



# PHARMACY DATA MANAGEMENT

## USER MANUAL

Version 1.0  
September 1997

(Revised December 2013)



# Revision History

Each time this manual is updated, the Title Page lists the new revised date and this page describes the changes. If the Revised Pages column lists “All,” replace the existing manual with the reissued manual. If the Revised Pages column lists individual entries (e.g., 25, 32), either update the existing manual with the Change Pages Document or print the entire new manual.

Date	Revised Pages	Patch Number	Description
12/13	i-vi, 4, 44j-44l 102g-102h, 103-104, 105, 152-153, 204-206	PSS*1*172	New High Risk/High Alert functionality added to Pharmacy Orderable Item File New Infusion Instruction Management functionality added to Pharmacy Data Management Option Renumbered pages Updated Glossary Updated Index (R. Santos, PM; B. Thomas, Tech Writer)
11/13	i-iv, v-vi, 26a-26b, 102a-102f	PSS*1*174	<ul style="list-style-type: none"> <li>• Update TOC</li> <li>• Identical additives and solutions</li> <li>• Additive and Generic Drug Distinction</li> <li>• Additive and Generic Drug Distinction, Solution Strength, and Quick Codes</li> <li>• Additive Strength</li> </ul>
01/13	i - vi, 4 - 4a, 26 – 26b, 100 - 100b, 101a – 101b, 102a – 102f, 103, 104-104d, 105, 205 - 208	PSS*1*164 & PSS*1*169	<ul style="list-style-type: none"> <li>• Added REQuest Change to Dose Unit example to the Request Change Dose Unit section.</li> <li>• Added note to Check PEPS Services Setup section.</li> <li>• Added check options to the Vendor Database Reachable; Enhanced Order Checks Executed example.</li> <li>• Added Print Interface Data File option</li> <li>• Added Section 1.21 Inpatient Drug Management as this information was missing from patch PSS*1*146 release.</li> <li>• Added Section 1.22 Check Drug Interaction option</li> <li>• Added Find Unmapped Local Possible Dosages option</li> <li>• Updated the heading number for the Stand-Alone Menu Options section this was previously 1.21 and is now 1.23.</li> <li>• Updated Index</li> </ul> (G. Tucker, PM; G. Scorca, Tech Writer)
06/12	i, ii, iii, 3-4, 4a – 4b, 44c, 44ib, 44j, 105	PSS*1*146	New sub-menu named Inpatient Drug Management [PSS INP MGR]. Enter/Edit dosages Additive Solution enhancement. (N. Goyal, PM; J. Owczarzak Tech Writer)
01/12	i, ii, iii, 27, 44ia – 44ib, 89	PSS*1*156	New multiple named Outpatient Pharmacy Automation Interface (OPAI) in the DRUG file (#50) sub-file (#50.0906). (N. Goyal, PM; J. Owczarzak Tech Writer)
12/11	i, ii, iii, 38-40b, 62d-64d	PSS*1*159	Updated screens. Updated the Edit Orderable Items option for the default medication route. Due to data being moved, pages

