

How to record Discharge Medications

Scenario

This guide shows clinicians how to record Discharge Medications starting from within the Discharge Summary screen.

Instruction

Open [Discharge Summary](#) screen.

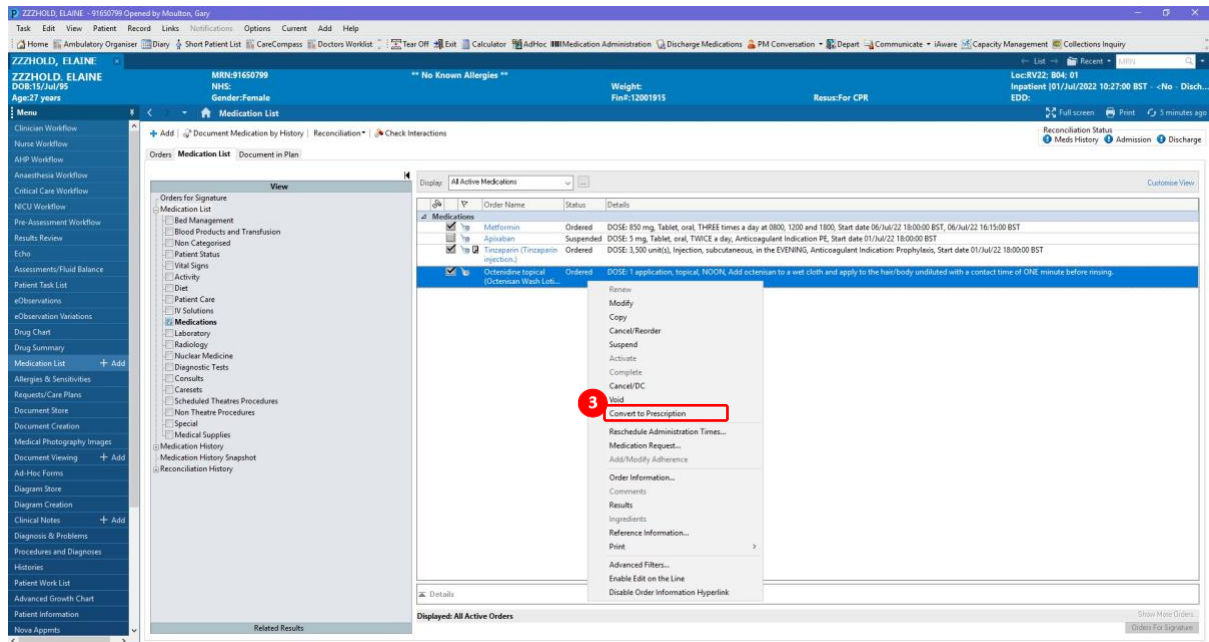
Locate patient line and in the Meds column, click on **Convert** to convert a prescription. If this has already been done, the button will say Edit. Click on **Edit** to add a new discharge medication, if required.

Converting a Prescription

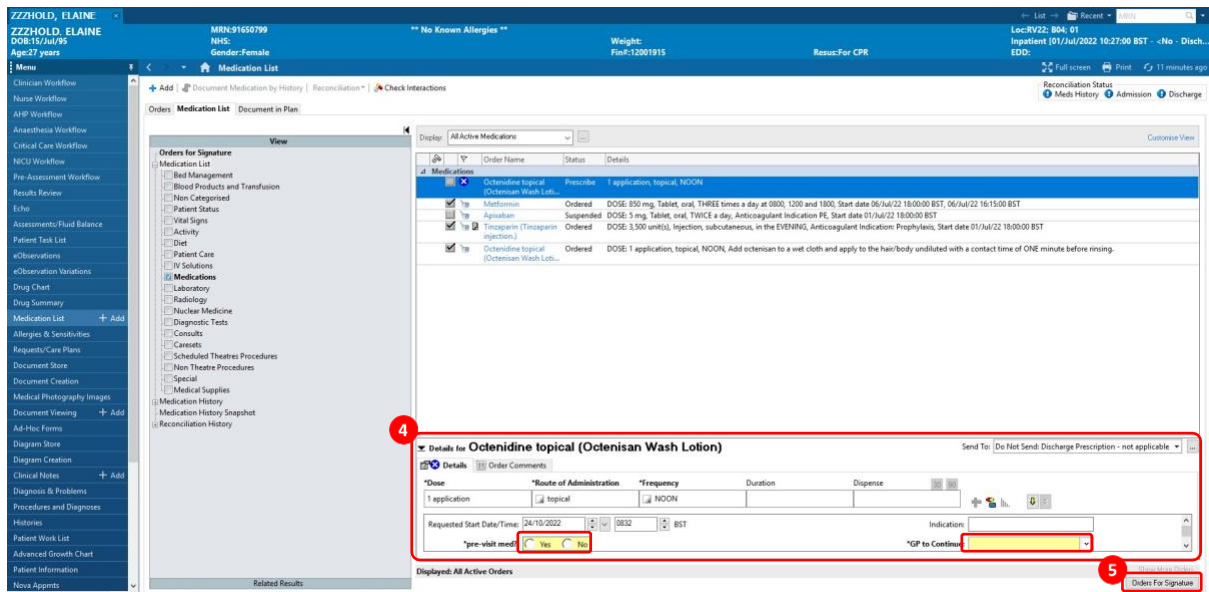
In the Patient record from the main menu on the left hand blue sidebar

