# **10.10. Patient medication records**

Added: Version 3.11

# Introduction

A Patient Medication Record (PMR) is a way of recording all the medications a person is using, whether or not they were dispensed by you. The record contains useful information for the patient such as

- The dosage in a clear easy-to-understand format.
- An (optional) picture of the dose form (tablet, capsule, etc)
- The medication's purpose.
- Common instructions for taking/using the medicine, which may be customised for each patient

# Setting up items

Before adding items it is good to set up the standard purpose, instructions and item photo for common items at least. Once set up, you can add these to a particular patient's PMR with just the click of a button.

	item (	details					
General Misc	Item name GLIBENCLAMIDE 5MG TAB Default Directions	Picture Store: Dispensary \$					
Usage							
itock	🛨 🚍						
edger	Add Delete						
Quotes	Priority D	Virecti					
lackorders	1 2t bd pc uat						
lotes	2 1t bd pc uat						
Reconcile	3 1t od pc uat						
Bill of materials							
Purchase Orders							
Order options							
Dispensing							
Reporting							
.og	Medication Purpose	Patient instructions					
ST							
Stores	To control blood sugar	Take this medicine immediately after food.					
	Warn if user tries to issue more than:       0         Print out the units for this item on labels:       This option has been disabled as you have choosen to 'Always print item units' in the mSupply preferences.						
Delete		OK & Previous OK & Next Cancel OK					

1. Find the item you are interested in and go to the dispensing tab

- 2.
- 3. Enter purpose and instructions. Both these fields can take as much text as you wish to enter.
- 4. Add a photo by either dragging a photo from another application or pasting a photo from the clipboard.



mSupply will automatically resize large photos when you add them- there is no need to resize photos yourself first.

# **Default direction**

On the default direction list, you can add a combination of abbreviation which can be used to fill in the direction while issuing drugs to patients.

To set up abbreviation, view 10.05. Abbreviations for dispensing

• • •	Item details								
General	Item name Amoxycillin Capsule 500mg	Store: Dispensary store 0							
Misc		Store: Dispensary store O							
Usage	Item code A0027								
Stock	Default Directions	Picture							
Ledger	•								
Quotes									
Backorders	Add Delete								
Notes	Priority Direction								
Reconcile Bill of materials	1 1c tds uf.								
Bill of materials Purchase Orders									
Order options									
Dispensing									
Reporting									
Log									
Requisitions									
Stores	Medication Purpose	Patient instructions							
Barcodes									
		To be taken until all used.							
	Warn if user tries to issue more than: 0								
	Print out the units for this item on labels: This option has be mSupply preference	en disabled as you have chosen to 'Always print item units' in the ies.							
Delete	OK & Pre	vious OK & Next Cancel OK							

**Add** This is to add default directions. You may combine multiple abbreviation code to make up a sentence. You may even add a full sentence.

Delete This is to delete direction.

Direction for items that were added above will be available when dispensing to patients.

						Add item	ı					
ltem	Amoxyci	llin Capsul	le 500mg					L A0027		-		
Line		2						Repea		New		
Quan	0 of 8895 Sell price 0.00						0.00		Total Repeat left		-	5
Pack	k 1 cap. Bulk/Outer pack size 0							Expiry date		0	peat ntities	
	Add Plac	e holder										
Line	Issue	Available	Tot in st	Pack	Hold	Batch	Expdate	Supplier	Location	Cost Price	Sell price	Sta
1	0	0	15	1		TN180721	01/01/2019			0.00	0.00	
2	0	8895	8895	1		NL2591	30/11/2020	invad		0.00	0.00	
												_ 1
												- 1
										_		_
-		uantity issu ntity availa		0 895								
Directions	otal qual	niny avana	Die 6	995								
Abbreviat	ion 1c to	ts uf.								1c tds uf.		
		ONE caps	ula									-
Expand direction			s a day until	finished	L							
							(	Cance		ок	OK & I	Vext

Note the Drop down list will now be populated by the default directions. Once a direction is chosen, mSupply will expand valid abbreviation to sentences. It is possible to have more than one set of direction as options.

