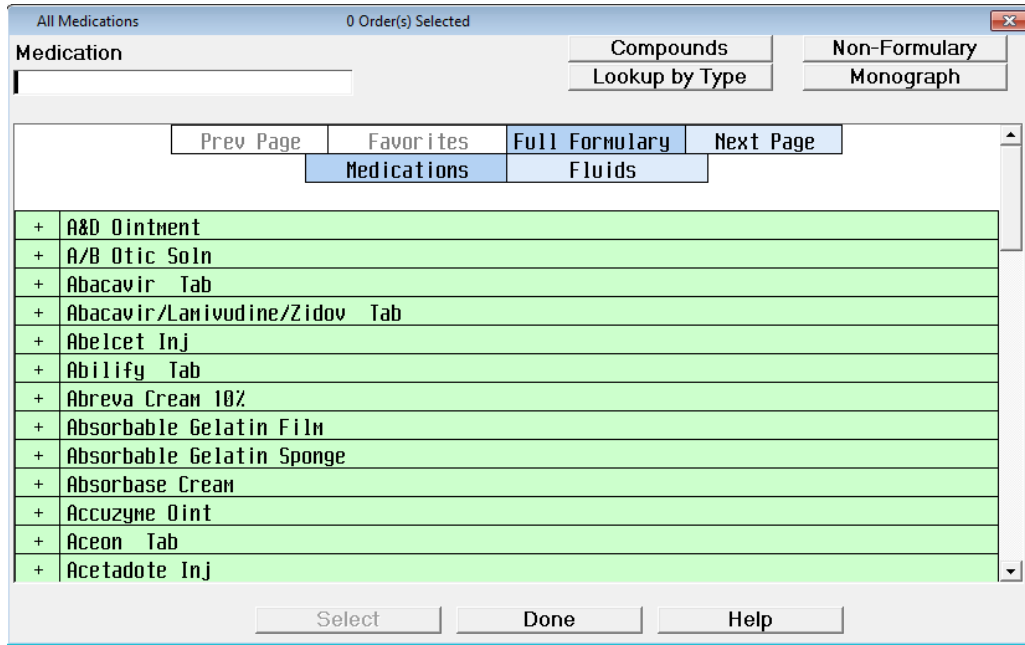
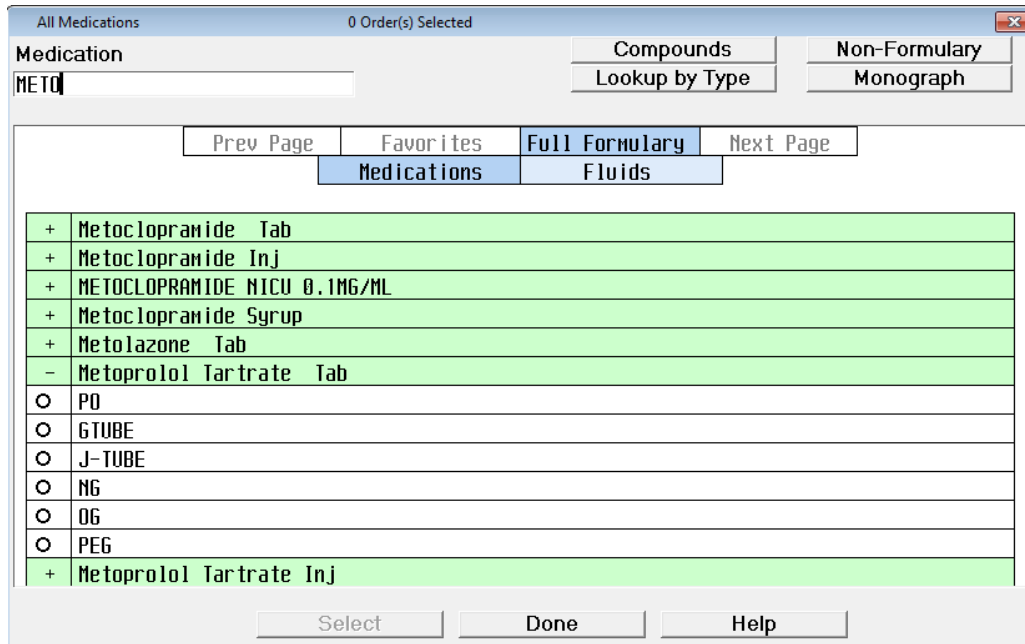