Date	Revised Pages	Patch Number	Description
			62e and 62f have been removed. (N. Goyal, PM; C. Bernier Tech Writer)
08/11	i-iii, 101- 101b, 102	PSS*1*163	<p>Updated the Schedule/Reschedule Check PEPS Interface section</p> <ul style="list-style-type: none"> <li>• Updated overview of Schedule/Reschedule Check PEPS Interface</li> <li>• Updated the Schedule/Reschedule Check PEPS Interface example</li> <li>• Added a warning regarding the DEVICE FOR QUEUED JOB OUTPUT field</li> <li>• Added a blank page for two-sided copying</li> </ul> <p>(G. Tucker, PM; G. Scorca, Technical Writer)</p>
04/11	i-iii, 3-4b, 7-16b, 44d-j, 114, 118, 121, 129, 137, 204-206	PSS*1*155	<p>Utilized three new fields that were added to the VA PRODUCT file (#50.68) with PSN*4*261. The fields are used during the Match/Rematch process of the <i>Drug Enter/Edit</i> [PSS DRUG ENTER/EDIT] and the <i>Enter/Edit Dosages</i> [PSS EDIT DOSAGES] options to determine whether possible dosages should be auto-created for supra-therapeutic drugs.</p> <p>Retired the <i>Auto Create Dosages</i> [PSS DOSAGE CONVERSION] option and removed the option from the <i>Dosages</i> [PSS DOSAGES MANAGEMENT] menu. Updated Index.</p> <p>(N. Goyal, PM; E. Phelps/C. Bernier Tech Writers)</p>
04/11	i, ii, iii, added iv, v; changed 3, 4, 45, 46; added 46a-46d, re-numbered all sections starting on page 87 and ending with page 106; changed page. 89; added 90e and 90f; changed 99-106; added 106a-b; deleted 107-112; changed 151, 153, 154; added 154a-b; updated index;	PSS*1*136 & PSS*1*117	<p>Besides the developer's changes, this document incorporates the comments from Lina Bertuzis and colleagues for the PRE functionality included with patch PSS*1*117 (a combined patch with PSS*1*136).</p> <p>Sections changed are:</p> <ul style="list-style-type: none"> <li>• Changed overview of menu item descriptions to match application</li> <li>• Changed menu item description named <i>Drug Interaction Management</i> to <i>Order Check Management</i> and changed text</li> <li>• Changed submenu item <i>Enter/Edit Local Drug Interaction</i> [PSS-INTERACTION-LOCAL-ADD] to <i>Request Changes to Enhanced Order Check Database</i>. [PSS ORDER CHECK CHANGES] and changed text.</li> <li>• Changed example in <i>Report of Locally Entered Interactions</i> option</li> </ul> <p>Section deleted:</p> <ul style="list-style-type: none"> <li>• Deleted <i>Enhanced Order Checks Setup Menu</i> and all its sub-menu items (<i>Find Unmapped Local Medication Routes; Map Local Medication Route to Standard; Medication Route Mapping Report; Medication Route File Enter/Edit; Medication Route Mapping History Report; Request Change to Standard Medication Route; Find Unmapped Local Possible Dosages; Map Local Possible Dosages; Local Possible Dosages Report; Strength Mismatch Report; Enter/Edit Dosages; Request Change to Dose Unit; Mark PreMix Solutions; IV Solution Report; Administration Schedule</i></li> </ul>

Date	Revised Pages	Patch Number	Description
			<p><i>File Report; Medication Instruction File Report)</i>  The deleted Enhanced Order Checks Setup Menu and its submenus is replaced by the following addition:</p> <ul style="list-style-type: none"> <li>Added <b>PEPS Services</b> menu and its submenus: <i>Check Vendor Database Link; Check PEPS Services Setup; and Schedule/Reschedule PEPS Interface</i></li> </ul> <p>Added a heading for <b>Stand-Alone Menu Options</b> with the description for the <i>Enable/Disable Vendor Database Link</i> option and a short description for the <i>Other Language Translation Setup</i> option.</p> <p>Added definitions in the glossary for PECS and PEPS, and updated the index.</p> <p>Jim Pollard, Project Manager, Ron Ruzbacki, Bill Tatum, Developers; Marella Colyvas, Technical Writer</p>
04/11	i-ii, 38, 40, 62d-f, 64, 64a	PSS*1*153	<p>Renamed the MED ROUTE field (#.06) of the PHARMACY ORDERABLE ITEM file (#50.7) to be DEFAULT MED ROUTE. Provided the ability to print the POSSIBLE MED ROUTES multiple on <i>the Default Med Route For OI Report</i> [PSS DEF MED ROUTE OI RPT] option.</p> <p>(N. Goyal, PM; E. Phelps, Tech Writer)</p>
02/11	i, 63	PSS*1*142	<p>Added functionality to denote the default med route for IV orders in the selection list in CPRS if all of the orderable items on the order have the same default med route defined. Updated TOC. Released with CPRS version 28.</p> <p>(N. Goyal, PM; E. Phelps/C. Bernier Tech Writers)</p>
06/10	i, iii, 84, 84a-84b, 203, 205-206	PSS*1*143	<p>Added new Schedule Validation Requirements. Updated Index.</p> <p>(R. Singer, DM; B. Thomas, Tech. Writer)</p>
02/10	iii-iv, 3-4, 44a-d, 47-48, 61-62d, 89-90b, 112, 203-206	PSS*1*147	<p>Described new process for requesting changes to Standard Medication Routes and the New Term Rapid Turnaround (NTRT) process;</p> <p>Added <i>IV Additive/Solution Reports</i> menu, with suboptions <i>IV Solution Report</i> option and <i>V Additive Report</i> [PSS IV ADDITIVE REPORT] option</p> <p>Added <i>Default Med Route for OI Report</i> option to the <i>Medication Routes Management...</i> menu.(this change was made but not documented with PSS*1*140)</p> <p>Updated <i>Drug Enter/Edit</i> option to display NUMERIC DOSE and DOSE UNIT fields defined for Local Possible Dosage</p> <p>Updated the Drug Enter/Edit option display to include the new ADDITIVE FREQUENCY field</p> <p>Updated Table of Contents and Index</p> <p>J.Freese, DM; K. Lowry, Tech. Writer</p>
10/09	i, 64a-b, 65, 65a-b, 66	PSS*1*141	<p>Added ASSOCIATED IMMUNIZATION field to <i>Edit Orderable Items</i> option and <i>Dispense Drug/Orderable Item Maintenance</i> option. Reorganized content within sections to accommodate new information.</p> <p>(R. Singer, DM; D. Dertien/R. Silverman, Tech Writer)</p>
08/09	iii-iv, 53, 62a-b, 63, 81, 203	PSS*1*140	<p>Added DEFAULT MED ROUTE FOR CPRS field and <i>Default Med Route For OI Report</i> [PSS DEF MED ROUTE OI RPT] option for the enhancement of default medication</p>

