Entering Orders

My List of P	atients (Last Updated: 1	0/01/13 1457)				V
LOCAT	NAME	RES MEDTIME	FLU DATE	WANTS NEW ORDERS	_	>
ROOM	AGE DOB SEX	Call patient	PNEU DATE	WANTS		13
						Ø
					Allergies	H
					Admin Data	Ŷ
					Assessment	*
					Process Int	
					Plan of <u>C</u> are	- H
						+
					PI Loc/List	-
					<u>O</u> rders	1
					view	-
					oncile R <u>x</u>	
						¥
					E-Mail	
					Print Report	
					e <u>M</u> AR	
					Variance	
					References	
					Monitor	
					Flowsheet	
More		1	I	More →	More	
	Location	Fin <u>d</u> Patient Ma	nage List	Options	Exit	

Select your patient on the status board then click "Orders"

Click the appropriate option: Order Sets, Orders, or Meds/Fluids

PWM.COCNMD (NMLCSNG/NMD.TEST.PRE.MIS/38) - TEMPLATE,PHYSICIAN		
Review Patient's Orders Mon,	Aug 5 🛛 🔀	~
RN,THIRTYFOUR - 83/F DOB 03/03/30 NM.3RD NM.0305/1 Unit N 5 ft 2 in 102 lb 1.42 m2 18.7 kg/m2 ADM IN Acct N Allergies/ADRs: Codeine, Penicillin G	lo : NM00000267 lo : NM0000018893	× ? #
Current All Session	Allergies View/Change Renew/Repeat	*
+ Category Orders Pri Date/Time Status Stop My + Discharge in Process (1) + Laboratory (11)	Hold Resume DC	✓RL ← →
+ Blood Bank (2) + Microbiology (1) + Medications (4)	Order Sets Orders	↑ ↓
+ Respiratory (2) + Consultations (1) + Nursing (1)	Meds/Fluids Save as Set Notifications	₹
+ Advission (1) + Other (1)	Cont from AMB Reconcile Meds Transfer	
	Discharge Plan Preferences	
	Submit	
Review Order Document Sign	Patient List	

Enter the mnemonic of the Provider giving the order then the source (T for Telephone in the example above). Be careful to select the correct Provider as these orders will be routed to them for electronic signature!

Order Management		\mathbf{X}
Ordering Provider Other Provider Order Source	NMDTPHY T	PCI TEST PHYSICIAN
l	ОК	Cancel

MEDS: Type the med name in the type ahead lookup; the list will narrow as you type.

1	PWM.COCNMD (NMLCSNG/NMD.TF_/T.PRE.MIS/38) - TEMPLATE.PHYSICIAN	
ſ	Review Patient's Orders Mon. Aug 5	
	RN,THIRTYFOUR 83/F DOB 03/03/30 NM.3RD NM.0305/1 Unit No:NM00000267 5 ft 2 in 102 lb 1,2 H2 18.7 kg/H2 ADM IN Acct No:NM0000018893 Allergies/ADRs: Codyline, Penicillin G G G	3 3 9 9 9
l	All Medications 0 Order(s) Selected	1 🚆
	Medication Compounds Non-Formulary IACE TAN Lookup by Type Monograph	*
	Prev Page Favorites Full Formulary Next Page	- +
	Medications Fluids	
l		
l	+ Acetaminophen Elixir + Acetaminophen Infant Drop	ļ
l	+ Acetawinnophen Supp	
l	+ Acetawinophen Tab	I Ç
	Select Done Help	1

Once you have selected the med, you must select the route of administration

PHA.COCSNM (NMLCSNC/NMD.TEST.PRE.MIS/11/ COCSNM) - TEMPLATE,PHYSICIAN	
Review Patient's Orders Mon, Au	g 5 🛛 🗹
RH,THIRTYFOUR - 83/F Dyb 03/03/30 NH.3RD NH.0305/1 Unit No: 5 ft 2 in 102 lb 1.42 m2/18.7 kg/m2 ADM IN Acct No: Allergies/ADRs: Codeine Penicillin 6	NM00000267
All Medications 0 Order(s) Selected	
Medication Compounds Non-F IACETAMINOPHEN ELEXIN Lookup by Type Mor	ormulary ograph
Prev Page Favorites Full Formulary Next Page Medications Fluids	→ +
- Ale taminophen Elixir o PO	
	* *
	-
Select Done Help	J

Click on the appropriate "Order String" to populate the fields (you will be able to edit fields as needed but selection of a base string is required to begin)

