Northern Light Health

From the Office of Clinical Informatics

Meds to Beds Program
Maine Coast and Inland Hospital
Pharmacy Workflow

February 6, 2024

The Bedside Medication Delivery Program, commonly referred to as Meds to Beds, is a service where a NLH Retail Pharmacy receives a prescription and delivers the medication to the patient bedside at the time of discharge. Meds to Beds will help decrease readmission rates where medication non-compliance is high risk, as well as, added convenience for the patient by eliminating the need to pick up prescriptions at the pharmacy.

Multi-Patient Task List Retail Pharmacy Overview

The Multi-Patient Task List (MPTL) will assist Pharmacists and Technicians with managing and carrying out patient-specific tasks based on orders that have been placed. It also aides by preventing errors of omission by maintaining a list of outstanding interventions. While the MPTL can be customized, it can also be used to launch the opening of the patient record, as well as the ability to proxy a list to another user.

Configuring Multi-Patient Task List and creating Patient List for Meds to Beds usage

STEP 1: Select the **Patient List** button within the toolbar.

STEP 2: Select the **List Maintenance** icon.

STEP 3: Within **Modify Patient Lists** window, select **New**.

STEP 4: From the **Patient list Type** window, select **Location**, then click **Next**.

STEP 5: Expand the **Locations** folder by clicking the **+ sign**, then select the NL Member Hospital you provide Meds to Beds service to, i.e., NL Maine Coast Hospital, NL Inland Hospital.

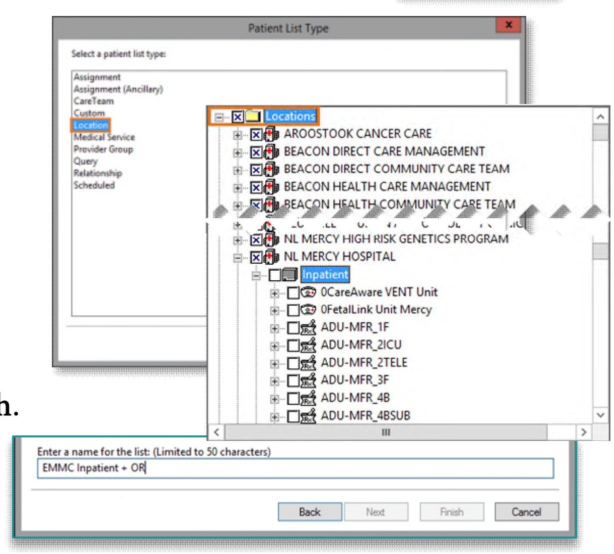
STEP 6: Click the next to the **Facility** location to select any units/locations pertinent to Meds to Beds at your site.

STEP 7: **Name** the list at the bottom of the window. Click **Finish**.

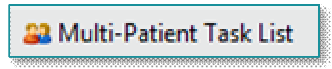
STEP 8: The **Modify Patient Lists** window appears. Select the applicable list within the available list section.

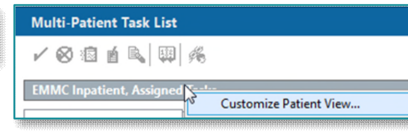
STEP 9: Select the arrow icon to move the patient list to **Active Lists** to be available on view.

STEP 10: Click **OK**.



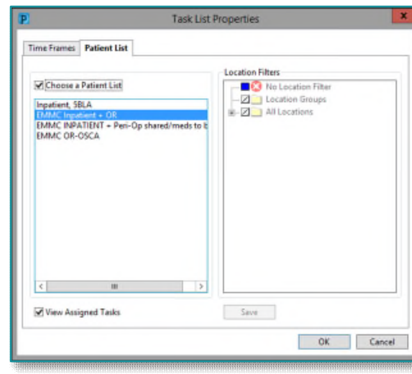
<ins>STEP 11</ins>: Navigate to the **Multi-Patient Task List**. Right-click the task list toolbar and select **Customize Patient View**.





