

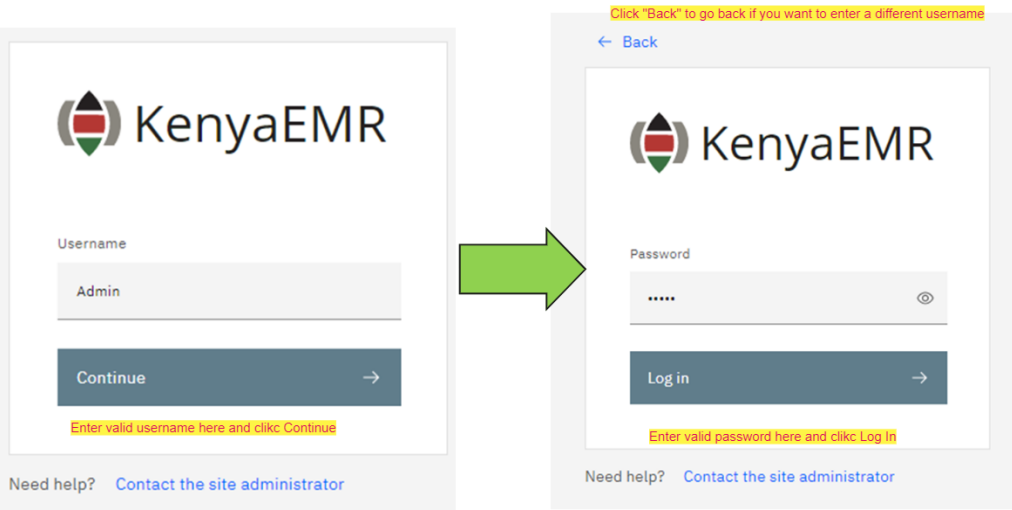
# SOP: How to Do Drug Order in KenyaEMR

[ Last updated: March 2024 ]

<b>Tasks:</b>	How to Prescribe Drugs offered to a client in KenyaEMR OpenMRS 3.x platform
<b>Objective:</b>	To navigate and update drug order prescription
<b>Who:</b>	All facility staff responsible for Drug prescription
<b>Required Materials:</b>	Username, password, computer with KenyaEMR 3.x (18.7.2) + installed, patient name, ID, and/or age

## Introduction

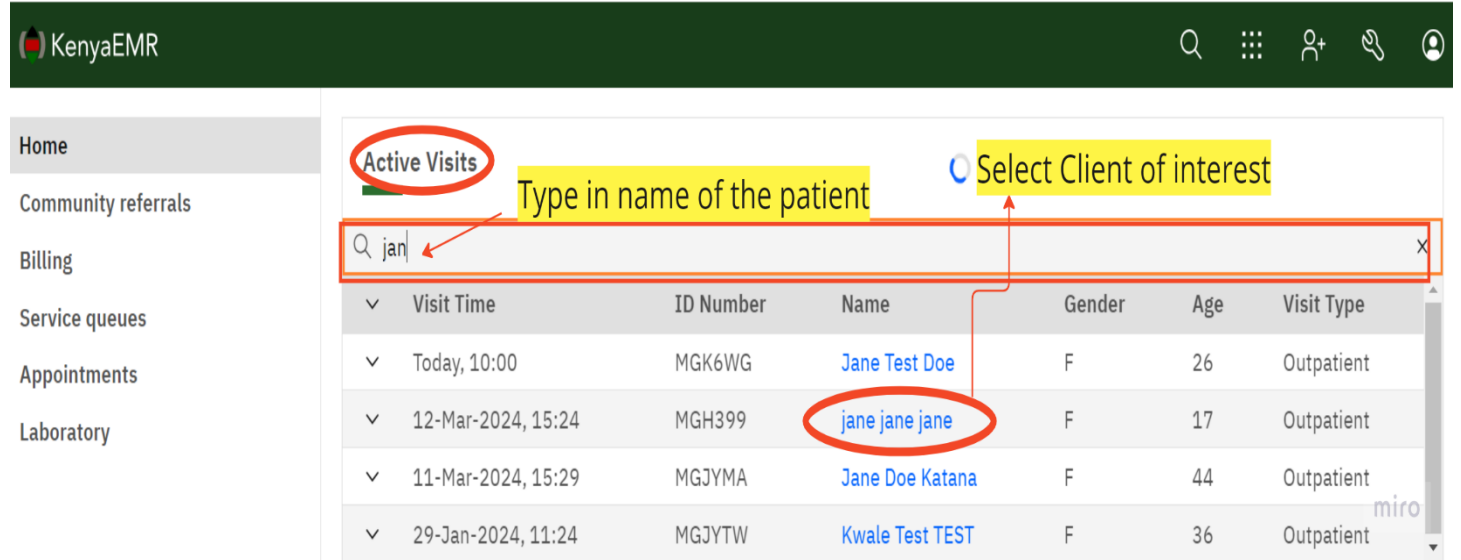
Welcome to the drug order module guide in KenyaEMR 3.x! In this guide, we will delve into the essential functionalities and processes involved in managing drug orders within an Electronic Medical Records (EMR) system. From prescribing medications to dispensing them to patients, we will explore how EMR streamlines the medication management process, ensuring accuracy, efficiency, and patient safety. Let's dive in!

