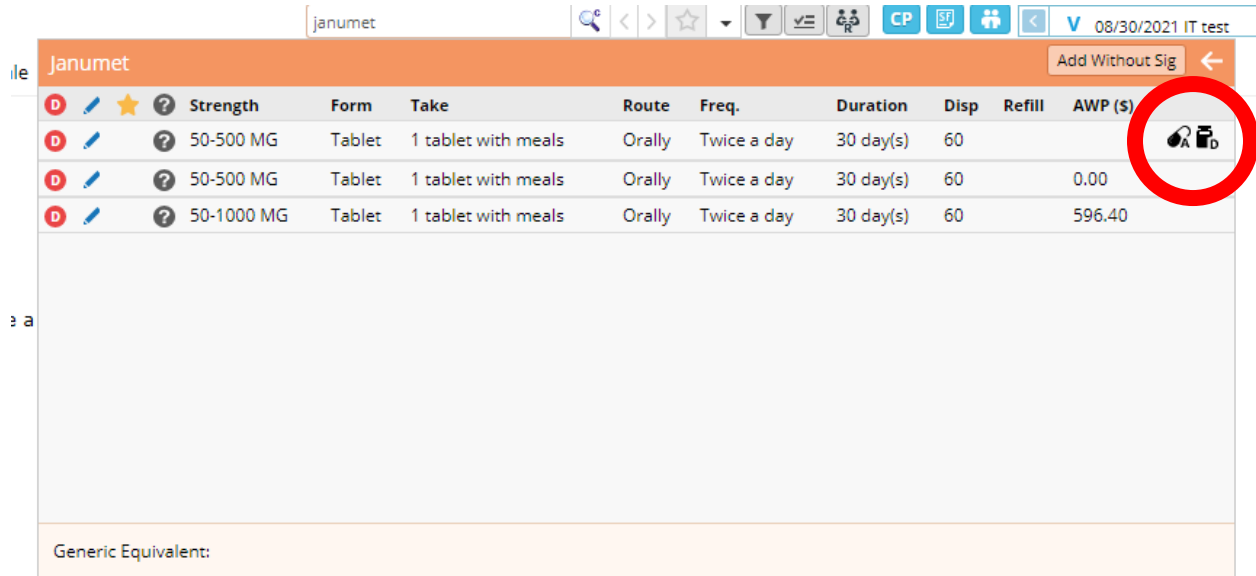


# HOW TO Utilize the eMAR in eCW

1. The provider would order the medication as usual. If the medication is a medication built into our eMAR that we are able to dispense or administer in clinic it will have an icon appear when ordering it.