Date	Revised Pages	Patch Number	Description
			route being defined for an orderable item. (G. Tucker, PM; S. B. Scudder, Tech. Writer)
07/09	27-34	PSS*1*131	Added explanations of DEA special handling code U for sensitive drug. (M. Anthony, PM; C. Liles, Tech. Writer)
05/09	81	PSS*1*137	Added Automate CPRS Refill field to the <i>Pharmacy System Parameters Edit</i> [PSS MGR] option. (G. Tucker, PM; S. B. Scudder, Tech. Writer)
02/09	All	PSS*1*129	Pages renumbered to accommodate added pages. Pharmacy Reengineering (PRE) V.0.5 Pre-Release. Restructured <i>Pharmacy Data Management</i> menu: - Grouped related options under the following new sub-menus: <i>Drug Text Management, Medication Instruction Management, Medication Routes Management, and Standard Schedule Management</i> - Added temporary <i>Enhanced Order Checks Setup Menu</i> - Added the following options: <i>Find Unmapped Local Medication Routes, Find Unmapped Local Possible Dosages, Map Local Medication Route to Standard, Map Local Possible Dosages, Mark PreMix Solutions, Request Change to Dose Unit, and Request Change to Standard Medication Route</i> - Added the following reports: <i>Administration Schedule File Report, IV Solution Report, Local Possible Dosages Report, Medication Instruction File Report, Medication Route Mapping Report, Medication Route Mapping History Report, and Strength Mismatch Report</i> - Updated Table of Contents, Index, and Glossary (G. Tucker, PM; V. Howell, Tech. Writer)
09/97			Original Release of User Manual

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# Chapter One Pharmacy Data Management Options

The PDM options listed below show the Menu structure (latest modification was with the installation of PSS\*1\*146).

- CMOP Mark/Unmark (Single drug) 
- Dosages ...
  - Dosage Form File Enter/Edit
  - Enter/Edit Dosages
  - Most Common Dosages Report
  - Noun/Dosage Form Report
  - Review Dosages Report
  - Local Possible Dosages Report
  - Request Change to Dose Unit
- Drug Enter/Edit
  - Order Check Management...
    - Request Changes to Enhanced Order Check Database
    - Report of Locally Entered Interactions
  - Electrolyte File (IV)
  - Lookup into Dispense Drug File
  - Medication Instruction Management ...
    - Medication Instruction File Add/Edit
    - Medication Instruction File Report
  - Medication Routes Management ...
    - Medication Route File Enter/Edit
    - Medication Route Mapping Report
    - Medication Route Mapping History Report
    - Request Change to Standard Medication Route
    - Default Med Route for OI Report
  - Orderable Item Management ...
    - Edit Orderable Items
    - Dispense Drug/Orderable Item Maintenance
    - Orderable Item/Dosages Report
    - Patient Instructions Report
    - Orderable Item Report
  - Formulary Information Report
  - Drug Text Management ...
    - Drug Text Enter/Edit
    - Drug Text File Report
  - Pharmacy System Parameters Edit
  - Standard Schedule Management ...
    - Standard Schedule Edit
    - Administration Schedule File Report
  - Synonym Enter/Edit
  - Controlled Substances/PKI Reports...
    - DEA Spec Hdlg & CS Fed Sch Discrepancy

The *CMOP Mark/Unmark (Single drug)* option is displayed before the *Warning Builder* option in the PDM Main Menu. For documentation purposes, it is being left at the beginning of this menu.