No	Step	Action
Step 1	<p><b>Login to KenyaEMR.</b></p> <p>Enter the application server URL system. <b>“[ServerIpAddress:8080/openmrs]”</b> and click on the load button or Enter key from the keyboard. On successful loading, you should be navigated to the system login page.</p> <p>Authenticate entry by providing username and password on the fields and click <b>“Login”</b> Upon successful login, you will be navigated to KenyaEMR Home Page.</p> <p>Successful login will direct you to the KenyaEMR Home Page where the landing page is displayed based on the user role.</p>	 <p>The image shows two screenshots of the KenyaEMR login interface. The first screenshot shows the 'Username' field with 'Admin' entered and a 'Continue' button. A yellow tooltip says 'Enter valid username here and click Continue'. The second screenshot shows the 'Password' field with masked characters and a 'Log in' button. A yellow tooltip says 'Enter valid password here and click Log In'. A blue tooltip above the second screenshot says 'Click "Back" to go back if you want to enter a different username'. A green arrow points from the first screenshot to the second. Both screenshots include a 'Need help? Contact the site administrator' link at the bottom.</p> <p><b>NB:</b> 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"</p>

**Step 2**

**Navigating to Drug Order**

- From the landing page, select the client of interest from the active line list.
- If a client is not available on the active line list, proceed to search for a client.



KenyaEMR

Home  
Community referrals  
Billing  
Service queues  
Appointments  
Laboratory

Active Visits

Select Client of interest


Type in name of the patient

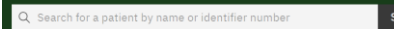
Q jan

Visit Time	ID Number	Name	Gender	Age	Visit Type
Today, 10:00	MGK6WG	Jane Test Doe	F	26	Outpatient
12-Mar-2024, 15:24	MGH399	jane jane jane	F	17	Outpatient
11-Mar-2024, 15:29	MGJYMA	Jane Doe Katana	F	44	Outpatient
29-Jan-2024, 11:24	MGJYTW	Kwale Test TEST	F	36	Outpatient