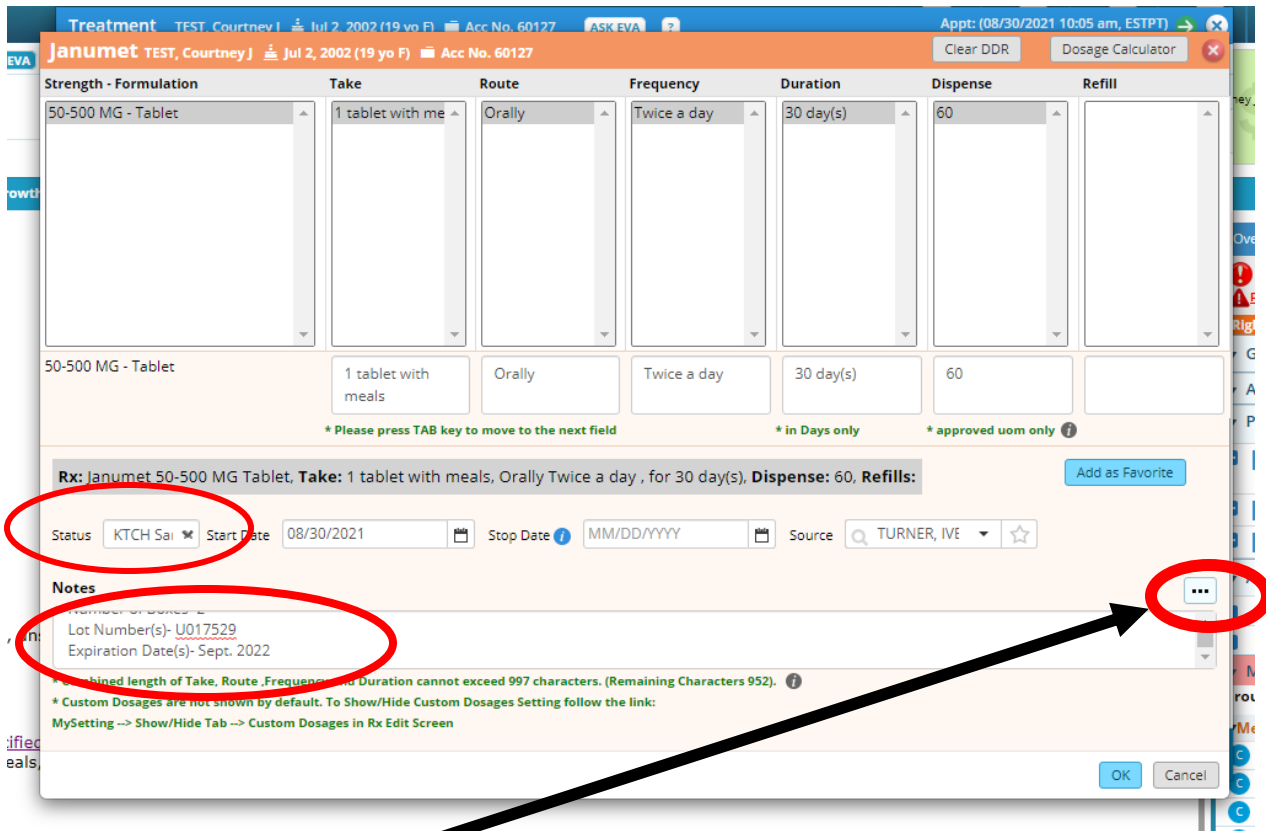


2. Once they select the strength of the medication the provider will select if they want to **“Administer”** (Give the medication, one time in clinic), **“Dispense”** (Provide a sample from the sample closet to the patient), or **“Order”** (Send the medication to the pharmacy for the patient to pick up).

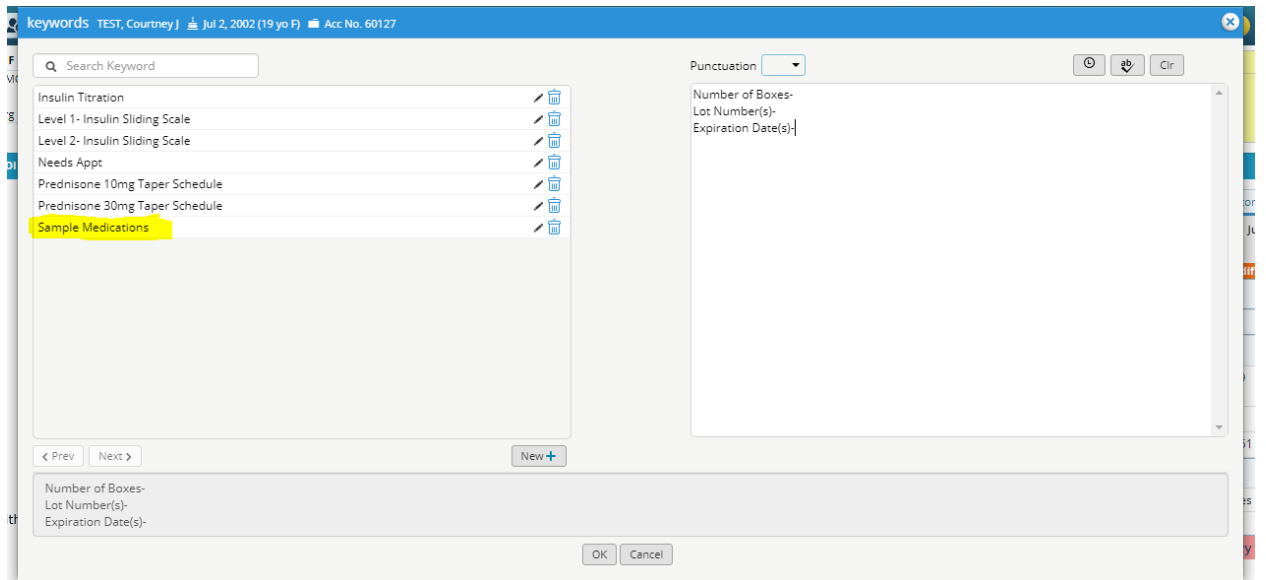


3. If we are selecting **“Dispense”** we will then open the edit screen of the medication and enter the number of samples we are giving, the lot number(s), and expiration date(s). Also changing medication status to **“KTCH Sample”**

