN 1GM IVPB Q8H  
Are you adding 'PSJIVZ CEFAZOLIN 1GM IVPB Q8H' as  
a new ORDER DIALOG? No// Y (Yes)  
TYPE OF QUICK ORDER: ??  
Choose from:  
ACTIVITY  
ALLERGIES  
CONDITION  
CONSULTS
```

Medication Quick Orders Script

```
DIAGNOSIS
DIET ADDITIONAL ORDERS
DIET ORDERS
EARLY/LATE TRAYS
GENERAL RADIOLOGY
IMAGING
INPATIENT MEDICATIONS
```

This is the one for medications for Inpatient Use.

```
IV MEDICATIONS
LABORATORY
NURSING
OUTPATIENT MEDICATIONS
PRECAUTIONS
PROCEDURES
SUPPLIES/DEVICES
TUBEFEEDINGS
'^' TO STOP:
TYPE OF QUICK ORDER: INPATIENT MEDICATIONS
NAME: PSJIVZ CEFAZOLIN 1GM IVPB Q8H Replace
DISPLAY TEXT: Cefazolin 1gm IVPB Q8H
```

Pretty text that will display on your menu to users.

```
VERIFY ORDER: y YES
```

Always.

```
DESCRIPTION:
```

Use if you want, but not necessary.

```
No existing text
Edit? NO//
ENTRY ACTION:
Medication: CEFAZOLIN (ANCEF) INJ
```

Choosing Orderable Item here, not specific drug entry in drug file.

```
Complex dose? NO//
Choose from (or enter another):
  1  1GM/1VIAL    $0.143
  2  2GM/2VIAL    $0.286
Dose or Rate: 1  1GM/1VIAL    $0.143
...OK? YES//
Route: IV PIGGYBACK//
```

Default associated with orderable item.

```
Schedule: Q8H//
```

Default associated with orderable item.

```
Give additional dose NOW? NO//
```

Local decision.

```
Priority: ROUTINE//
Comments:
```

Medication Quick Orders Script

```
No existing text
Edit? No// (No)
-----
Medication: CEFAZOLIN INJ
Instructions: 1GM/1VIAL IV PIGGYBACK Q8H
Priority: ROUTINE
-----
(P)lace, (E)dit, or (C)ancel this quick order? PLACE//
Auto-accept this order? NO// <ENTER>
```

Never auto-accept.

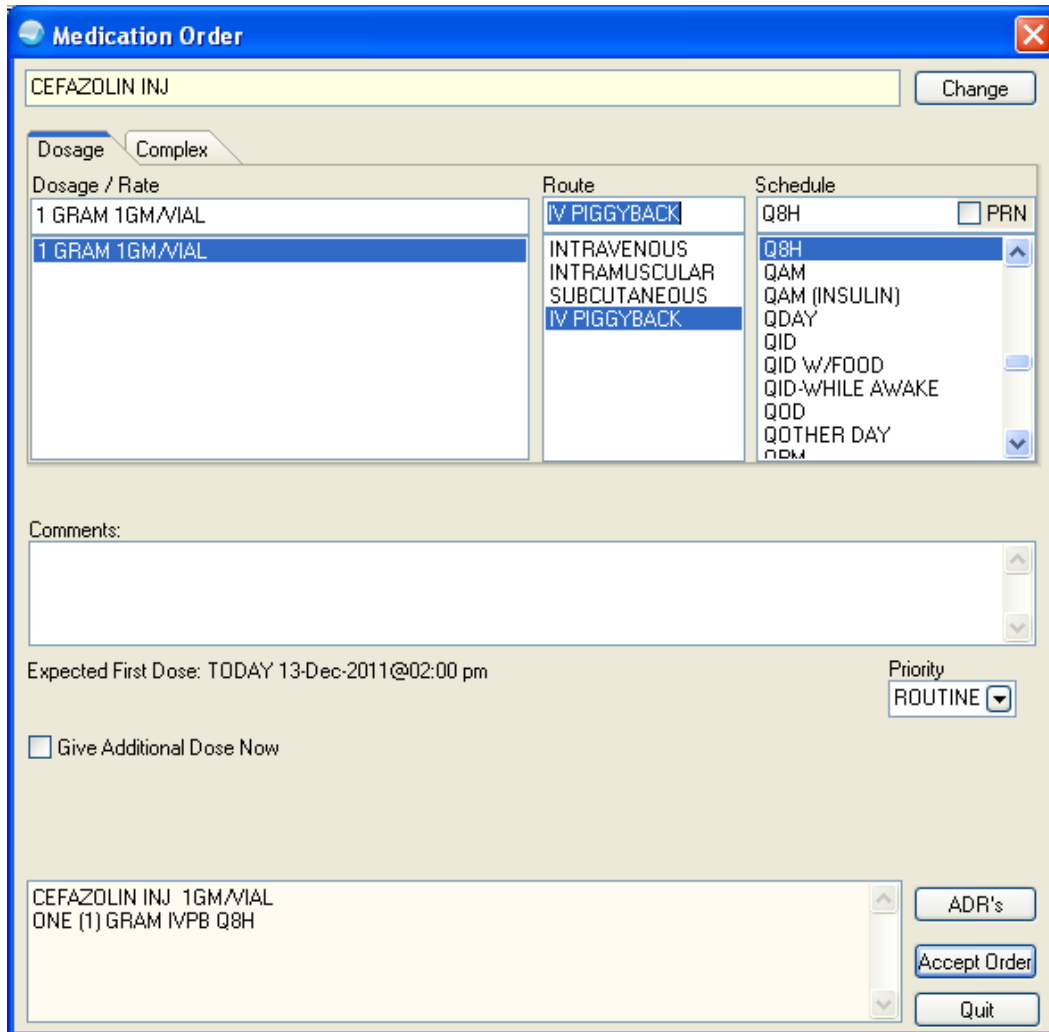


Figure 4: Medication Order dialog

IV Medication Quick Order

