

CENTRAL MONTANA MEDICAL CENTER
Lewistown, Montana

Orig. Effec. Date: <u>04/11</u>
Approved By: _____
Revised: _____
Approved By: _____

POLICY NO. IT-006
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SUBJECT: EMR – MEDICATION ORDERS
DEPARTMENT: INFORMATION TECHNOLOGY
AFFECTED DEPARTMENTS: NURSING/PHARMACY

POLICY:

Medication Orders

PURPOSE:

It shall be the policy of CMMC that ALL Pharmacy orders be verified by an RN on the shift in which the orders are written.

PROCEDURE:

1. Any orders written and verified after Pharmacy hours shall remain as Temporary orders until approved by licensed Pharmacist. After such verification, they then become final orders. Any medications administered during this “Temporary” period can be charted as “administered” as long as 2 RN’s have verified the orders.
2. Orders entered by Pharmacists require only one (1) licensed RN to verify.
3. Any orders entered by Pharmacy during regular Pharmacy hours shall require verification by one (1) RN.
4. All orders entered on a designated shift MUST be verified on that shift.

Correction of Medication Order Entries

1. If the Nurse entering or verifying the order identifies an error during Pharmacy hours, the Pharmacy shall be notified and asked to make to appropriate correction.
2. If the nurse verifying an order identifies an error after Pharmacy hours, the nurse shall discontinue that order on the Mobile Care Station and re-enter the order correctly. Once the order is re-entered correctly the order should be re-verified by another RN.

Cart Exchange

1. It shall be the policy of Central Montana Medical Center for mobile care stations to be refilled by Pharmacy as per hospital policy that is currently in place.