### Step 3 Searching for patient to screen

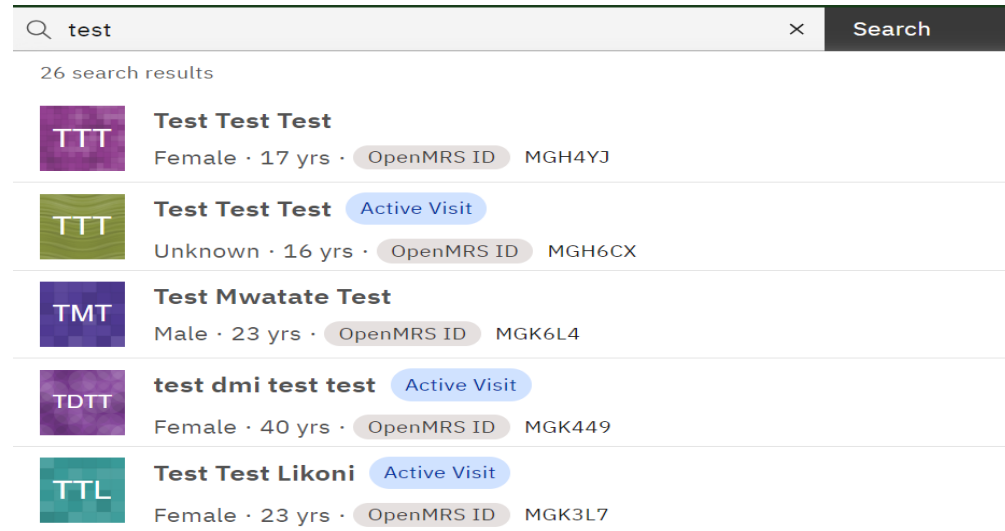
- List of clients scheduled for the day will be listed on the screen as shown.
- If the patient of interest is not listed, search for the patient.

Click on the “Search button ” at the top right to open the search window.



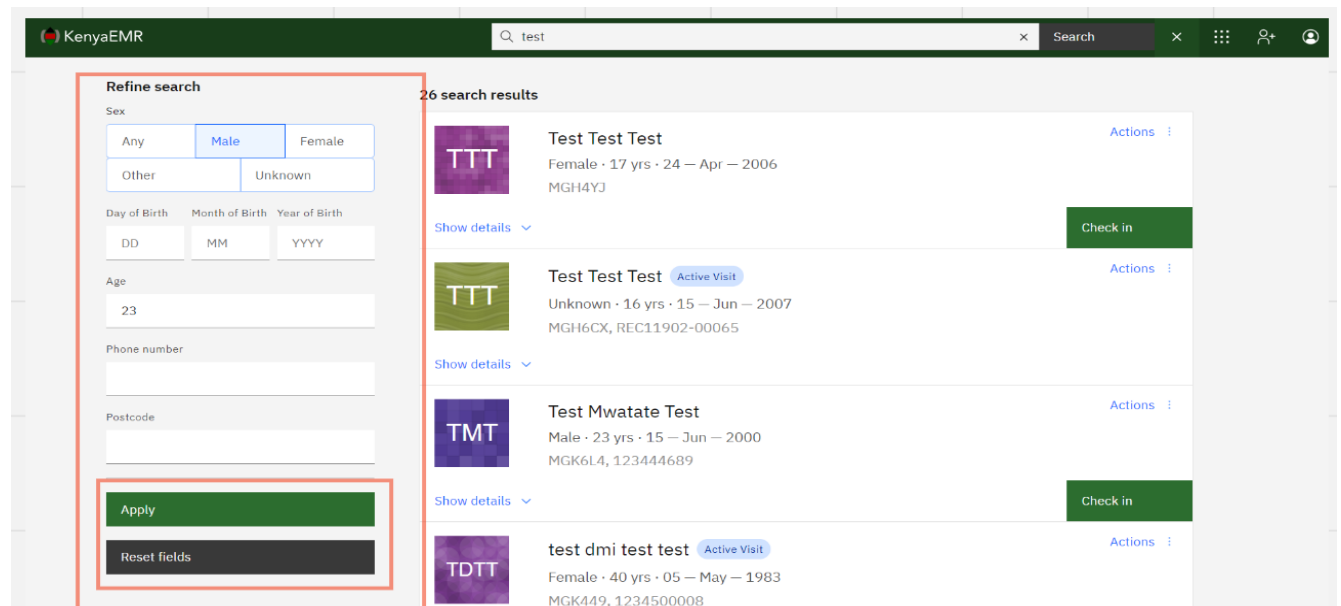
- Type the name or Patient ID into the designated field. As you input the identifier, a list of potential matches will be displayed

