

The Pharmacy Medication History and Reconciliation PowerForm and the Multi-Patient Task List assist inpatient pharmacy technicians and pharmacists to complete medication history and reconciliation consultations for patients at NL EMMC, NL Blue Hill Hospital, and NL Maine Coast.

Overview

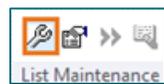
When a patient is identified as being a candidate for medication reconciliation and history consultation by inpatient pharmacy staff, documentation is completed on the **Pharmacy Medication History and Reconciliation Form**. Once documentation is complete, a pharmacist reviews and signs the documentation from within the Multi-Patient Task List (MPTL).

Creating a Patient List and Customizing MPTL

STEP 1: In the toolbar, select **Patient List**.



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



STEP 3: In **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. Select the NL member hospital providing Medication History/Reconciliation service for (i.e., NL Eastern Maine Medical Center).

STEP 6: Click the  next to the **Facility** location to select any units/locations pertinent to Medication History/Reconciliation.

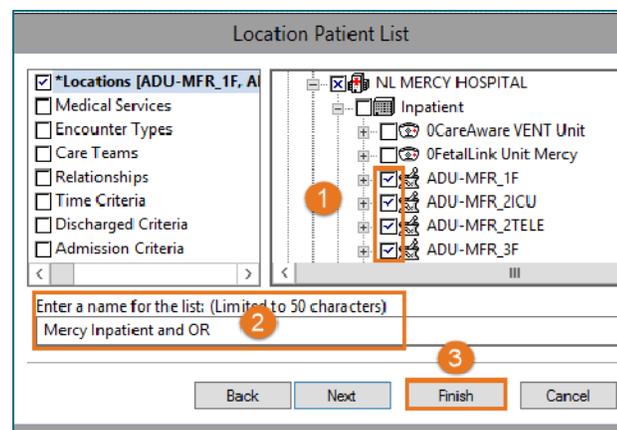
STEP 7: **Name** the list at the bottom of the window. Click **Finish**.

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

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

STEP 10: Click **OK**.

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



- STEP 12:** Select the **Patient List** tab from the **Task list Properties** window.
- Select the new patient list, then click **OK**.



NOTE: When a new patient unit is created or removed, the Patient List needs to be updated. For more information regarding creating a Patient List, see the [flyer](#).

Medication History/Reconciliation Workflow

- STEP 1:** Patient is identified appropriate for medication reconciliation by an inpatient pharmacy-technician. This process exists currently via many different mechanisms and will remain unchanged.
- STEP 2:** Enter patient's chart, select **Ad Hoc** to locate the **Pharmacy Med History/Rec Documentation** folder. All Items → **Pharmacy Med History/Rec Documentation** → **Pharmacy Medication History and Reconciliation Form**, select **Chart**.

- STEP 3:** Document in the following sections during or after medication history consultation: **Sources**, **Assessment of Adherence/Comments**, **Assessment of Reliability/Comments**, **Number of Medications Added**, **Number of Medications Completed or Removed**, **Number of Medication Modified**, and **Tech Time Spent**.

NOTE: These fields are reportable based on documentation: PowerForm Documentation in Reporting Portal.

STEP 4: Navigate to **Allergies** to document any allergies determined during normal investigation process.

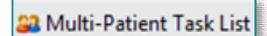
STEP 5: As in the Medication List: **Add, Document Medication by Hx** and **External Rx History** are available from the PowerForm to be used during normal process of medication history research.

STEP 7: Pharmacy Technicians click **Save** (📁) when documentation and medication history/reconciliation is complete.

NOTE: It is very important to **Save the form and not Sign** (✓).

- Pharmacists will review then sign off on documentation.

STEP 7: After saving the form: navigate to the **Multi-Patient Task List** in the top banner bar. After the form is saved, a **Pharmacy Medication History and Reconciliation Form** task appears for that patient on the **Pending Med Rec** tab. Pharmacists have similar access to view this task and the PowerForm from the MPTL.



- Saving documentation allows the task to remain on the **Pending Med Rec** tab for pharmacist review.



- Saved documentation is indicated by the documented icon on the Multi-Patient Task List.

NOTE: Depending on the Cerner position, the Med Hx/Med Rec may be located on a different tab within the Multi-Patient Task List.

STEP 8: Pharmacists review documented lines and associated icon in the **Pending Med Rec** tab.

- If Pharmacist comments are needed, add them below technician comments.
 - After Pharmacist review, click **Sign**. ✓

STEP 9: Once signed by the Pharmacist, the form displays in the **All Med Rec** tab and saves to the patient's chart in **Form Browser**.