

Quick Guide to Editing Meds in the eMAR

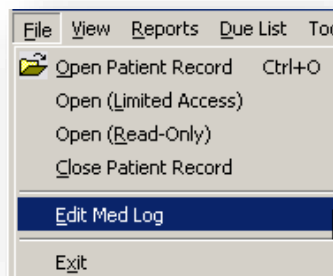
Students can only edit a medication entry for an order that THEY have personally administered. Faculty users are exempt from this rule and can edit any administered medication.

Note: Edits to administrations do not copy over with chart copies.

The eMAR (also known as BCMA) tracks all edits, which you can include on the Medication Log Report by selecting the **Audits** option when requesting a report.

To access the Edit Med Log option

Launch the EHR and select a patient chart. Then choose **Tools** and **eMAR** and enter your credentials. Select the patient by scanning the wristband or searching by name. Then select **File** and **Edit Med Log**.



The Edit Med Log Administration Selection dialog box displays the current patient's medications that were administered today by default.



Note: In the Patient Select window, the system automatically searches for patient records that match your search criteria as it is being entered. For example, if you enter a partial name or SSN, it searches for records that match your entry.

Select the patient name and click **OK**. The Patient Confirmation dialog box then displays.

BCMA - Patient Select

Patient Name (Last, First or SSN, Rm-Bd, or Ward)

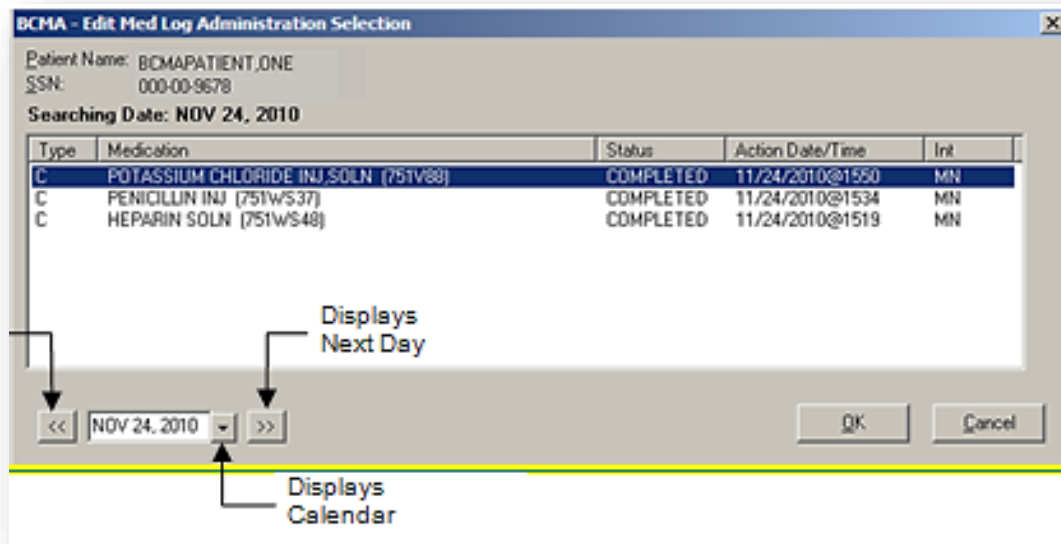
000009

Name	SSN	DOB	Rm-Bd	Ward
BCMAPATIENT_ONE	000009678	9/27/1947	724-A	7A GEN MED
BCMAPATIENT_THREE	000009945	7/31/1920	724-C	7A GEN MED

OK Cancel

At the Patient Confirmation dialog box, click **Yes** or **Cancel**.

The Edit Med Log Administration Selection box displays all of the medications administered for the selected patient for the date shown. By default, it displays medications that were administered today. To change the date, type a valid date in the date field, and then press **Enter**. Use the drop down arrow, or use the arrows (>>) to the left and right to change the date.



Note: The Edit Med Log option does not allow access to future dates.

After selecting a medication administration date, locate the administered medication(s) you intend to edit. You may edit any portion of the Med Log.

BCMA - Edit Med Log

Patient Name: BCMAPATIENT, ONE LVE Admin Status: Given

SSN: 000001212 Action Date/Time: NOV 30, 2010@11:20

Medication: ACETAMINOPHEN Injection Site:

IV Bag Number:

PRNs

Reason: ABDOMINAL PAIN

Effectiveness: (150 Characters Maximum)

* The Edit Medication Log does not support PRN required pain scores.

Dispensed Drugs

Name	Units Ordered	Units Given	Units
ACETAMINOPHEN 325MG TAB	1	1	TAB

Enter a Comment (Required) (150 Characters Maximum):

OK Cancel

In the **Action Date/Time** field, specify the date and time you are wanting the med administration to reflect. You can type a valid date@time or click on the drop down arrow to use the calendar.

Enter the reason the medication entry is being edited in the Comment field. This information displays on the Medication Log Report when a user selects the **Comments** option. **Note:** BCMA will not save your changes to the Medication Log until you enter the required Comment.

Enter a Comment (Required) (150 Characters Maximum):

Changing Action Date/Time to reflect time actually administered.

OK Cancel



Click **OK** to save all changes made to the patient's Medication Log.

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.