PHA.COCSNM (NMLCSNC/NMD.TEST.PRE.MIS/116/COCSNM) - TEMPLATE, PHYSICIAN		
Review Patient's Orders	Mon, Aug 5 🛛 🔀	1
RN,THIRTYFOUR - 83/F DOB 03/03/30 NM.3RD NM.0305/1	Unit No:NM00000267	×
5 ft 2 in 102 lb 1.42 m2 18.7 kg/m2 ADM IN	Acct No:NM0000018893	
HIIErgies/HURS; Lodeine, Peniciliin 6		99 100
Strings for location: NM.3RD		
Acetaminophen Elixir (Tylenol Elixir)	Remove Favorite	*
PO 325 MG Q4HP PRN	Monograph Show All Leastions	V.
Doco Directions PDN Start	Stop	-
325 MG Office Start	Stop	7
Inst Lamin Criteria Taper Pending		-
		1
325 MG Q4HP		*
Heetawinophen 325Mb PU U4H PKN		•
Ace tan more a 325MG PO 06H PRN		•
650 MG Q4m		
Acetaminophen 650MG PO Q4H PRN	-	
650 MG Q6HP	-	
	-	
Acetaminophen 10MG/KG PO 04H PRN	1	
10 MG/KG Q6HP	1	
Acetaminophen 10MG/KG PO Q6H PRN	I	
More Done Cancel H	alo	

If you do not need to edit any values click "Done"

🗷 PHA.COCSNM (NMLCSNC/NMD.TEST.PRE.MIS/116/COCSNM) - TEMPLATE,PHYSICIAN	
Review Patient's Orders Mon, Aug 5	~
RN,THIRTYFOUR - 83/F DOB 03/03/30 NH.3RD NH.0305/1 Unit No:NH00000267 5 ft 2 in 102 lb 1.42 m2 18.7 kg/m2 ADM IN Acct No:NH0000018893 Allergies/ADRs: Codeine, Penicillin 6 Acct No:NH0000018893	× ? M
Strings for location: NM.3RD	3
Acetaninophen Elixir (Tylenol Elixir) Remove Favorite P0 325 M6 Q4HP PRM Monograph Show All Locations Show All Locations	*
Dose Directions PRN Start Stop	+
325 MG ▼ Q4HP ▼ Y▼ 08705 1013▼ ▼	→
Inst Admin Criteria I aper Pending	1
R25 MG 04HP	Ŧ
Acetawinophen 325MG PO Q4H PRN	
325 MG Q6HP	Ţ
Acetawinophen 325MG PO Q6H PRN	
650 MG U4HP	
HLE LAN INUPIEN DOUBLE PU LAN PKN 650 MG OGHP	
Acetawinophen 650MG PO QGH PRN	
10 NG/KG Q4HP	
Acetaminophen 10MG/KG PO Q4H PRN	
10 MG/KG QGHP	
HCetaminophen IUMb/Kb PU UbH PKM	
Done Cancel Help	

You will return to the medication list. Repeat the steps to add additional med orders.

PHA.COCSNM (NMLCSNC/NMD.TEST.MIS/217/COCSNM) - Wright, Dana J	
	4 🛛 🖌
RN,FIVESIXSIXNURTEST - 33/F NN.3RD NN.0322/2 Unit No:N	100000933 ×
Allergies/ADRs; EUNCODED],(Nore)	*
All Medications 1 Order(s) Selected	
Medication Compounds Non-Fo	rmulary
Lookup by Type Mono	graph
Prev Page Faugrites Full Formulary Next Page	
Medications Fluids	$ \rightarrow \rangle$
+ HCETADOTE IVPB + Acetavinophen Elixic	I I I I
+ Acetaninophen Infant Drop	
+ Acetaninophen Supp	
+ Acetaninophen Tab	
+ Acetylcysteine IVPB	
+ Aciphex Tab	
+ Actos Tab	
+ HCyclovir lvpb + Albuterol MDI	
+ Albuterol Neb Soln	
+ Albuterol/Ipratropium MDI	_
Select Done Help	

You must have the Provider on the phone as you complete these steps! If warnings are presented the Provider must indicate the reason for proceeding! Click "Submit" when you have entered all of the Orders. (You can also add orders from the other sections as well prior to submission) You will be presented with the verification screen. If the orders are correct, click "Ok". If not, select Cancel and return to the order screen to correct any errors.

