Quick Guide to Barcoding Medications

The first step to barcoding medications in the EHR is to select and open a patient chart, order the desired medication(s) and sign your orders.

Once signed, a **File > Refresh** should activate your orders. Only active orders will be ready to administer in the eMAR.

Active medication orders will appear on the Cover Sheet, the Meds Tab and the Orders Tab.

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Double click on any active medication order to view the Order Detail.

Active Problems	Allergies / Adverse Reactions	Postin
Cholecystitis	Penicillin	Allerg
Cholelithiasis		Med:
Obesity		
*Cholecystectomy		
Depressive Disorder Nos		
Generalized Anxiety Disorder		
Hypercholesterolemia		
Knowledge Deficit, Medication Regimen		

Active Medications

Medication	Status	Clinical Reminders	Due Date
Fentanyl(for Pca) Inj,Soln	Active	Body Mass Index >25	DUE NOW
Ondansetron Inj,Soln	Active	PAP Smear Screening	DUE NOW
Acetaminophen 325mg Tab	Active		
Acetaminophen/Hydrocodone Tab	Active		
Omeprazole Cap,Ec	Active		
Ciprofloxacin Tab	Active		
Docusate Sodium Cap,Oral	Active		
Sodium Chloride 0.9% Inj	Active		
Clindamycin 300mg/Ns 50ml Premix Bag Inj,Soln			
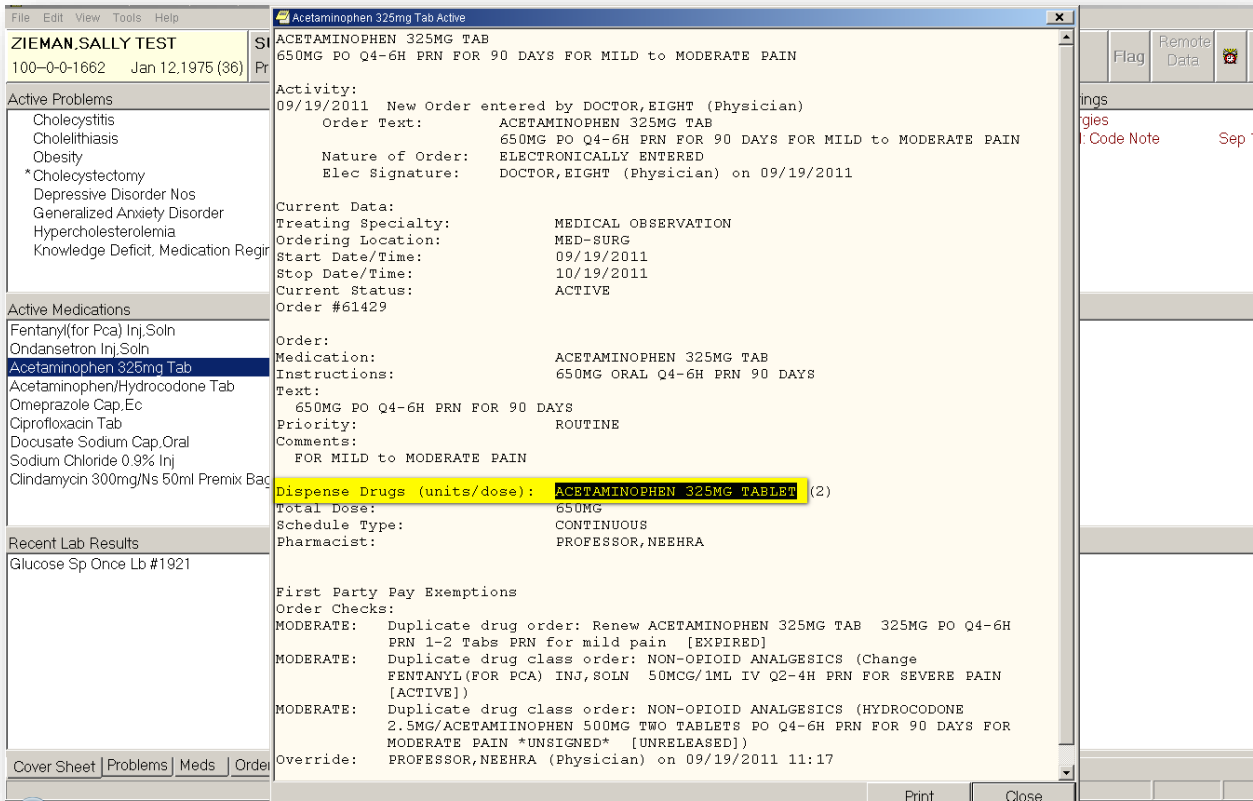
Recent Lab Results

