

# FAQ's – Prescribing

<b>Question</b>	<b>Answer</b>
<b><i>Why can't I see my patient on the system in order to prescribe medications for them?</i></b>	The JAC ePrescribing software interfaces with eCaMIS software, therefore only once the patient has been admitted on eCaMIS will they be available on JAC for prescribing. Check they are correctly admitted by asking the ward staff or ward before contacting the ePrescribing team.
<b><i>I can access my patients details but cannot prescribe medications for them.</i></b>	To promote safer prescribing, the system requires the patients allergy status, must be recorded before any medications can be prescribed.
<b><i>What do I do if the drug I wish to prescribe is not on the system?</i></b>	If the drug is not available to prescribe, contact the ePMA team as soon as possible. A request for a new drug to be added to the system form should be completed (available from Staffnet). Once approved the ePMA team will add the drug to the system within 24hours. A dummy drug (Drug-see note) may be prescribed temporarily, however be aware the drug must be available, either from pharmacy or patients own supply for administration.
<b><i>The drug I need is not showing when I search for it.</i></b>	Ensure you have searched in <b>capital letters</b> and changed the search option to the most appropriate on for example searching for a brand name such as Oramorph, you will need to change the search option to Proprietary, if searching for a treatment protocol change to Treatment Protocols.  If the drug you require still does not appear, check the search all button, is it highlighted in green? If so there are more results available, which will be shown when you select search all.
<b><i>What do I do if I have to prescribe something in an emergency and I cannot access the system?</i></b>	Every ePrescribing ward is provided with a supply of paper non-ePMA drug charts, one side is used for IV fluids, and the other is for emergency prescribing. Please ensure all medication(s) are transcribed onto the ePrescribing system as soon as possible if they are to continue. As a short term measure a dummy <b>drug-see paper chart</b> can be prescribed on the system to alert the nursing staff to the presence of an additional paper chart.

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<b>How/Where do I prescribe IV Fluids?</b>	IV Fluids have been temporarily removed from the system, and should be prescribed on the back of the paper non-ePMA drug chart. The dummy drug <b>IV Fluids/infusions - see paper chart</b> should be added to the system alerting nursing staff to the presence of a paper chart.
<b>Why does my patient have some medications suspended by the ePrescribing team?</b>	When patients move to non ePrescribing live wards, in order to maintain an accurate medication administration profile and ensure a medication review on transfer back to a live ward, the team suspends all medications. Please review and restart these medications promptly when the patient moves to an ePrescribing ward so that the nurses can administer them. A system suspension is done for a patient who was pre-admitted and then the admission details changed.
<b>How do I search for an Allergy?</b>	Select “ <b>Add Drug Allergy</b> ” Penicillin’s are set as priority so if a patient is allergic to all penicillin based drugs click penicillin in the allergy group column to highlight it in blue. If a patient is only allergy to specific penicillin drug select that drug in the allergen column to high light it in blue.  If you are searching for another drug, click the “ <b>ALL</b> ” button. If it is a group of drugs that a patient is allergic to such as NSAIDS click anywhere in the Allergy Group Column and type in the first few letters of that group of drugs as quickly as you can. If it is a specific drug click anywhere in Allergen column and type first few letters of the drug name as quickly as you can. Some compound preparations are not in the database and have to be added as their constituent parts, e.g. Co-Trimoxazole (Septrin) must be entered as Trimethoprim and sulphamethoxazole.  If a patient is allergic to latex, plasters, peanuts or other non drug allergies then select the “ <b>Add Non-Drug Allergy</b> ” button
<b>How do I record that the patient is not allergic to anything?</b>	Select the non drug allergy box, and enter ‘no known drug allergies’

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<b>How do I prescribe PCA's?</b>	Morphine, Fentanyl, Oxycodone and Ketamine PCAs have now been added to the JAC system. Search <b>PCA</b> in POE in the Prescribable field.  Details of bolus volume and lock out times should be added in the PRN notes box
<b>Why can't the nurse administer a dose of Warfarin that is prescribed?</b>	All prescriptions for Warfarin must have a review date entered. If the nurse tries to chart a dose of Warfarin on or after the set review date the system will not allow the administration to be recorded and the prescription must be reviewed by a doctor
<b>How do I prescribe a STAT dose of Warfarin?</b>	Search for WARFARIN in POE, the search will produce only one result, this option should be selected for regular dosing. Click the green <b>search all</b> button to reveal a second option, Warfarin 5mg tablet, this can be used to prescribe a STAT order at any dose. Please remember that a STAT dose will only appear in the patients' active medications until it is charted. Once charted there will be no prescription for subsequent Warfarin doses unless a regular dose is also prescribed.
<b>How can I prescribe a drug which does not conform to any of the preset frequencies in JAC?</b>	As long as the administrations are daily, select the free form frequency option, and enter the specific times you wish the drug to be administered. The system will ask for frequency descriptions also, add this in word format not Latin abbreviations as eDocs will not accept them if you go on to select the drug for TTA.
<b>How can I see and re-prescribe medications from a previous admission?</b>	Once you have selected the correct patient's record, use the Previous Meds button to view and select previous admissions. Medications you wish to renew can be selected for addition to the current inpatient spell by highlighting the order line and clicking Renew order button. Modifications can still be made to the prescription before completing the order.
<b>How can I delete order lines from a protocol?</b>	It is possible to modify a pre-built protocol by removing unwanted medications. In order to do this you should select the small box to the far right of the order line, this will add a red cross

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	indicating the removal of this line of the protocol. Click OK to confirm the removal.
<b><i>How can I modify an order line in an existing protocol?</i></b>	Most but not all order lines can be modified in terms of dose, frequency, start date/time etc. In order to make a change, the order line should be highlighted, this will make the prescription details available to be changed. Once the change has been made click Modify Order to apply the change to the order line.