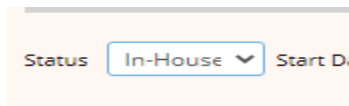
# HOW TO Utilize the eMAR in eCW



**\*\*TIP-** If you click on the ellipsis I have created a Medication Sample template.




4. If we are selecting **“Administer”** we will order the medication the same way. In the edit screen we can change the status to **“In-House Medication”**

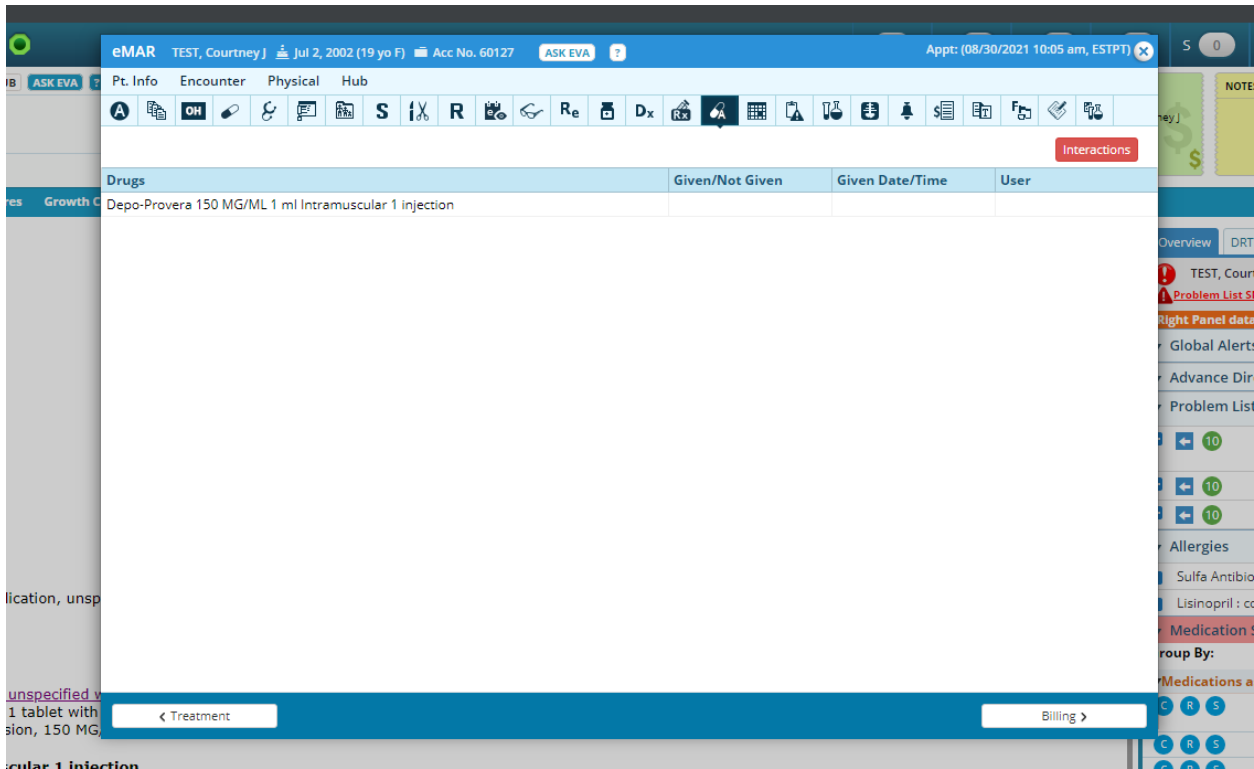


# HOW TO Utilize the eMAR in eCW

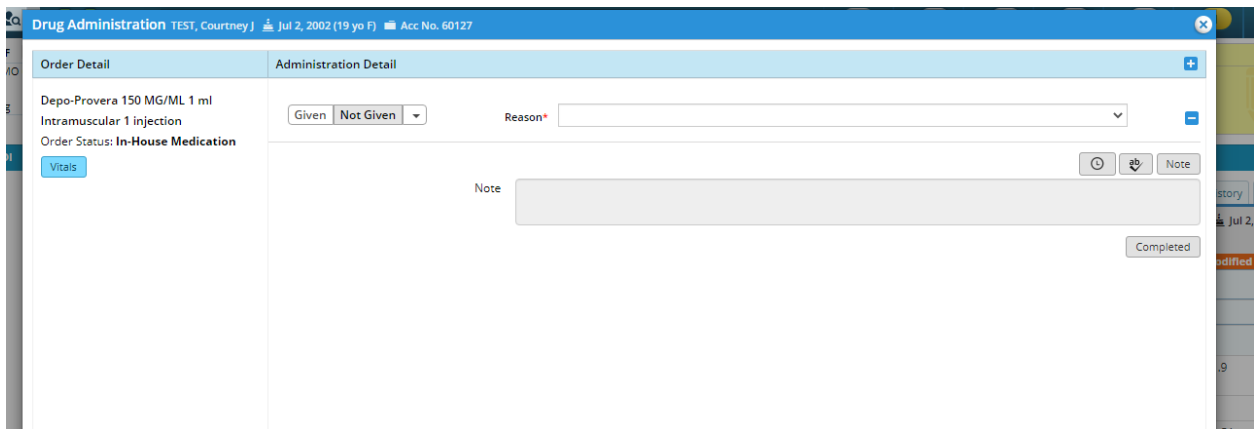
- Once the medication has been ordered under “Administer” it will populate in the eMAR section of the progress note. This is where the nurse will do her documentation.

Plan:  
 Treatment:   
 Type 2 diabetes mellitus without complication, unspecified whether long term insulin use  