# Nursing Education - Computerized Provider Order Entry(CPOE)

1. Click on **Meds/Fluids** from the status board
2. Select **Ordering Provider** and **Ordering Source** (TORV)
3. List of medications will appear



4. Type the first few letters of the medication name to narrow options, then select by route. Click on + icon to get more options for route.



5. Click on ordered dose and frequency

Strings for location: 5HLC-A

Metoprolol Tartrate Tab (Lopressor Tab)  
PO 25 MG DAILY

Remove Favorite  
Monograph  
Show All Locations

Dose	Directions	PRN	Start	Stop
25 MG	DAILY 09	N	05/09 0900	
Inst	Admin Criteria	Taper	Pending	
6.25	MG	BID		
12.5	MG	BID		
12.5	MG	BID		
12.5	MG	DAILY		
12.5	MG	ONCE		
12.5	MG	Q12H		
12.5	MG	Q6H		
25	MG	BID		
25	MG	DAILY		
25	MG	ONCE		
25	MG	Q12H		
25	MG	Q6H		

More

6. When you click **DONE**, you may get a **First Dose Warning**.

First Dose Warning

18 hours and 49 minutes until first scheduled dose (05/09 0900)

Give first dose now?

7. If there is a medication with a specific stop time, this can be edited from the dose/frequency screen. Some of the medications will automatically populate the **STOP** field, such as IV potassium minibags.

Strings for location: 5HLC-A

KCl 10mEq Minibag Bolus 10 MEQ IV \*Per Bag\*  
Premixed at 10 MEQ/100 ML  
Q1H 10 MEQ/HR Stop 4 bags

Remove Favorite  
Monograph  
Show All Locations

Rate/Dose	Directions	PRN	Start	Stop			
10 MEQ	Q1H 0100, 0200, 0...	N	05/08 1500	4 bags			
Inst	Admin Criteria	Taper	Additives	Fluid	Alt IV	Pending	
10	MEQ	ONCE					
10	MEQ	MINIBAG OVER 1 HR					
10	MEQ	Q1H					
20	MEQ	(2 MINIBAGS OF 10 MEQ, EACH BAG OVER 1 HR)					
10	MEQ	Q1H					
30	MEQ	(3 MINIBAGS OF 10 MEQ, EACH BAG OVER 1 HR)					
10	MEQ	Q1H					
40	MEQ	(4 MINIBAGS OF 10 MEQ, EACH BAG OVER 1 HR)					

More

8. If a medication is ordered with a specified number of doses, the **STOP** field must be completed for each. For example, Lasix 40mg IV Q12H x 2 doses.

May 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

HH: [ ] MM: [ ]

Other Times: [ ]

Total # of Doses: 2

OK Cancel

9. If a medication is ordered with a changing dosage or frequency, the **START** and **STOP** fields must be completed. For example, Lasix will change to 40mg IV daily after 2 doses. Enter the date and time the alternate dose is scheduled to begin.

Strings for location: SHLC-B

Furosemide Inj (Lasix Inj)  
IV 40 MG DAILY

Add to Favorites  
Monograph  
Show All Locations

Rate/Dose	Directions	PRN	Start	Stop
40 MG	DAILY 09	N	05/15 0900	
Inst	Admin Criteria	Taper	Additives	Fluid
[ ]	[ ]	[ ]	[ ]	[ ]
10 MG	ONCE			
20 MG	BID9-5			
20 MG	DAILY			
20 MG	ONCE			
20 MG	Q12H			
20 MG	Q8H			
40 MG	BID9-5			
40 MG	DAILY			
40 MG	ONCE			
40 MG	Q12H			
40 MG	Q8H			
60 MG	BID9-5			

More [ ] Done Cancel Help

10. If a medication is ordered PRN, you will be prompted to enter a reason or parameters for administration. This box will appear after you click **DONE**.