PHA.COCSNM (NMLCSNC/NMD.TEST.MIS/217/COCSNM) - Wright,Dana J		OE.COCSNM (NMLCSND/NMD.TEST.MIS/337/COCSNM) - Wright,Dana J	
Review Patient's Orders Fri	i, Oct 4 🛛 🛛 🗸	Review Patient's Orders	Fri, Oct 4 🛛 🛛 🗸
RH,FIVESIXSIXNURTEST - 33/F NH.3RD NH.0322/2 Unit t ADM IN Acct M Allergies/ADRs: EUNCODED],(More)	No : NM00000933 X No : NM0300000712 2	RN,FIVESIXSIXNURTEST - 33/F NM.3RD NM.0322/2 ADM IN Allergies/ADRs: EUNCODED],(More)	Unit No:NM00000933 Acct No:NM0300000712
Current All Session	Allergies	Session Summary	×
- Category Orders Pri Date/Time Status Stop My + Discharge in Process (1) + Laboratory (4) + Radiology (11) + Medications (1) - New Orders (1) Rectaninophen Tab (Tylenol Tab) 10/04 1420 New Next Draw Street Merger New	Hold Resume Val DC ← Undo → Order Sets ↑ Orders ↓ Meds/Fluids	1. Acetaminophen Tab (Tylenol Tab) 10/04 PO 325 MG Q4HP PRN FEVER	1420 New ♥▲
PRN FEUER	Notifications Cont from AMB Reconcile Meds Transfer[Receive Discharge Plan Preferences		· · · · · · · · · · · · · · · · · · ·
? <>>> Image: Conternation of the second s	Submit Back	OK Cancel Help	

Ordering IV Fluids is done from "Meds/Fluids" as well. Select "Fluids" from the options at the top of the ordering field

PHA.COCSNM (NMLCSNC/NMD.TES) VIIS/217/COCSNM) - Wright,Dana J	
Review Patient's Orders Fri, Oct 4	🗙 🗸
RN,FIVESIXSIXNURTEST - 33/F NM.3RD NM.0322/2 Unit No:NM00000933 ADM IN Acct No:NM030000071 Allergies/ADRs: LUNCODED 1,(Nore)	2 × ?
All Medications Order(s) Selected	3 端
Medication Compounds Non-Formulary Lookup by Type Monograph	*
Prev Page Favorites N I Formulary Next Page -	
+ Acetadote IVPB + Acetaninophen Elixir + Acetaninophen Infant Drop + Acetaninophen Supp + Acetaninophen Tab + Acetazolanide Tab + Acetylcysteine IVPB	
+ Aciphex Tab + Actos Tab + Acyclovir IVPB + Albuterol MDI + Albuterol Neb Soln + Albuterol/Ipratropium MDI	•
Select Done Help	1

Complete the orders using the same procedure outlined above.

🗷 OE.COCSNM (NMLCSND/NMD.TEST.MIS/337/COCSNM) - Wright,Dana J	\times
Review Patient's Orders Fri, Oct 4	~
RN,FIVESIXSIXNURTEST - 33/F NM.3RD NM.0322/2 Unit No:NM00000933	×
ADM IN Acct No:NM0300000712	?
HITERGIES/HURS; LUNCUUEUJ,(More)	99
Strings for All locations	53
D5%-1/2 NS + KC1 20MEQ 1000 ML 1,000 ML IV *Per Bag* Remove Favorite	iii Aa
Monograph	2
80 ML/HR Show This Location	Ru
Rate Start Stop	+
BU NL/HK I 10/04 1440 I	-
	1
42 ML/HR (1,000 ML bag)	Ŧ
D5%-1/2NS + KC1 20mEQ/L @ 42 ML/HR	
50 ML/HR (1,000 ML bag)	¥
1057-1/2NS + KC1 20MEQ/L @ 50 ML/HR	
DU NL/HK (1,000 NL Dag)	
D5%-1/2NS + KC1 20MEQ/L @ 75 ML/HR	
80 ML/HR (1,000 ML bag)	
D5X-1/2NS + KC1 20mEQ/L @ 80 ML/HR	
100 ML/HK (1,000 ML bag)	
Done Cancel Help	

Labs/Procedures/RN functions/Diet etc. are all entered in similar fashion to meds. Hi-light the item you want, click "Select" then click the next item and "Select. When you're done, click "Done"