 KTCH Sample Janumet Tablet, 50-500 MG, 1 tablet with meals, Orally, Twice a day, 30 day(s), 60, Notes: Number of Boxes- 2 Lot Number(s)- U017529 Expiration Date(s)- Sept. 2022  
 In-House Medication Depo-Provera Suspension, 150 MG/ML, 1 ml, Intramuscular, 1 injection, 90 day(s), 1  
 eMAR:  
 Depo-Provera 150 MG/ML 1 ml Intramuscular 1 injection

- The nurse will click on the word eMAR. Once the eMAR open they will select the medication they are administering.

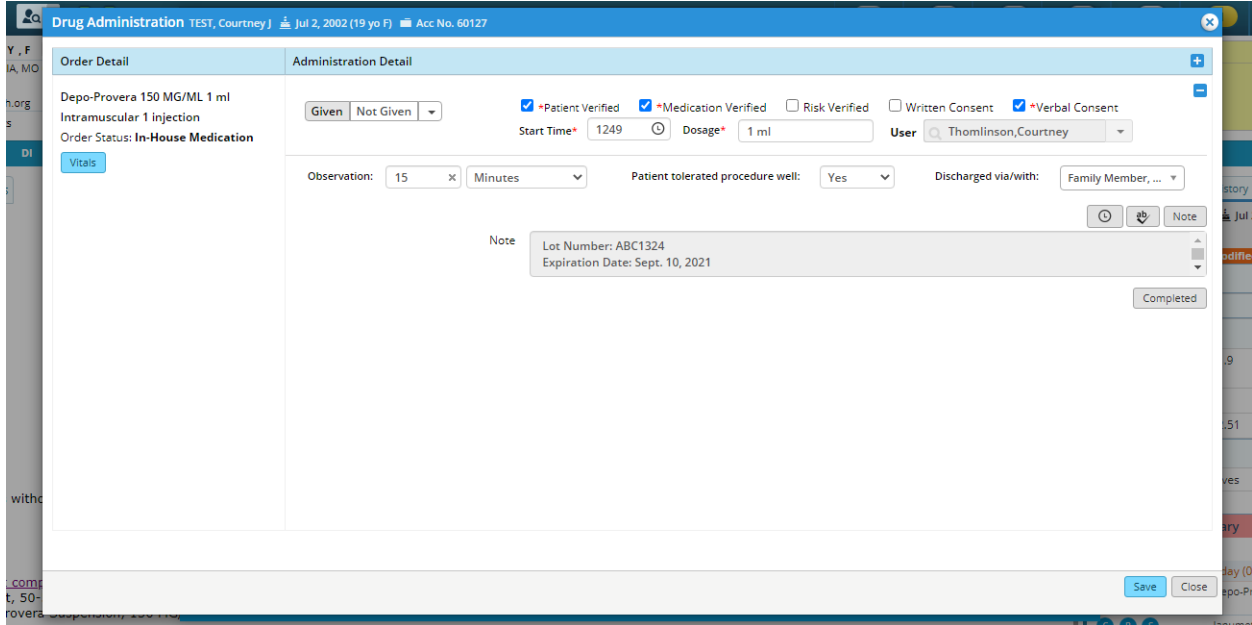


- Once they select the appropriate medication they will need to select either “Given” or “Not Given”. If they select “Not Given” they will be required to put in a reason.