*Controlled Substances Not Matched to NDF*  
*CS (DRUGS) Inconsistent with DEA Spec Hdlg*  
*CS (Ord. Item) Inconsistent with DEA Spec Hdlg*  
*Send Entire Drug File to External Interface*  
*IV Additive/Solution...*  
    *IV Additive Report*  
    *IV Solution Report*  
    *Mark PreMix Solutions*  
*Warning Builder*  
*Warning Mapping*  
*PEPS Services...*  
    *Check Vendor Database Link*  
    *Check PEPS Services Setup*  
    *Schedule/Reschedule Check PEPS Interface*  
    *Print Interface Data File*  
*Inpatient Drug Management...*  
    *ADditives File*  
    *Dispense Drug Fields*  
    *Dispense Drug/ATC Set Up*  
    *Edit Cost Data*  
    *EDit Drug Cost (IV)*  
    *MARK/Unmark Dispense Drugs For Unit Dos*  
    *PRimary Solution File (IV)*  
*Check Drug Interaction*  
*Infusion Instruction Management ...*  
    *Infusion Instructions Add/Edit*  
    *Infusion Instruction Report*

The following actions will apply when OP EXTERNAL DISPENSE field (#28) is YES:

- To change where a drug is being routed, simply change the ADD associated with the drug.

```
Select DIVISION: ALBANY//  
DIVISION: ALBANY//  
WINDOW DNS NAME: SCRIPTPRO1// scriptpro3      MACHINE2@VA.GOV  9002  
MAIL DNS NAME: SCRIPTPRO2//  
Select DIVISION:
```

ADDs can be removed from an ADD defined in the DRUG file (#50) for specific drugs for a site.

```
Select DIVISION: troy  514  
...OK? Yes//  (Yes)  
  
DIVISION: TROY// @  
SURE YOU WANT TO DELETE THE ENTIRE DIVISION? y  (Yes)  
Select DIVISION:
```

- If the response to OP EXTERNAL DISPENSE field (#28) is NO, then there will be no prompt to add an ADD.

```
OP EXTERNAL DISPENSE: N  NO  
  
Do you wish to mark to transmit to CMOP?  
Enter Yes or No:
```

Patch PSS\*1\*146 addresses a functionality change to prevent erroneous matching with Dispense Drugs. It is very easy to select the wrong item and incorrectly change the PRINT NAME field (#.01) of the IV ADDITIVES file (#52.6) and/or IV SOLUTIONS file (#52.7). Also, once an additive or solution is selected, it is unclear as to whether or not the user is still selecting or editing.

Patch PSS\*1\*146 enhances this process by displaying the previously entered Print Name as the default if only one is entered.

Example:

```
Select IV ADDITIVES PRINT NAME: ADDITIVE1//
```

If more than one Print Name were previously entered, the software will display the list of all linked Additives and/or Solutions to select from so an edit may be made.

### Example:

```
<DRUG NAME> currently linked to the following IV
Additives:
    1. ADDITIVE1
    2. ADDITIVE2

Select 1-2 from list above or type 'NEW' to link
to a new IV Additive:
```

The Patch PSS\*1\*146 enhancement also allows the user to enter a new Additive or Solution and link it to the dispense drug. The software will give the user the choice to enter and link the dispense drug to a new Additive or Solution as well as require a confirmation of the selected dispense drug that will be linked to the selected Additive/Solution.

### Example (Create new IV Additive and link to drug):

```
<DRUG NAME> currently linked to the following IV Additives:

    1. ADDITIVE1
    2. ADDITIVE2

Select 1-2 from list above or type 'NEW' to link
to a new IV Additive: NEW

Select IV ADDITIVES PRINT NAME: TEST
Are you adding 'TEST' as a new IV ADDITIVES (the 33RD)? No// Yes
IV ADDITIVES DRUG UNIT: GM GM
PRINT NAME: TEST//
Select DRUG GENERIC NAME: CEFAMANDOLE 1GM INJ// AM116
ARE YOU SURE YOU WANT TO SELECT CEFAMANDOLE 1GM INJ? No// Y (Yes)
...

<DRUG NAME> currently linked to the following IV Additives:

    1. ADDITIVE1
    2. ADDITIVE2
    3. TEST

Select 1-3 from list above or type 'NEW' to link
to a new IV Additive: NEW
```

The patch PSS\*1\*172 enhancement allows the user to mark orderable items for designation as High Risk/High Alert medications which will then trigger an alert in BCMA at the time of administration for a witness signature. For administrations where the orderable item has a High Risk/High Alert drug code of 2 (witness recommended) or 3 (witness required), if the witness credentials are authenticated, administration is marked as Given or Infusing, and the user is returned to the BCMA VDL. If the witness credentials are completed, but not authenticated, administration will not continue until the user enters valid access and verify codes and has the authority to be a witness.