<ins>STEP 12</ins>: The **Task list Properties** window opens. Select the **Patient List** tab.

- Select the newly created patient list, then click **OK**.



For more information regarding creating a Patient List, visit this link.

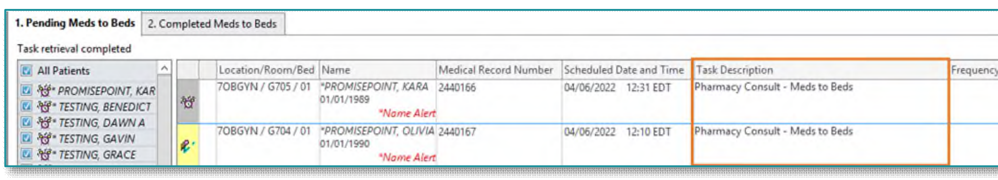
<ins>NOTE</ins>: **When a new patient unit is created or removed, the Patient list will need to be updated.**

<ins>Retail Pharmacy Workflow</ins>

<ins>STEP 1</ins>: From **PowerChart**, select the **Multi-Patient Task List** button within the toolbar.

<ins>STEP 2</ins>: Once provider documents the patient has accepted the Meds to Beds Program, a **Pharmacy Consult – Meds to Beds Order** task will appear in the Pharmacy Multi-Patient Task List (MPTL).

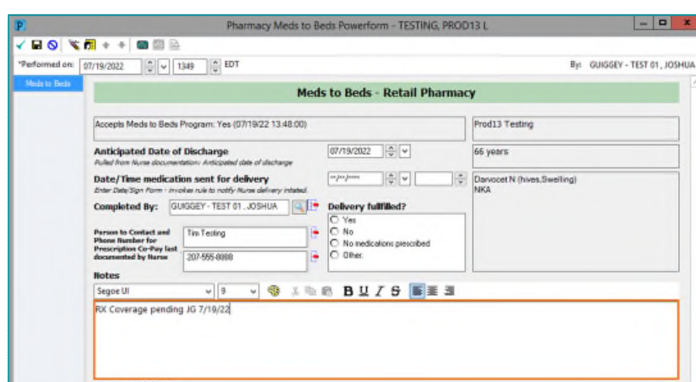
<ins>STEP 3</ins>: Double-click the **Pharmacy Consult – Meds to Beds task** to view the anticipated discharge date and patient acceptance of the program.



<ins>NOTE</ins>: **If the anticipated date of discharge is in the future, the Pharmacy Consult – Meds to Beds task should be rescheduled. See instructions below for Rescheduling of Task on MPTL section.**

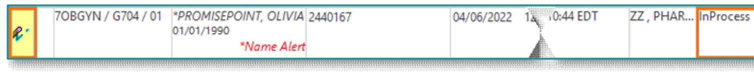
<ins>STEP 4</ins>: Navigate to **McKesson EnterpriseRx** to create a medication profile for the patient.

- Information regarding the patient's prescription coverage can be documented in the **Notes** section of the Pharmacy Meds to Beds PowerForm, such as insurance information, authorization details, etc.

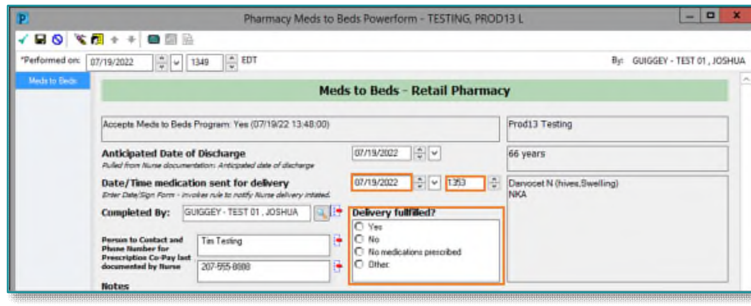


<ins>NOTE</ins>: **If the Pharmacy Meds to Beds PowerForm is signed instead of saved, the task will move to the Completed Meds to Beds tab on the Multi-Patient Task List. Future documentation of the Pharmacy Meds to Beds PowerForm would need to be completed on the Complete Meds to Beds tab.**

