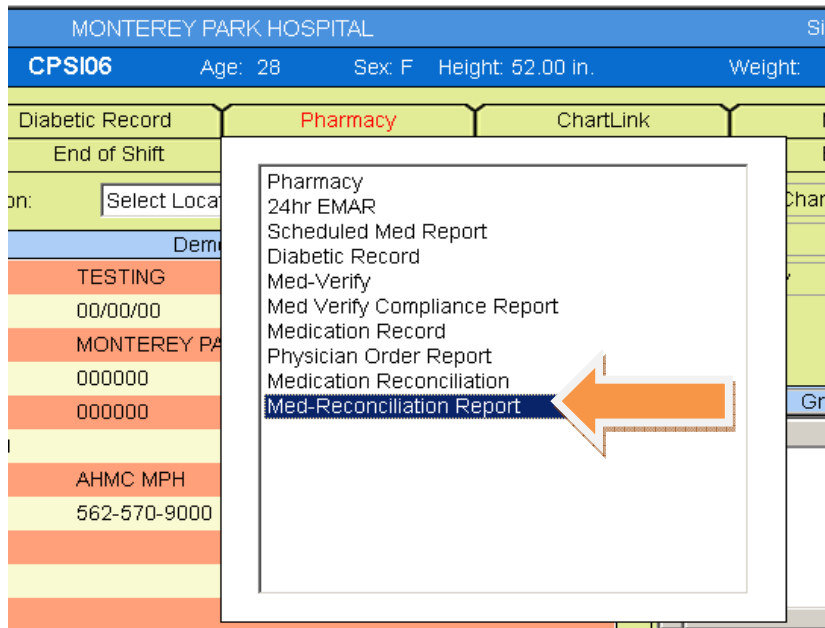
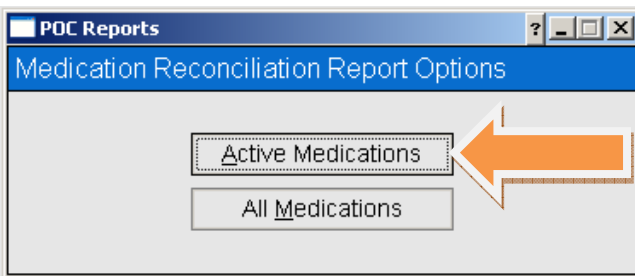



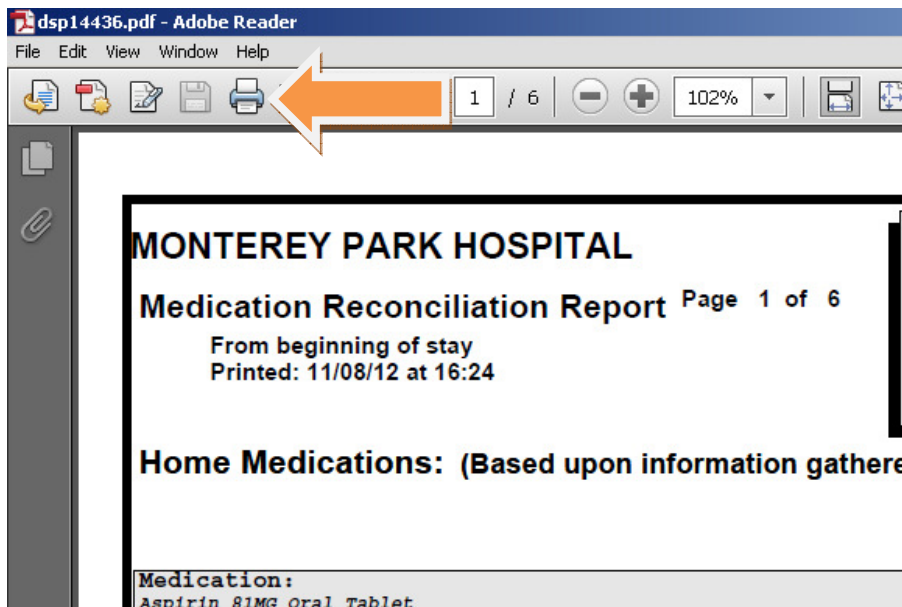
7. Once complete entering all home medication, print out Medication Reconciliation Report for MD to reconcile home meds then fax to pharmacy as admission order.