## Adding items to a PMR

There are 2 ways of adding items to a PMR

- 1. From the patient history tab:
  - Highlight the items from the patient's history you wish to add, then click the **Add to PMR** button.
  - $\circ\,$  The record will be shown on the "PMR" tab if you switch to it.
  - $\circ\,$  Note that on the PMR tab you still have to double-click on the added record and fill in the dose, instructions etc.
- 2. From the Patient details PMR tab
  - Here you can add any item that is in the mSupply catalogue.
  - For example, a patient might be regularly taking paracetamol or aspirin that they buy themselves. You can add such items here.

						Store: Dispensary
	General P	rescriptions	Note	s Histo	ry PMR Store	
• •	=					
	rint					
					-	
Item	A.M.	Noon	P.M.	Bedtime	Purpose For cold sores	Instructions
ACYCLOVIR EYE OINTMENT 4G	1	0	0		For cold sores	Apply for at least two weeks
METFORMIN 500mg TABLET	2	0	2	0	For diabetes	Take each dose immediately aft
			-			
	1					
	1					

1. To add an item, click the Add item button. You will be shown a new window:

		New Second Street, Stre	Patient Medic	ation Reocord	S	
ltem	GLIBENCLAMI	DE 5MG TAB			450	
Dose	A.M.	Noon	P.M.	Bedtime	1	
Dose	1	<u> </u>		U	1	
Standard Pu				-		
To control b	blood sugar			opy	o control blood sug	ar
Standard In	structions			ору		
		liately after food.		T	ake this medicine in	nmediately after food.
				ору		
					C	ancel OK

- 2. **Item name:** type the start of the item name and press <tab>, then select from the list
- 3. **Dosage:** Enter the number of tablets/drops/whatever to be taken/administered morning, noon, evening and bedtime.
- 4. **Purpose:** If the item has a purpose entered, click the **copy** button to copy it to the righthand box. Here you can edit the details if you want to.
- 5. **Instructions:** If the item has instructions entered, click the **copy** button to copy them to the right-hand box. Again, you can edit the details if you want to.
- 6. Click **OK** when you're done, or cancel if you decide not to add a record.

#### **Editing a PMR entry**

2025/06/06 08:10

To edit a PMR, double-click the entry you wish to edit, change details, and click **OK** to save the changes and close the window.

#### **Deleting a PMR entry**

To delete a PMR entry, highlight the record(s) you wish to delete, then click the **delete** button. (Do be careful- it's not reversible!)

## **Printing a PMR**

#### Setting up printing preferences

When a PMR is printed, it has a header and footer. These are set up by choosing **File > Preferences** and then clicking the **Patient Medication** tab.

0 0	Preferences
General Invoices 1 Invoices 2 Printing Misc Log Patient Medication E-mail Backup 2 Reminders Web server Moneyworks Drug Interactions Customization Dispensary mode Item Purchase order defaults Purchase order defaults Purchase order defaults Purchase order 2 Price This Computer OK and print Logo Quotes Reports HIS Tender Synchronize LDAP Names FrontlineSMS	Preferences Patient Medication Records Header Put text here that will print at the top of the form you give the patient. Text can be a variety of styles. Right-click for a styles sub-menu
	Footer Put text here that will print at the bottom of the form you give the patient. Text can be a variety of styles. Right-click for a styles sub-menu
	Cancel

Note that you can style the text in these boxes by selecting text and right-clicking on your highlighted text to get a contextual menu to apply font styles, colour and size.

#### **Printing a PMR**

Simply click the **Print** button. Note that you do not have to highlight records- all records will be printed.

Currently we have included a single PMR printing form in mSupply. We are happy to include otherssend us your designs.

Previous: 10.09. Warnings | | Next: 10.11. Printer setup for Remote Desktop Client

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