Glucose Sp Once Lb #1921	Sep 19,11

Vitals

T	95.8 F	Sep 19,2011 11:20	(35.4
P	60	Sep 19,2011 11:20	
R	10	Sep 19,2011 11:20	
BP	110/61	Sep 19,2011 11:20	
HT	63 in	Sep 19,2011 11:20	(160
WT	175 lb	Sep 19,2011 11:20	(79.4
PN	7	Sep 19,2011 14:58	
POX	96	Sep 19,2011 11:20	
BMI	31.06	Sep 19,2011 11:20	

Appointments/Visits/Admissions

Sep 15,2011 09:00 Inpatient Stay	Med-Surg

Cover Sheet | Problems | Meds | Orders | Notes | Consults | Surgery | D/C Summ | Labs | Reports

The Order Detail report will tell you exactly which medication has been dispensed.

The Dispense Drugs (units/dose) detail is the exact medication needed for your barcode.
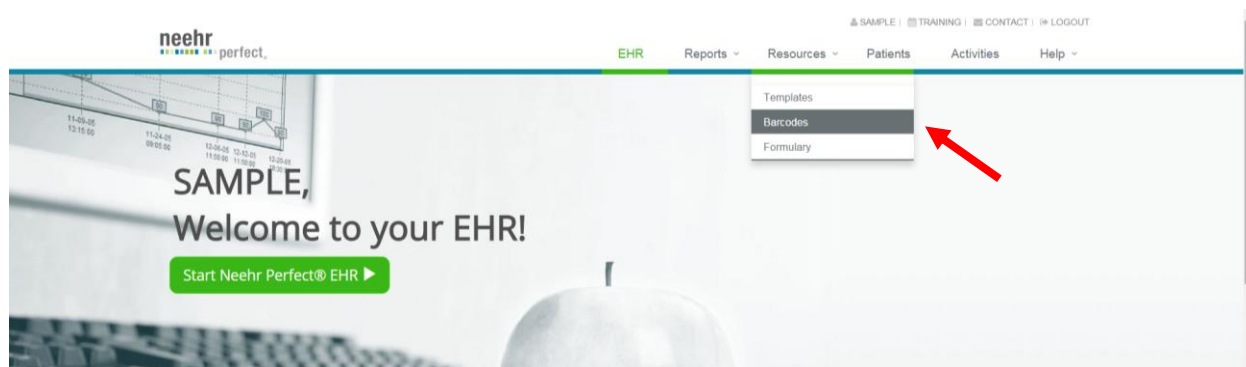
Highlight this drug name and dose and press **Ctrl+C** to copy it to your clipboard.