1. Select the Medication list
2. Right click on the prescription you want to convert to a discharge medication
3. Select **Convert to Prescription**

The screenshot shows the NHS paperlite interface for a patient named ELAINE ZZZHOLD. The left sidebar contains a menu with various clinical and administrative options. The 'Medications' option is highlighted with a red circle and the number '1'. The main area displays the 'Medication List' for the patient. It includes a table with columns for 'Order Name', 'Status', and 'Details'. A red box highlights the 'Convert to Prescription' button in the medication list table, with the number '2' next to it. The table lists several medications, including Metformin, Aspirin, and Tinzaparin.



4. In the details section at the bottom complete the Duration, Pre-Visit Med and GP to Continue
5. Click **Orders for Signature** in the lower right hand corner



6. Click Sign.

The screenshot shows the NHS Medication List interface for patient ZZZHOLD, ELAINE. The left sidebar contains a menu with various clinical and administrative options. The main area displays the 'Medication List' with a table of orders. The 'Sign' button is highlighted with a red circle and the number 6.

Order Name	Status	Start	Details
RV22, B04, 01: Fast-12001915 Admin: 01/Jul/2022 10:27 BST			
Medications			
Oxetidine topical (Oxetidine Wash Lot...)	Prescribe	24/Oct/2022 08:32	1 application, topical, NOON

7. Refresh the screen

The screenshot shows the NHS Medication List interface for patient ZZZHOLD, ELAINE. The left sidebar contains a menu with various clinical and administrative options. The main area displays the 'Medication List' with a table of orders. The 'Refresh' button is highlighted with a red circle and the number 7.

Order Name	Status	Details
Oxetidine topical (Oxetidine Wash Lot...)	Processing	1 application, topical, NOON
Medications		
Malformin	Ordered	DOSE: 850 mg Tablet, oral, THREE times a day at 0800, 1200 and 1800, Start date 06/Jul/22 18:00:00 BST, 06/Jul/22 16:15:00 BST
Aspirin	Suspended	DOSE: 5 mg Tablet, oral, TWICE a day, Anticoagulant Indication P4, Start date 01/Jul/22 18:00:00 BST
Tinzaparin (Tinzaparin injection)	Ordered	DOSE: 3,500 units, Injection, subcutaneous, in the EXTENSIVE, Anticoagulant Indication: Prophylaxis, Start date 01/Jul/22 18:00:00 BST
Oxetidine topical (Oxetidine Wash Lot...)	Ordered	DOSE: 1 application, topical, NOON, Add oxetidine to a wet cloth and apply to the hair/body undiluted with a contact time of ONE minute before rinsing.

Adding a New Discharge Medication

In the Patient record from the main menu on the left hand blue sidebar

1. Select Medication List

The screenshot shows the patient record for Elaine ZZZHOLD. The left sidebar contains a 'Menu' with various options. The 'Medication List' option is highlighted with a red circle and a red number '1'. The main area displays 'Presenting Complaints or Issues' and 'New Order Entry'.