For administrations where the orderable item has a High Risk/High Alert drug code value of 2 (witness recommended), the user can bypass the witness sign-on when no witness is available, by acknowledging that the High Risk/High Alert medication is being administered without the presence of an authorized witness.

For BCMA to prompt for a witness during High Risk/High Alert medication administration, the orderable item for the medication is flagged in the HIGH RISK/HIGH ALERT DRUG field (#1) in the local PHARMACY ORDERABLE ITEM file (#50.7).

Upon installation, the HIGH RISK/HIGH ALERT DRUG field (#1) will be set to null or **0 (not a high risk/high alert drug)**.

The HIGH RISK/HIGH ALERT DRUG field (#1) provides the following four qualifying codes:

- a. 0/Null = Not a high risk/high alert drug
- b. 1 = High risk/high alert – does NOT recommend or require a witness in BCMA (this category was created for documentation purposes only, e.g., running reports).
- c. **2 = High risk/high alert – recommended to witness in BCMA**
- d. **3 = High risk/high alert – required to witness in BCMA**

To set the HIGH RISK/HIGH ALERT DRUG field (#1) values in the local PHARMACY ORDERABLE ITEM file (#50.7), complete the steps shown in the example below.

**Example (Modify Pharmacy Orderable Item File):**

```
Select OPTION NAME: PSS EDIT ORDERABLE ITEMS      Edit Orderable Items

Edit Orderable Items

This option enables you to edit Orderable Item names, Formulary status,
drug text, Inactive Dates, and Synonyms.

Select PHARMACY ORDERABLE ITEM NAME: HEPARIN
  1  HEPARIN      INJ,SOLN
  2  HEPARIN      SOLN
CHOOSE 1-2: 1  HEPARIN  INJ,SOLN

  Orderable Item -> HEPARIN
  Dosage Form    -> INJ,SOLN

List all Drugs/Additives/Solutions tied to this Orderable Item? YES//

  Orderable Item -> HEPARIN
  Dosage Form    -> INJ,SOLN

Dispense Drugs:
-----
HEPARIN BEEF 1,000 UNITS/ML 30ML
HEPARIN 1,000 UNIT/ML 10ML INJ
HEPARIN 10,000 UNITS 4ML
HEPARIN 1,000 UNITS/ML 30ML
HEPARIN, BEEF 10,000 UNIT/ML 4ML
HEPARIN, BEEF 1,000 UNIT/ML 10ML

Are you sure you want to edit this Orderable Item? NO// YES

  Now editing Orderable Item:
  HEPARIN  INJ,SOLN
Orderable Item Name: HEPARIN//

This Orderable Item is Formulary.

This Orderable Item is marked as a Non-VA Med.

Select OI-DRUG TEXT ENTRY:
INACTIVE DATE:
DAY (nD) or DOSE (nL) LIMIT:
DEFAULT MED ROUTE: INTRAVENOUS//

List of med routes associated with the DOSAGE FORM of the orderable item:
```

```
INTRAMUSCULAR
INTRAVENOUS
If you answer YES to the next prompt, the DEFAULT MED ROUTE (if populated)
and this list (if populated) will be displayed as selectable med routes
during medication ordering dialog. If you answer NO, the DEFAULT MED ROUTE
(if populated) and POSSIBLE MED ROUTES list will be displayed instead.

USE DOSAGE FORM MED ROUTE LIST: YES//
SCHEDULE TYPE:
SCHEDULE:

HIGH RISK/HIGH ALERT: ?

Choose from:

    0      NOT HIGH RISK/ALERT
    1      HIGH RISK/ALERT - NO WITNESS REQUIRED IN BCMA
    2      RECOMMEND WITNESS IN BCMA - HIGH RISK/ALERT
    3      WITNESS REQUIRED IN BCMA - HIGH RISK/ALERT

HIGH RISK/HIGH ALERT: 3  WITNESS REQUIRED-BCMA HIGH RISK/ALERT
```



**Note:** When responding to the prompt above, VistA accepts a 0, 1, 2, or 3 or will allow the user to type the first letter of the description, i.e., N, H, R or W.

## 1.23 Infusion Instruction Management [PSS INFINS MGR]

The *Infusion Instruction Management* [PSS INFINS MGR] menu contains the following options:

- Infusion Instructions Add/Edit
- Infusion Instructions Report

### 1.23.1 Infusion Instructions Add/Edit [PSS INFINS ADED]

The *Infusion Instructions Add/Edit* [PSS INFINS ADED] option allows the entry and editing of abbreviations and expansions in the INFUSION INSTRUCTIONS (#53.47) file. When entered into the Infusion Rate field during the entry of inpatient medication orders, Infusion Instruction abbreviations are replaced with the expanded text associated with the abbreviation.

