

WELFORD CHART NOTES NEWSLETTER

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WRITING BETTER PRESCRIPTIONS (*User's Manual, pgs. 1289-1290*).

When you write a prescription that is to be sent electronically, there are certain rules that you must follow in order to avoid confusion on the part of the pharmacy. Failure to follow these rules may result in your prescription being rejected by the pharmacy, or telephone calls from the pharmacy asking you to clarify your prescription. Here is a review of some of these rules. (See also our Newsletter from June 2013 which covers this topic).

Sig Field

1. Do NOT put part of the name of the medication in this field, such as "XL", "CD", "XR" etc. this information needs to be in the **Rx** field of the Prescription Writer or the **Drug** field of the Prescription Log.
2. Do NOT put the strength of the medication in this field. For example, do not say "100/50" or "12.5/25" or "10 mg" or "400 mg/5ml". Put this in the **Rx** field of the Prescription Writer or the **Drug** field of the Prescription Log.
3. Do NOT simply say "as directed". You need to give specific instructions as to the dosage, route, and frequency. Do not leave out any of these three elements. For example, do not say "orally at bedtime". Say "1 tab orally at bedtime".

Comment Field

1. Do NOT put the quantity to be dispensed into this field. For example, if the patient is to be given 3 inhalers, put "3" in the Quantity field. Do not put "3 inhalers" in the Comment field. If the patient is to be given 60 g, put "60" in the Quantity field. Do not put "60 g" in the Comment field.

SNOMED CODES (*User's Manual, pgs. 1335-1338*)

SNOMED is an internationally recognized system for coding medical terminology. SNOMED-CT is the portion of SNOMED devoted to clinical terminology. Version 6.5 of **Welford Chart Notes** allows you to designate SNOMED-CT codes for all of your patients' diagnoses. Let's see how this is done.

VIEW SNOMED CODES FOR THE PROGRAM VOCABULARY

Welford Chart Notes automatically comes with the correct SNOMED code assigned to each term in the Program Vocabulary. For example:

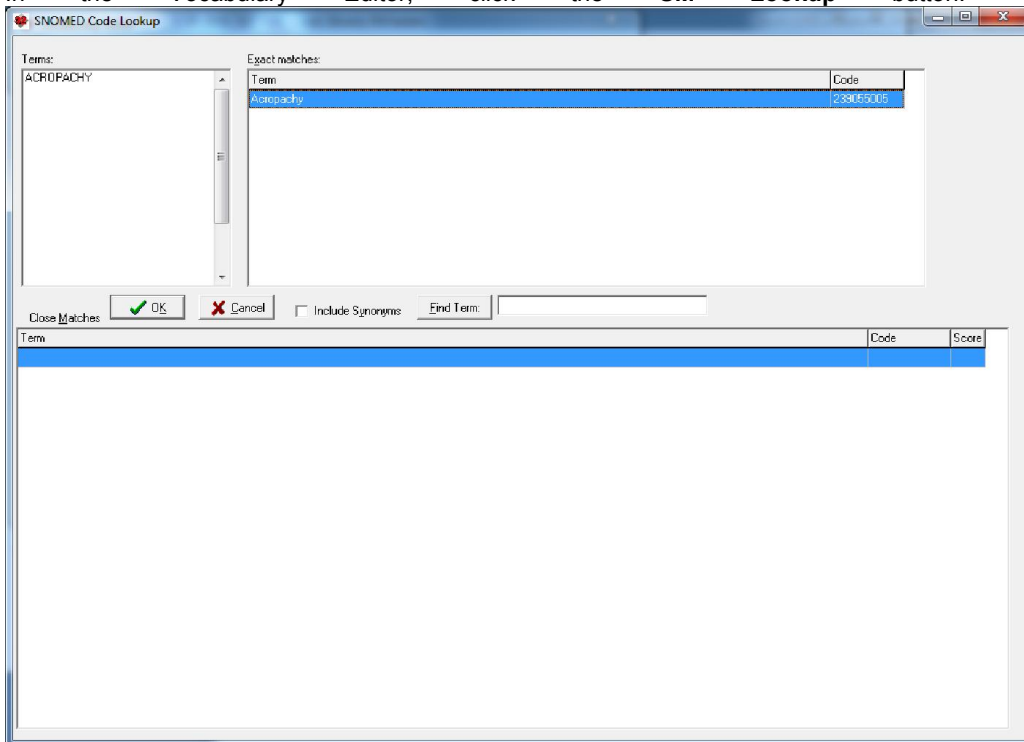
1. Press Libraries\Vocabulary.
2. Enter a **Term** such as SARCOIDOSIS and press <Tab>.
3. You will see the correct **SNOMED Code** (31541009). If you don't agree with this code, you can enter a different one and press **OK** to store it.

ASSIGN SNOMED CODES TO YOUR USER-DEFINED VOCABULARY

Welford Chart Notes cannot automatically assign SNOMED codes for terms that you have added yourself to the User-Defined Vocabulary, since it depends how you decide to interpret the meaning of these terms. However, we make it easy for you to assign SNOMED codes to these terms so that they can then be applied to all of your diagnoses.

1. Press Libraries\Vocabulary\Review.
2. For each term on this list with a Category of Diagnosis:
 - a. Select the Term and double-click it or press OK.

b. In the Vocabulary Editor, click the **SM Lookup** button.

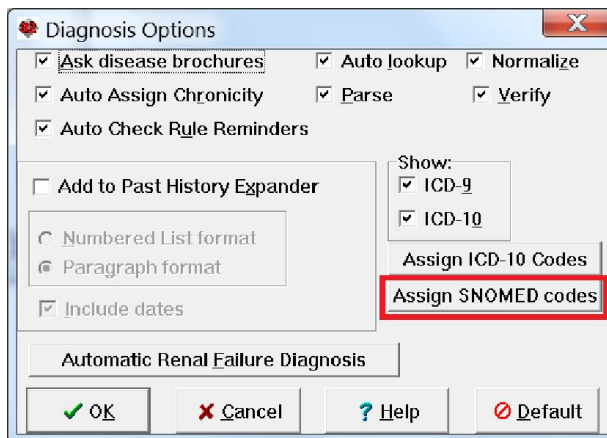


- c. The program shows you all of the terms in SNOMED which match the Term you are editing. Double-click the one that you feel is most appropriate to your term. This brings the SNOMED code into the **SNOMED Code** box in the Vocabulary Editor.
- d. Press **OK** to store this SNOMED code along with your term.

ASSIGN SNOMED CODES TO YOUR PREVIOUSLY STORED DIAGNOSES

Now that you have assigned SNOMED codes for each diagnosis in the Vocabulary System, the program can go through all of the diagnoses you have stored in the Diagnosis Editor for every patient in your practice. The program looks up the corresponding SNOMED code for each diagnosis and stores it in the Diagnosis Editor. To do this:

1. Press System\Diagnosis Options.
2. Click **Assign SNOMED Codes**.
3. Answer **Yes** when asked if you are sure.
4. Enter the Master Password and press **OK**.



You can watch a video on how to use SNOMED codes at http://www.youtube.com/watch?v=nk_TEGG6ITg&feature=youtu.be

SEND US YOUR TIPS

If you have tips, shortcuts, questions, or suggestions for future newsletter topics, please send them to us at:

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