Strings for location: 5HLC-B

Acetaminophen Tab (Tylenol Tab)  
 PD 650 MG Q4-6H PRN PRN

Remove Favorite  
 Monograph  
 Show All Locations

Dose	Directions	PRN	Start	Stop
650 MG	Q4-6H PRN	Y	05/09 08:30	

Inst	Admin Criteria	Taper	Pending
			N

Administer as PRN?  
 Yes  No

- <None>
- For Abdominal Cramps/Pain
- For Back Pain
- For Breakthrough Pain
- For Cramps
- For Discomfort
- For Dysmenorrhea
- For Headache
- For Headache/Pain Scale 1-3
- For Headache/Temp > 101

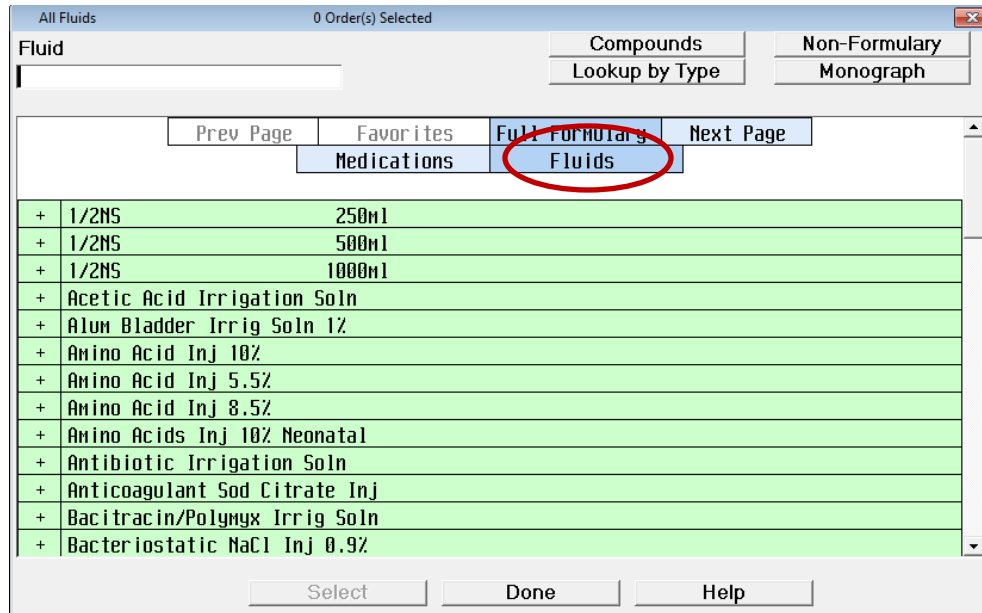
More [dropdown] [down arrow]

Done Cancel Help

- After each medication is entered, you will return to the medication selection screen. After all medications have been entered, select **DONE** from this screen. This will prompt you to review all new orders and **SUBMIT** (same process that we have been using with order management).
- Status will change to **UnvPHA**, which indicates that the medication order is pending pharmacy verification.