OE.COCSNM (NMLCSND/NMD.TEST.MIS/337/COCSNM	A) - Wright,Dana J		
Review Patient's Orders		Fri, Oct 4	3 🗸
RN,FIVESIXSIXNURTEST - 33/F	NM.3RD NM.0322/2 ADM IN	Unit No:NM00000933 Acct No:NM0300000712	2
Allernies/ADRe' FUNCADED 1 (More	٠		e e
Any Order Lookup		×	
Search on:	Preview/Edit	Go to Favorites	18
MO		Add to Fayorites	*
	-		
Order Description	Category		•
VIDEOFLUORO/MOD BA SWALLOW	RADIOLOGY		
ACETYLCHOLINE RECEP MODULATING	LABORATORY		
24 HOUR HOLTER MONITOR	EKG		
INTROP EP MONITOR	EEG LAB		
RN CCU Monitor Orders	NURSING OR	DERS	
RN Telemetry Monitor Orders	NURSING OR	DERS	
MONONUCLEOSIS SCREEN	LABORATORY		
CARBOXYHGB (CARBON MONOXIDE)	LABORATORY		
RAD SHOULDER 3/MORE VIEWS LT	RADIOLOGY		н
RAD SHOULDER 3/MORE VIEWS RT	RADIOLOGY		
WRIST LEFT 3 OR MORE VIEWS	RADIOLOGY		
WRIST RIGHT 3 OR MORE VIEWS	RADIOLOGY		Ц
MORPHINE LEVEL	LABORATORY		11
More			
Select	Done Help		1

Any items listed in RED require attention. You can click each one or click Done and cycle through them.

Review Patient's Orders RN,FIVESIXSIXNURTEST - 33/F NM.3RD NM.0322/2 ADM IN 011ernies /0DBe* [UNCODED] Preview/Edit Chore)	Fri, Oct 4	✓ × ? ₩
Add More Clear Unchecked Orders Pri Start/Service Series Di MR CCU Monitor Orders (NURORD) 10/04 Now D D 10/04 Now D	At to Favorites Sale as Set	* ~~~ + +
		↑ ↓
Done Cancel Help		

Complete the required details.

OE.COCSNM (NMLCSND/NMD.TEST.MIS/337/COCSNM) - Wright,Dana J					
	Fri, Oct 4 🛛 🗙	~			
RH,FIVESIXSIXNURTEST - 33/F NM.3RD NM.0322/2 ADM IN	Unit No:NM00000933 Acct No:NM0300000712	X ?			
Dilonnios/ONDe FUNCANEN (Mane)	×	84			
1 Must review order detail	Add to Equation	- 1			
	Add to Payontes	144			
		2			
Enter/Edit Responses : RN CCU Monitor Orders		- RLL			
Procedure Ordered		12			
RN CCU Monitor Orders		-			
		T			
		÷			
NULLEY PHYSICIAN FUR:					
; Y Abrupt EKG changes - i.e. heartblock, SI changes					
F Persistent or recurring chest pain or heart rate < than 120 or > 60					
Institution of any emergency orders					
; IreatMent of Lnest Pain; UBIHIN 12 lead ELb. Start on UXygen 1-2 liters					
every 5 minutes times 3 if systolic blood pressure is greater than 90.					
Notify physician when implemented					
	<3 Page Screen>				
Ok Cancel Help	Prev Next				
		4			

To change the service date and time of an
order click the Start/Service box and change the appropriate items.



Order Sets use elements of the information provided in previous pages, but are initially displayed differently. Select the category to decrease the list of available options, scroll until you identify the set you need or use the type ahead lookup (not shown). Check the box of any sets you wish to use.

OE.COCSNM (NMLCSND/NMD.LIV	/E.MIS/181/COCSNM) - TEMPLAT	TE,PHYSICIAN				
Review Patient's Orders				Thu, Sep 5	×	-
ZDICTAPHONE, TEST - 8/L	DOB 05/05/0	5 NM.6TH		Unit No:NM005318	346	X
5 ft 2 in 68.946 Kg	.74 MZ Z7.8 Kg/MZ	PRE IN		HCCT NO:NMU21222	21004	i Ad
All Sets 0 Sets Selectr d						
					ļ	5
			, 🔺		-	*
All Sets	Anesthesia	Blood Bank			-	1
Behavioral Fealth	Cardiovascular	Daily Orders				
Food and Nytrition	Gastrointestinal	Procedural Labs	-		H	
Medications	Intants OR (SUN	Nephrology	-		1	7
nursing tare urgers		Unthopedics	-		1	1
	PUIMUNARY	SPECIAL SERVICES	-		H	Ŧ
]			
🔲 🛛 Admit Behaviora	l Health				Ē	
Admit Chest Pai	n			Go to Favorite	s	
🛛 🗖 🖌 Admit Comm Acqu	ired Pneuмonia			Process		
🛛 🗖 🛛 Admit General A	dmission Adult			Add to Favorite	25	
🛛 🗖 Admit Heart Fai	lure			Uncheck All		
Admit Non-Stemi						
Admit Pediatric						
🗖 Admit Pediatric Asthma						
Admit Pediatric Bronchiolitits						
					J	
Done Cancel Help						

Check the boxes of the items the Provider wishes to order and complete details of each as shown previously.