8. Select “Active Medications”

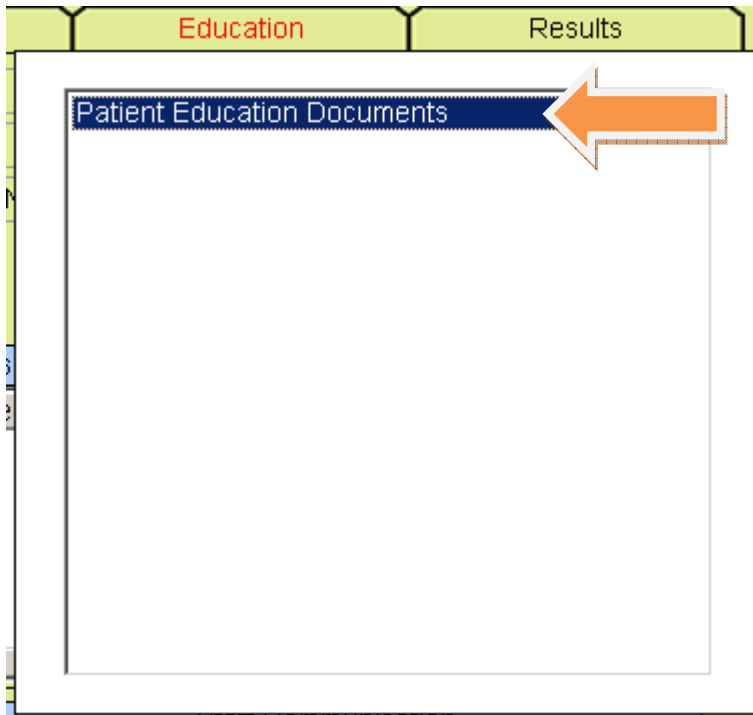


9. Click the  button to print out the report for physician to complete.

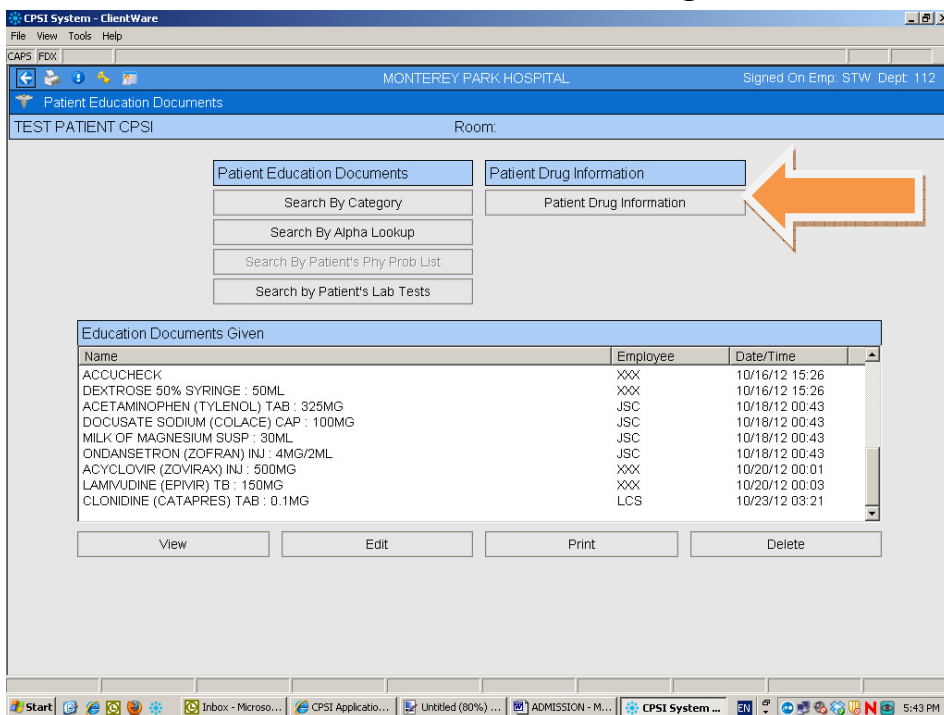


DOCUMENTING PATIENT EDUCATION