Close the Order Detail window by clicking on the **X** in the top right corner or pressing the **Close** button in the bottom right corner of the report screen.
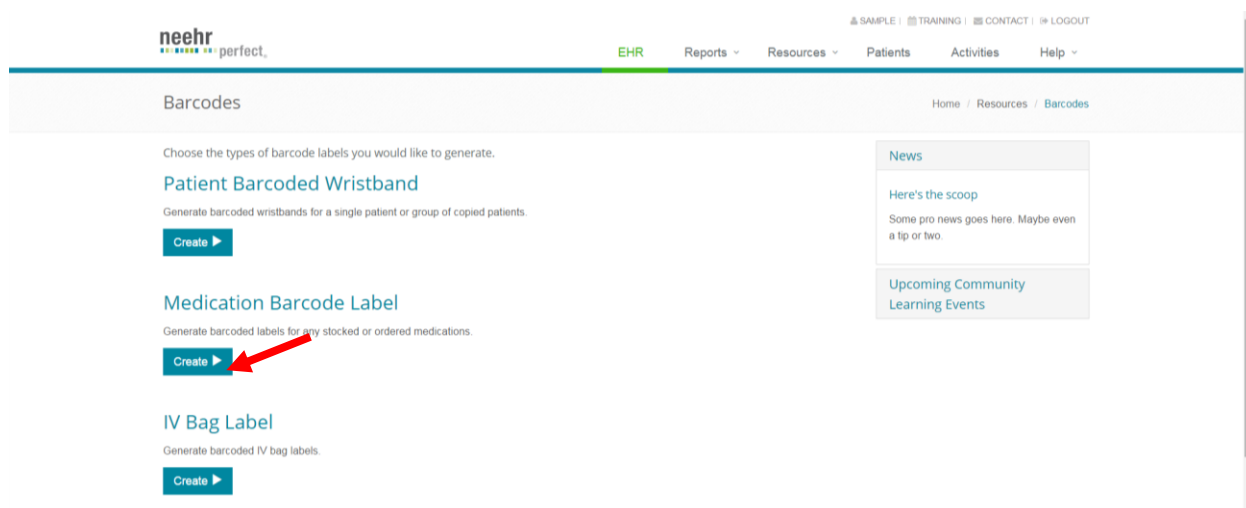
Return to the Faculty Collaboration Network.
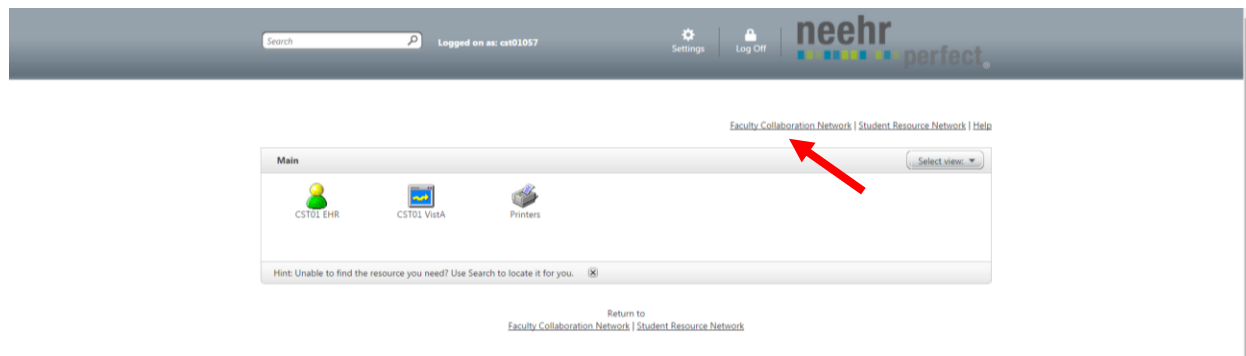
Select **Resources** then **Barcodes.**