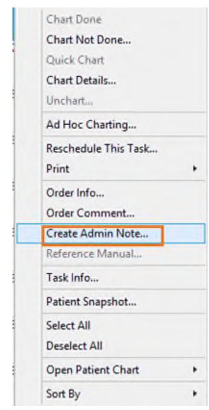
- **Once within the Completed tab:**



  - The **InProcess** icon displays and the **Task Status** updates to InProcess.
  - A **Pharmacy Consult – Meds to Beds, Discharge Ordered** task will generate when a discharge order has been entered.



<u>STEP 5</u>: After the prescription has been received and processed by retail pharmacy, open the **Pharmacy Meds to Beds** PowerForm from the MPTL (InProcess)

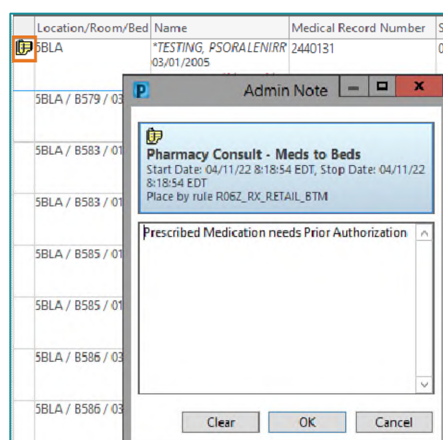


<u>STEP 6</u>: If **NL Pharmacy** cannot fill any of the prescribed medications, document these details by right-clicking the **Pharmacy Consult – Meds to Beds** task and select **Create Admin Note.**

- A message should be sent to prescriber via TigerConnect if:
  - Prescriber needs to resend prescriptions.
  - Clarification on sent prescriptions are needed and can be discussed verbally with Pharmacist.
  - Other barriers are present to NL Pharmacy filling and delivering prescriptions to patient bedside prior to discharge.

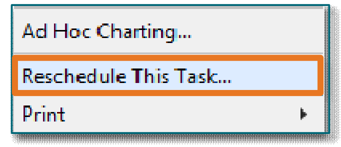
<u>NOTE:</u> **After creating an Admin Note, a visible icon on the MPTL will appear. To view full details of the Admin Note, right click on the Task and select View Admin Note.**

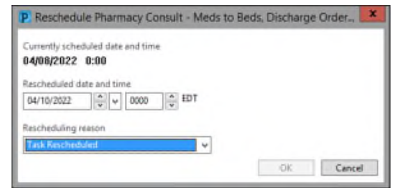
<u>STEP 7</u>: Click the **Sign** icon. Upon doing so a notification message will appear in **CareCompass** to Nursing staff that the medication delivery is enroute.



- For deliveries <u>occurring after</u> normal daily delivery routes and retail pharmacy has completed filling the prescriptions: the retail pharmacy will coordinate with courier service to have medication stored with **Inland** and **Maine Coast <u>inpatient</u>** pharmacy.
- Nursing staff will contact the inpatient pharmacy to have medications delivered to patient floor and return delivery receipt back to retail pharmacy the next business day.
- To learn more about correcting PowerForm documentation, visit this [link.]

Rescheduling of Task on MPTL





If a patient has not been discharged by the original anticipated date of discharge, the Pharmacy Consult – Meds to Beds task can be rescheduled.

- Right-click the task, select **Reschedule This Task…**
- Modify the date within the **Rescheduled date and time** section to match the **Anticipated Date of Discharge** within the Pharmacy Meds to Beds PowerForm.
- Select the **Rescheduling reason** from the dropdown list.
- Click **OK**.