## IV FLUID ORDER MANAGEMENT

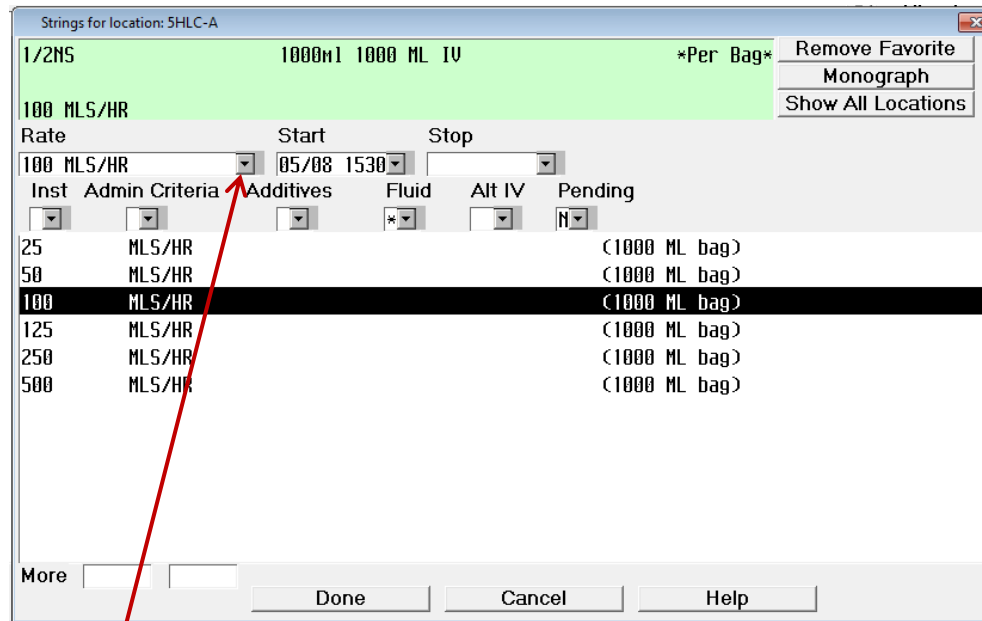
1. Click on **Meds/Fluids** from the status board.
2. Medication selection screen will appear, click on **FLUIDS**



The screenshot shows the 'All Fluids' window with 0 Order(s) Selected. The 'Full Formulary Fluids' tab is highlighted with a red circle. The list of fluids includes:

+	Fluid Name	Volume
+	1/2NS	250ml
+	1/2NS	500ml
+	1/2NS	1000ml
+	Acetic Acid Irrigation Soln	
+	Alum Bladder Irrig Soln 1%	
+	Amino Acid Inj 10%	
+	Amino Acid Inj 5.5%	
+	Amino Acid Inj 8.5%	
+	Amino Acids Inj 10% Neonatal	
+	Antibiotic Irrigation Soln	
+	Anticoagulant Sod Citrate Inj	
+	Bacitracin/Polymyx Irrig Soln	
+	Bacteriostatic NaCl Inj 0.9%	

3. Select IV fluid. You will then be prompted to select rate.



The screenshot shows the 'Strings for location: 5HLC-A' dialog box. The fluid '1/2NS 1000ml 1000 ML IV \*Per Bag\*' is selected. The 'Rate' dropdown is set to '100 MLS/HR'. A red arrow points to the 'Rate' dropdown.

Rate	Start	Stop
100 MLS/HR	05/08 1530	

Inst	Admin Criteria	Additives	Fluid	Alt IV	Pending
25	MLS/HR				(1000 ML bag)
50	MLS/HR				(1000 ML bag)
100	MLS/HR				(1000 ML bag)
125	MLS/HR				(1000 ML bag)
250	MLS/HR				(1000 ML bag)
500	MLS/HR				(1000 ML bag)

4. If a rate other than the prepopulated options is ordered, click the drop-down arrow on **RATE** to edit and select **<OTHER>**.

1/2NS 1000ml

Rate  Rate Units

Dose or Volume (per bag)  Units

Define Limit for IV:

**Stop is applied from Rx Start of 05/08 1530**

Total Volume to Infuse  (mls)

-or-

# Bags/Doses

-or-

Stop Date/Time

5. If the fluid has a specific stop time or volume to infuse, this can be edited from the **STOP** field. If this field is left blank, the fluid will infuse until discontinued by the provider.

Edit Rx Stop

Define a Limit for this Rx:

Total Volume to Infuse  (mls)

-or-

# Bags/Doses

-or-

Stop Date/Time

The process for tapering rate is the same as for medications. For example, if a fluid is ordered to infuse at 250 ml/hr x 1 liter, then decrease to 100 ml/hr, the **START** and **STOP** fields should be completed for each rate.

