


SOP: KenyaEMR 3.x Pharmacy Module Guide

Tasks:	To guide users on how to navigate pharmacy in KenyaEMR 3.x
Objective:	Effectively manage pharmacy workflow within a facility. Capture prescription from the clinician, transmission to the pharmacy for dispensing and dispensing by the pharmtec.
Who:	Clinicians/Nurses and Pharmacists
Required Materials:	Functional KenyaEMR 3.x
Version:	KenyaEMR Version
Last Updated:	March 2024
SUMMARY: The pharmacy feature supports drug prescription and dispensing.	

Step	Action	Screen shots
Introduction	This document provides a detailed workflow of the full pharmacy feature in the KenyaEMR system. The guide is accompanied by relevant screenshot images for illustration purposes.	
Learning Objectives	By the end of this session, you will be able to: <ul style="list-style-type: none"> Successfully log into KenyaEMR Access and prescribe Pharmacy Orders Dispense the Drug Orders. 	

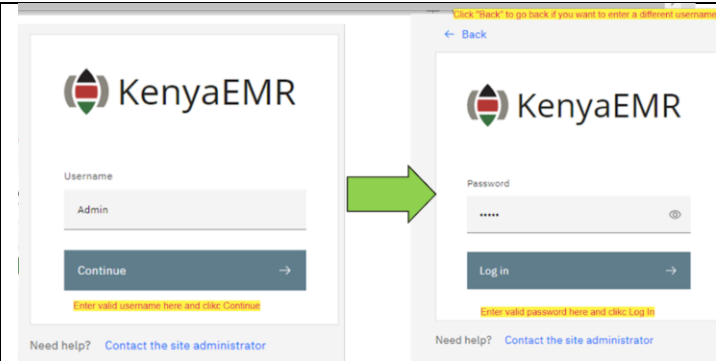
Log into KenyaEMR

Login to KenyaEMR.


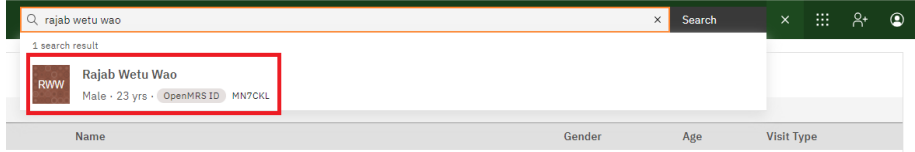
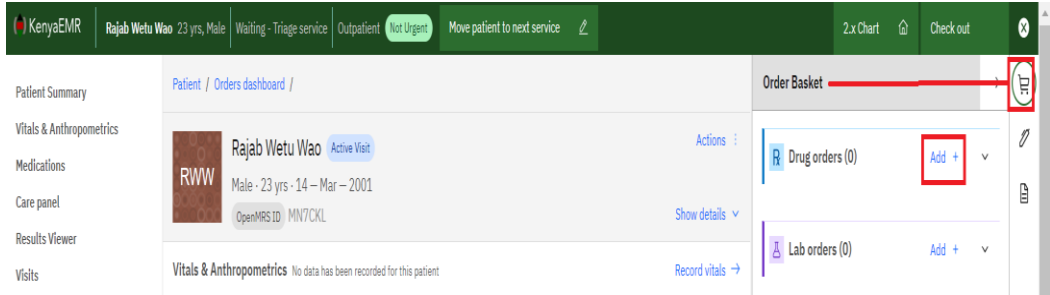
Enter the application server URL system. “[*ServerIpAddress:8080/openmrs*]” and click on the load button or Enter key from the keyboard. On successful loading, you should be navigated to the system login page.

Authenticate entry by providing username and password on the fields and click “**Login**” Upon successful login, you shall be navigated to KenyaEMR Home Page.

Successful login will direct you to the KenyaEMR Home Page where the landing page is displayed based on the user role.

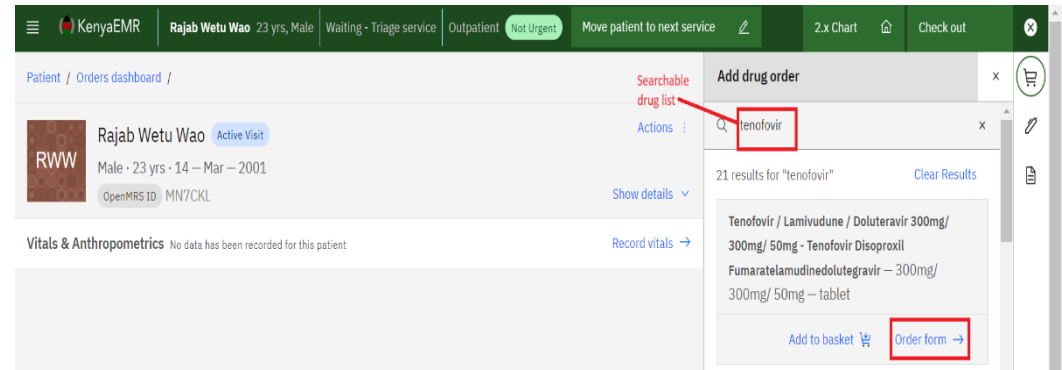


NB: With valid username and password, clicking Log in will take you to the KenyaEMR home page. Otherwise, you will receive a prompt for wrong username or password. If you don't have valid login credentials, click "Contact the site administrator"

Section 1	Prescription	
<p>KenyaEMR Clinician landing page</p>	<p>After a successful login, the user will be redirected to KenyaEMR Clinician landing page. Click on the search icon to search for your patient.</p>  <p>Search using the Patient's name or the patient's unique identifier. Click on the patient's name to open the patient's profile.</p>	
<p>Locating order basket for drug orders.</p>	<p>Navigate to the right Navigation Panel and click on the order basket to launch the orders panel. Click on 'Add' to prescribe medication.</p>	

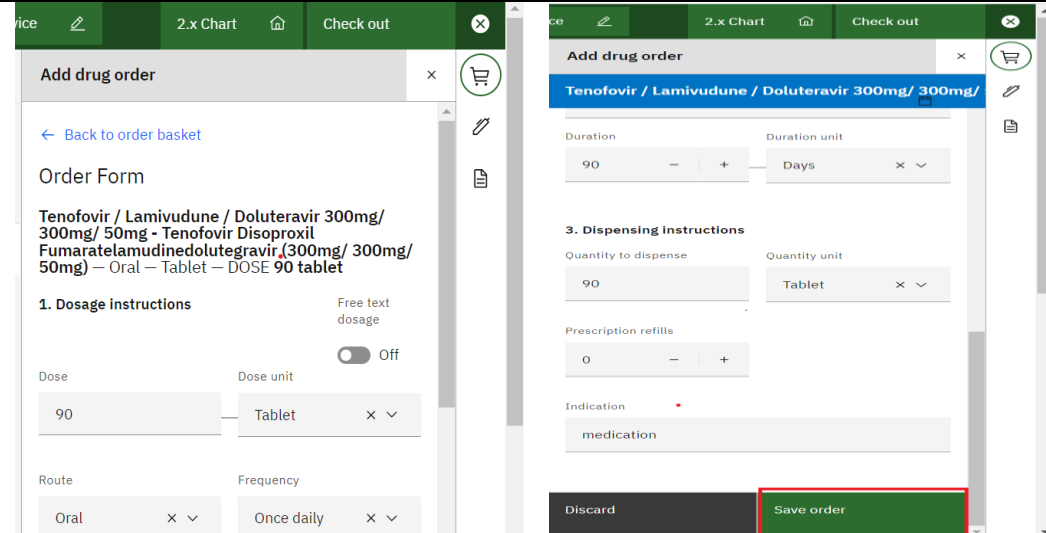
Picking medication for prescription

The user is able to see all the medications as a line list or search for a specific one by Name or abbreviation.
After picking a medication, click on the 'order form' to launch the prescription.



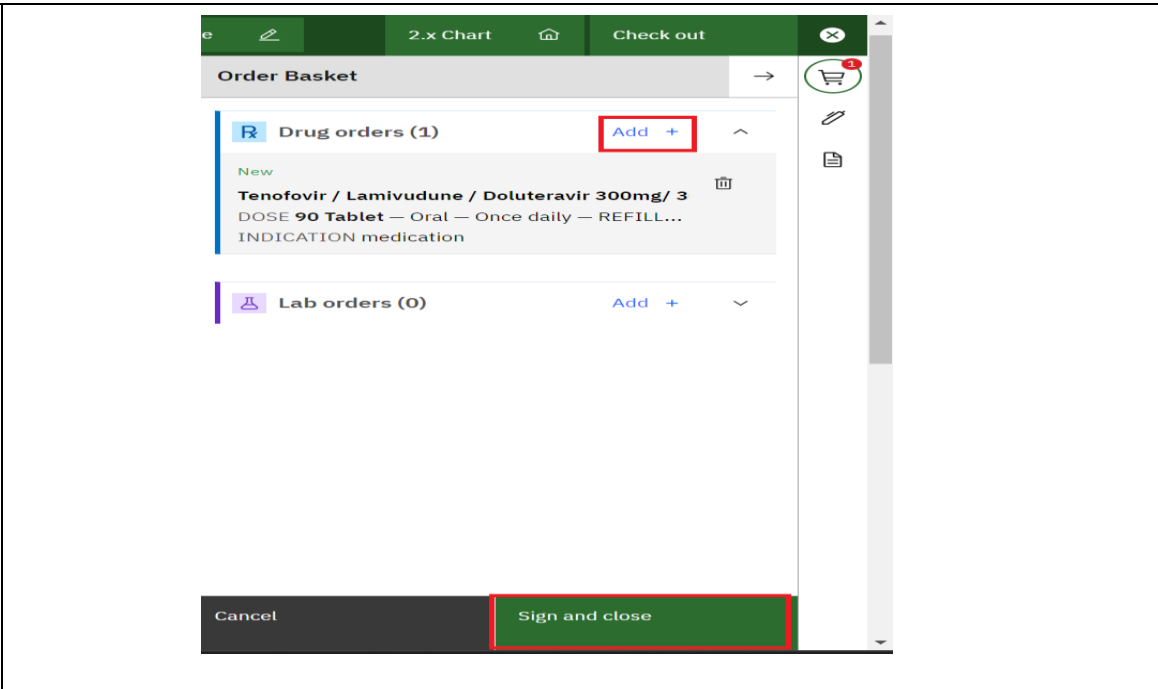
Prescribe Medication

Document the order and click on the save order button to submit it to the order basket.



Submitting the prescription to pharmacy for dispense


The order basket can have multiple medication/drug orders/prescriptions. The physician can add other medications by clicking on the highlighted 'Add +' button. After all medication has been added, click on the 'Sign and close' button to submit the prescription for dispensing at the pharmacy.



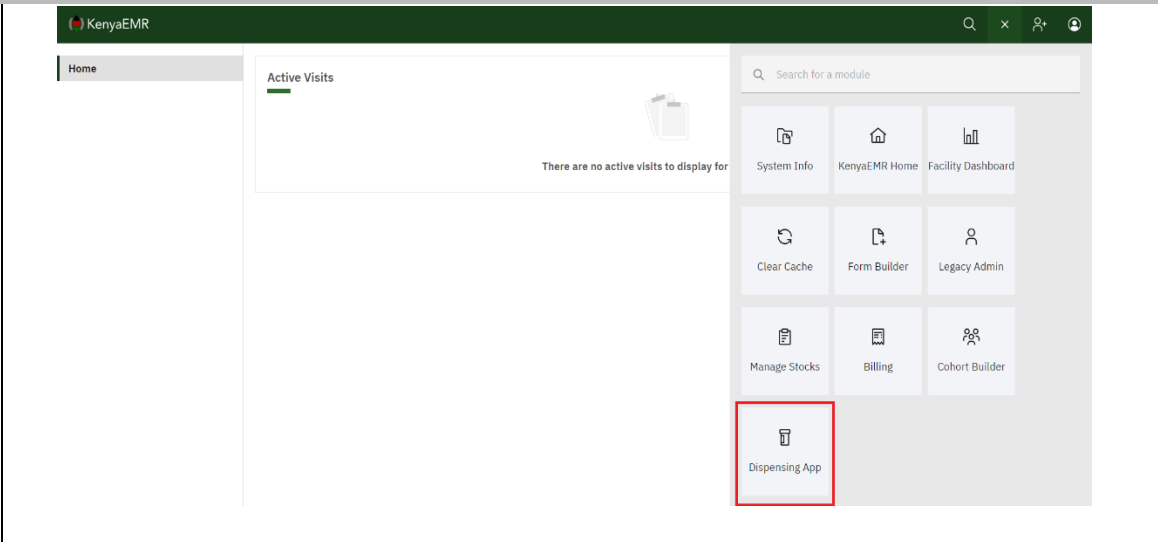
Section 2 Dispensing

KenyaEMR Pharmacy landing page

After a successful login, the user will be redirected to KenyaEMR pharmacy landing page. Click on the modules icon to locate the dispensing App

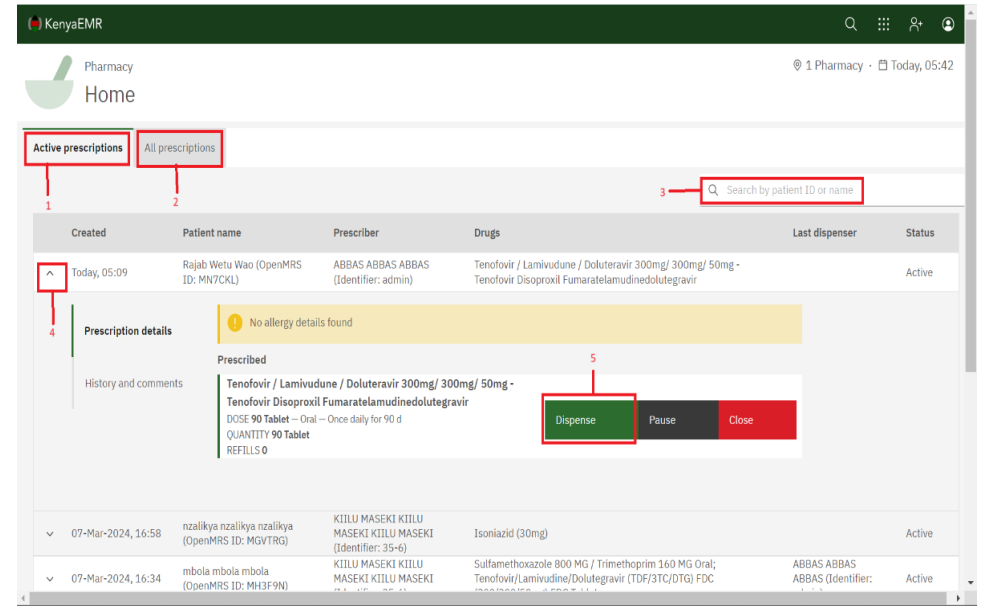


Launch the pharmacy dispense dashboard by clicking on the dispensing app.



Dispensing App Page

1. Active prescriptions tab Displays all the Pending Prescriptions.
2. All prescriptions tab Displays all the prescriptions regardless of their status.
3. Searchable list to allow one to search for a patient using the name or identifier number.
4. Expand icon to avail the dispense options.
5. Click on the dispense icon to launch the dispense form.


Dispensing medication

1. Quantity shows the pending prescribed quantity to be dispensed.
2. Show the quantity being dispensed. Can only be equal to or less than Quantity (highlighted as 1).
3. Displays the batches available for dispense with the shortest expiry being on top. Also displays the available quantity.
4. Click on the Dispense prescription to Dispense the drugs.
5. After Complete dispense the patients will be transitioned from the Active Prescription tab to the Complete