- To conduct a refined search, input the patient’s name on the search bar then press the “ENTER” key to initiate the search.
- Under refine search, specify the client sex, date of birth (if known), client age, phone number (if available) and postal code where applicable. Upon entering the details, click on ‘Apply’ or else click on ‘Reset Fields’



Search results for "test":

- 26 search results
- Test Test Test (Female, 17 yrs, OpenMRS ID MGH4YJ)
- Test Test Test (Unknown, 16 yrs, OpenMRS ID MGH6CX, Active Visit)
- Test Mwatate Test (Male, 23 yrs, OpenMRS ID MGK6L4)
- test dmi test test (Female, 40 yrs, OpenMRS ID MGK449, Active Visit)
- Test Test Likoni (Female, 23 yrs, OpenMRS ID MGK3L7, Active Visit)



Refined search results for "test":

**Refine search**

Sex:  Any  Male  Female

Other  Unknown

Day of Birth: DD  Month of Birth: MM  Year of Birth: YYYY

Age:

Phone number:

Postcode:

26 search results

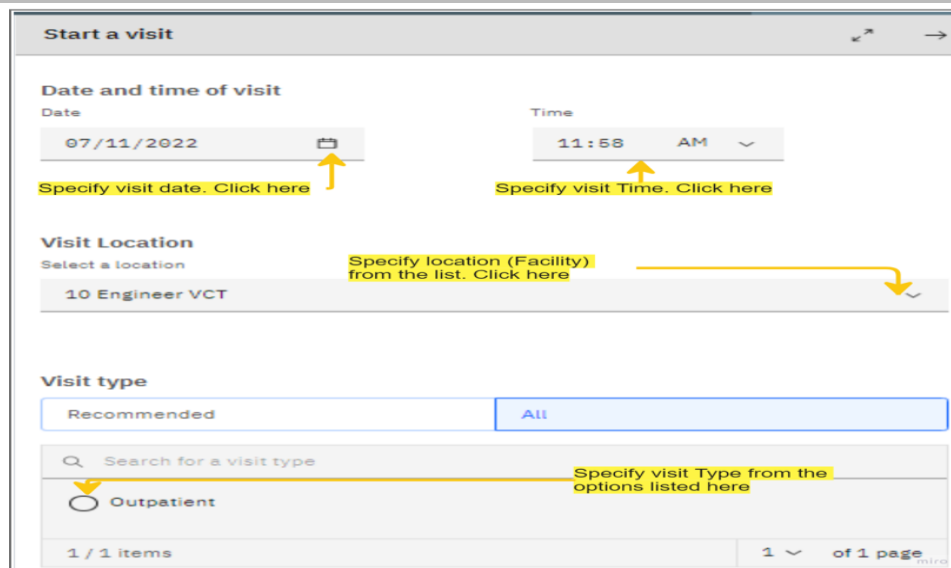
- Test Test Test (Female, 17 yrs, 24 – Apr – 2006, MGH4YJ, Check in)
- Test Test Test (Unknown, 16 yrs, 15 – Jun – 2007, MGH6CX, REC11902-00065, Active Visit, Check in)
- Test Mwatate Test (Male, 23 yrs, 15 – Jun – 2000, MGK6L4, 123444689, Check in)
- test dmi test test (Female, 40 yrs, 05 – May – 1983, MGK449, 1234500008, Active Visit, Check in)

**Step 4**

**Check-in the patient.**


To start the process of Drug Order, Check-in the client by clicking the check in button to start a visit as shown.