Then select **Create** for Medication Barcode Label

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In the Medication Barcode Generator tool, under Search by Name, put your cursor in the search box and paste (either right click and choose **paste** or press **Ctrl+V** to paste to drug name, then click **Find**.
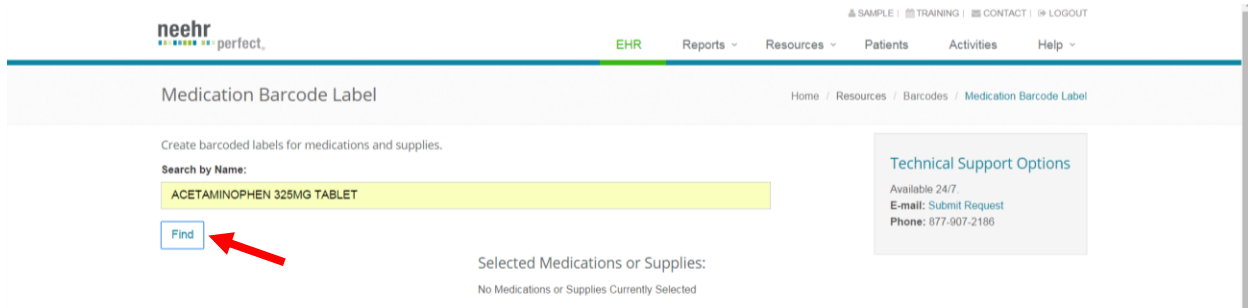
The Barcode Search will return an exact match for your ordered medication. Press **Add**. Note: If more than one result is returned, select Add for the one that exactly matches the dispense drug you entered.
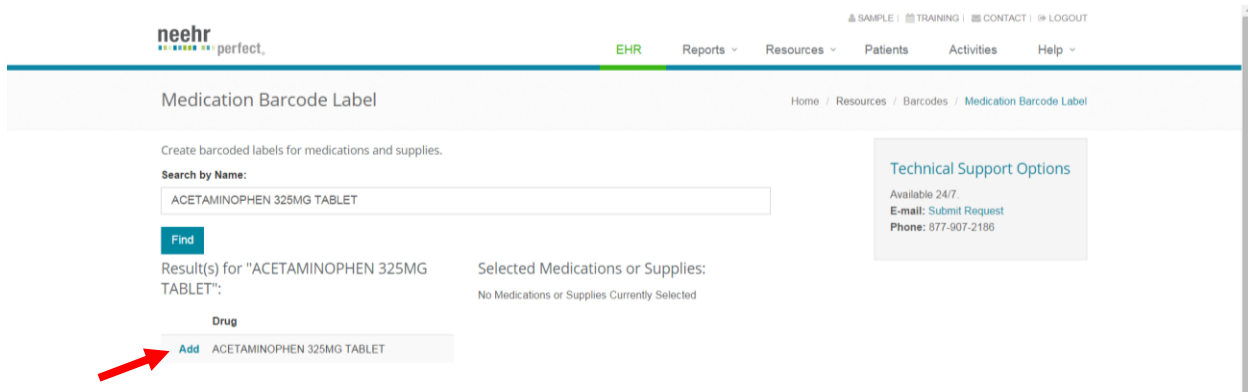
Repeat with your other medications and when finished, press **Generate Worksheet** to create the barcoded labels.

Press **Generate Label Sheet** to create a PDF that can be saved, printed on plain paper, or printed on Avery 5260 label paper for peel-off barcode labels.

The finished PDF label sheet will look something like this:
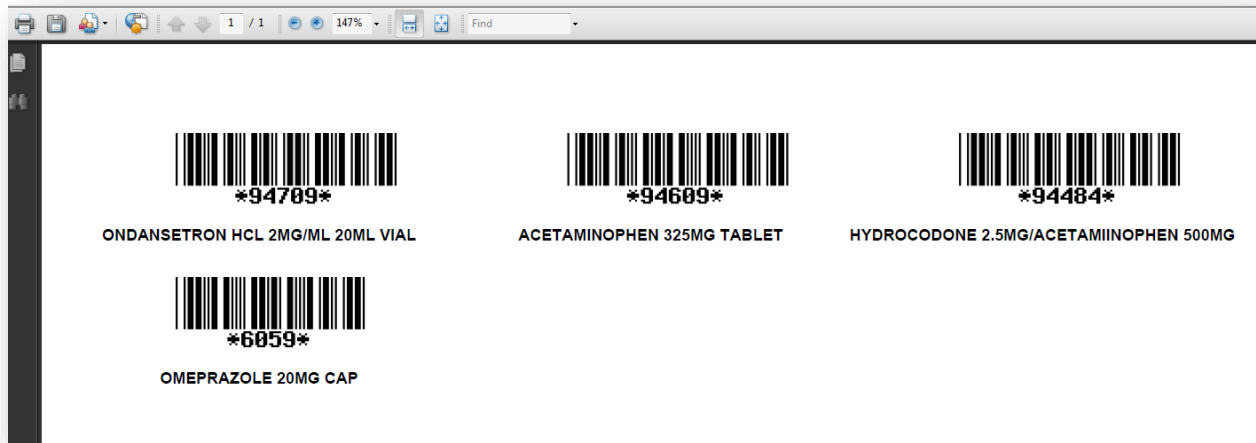
Screen displays may vary among different sites and you may not see the data on your monitor exactly as shown in this manual. Although screens are subject to modification, the major menu options and workflow can be followed from this manual. Please contact support if you need assistance in following this manual.