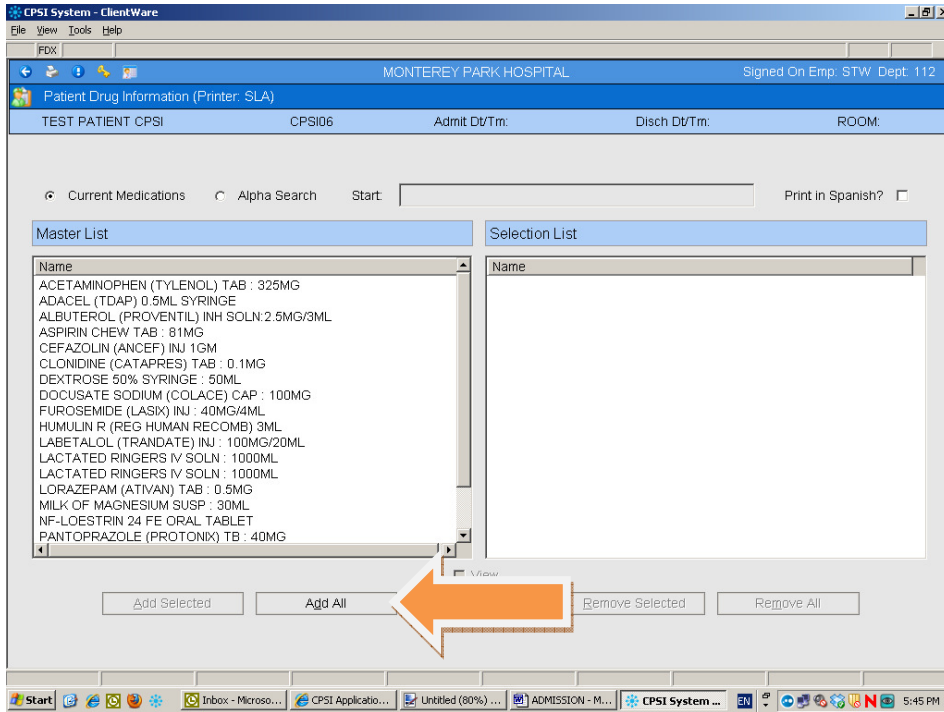
1. Click on the "Education" tab and select "Patient Education Documents"



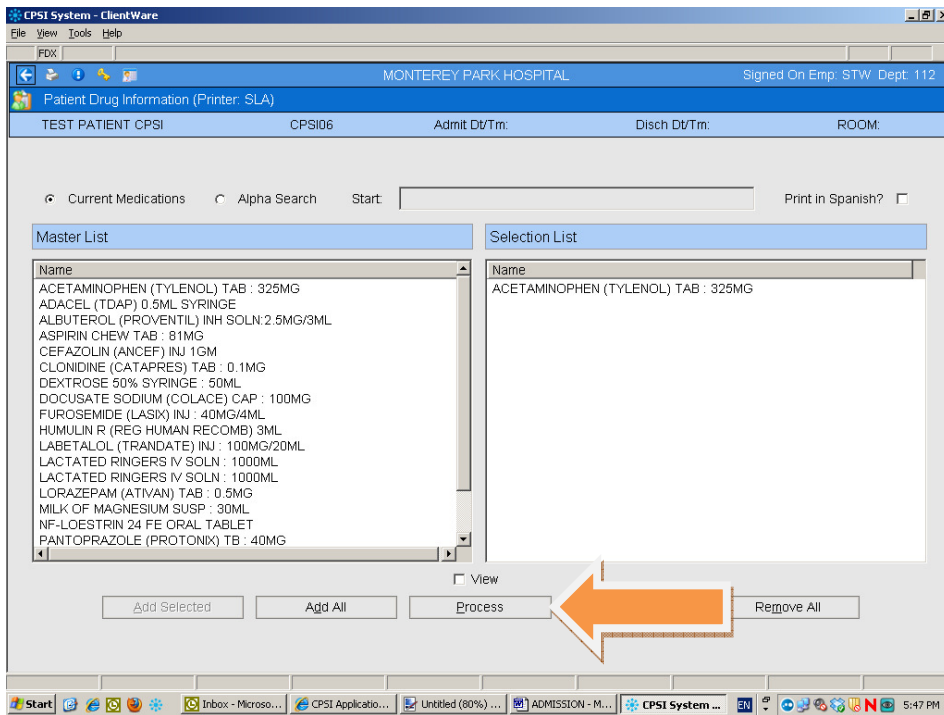
2. For medication education, click "Patient Drug Information".