- Fill in all the fields and click on Check-in to successfully start a visit




**Start a visit**

**Date and time of visit**

Date: 07/11/2022   **Specify visit date. Click here**

Time: 11:58 AM  **Specify visit Time. Click here**

**Visit Location**

Select a location: 10 Engineer VCT   **Specify location (Facility) from the list. Click here**

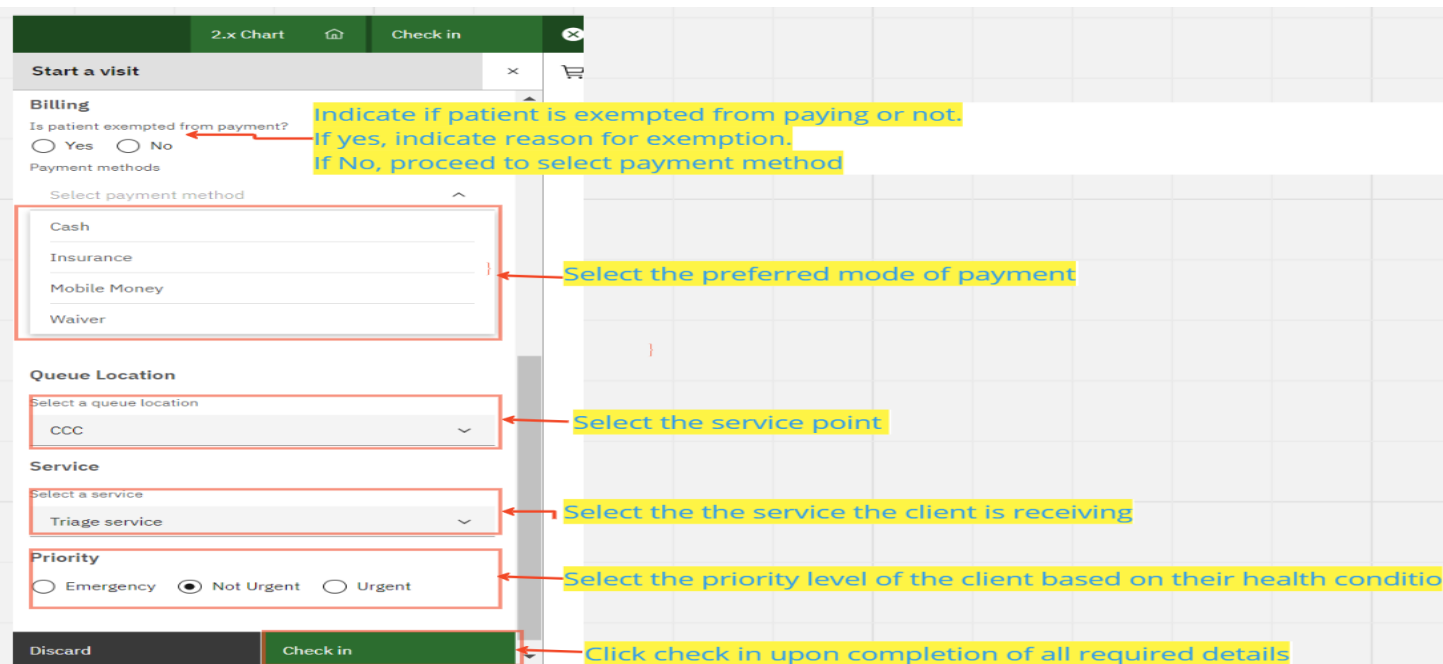
**Visit type**

Recommended  All

Search for a visit type

Outpatient **Specify visit Type from the options listed here**

1 / 1 items 1 of 1 page



**Start a visit**

**Billing**

Is patient exempted from payment?  Yes  No **Indicate if patient is exempted from paying or not. If yes, indicate reason for exemption. If No, proceed to select payment method**

Payment methods

Select payment method


Cash

Insurance


Mobile Money

Waiver

**Queue Location**

Select a queue location: CCC   **Select the service point**

**Service**

Select a service: Triage service   **Select the the service the client is receiving**