#### **Example: *Infusion Instructions Add/Edit* [PSS INFINS ADED] Option**

```
Select Infusion Instruction Management Option: Infusion Instructions Add/Edit
Select INFUSION INSTRUCTIONS NAME: T1
Are you adding 'T1' as a new INFUSION INSTRUCTIONS (the 14TH)? No// Y (Yes)
INFUSION INSTRUCTIONS EXPANSION: TEST ONE
Select INFUSION INSTRUCTIONS NAME:
```

### 1.23.2 Infusion Instructions Report [PSS INFINS RPT]

Provides a report of entries from the INFUSION INSTRUCTIONS (#53.47) file.

**Example: Infusion Instructions Report [PSS INFINS RPT] Option**

Select Infusion Instruction Management <TEST ACCOUNT> Option: Infusion Instructions Report

This report displays entries from the INFUSION INSTRUCTION (#53.47) File.

Select one of the following:

80	80 Column
132	132 Column

Print report in 80 or 132 column format: 80// Column

DEVICE: HOME// SSH VIRTUAL TERMINAL Right Margin: 80//

INFUSION INSTRUCTION FILE REPORT

PAGE: 1

T1 EXPANSION: TEST ONE

TEST EXPANSION: TEST

End of Report.

Press Return to continue:



## 1.24 Stand-Alone Menu Options

This section describes the stand-alone menu options that are not exported as part of the main menu.

### 1.24.1 Enable/Disable Vendor Database Link [PSS ENABLE/DISABLE DB LINK]

The Enable/Disable Vendor Database Link is a stand-alone option that exists **ONLY** as a way for technical personnel to turn on/off the database connection if required for debugging. When disabled, NO drug-drug interactions, duplicate therapy, or dosing order checks will be performed in Outpatient Pharmacy, Inpatient Medication applications, or in the Computerized Patient Record System (CPRS).

Normally the link is enabled and the Vendor Database updates are performed centrally at the Austin Information Technology Center (AITC) and Philadelphia Information Technology Center (PITC).

The option is rarely used. It is NOT exported as part of the main Pharmacy Data Management [PSS MGR] menu option. *The examples provided are for technical personnel only.*

#### Example 1: Disabling the Vendor Database Link

```
Select OPTION NAME: PSS ENABLE/DISABLE DB LINK          Enable/Disable Vendor Database Link
Enable/Disable Vendor Database Link

The connection to the Vendor database is currently ENABLED.

Do you wish to DISABLE the connection to the Vendor database? NO//y Yes

NO Drug-Drug Interactions, Duplicate Therapy or Dosing Order Checks will be performed while the
connection is disabled!!!

Are you sure you want to DISABLE the connection to the Vendor Database? NO//y Yes

Vendor database connection DISABLED.

REMEMBER to ENABLE the Vendor database connection AFTER task completed.
Press Return to Continue:
```

#### Example 2: Enabling the Vendor Database Link

```
Select OPTION NAME: PSS ENABLE/DISABLE DB LINK          Enable/Disable Vendor Database Link
Enable/Disable Vendor Database Link

WARNING: The connection to the Vendor database is currently DISABLED.

NO Drug-Drug Interactions, Duplicate Therapy or Dosing Order Checks will be performed while the
connection is disabled!!!

Do you wish to ENABLE the connection to the Vendor database? YES//y Yes

Vendor database connection ENABLED.

Connected to Vendor database successfully.

Press Return to Continue:
```

## 1.24.2 Other Language Translation Setup [PSS OTHER LANGUAGE SETUP]

This is a stand-alone menu option that is not exported with the main menu. The *Other Language Translation Setup* option provides the ability to enter/edit data in the PHARMACY SYSTEM file (#59.7). This option allows sites to enter appropriate terms in another language that make up parts of the SIG when printing prescription bottle labels. If the user does not enter a translation, the English word will print. The *Other Language Translation Setup* option is a stand-alone option that must be assigned to the person(s) responsible for maintaining it. See Appendices C-G for lists of Spanish equivalents for some of the more common terms used for administration schedules, dosage forms, local possible dosages, medication instructions, and medication routes.