```
Select QUICK ORDER NAME: PSIVZ SODIUM CHLORIDE 0.9% 1000ML
Are you adding 'PSIVZ SODIUM CHLORIDE 0.9% 1000ML' as a new ORDER DIALOG? No//
Y (Yes)
TYPE OF QUICK ORDER: ??
Choose from:
ACTIVITY
ALLERGIES
```

Medication Quick Orders Script

```
CONDITION
CONSULTS
DIAGNOSIS
DIET ADDITIONAL ORDERS
DIET ORDERS
EARLY/LATE TRAYS
GENERAL RADIOLOGY
IMAGING
INPATIENT MEDICATIONS
IV MEDICATIONS
```

This is the one for medications for Inpatient (IV) use.

```
LABORATORY
NURSING
OUTPATIENT MEDICATIONS
PRECAUTIONS
PROCEDURES
SUPPLIES/DEVICES
TUBEFEEDINGS
'^' TO STOP:
TYPE OF QUICK ORDER: IV MEDICATIONS
NAME: PSIVZ SODIUM CHLORIDE 0.9% 1000ML Replace
DISPLAY TEXT: Sodium Chloride 0.9% 1000mL
```

Pretty text that will display on your menu to users.

```
VERIFY ORDER: Y YES
DESCRIPTION:
```

Use if you want, but not necessary.

```
No existing text
Edit? NO//
ENTRY ACTION:
Solution: sodium chlor
```

Choosing Orderable Item here, not specific drug entry in drug file.

```
1 SODIUM CHLORIDE 0.45% INJ
2 SODIUM CHLORIDE 0.9% INJ
CHOOSE 1-2: 2 SODIUM CHLORIDE 0.9% INJ SODIUM CHLORIDE 0.9% 1000ML
Choose from:
1000
Volume (in ml): 1000//
Additive:
```

Optional.

```
Infusion Rate:
```

Optional.

```
Schedule:
```

Not used.

```
Priority: ROUTINE//
Provider Comments:
No existing text
```

Medication Quick Orders Script

```
Edit? No// (No)
-----
Solutions: SODIUM CHLORIDE 0.9% INJ 1000 ml
Priority: ROUTINE
-----
(P)lace, (E)dit, or (C)ancel this quick order? PLACE//
Auto-accept this order? NO// <ENTER>
```

Never auto-accept.

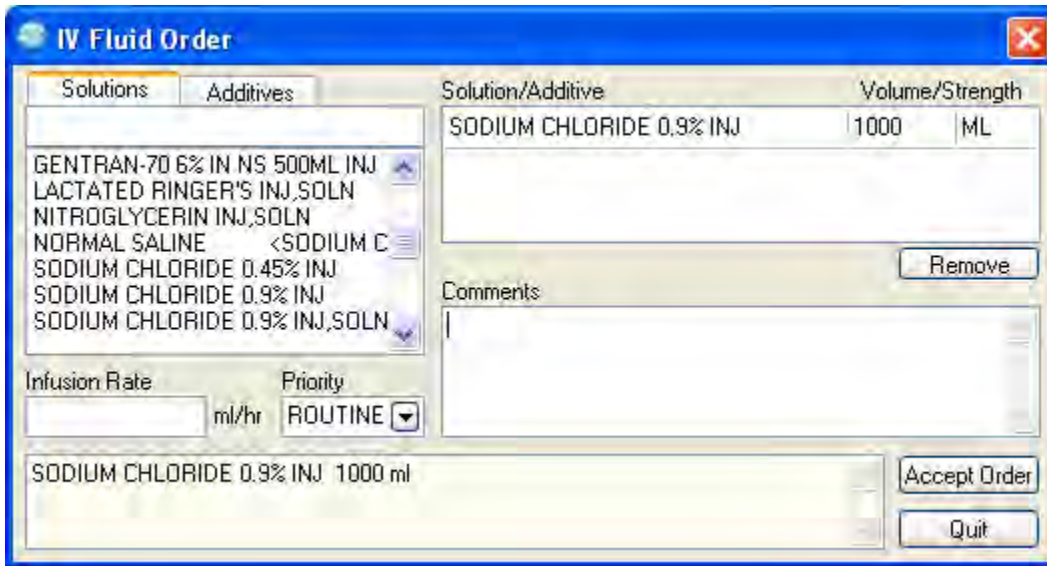


Figure 5: IV Fluid Order dialog

Create/Modify Order Sets (SET)