3. Select the drug needs education by clicking “Add Selection” or “Add All” button.

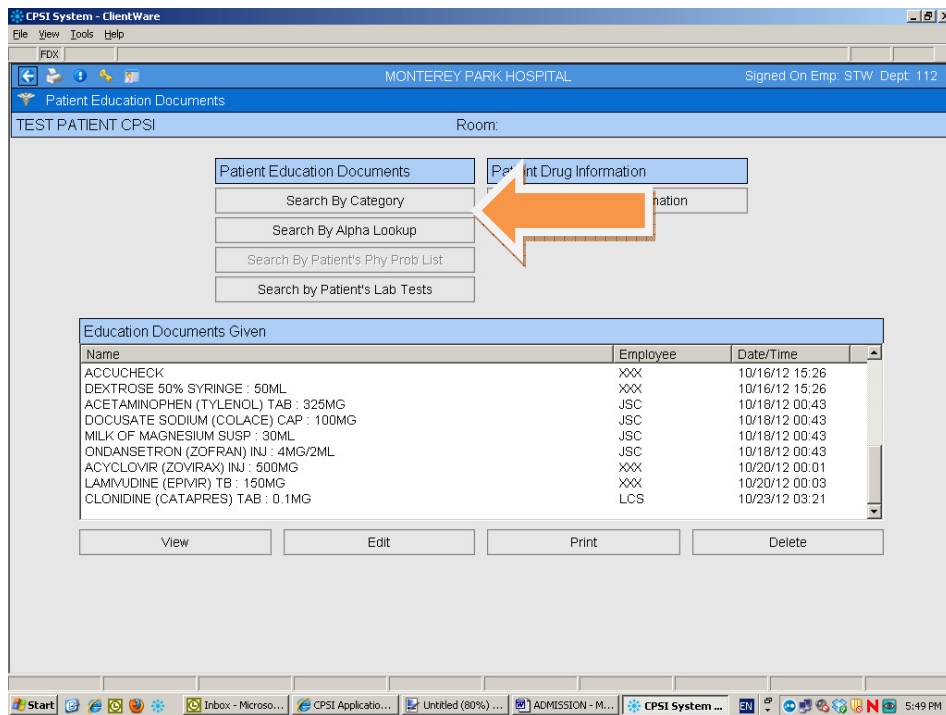


4. Click “Process”

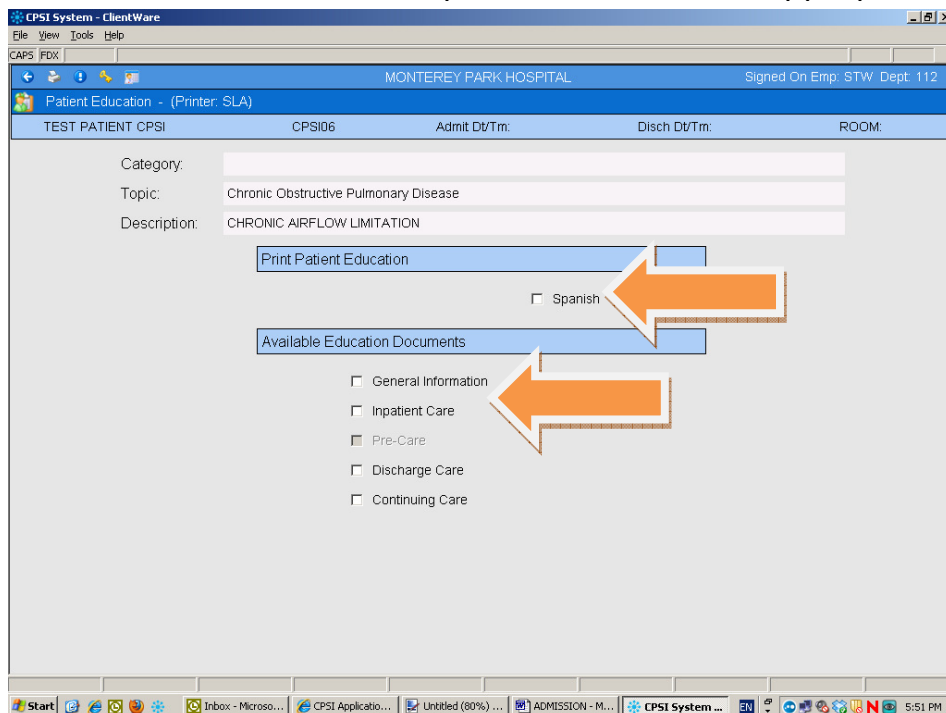


5. Click the  button to print out the education material for patient.

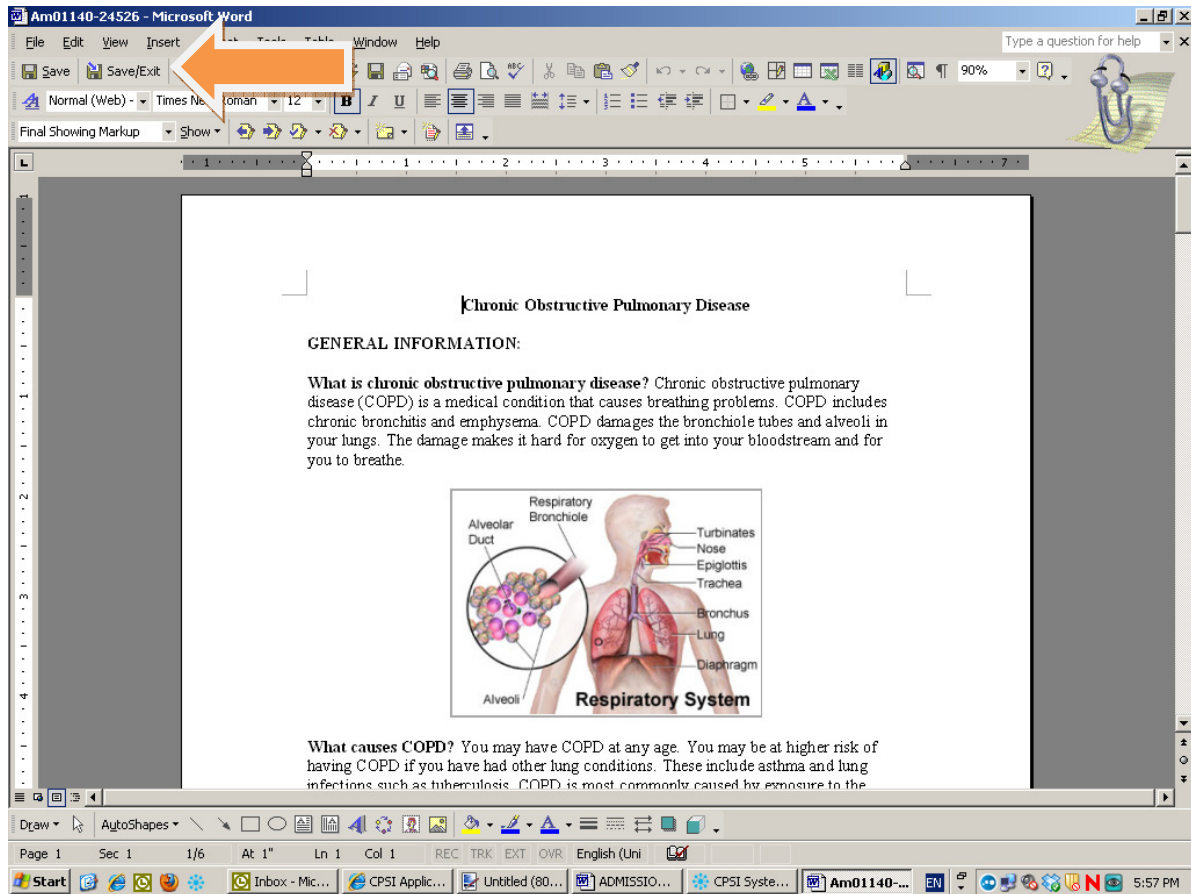
- For non-medication education material, click **“Search by Category”** or **“Search by Alpha Lookup”** to find the appropriate education material.



- Once the education material was located, the follow screen should be displayed. Click the **“Spanish”** check box first for Spanish education material, then click **“General Information”** or **“Inpatient Care”** for the appropriate education materials.



8. The educational material should be shown up in **MS Word**. You may customize the information according to the patient's status and physician's order. Click the "**Print**" icon to print the materials. Click "**Save/Exit**" button to return to POC.



9. All educational materials **MUST** be printed and documented on the patient's "Interdisciplinary Education Record" E-form.
10. Medication education handouts can begin on admission as you give the first dose of medication.
11. Diagnosis or disease process education handouts- **should only be given once you have confirmed the diagnosis with the Physician. Do not rely on the face sheet!**