### Example: Other Language Translation Setup

```
USE OF ANOTHER LANGUAGE: YES <If No is entered the remaining fields will not be prompted for
SECONDS: SEGUNDOS
MINUTES: MINUTOS
DAYS: DIAS
WEEKS: SEMANAS
HOURS: HORAS
MONTHS: MESES
AND: Y
THEN: LUEGO
EXCEPT: EXCEPTO
ONE: UNA
TWO: DOS
THREE: TRES
FOUR: CUATRO
FIVE: CINCO
SIX: SEIS
SEVEN: SIETE
EIGHT: OCHO
NINE: NUEVE
TEN: DIEZ
ONE-HALF: MEDIA
ONE-FOURTH: UN-CUARTO
ONE-THIRD: UN-TERCIO
TWO-THIRDS: DOS-TERCIOS
THREE-FOURTHS: TRES-CUARTOS
FOR: POR
```

## 1.24.3 Find Unmapped Local Possible Dosages [PSS LOCAL DOSAGES EDIT ALL]

A new option called *Find Unmapped Local Possible Dosages* [PSS LOCAL DOSAGES EDIT ALL] is provided to identify all Local Possible Dosages that are eligible for dosage checks and do not have either the Numeric Dose or Dose Unit populated.

Drugs with the following criteria will be screened out from this option.

- Inactive
- Not Matched to NDF

## 1.24.4 All Stand-Alone Menu Items

The following is a list of all stand-alone options that are **NOT** exported as part of the main PDM menu [PSS MGR]:

\*Other Language Translation Setup  
[PSS OTHER LANGUAGE SETUP]

Drug Inquiry (IV)  
[PSSJI DRUG INQUIRY]

Electrolyte File (IV)  
[PSSJI ELECTROLYTE FILE]

Enable/Disable Vendor Database Link  
[PSS ENABLE/DISABLE DB LINK]

*Find Unmapped Local Possible Dosages*  
[PSS LOCAL DOSAGES EDIT ALL]

*Add Default Med Route*  
[PSS ADD DEFAULT MED ROUTE]



The *Enable/Disable Vendor Database Link* option exists **ONLY** as a way for technical personnel to turn on/off the database connection if required for debugging. Normally, it is enabled and the Vendor Database updates are performed centrally on the MOCHA servers, not at the individual sites. This option is rarely used. It is **NOT** exported as part of the main PDM menu [PSS MGR]

In the rare case where this option is used and the database link is disabled, **NO** drug-drug interaction, duplicate therapy, or dosing order checks will be performed in Pharmacy or in the Computerized Patient Record System (CPRS).

\*Other Language Translation Setup is a stand-alone option that must be assigned to the person(s) responsible for maintaining it.

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# Glossary

<b>Administration Schedule File</b>	The ADMINISTRATION SCHEDULE file (#51.1) contains administration schedule names and standard dosage administration times. The name is a common abbreviation for an administration schedule (e.g., QID, Q4H, PRN). The administration time is entered in military time.
<b>CPRS</b>	A VistA computer software package called Computerized Patient Record System. CPRS is an application in VistA that allows the user to enter all necessary orders for a patient in different packages from a single application.
<b>DATUP</b>	Functionality that allows the Pharmacy Enterprise Customization System (PECS) to send out custom and standard commercial-off-the-shelf (COTS) vendor database changes to update the two centralized databases at Austin and Martinsburg.
<b>Dispense Drug</b>	The Dispense Drug is pulled from DRUG file (#50) and usually has the strength attached to it (e.g., Acetaminophen 325 mg). Usually, the name alone without a strength attached is the Pharmacy Orderable Item name.
<b>Dosage Form File</b>	The DOSAGE FORM file (#50.606) contains all dosage forms and associated data that are used by Pharmacy packages and CPRS. The dosage form is used in SIG construction, default values and in the determination of the type of each dosage created for each application.
<b>Dose Unit File</b>	The DOSE UNIT file (#51.24) was created to accomplish the mapping to First DataBank (FDB). All entries in this file have been mapped to an FDB Dose Unit. Although this file has not yet been standardized by Standards and Terminology Services (SRS), no local editing will be allowed. When populating the Dose Unit field for a Local Possible Dosage, selection will be from this new file.

**Drug Electrolytes File**

The DRUG ELECTROLYTES file (#50.4) contains the names of anions and their cations and concentration units.

**Drug File**

The DRUG file (#50) holds the information related to each drug that can be used to fill a prescription or medication order. It is pointed to from several other files and should be handled carefully, usually only by special individuals in the Pharmacy Service. Entries are not typically deleted, but rather made inactive by entering an inactive date.

**Drug Text File**

The DRUG TEXT file (#51.7) stores national and/or drug restrictions, guidelines, and protocols to help assure medications are being used according to defined specifications.