OE.COCSNM (NMLCSND/NMD.TEST.MIS/337/COCSNM) - Wright, Dana J					
Review Patient's Orders Fri, Oct 4	-				
RN,FIVESIXSIXNURTEST - 33/F NM.3RD NM.0322/2 Unit No:NM00000933 ADM IN Acct No:NM0300000712 Ollergies /ODBs: FUNCODED 1 (More)	?				
Process Orderset details					
Previous Set Next Set Previous Page 1 Next Page Previous Page 1 Next Page - * Admission Orders Save As	*				
- + Lab (0/10) 📖 📤	+				
+ CBC WITH AUTOMATED DIFF 10/04 N + COMP METABOLIC PANEL 10/04 N + PROTHROMBIN TIME WITH INR 10/04 N + APTT 10/04 N + APTT 10/04 N + MAGNESIUM 10/04 N + PHOSPHOROUS (P04) 10/04 N + PHOSPHOROUS (P04) 10/04 N + UA W/MICROSCOP REFLEX CULTURE 10/04 N + CULTURE BLOOD 10/04 N + CULTURE BLOOD 10/04 N + RAD CHEST ONE UIEW 10/04 N + RAD CHEST ONE UIEW 10/04 N + RAD CHEST ONE UIEW 10/04 N + RAD CHEST PA/AP LATERAL 10/04 N + Blood Bank (0/3) + TYPE AND SCREEN 10/04 N + RBC LEUKOREDUCED ORDER 10/04 N + PLATELET PHERESIS ORDER 10/04 N + PLATELET PHERESIS ORDER 10/04 N					
Done Cancel					

Validate and submit as outlined previously.

OE.COCSNM (NMLCSND/NMD.TEST.MIS/337/COCSNM) - Wright,Dana J					\mathbf{X}	
Review Patient's Orders				Fri,	0ct 4	1
RN,FIVESIXSIXNURTEST - 33/F NM.3RD NM.0322/2 Unit N ADM IN Acct N			nit N Icct N	No : NM00000933 No : NM0300000712		
						ee Rů
					Allergies	5
Current All	Session				View/Change	4
	·				Renew/Repeat	2
- Category Orders Pri	Date/Time	Status	Stop	My	Hold Resume	ALL
+ Discharge in Process (1)					DC	+
+ Laboratory (4)					Undo	+
+ Radiology (11)					Order Cata	+
+ Medications (2)					Urder Sets	i.
– New Orders (6)	1 1		1			-
RN CCU Monitor Orders (NURORD)	10/04 N	New		*	Meas/Fluids	*
D				+	Notifications	Ŧ
CBC WITH AUTOMATED DIFF (LAB)	10/06 AM	New		*	Cont from AMR	
U57-172 NS + KCI 20MEQ 100 1,000 ML	10/04 1440	New	11703 1441	*	Beconcile Mede	
	10.004.1	New			Transfer Receive	
	10704 N	Neu			Discharge Plan	
RESPIRATURY THERHEY (RES)	10/04 N	Neu		- *	Preferences	
	TOTOA DIUUG	HEM		<u> </u>		
					Submit	
? 🖸 🖬 🔒 Review Orde	er Docume	nt	Sig	jn	Back	

	tials	Description	Examples and Descriptions for use
rder Sources ²		Dept Charges, Evaluate and Treat, Procedural	SDC charges, Radiology department charges, Pharmacy tray stocking charges.
4/1/15		Procedural Standards	To pre-admit a newborn for inpatient moms; Special Services for additional materials/orders related to an already ordered test. Nursing orders: WOCN consult generated from admit history, Case mgt consult when patient informs RN of needing assistance at home/possible abuse etc. Orders needed for follow-up after an MD has already ordered the string in POM (example: an H&H after blood is transfused). Repeat PTT with Heparin Nomogram.
			WOCN, PT, OT, Nutrition for use when the provider has already ordered a discipline to evaluate and treat; PICC Orders

Our order sources have been revised and consolidated. Please review and be prepared to use them accordingly. If you have any questions about the order source you need to use for a specific task, please ask your Team Leader.

т	Telephone	Any telephone order
v	Verbal Order	Any verbal order (remember this should
		be rarely used in urgent/emergent
		events)
w	Written	Any orders still written on paper
P	Protocol, Standing	Vaccine Protocol, Saline Flush Protocol,
	Orders	Hypoglycemia Protocol
		Currently approved standing orders.
		Examples include but are not limited to
		the RRT Standing Orders, Newborn
		Standing Orders, SCD, VTE risk
		assessment