6. This is used for plain IV fluids only. If there are any additives, such as potassium or vitamins, these fluids will be ordered under the medication screen.

Medication	Compounds	Non-Formulary
KCL	Lookup by Type	Monograph
Prev Page	Favorites	Full Formulary
	Medications	Next Page
		Fluids
+ KCL TAB		
+ KCL 10mEq + D5W-1/2NS 1000ml		
+ KCL 10mEq Minibag Bolus		
+ KCL 20mEq + 1/2NS 1000ml		
+ KCL 20mEq + D5W 1000ml		
+ KCL 20mEq + D5W-1/2NS 1000ml		
+ KCL 20mEq + D5W-1/4NS 1000ml		
+ KCL 20mEq + D5W-LR 1000ml		
+ KCL 20mEq + D5W-NS 1000ml		
+ KCL 20mEq + NS 1000ml		
+ KCL 20mEq Minibag Bolus		
+ KCL 30mEq + D5W-1/2NS 1000ml		
+ KCL 40mEq + D5W-1/2NS 1000ml		

7. After the fluid is entered, you will return to the fluid selection screen. Select **DONE** from this screen. This will prompt you to review all new orders and **SUBMIT** (same process that we have been using with order management).
8. Status will change to **UnvPHA**, which indicates that the fluid order is pending pharmacy verification

# ORDER ACKNOWLEDGEMENT

1. A flag will appear on the status board to indicate there are new orders to be reviewed. This flag will remain green until all orders have been acknowledged.

Rm/Bed	Name	CM Fall Code	Blood Bank	Next Med
Temp Loc	Attnd Adm.Dt	ISO Reason	New Order	New Results
W539-1	<b>TRAINING, TEST4</b>			
	ZZZC▶ 04/12/13		Ack	

2. Click the flag to display all orders that require acknowledgement. As each box is checked, it will display details for that order.

The screenshot shows a software window titled "Acknowledge/Verify Single Patient" for patient "TRAINING, TEST4 - 28/F". The patient's weight is 165.1 cm and 61.235 kg. The window displays a table of orders with columns for Order, Category, Pri, Event, Status, and Event Dt/Tm. The first order, "1/2NS 1000ML", is checked. Below the table, there is a section for "Order Info" showing details for "RX: T0001724 \*UNVERIFIED\*" with a start time of 05/09/13 0800 and a stop time. The window also shows the ordering provider as "ZZZMAK DOCTOR, MARY ANNE" and buttons for "Ack/Ver", "Hold Ack", "eMAR", "Process Orders", and "Close".

Order	Category	Pri	Event	Status	Event Dt/Tm
<input checked="" type="checkbox"/> 1/2NS 1000ML	MED	R	New	Unverified	05/09 0825
<input type="checkbox"/> LOPRESSOR TAB	MED	R	New	Unverified	05/09 0825
<input type="checkbox"/> LASIX TAB	MED	R	New	Unverified	05/09 0825
<input type="checkbox"/> TYLENOL TAB	MED	R	New	Unverified	05/09 0825

**\*\*NEW ORDER\*\***

Order Info	Instructions	Other Detail
RX: T0001724 *UNVERIFIED*		Start: 05/09/13 0800
1/2 Ns 1000ML 1000 ML		Stop:
1000 mLs @ 75 ML5/HR		= 13 HR 20 MIN

Ordering Provider: ZZZMAK DOCTOR, MARY ANNE

Buttons: Ack/Ver, Hold Ack, eMAR, Process Orders, Close

3. After reviewing each order, click **Ack/Ver** to acknowledge. The following shifts will see these orders flagged as **NEW** in the same location on the status board.
4. DO NOT acknowledge medication or IV fluid orders until verified by pharmacy. Once orders are acknowledged by the nurse, they will automatically go to the eMAR. This replaces the process of acknowledging medication and IV fluid orders once they are already on the eMAR.