**Infusion Instructions File**

The INFUSION INSTRUCTIONS file (#53.47) holds abbreviations used when entering the Infusion Rate (#.08) field in the IV (#100) multiple of the PHARMACY PATIENT (#55) FILE, AND THE infusion rate (#59) FIELD IN THE non-verified orders (#53.1) file. Each record holds an expansion of the abbreviation which replaces the abbreviation in the Infusion Rate at the time the IV order is created.

**IV Additives File**

The IV ADDITIVES file (#52.6) contains drugs that are used as additives in the IV room. Data entered includes drug generic name, print name, drug information, synonym(s), dispensing units, cost per unit, days for IV order, usual IV schedule, administration times, electrolytes, and quick code information.

**IV Solutions File**

The IV SOLUTIONS file (#52.7) contains drugs that are used as primary solutions in the IV room. The solution must already exist in the DRUG file (#50) to be selected. Data in this file includes: drug generic name, print name, status, drug information, synonym(s), volume, and electrolytes.

**Local Possible Dosages**

Local Possible Dosages are free text dosages that are associated with drugs that do not meet all of the criteria for Possible Dosages.

**Medication Instruction File**

The MEDICATION INSTRUCTION file (#51) is used by Unit Dose and Outpatient Pharmacy. It contains the

medication instruction name, Outpatient Pharmacy expansion, and intended use, as well as other fields.

**Medication Routes File**

The MEDICATION ROUTES file (#51.2) contains medication route names. The user can enter an abbreviation for each route to be used at their site. The abbreviation will most likely be the Latin abbreviation for the term.

**Medication Routes/Abbreviations**

The MEDICATION ROUTES file (#51.2) contains the medication routes and abbreviations, which are selected by each Department of Veterans Affairs Medical Centers (VAMC). The abbreviation cannot be longer than five characters to fit on labels and the Medical Administration Record (MAR). The user can add new routes and abbreviations as appropriate.

**MOCHA**

Medication Order Check Healthcare Application.

**National Drug File**

The National Drug File provides standardization of the local drug files in all VA medical facilities. Standardization includes the adoption of new drug nomenclature and drug classification and links the local drug file entries to data in the National Drug File. For drugs approved by the Food and Drug Administration (FDA), VA medical facilities have access to information concerning dosage form, strength and unit; package size and type; manufacturer's trade name; and National Drug Code (NDC). The NDF software lays the foundation for sharing prescription information among medical facilities.

**Non-Formulary Drugs**

Drugs that are not available for use by all providers.

**Orderable Item**

An Orderable Item is pulled from the PHARMACY ORDERABLE ITEM file (#50.7) and usually has no strength attached to it (e.g., Acetaminophen). The name, with a strength attached, is the Dispense Drug name (e.g., Acetaminophen 325mg).

**Orderable Item File**

The ORDERABLE ITEM file (#101.43) is a CPRS file that provides the Orderable Items for selection within all Pharmacy packages. Pharmacy Orderable Items are a subset of this file.

<b>PECS</b>	Pharmacy Enterprise Customization System. A Graphical User Interface (GUI) web-based application used to research, update via DATUP, maintain, and report VA customizations of the commercial-off-the-shelf (COTS) vendor database used to perform Pharmacy order checks such as drug-drug interactions, duplicate therapy, and dosing.
<b>Pending Order</b>	A pending order is one that has been entered by a provider through CPRS without Pharmacy finishing the order. Once Pharmacy has finished (and verified for Unit Dose only) the order, it will become active.
<b>PEPS</b>	Pharmacy Enterprise Product Services. A suite of services that includes Outpatient and Inpatient services.
<b>Pharmacy Orderable Item File</b>	The PHARMACY ORDERABLE ITEM file (#50.7) contains the Order Entry name for items that can be ordered in the Inpatient Medications and Outpatient Pharmacy packages.
<b>Possible Dosages</b>	Dosages that have a numeric dosage and numeric Dispense Units Per Dose appropriate for administration. For a drug to have possible dosages, it must be a single ingredient product that is matched to National Drug File. The National Drug File entry must have a numeric strength and the dosage form/unit combination must be such that a numeric strength combined with the unit can be an appropriate dosage selection.
<b>Prompt</b>	A point at which the system questions the user and waits for a response.
<b>Standard Medication Route File</b>	The STANDARD MEDICATION ROUTES file (#51.23) was created to map Local Medication Routes in VistA to an FDB Route in order to perform dosage checks in PRE V.0.5. This file has been standardized by Standards and Terminology Service (STS) and is mapped to an FDB Route. It cannot be edited locally.
<b>Standard Schedule</b>	Standard medication administration schedules are stored in the ADMINISTRATION SCHEDULE file (#51.1) and are commonly referred to as "Standard Schedules."



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