```
Order Menu Management

ACT   Create/Modify Actions
DIS   Enable/Disable Order Dialogs
GEN   Create/Modify Generic Orders
LST   List Primary Order Menus
MNU   Create/Modify Order Menus
OIC   Create/Modify Orderable Items
PAR   Menu Parameters ...
PMT   Create/Modify Prompts
PRI   Assign Primary Order Menu
PRT   Convert Protocols
QOC   Create/Modify Quick Orders
QOR   Create/Modify QO Restrictions
SET   Create/Modify Order Sets
SRC   Search/Replace Components
SRO   Search/Replace Orderables

Select Order Menu Management Option: SET Enter/edit order sets
Select ORDER SET NAME: PSOZSET H PYLORI TREATMENT
Are you adding 'PSOZSET H PYLORI TREATMENT' as a new ORDER DIALOG? No// Y (Yes)
```

Medication Quick Orders Script

```
Do you wish to copy an existing order set? YES// NO
NAME: PSOZSET H PYLORI TREATMENT Replace
DISPLAY TEXT: H Pylori Treatment Protocol
```

Pretty text that will display on your menu to users.

```
DESCRIPTION:
ENTRY ACTION:
EXIT ACTION:
Select COMPONENT SEQUENCE#: 1
SEQUENCE: 1//
ITEM: PSOZ AMO
  1  PSOZ AMOX/CLAVULANTE SUSP 250MG/5ML
  2  PSOZ AMOXICILLIAN 500MG 8HRS
  3  PSOZ AMOXICILLIN 1G BID HPYLORI
  4  PSOZ AMOXICILLIN 2000MG DENTAL DOSE
  5  PSOZ AMOXICILLIN 250MG TID (10 DAYS)
Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-5: 3  PSOZ AMOXICILLIN 1G BID HPYLORI
Select COMPONENT SEQUENCE#: 2
SEQUENCE: 2//
ITEM: PSOZ CLARITHROMYCIN HPYLORI
Select COMPONENT SEQUENCE#: 3
SEQUENCE: 3//
ITEM: PSOZ OMEPRAZOLE HYPYLORI
```

Create/Modify Order Menus (MNU)

- Select **MNU** to create and modify Order Menus.

Type of Menu	Nomenclature/Namespace	Uses
Outpatient Medications	PSOZM	Outpatient Med Menu
Inpatient Medications	PSJZM	Inpatient Medication Menu
Inpatient Medications	PSJIVZM	IVPB's Medication Menu
IV Medications	PSIVZM	IV Infusions/IV Fluids Medication Menu
e-Prescribing Medications	PSOXZM	e-Prescribing Medication Menu

```
Select ORDER MENU: PSOZM TEST HYPERTENSION MEDS
Are you adding 'PSOZM TEST HYPERTENSION MEDS' as
a new ORDER DIALOG? No// Y (Yes)
Do you wish to copy an existing menu? YES// NO
DISPLAY TEXT: TEST Hypertension Meds
```

Pretty text that will display on your menu to users.

```
DESCRIPTION:
1>
```

Use if you want, but not necessary.

```
COLUMN WIDTH: 40
```

Typing “40” allows for two Columns, “26” allows for three columns.

Medication Quick Orders Script

MNEMONIC WIDTH: <ENTER>

This field allows the width of item mnemonics to be varied; the default value is 5.

PATH SWITCH: Y YES
ENTRY ACTION: <ENTER>

This may or may not appear on your system, but never enter anything here.

EXIT ACTION: <ENTER>

This may or may not appear on your system, but never enter anything here.

- Actions Within an Order Menu
 - Add (enter row and column to place quick order on the menu)
 - Remove
 - Edit
 - Toggle Display (changes from display text vs. actual order; i.e., Lisinopril 10mg PO Daily vs. PSOZ Lisinopril 10mg Daily)
 - Assign to User
 - Order Dialogs (can create quick orders from this option)
 - Select New Menu