2. Click the Add button

The screenshot shows the patient record for Elaine ZZZHOLD. The left sidebar contains a 'Menu' with various options. The 'Add' button is highlighted with a red circle and a red number '2'. The main area displays 'Orders Medication List' and 'Document in Plan'.

3. Select the Type of “Discharge Meds” as Rx before searching for the medication

The screenshot shows the NHS Foundation Trust's medication management system. The patient's name is ZZZHOLD, ELAINE, with MRN 91650799. The system displays a list of medications, including Metformin, Aspirin, and Tinzapain. A search bar is visible, and a red circle highlights the 'Discharge Meds as Rx' option in the search dropdown menu.

4. In the search bar , search for and select the new medication the patient will be discharged with

The screenshot shows the NHS Foundation Trust's medication management system. The patient's name is ZZZHOLD, ELAINE, with MRN 91650799. The system displays a list of medications, including Metformin, Aspirin, and Tinzapain. A search bar is visible, and a red circle highlights the search bar. Another red circle highlights the 'Paracetamol' option in the search results.

5. Select the relevant Order Sentence and click **OK** (click **Done** to close the search window for further medications)

ZZZHOLD, ELAINE
DOB: 15/Jul/95
Age: 27 years

MIN: 91650799
NHS:
Gender: Female

Weight: 12001915
Fin: 12001915

Resus: For CPR

Reconciliation Status: Meds History Admission Discharge

Medication List

Orders for Signature

Medication List

Search: [Paracetamol] Type: [Injection] Status: [All] Search: [All]

Order Sentences

Order sentences for Paracetamol (Paracetamol injection)

(None)

DOSE: 1 gram, Injection, intravenous infusion, ONCE, PRN, pain, Infuse over 15 minute(s)

DOSE: 500 mg, Injection, intravenous infusion, ONCE, PRN, pain, Infuse over 15 minute(s)

DOSE: 1 gram, Injection, intravenous infusion, FOUR times a day, PRN, pain, day(s), Infuse over 15 minute(s). Each dose must be 4 to 6 hours apart.

DOSE: 500 mg, Injection, intravenous infusion, FOUR times a day, PRN, pain, day(s), Infuse over 15 minute(s). Each dose must be 4 to 6 hours apart.

... For Adults weighing less than 50kg use 15mg/kg ...

... PAEDIATRIC DOSES (WEIGHT 10 to 50kg) ...

DOSE: 15 mg/kg, Injection, intravenous infusion, ONCE, PRN, pain, Infuse over 15 minute(s)

Reset OK Cancel

ZZZHOLD, ELAINE - 91650799 Done

Related Results

Displayed: All Active Orders

6. In the details section at the bottom complete the **Pre-Visit Med** and **GP to Continue** plus any further yellow required information fields
7. Click Sign

ZZZHOLD, ELAINE
DOB: 15/Jul/95
Age: 27 years

MIN: 91650799
NHS:
Gender: Female

Weight: 12001915
Fin: 12001915

Resus: For CPR

Reconciliation Status: Meds History Admission Discharge

Medication List

Orders for Signature

Medication List

Search: [Paracetamol] Type: [Injection] Status: [All] Search: [All]

Order Sentences

Order sentences for Paracetamol (Paracetamol injection)

(None)

DOSE: 1 gram, Injection, intravenous infusion, ONCE, PRN, pain, Infuse over 15 minute(s)

DOSE: 500 mg, Injection, intravenous infusion, ONCE, PRN, pain, Infuse over 15 minute(s)

DOSE: 1 gram, Injection, intravenous infusion, FOUR times a day, PRN, pain, day(s), Infuse over 15 minute(s). Each dose must be 4 to 6 hours apart.

DOSE: 500 mg, Injection, intravenous infusion, FOUR times a day, PRN, pain, day(s), Infuse over 15 minute(s). Each dose must be 4 to 6 hours apart.

... For Adults weighing less than 50kg use 15mg/kg ...

... PAEDIATRIC DOSES (WEIGHT 10 to 50kg) ...