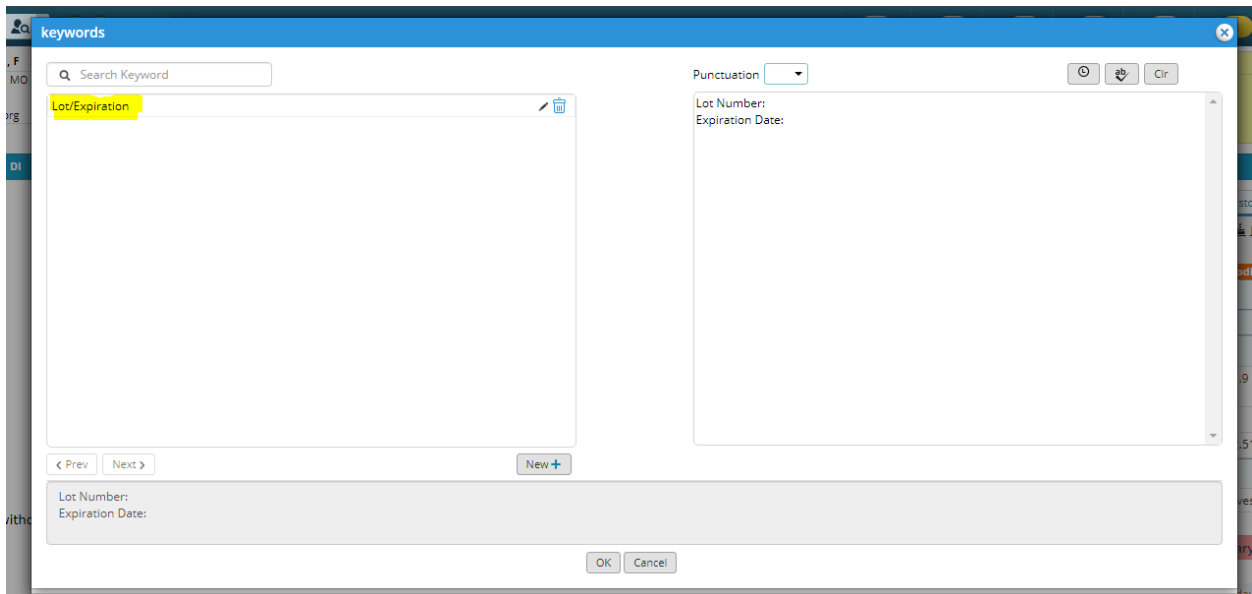


# HOW TO Utilize the eMAR in eCW

If they select **“Given”** continue on with their documentation. This includes **“Patient Verified”**, **“Medication Verified”**, **“Verbal Consent”**, **“Start Time”**, **“Dosage”**, and **“User”**. (Start time, dosage, and user will automatically populate). In this same window they can put the time the patient was observed after being given the medication, how they tolerated it, and how they discharged. In the **“Notes”** box is where the lot number and expiration date should be entered.





**\*\*\*TIP-** A lot and expiration date template has been built into this note box as well.



- Once all information is entered into the **“Administration Detail”** the nurse can hit **“Save”** or **“Completed”**. Once **“Completed”** has been hit there can be no changes made to the Administration detail. So I would not recommend hitting **“Completed”** until the patients observation time is over. Once data is saved the progress note will appear like below.

# HOW TO Utilize the eMAR in eCW

**Assessment:**

Assessment:  

- Type 2 diabetes mellitus without complication, unspecified whether long term insulin use - E11.9

**Plan:**

Treatment: 

[Type 2 diabetes mellitus without complication, unspecified whether long term insulin use](#)

KTCH Sample Janumet Tablet, 50-500 MG, 1 tablet with meals, Orally, Twice a day, 30 day(s), 60, Notes: Number of Boxes- 2 Lot Number(s)- UO17529 Expiration Date(s)- Sept. 2022  
In-House Medication Depo-Provera Suspension, 150 MG/ML, 1 ml, Intramuscular, Every 12 weeks, 90 days, 1

**eMAR:**

**Depo-Provera 150 MG/ML 1 ml Intramuscular Every 12 weeks**, Status: **Given**, Last Administered By: **Thomlinson,Courtney** At **1332**


- ✓ Verbal consent obtained.
- ✓ Patient was verified.
- ✓ Dose verified.

Administered: 1 ml

**Observation:** 15 Minutes

**Patient tolerated procedure well**

**Note:** Lot Number: ABC1234 Expiration Date: 09/10/2021

Procedures: 

Immunizations: