





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: Successfully log into KenyaEMR Access and prescribe Pharmacy Orders Dispense the Drug Orders. 	







			Click "Back" to go back if you want to enter a different username	
	Login to KenyaEMR.	🖨 KenvaEMR		NB:
	Enter the application server URL system.		(e) KenyaEMR	With valid username and password, clicking Log in will
	"[ServerIpAddress:8080/openmrs]" and click on the	Username	Password	take you to the KenyaEMR
Log into KenyaEMR	load button or Enter key from the keyboard. On	Admin		will receive a prompt for wrong
	successful loading, you should be navigated to the			username or password. If you don't have valid login
	system login page.	Continue →	Log in \rightarrow	credentials, click "Contact the site administrator"
	Authenticate entry by providing username	Need help? Contact the site administrator	Need help? Contact the site administrator	miro
	and password on the fields and click " <i>Login</i> "			
	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.			







Section 1	Prescription		
KenyaEMR Clinician landing page	After a successful login, the user will be redirected to KenyaEMR Clinician landing page. Click on the search icon to search for your patient. Search using the Patient's name or the patient's unique identifier. Click on the patient's name to open the patient's profile.	Q. rajab wetu wao x 1	earch × III A+ Age Visit Type
Locating order basket for drug orders.	Navigate to the right Navigation Panel and click on the order basket to launch the orders panel Click on 'Add' to prescribe medication.	Image: Normal Summary Patient / Orders dashboard / More patient to next service ∅ Patient Summary Patient / Orders dashboard / Actions Actions Actions Actions Actions Actions Actions Show details ∨ Weldications Results Viewer OperAres to MV/CKL Show details ∨ Show details ∨ Vitals & Anthropometrics No data has been recorded for this patient Record vitals →	2x Chart Check out Image: Check out Image: Check out Order Basket Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out Image: Check out







Picking medication for	The user is able 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.	Image: Note of the service Rajab Wetu Wao 23 yrs, Male Waiting - Triage service Outpatient Move patient to next service 2 2.x Chart Check out Patient / Orders dashboard / Searchable Add drug order X
prescription		Vitals & Anthropometrics: No data has been recorded for this patient: Record vitals → Year at a law of this patient: Record vitals → Add to basket 😫 Order form →
rescribe Medication	Document the order and click on the save order button to submit it to the order basket.	ice 2.x Chart Check out Add drug order × Image: Construction of the construction







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.	• 2.x Chart Check out Order Basket • Image: Concelevel of the second of the se
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 고 한 옷 우 오 Launch the pharmacy dispense dashboard by clicking on the dispensing app.	KenyaEMR Active Visits Home Active Visits Image: Clear Cache







Dispensing App Page	 Active prescriptions tab Displays all the Pending Prescriptions. All prescriptions tab Displays all the prescriptions regardless of their status. Searchable list to allow one to search for a patient using the name or identifier number. Expand icon to avail the dispense options. Click on the dispense icon to launch the dispense form. 	Created Prescription All prescription All prescription Prescription All prescription A
Dispensing medication	 Quantity shows the pending prescribed quantity to be dispensed. Show the quantity being dispensed. Can only be equal to or less than Quantity(highlighted as 1). Displays the batches available for dispense with the shortest expiry being on top. Also displays the available quantity. Click on the Dispense prescription to Dispense the drugs. After Complete dispense the patients will be transitioned from the Active Prescription tab to the Complete 	Oispense prescription × Rajab Wetu Wao Active Visit Show details × Male · 23 yrs · 14 - Mar - 2001 OpenMRS ID MN7CKL You may edit quantity dispensed here Tenofovir / Lamivudune / Doluteravir 300mg/ 300mg/ 50mg - Tenofovir Disoproxil Fumaratelamudinedolutegravir Uuantity (Maximum quantity remaining: 90) 0 90 Tablet × ∨ Prequency Oral × ∨ Patient instructions 3 × Patient instructions 4 Dispense prescription