DOSE: 15 mg/kg, Injection, intravenous infusion, ONCE, PRN, pain, Infuse over 15 minute(s)

Reset OK Cancel

ZZZHOLD, ELAINE - 91650799 Done

Related Results

Displayed: All Active Orders

Details for Paracetamol (Paracetamol injection)

Order Comments

Remaining Administrations: (PRN) Stop: (Unknown)

*Dose: [] *Dose Unit: [gram]

*Drug Form: [Injection] *Route of Administration: [intravenous infusion]

*Frequency: [ONCE] PRN: [Yes] [No]

Sign

8. Refresh the screen

ZZZHOLD, ELAINE
ZZZHOLD, ELAINE
DOB: 15/01/95
Age: 27 years

MNR: 91650799
NHS:
Gender: Female

** No Known Allergies **

Weight: 12001915
Fin: 12001915

Reason: For CPR

Loc: RW22: B04: 01
Inpatient: 01/Jul/2022 10:27:00 BST - <No - Disch...
EDD:

Full screen Print Refresh 34 minutes ago 8

Reconciliation Status
Med History Admission Discharge

Menu
Clinician Workflow
Nurse Workflow
A&P Workflow
Anaesthesia Workflow
Critical Care Workflow
NICU Workflow
Pre-Assessment Workflow
Results Review
Echo
Assessments/Fluid Balance
Patient Task List
Observations
Observation Variations
Drug Chart
Drug Summary
Medication List + Add
Allergies & Sensitivities
Requests/Care Plans
Document Store
Document Creation
Medical Photography Images
Document Viewing + Add
Ad-Hoc Forms
Diagram Store
Diagram Creation
Clinical Notes + Add
Diagnosis & Problems
Procedures and Diagnoses
Histories
Patient Work List
Advanced Growth Chart
Patient Information
Nova Appointments

Orders Medication List Document in Plan

Display: All Active Medications

Order Name	Status	Details
Paracetamol (Paracetamol injection)	Processing	DOSE: 1 gram, injection, intravenous infusion, ONCE, PRN, pain, Start date 24/Oct/22 08:59 BST, minute(s) infuse over 15, 24/Oct/22 08:59 BST
Paracetamol (Paracetamol injection)	Ordered	DOSE: 850 mg, Tablet, oral, THREE times a day at 0800, 1200 and 1800, Start date 06/Jul/22 18:00:00 BST, 06/Jul/22 16:15:00 BST
Aspirin	Suspended	DOSE: 5 mg, Tablet, oral, TWICE a day, Anticoagulant Indication PE, Start date 01/Jul/22 18:00:00 BST
Tinzaparin (Tinzaparin injection)	Ordered	DOSE: 3,500 units(s), Injection, subcutaneous, in the EVENING, Anticoagulant Indication: Prophylaxis, Start date 01/Jul/22 18:00:00 BST
Oxycodone topical (Oxycodone Wash Lotion)	Ordered	DOSE: 1 application, topical, NOON, Add oxycodone to a wet cloth and apply to the hair/body undiluted with a contact time of ONE minute before rinsing.

Details
Displayed: All Active Orders
Show More Orders
Orders For Signature



Whenever a clinician prescribes medication they should always look at the Drug Summary.

Menu
Clinician Workflow
Nurse Workflow
A&P Workflow
Anaesthesia Workflow
Critical Care Workflow
NICU Workflow
Pre-Assessment Workflow
Results Review
Echo
Assessments/Fluid Balance
Patient Task List
Observations
Observation Variations
Drug Chart
Drug Summary
Medication List + Add
Allergies & Sensitivities
Requests/Care Plans
Document Store
Document Creation
Medical Photography Images
Document Viewing + Add
Ad-Hoc Forms
Diagram Store
Diagram Creation
Clinical Notes + Add
Diagnosis & Problems
Procedures and Diagnoses
Histories
Patient Work List
Advanced Growth Chart
Patient Information
Nova Appointments

Drug Summary

19 October 2022 0000 - 22 October 2022 2359 BST

Time View

Time View	19 Oct 2022	20 Oct 2022	21 Oct 2022	22 Oct 2022
Scheduled				
9				
Oxycodone topical (Oxycodone Wash Lotion)				
DOSE: 1 application, topical, NOON, Add otc...				
PRN				
10				
Paracetamol				
DOSE: 1 gram, Tablet, oral, FOUR times a day, PRN, pain, Start date 14/Oct/22				

Click here to display the Drug Summary