**Priority**

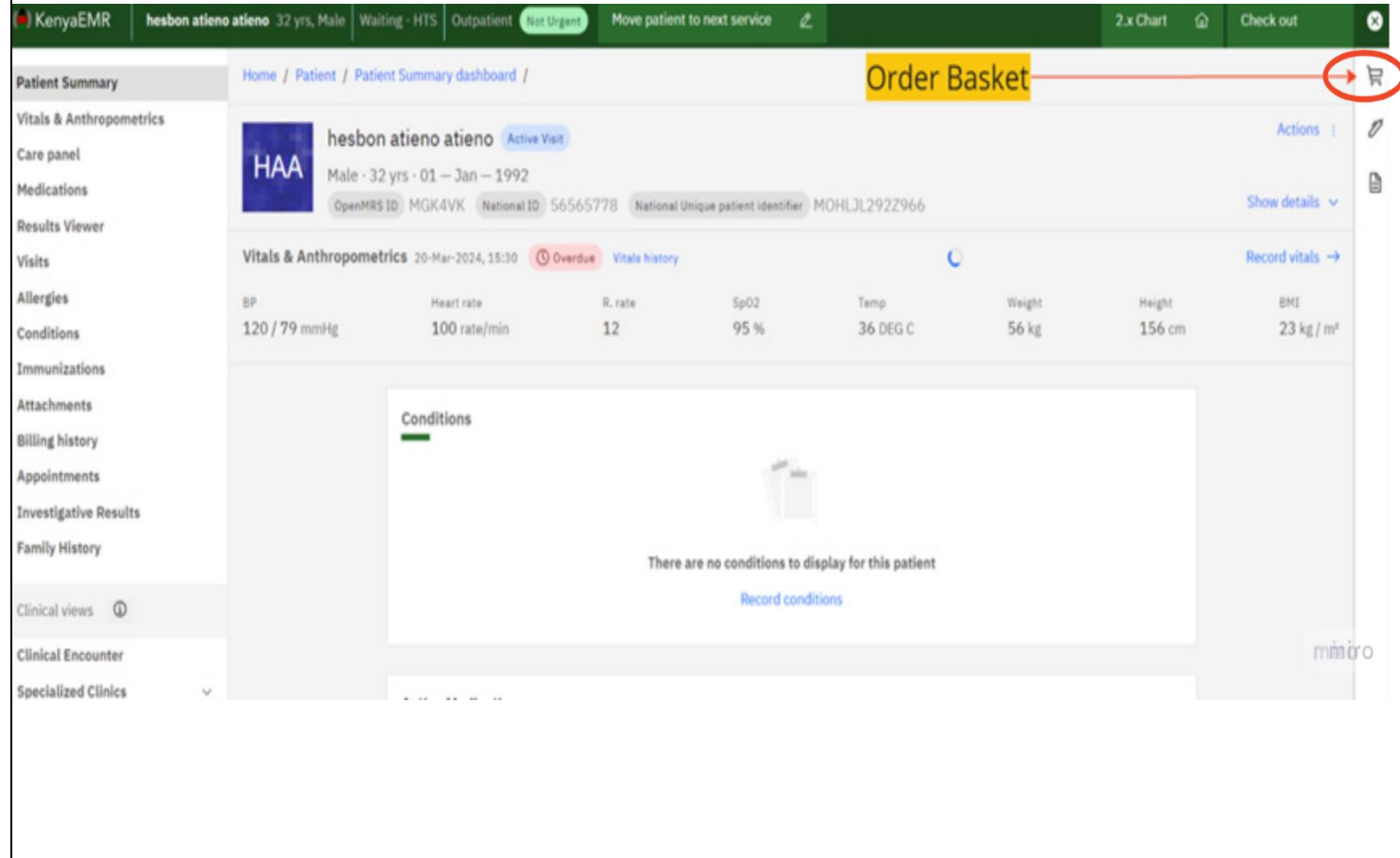
Emergency  Not Urgent  Urgent **Select the priority level of the client based on their health conditio**

Discard  Check in **Click check in upon completion of all required details**

**Step 5**

**Opening the Drug order Form**

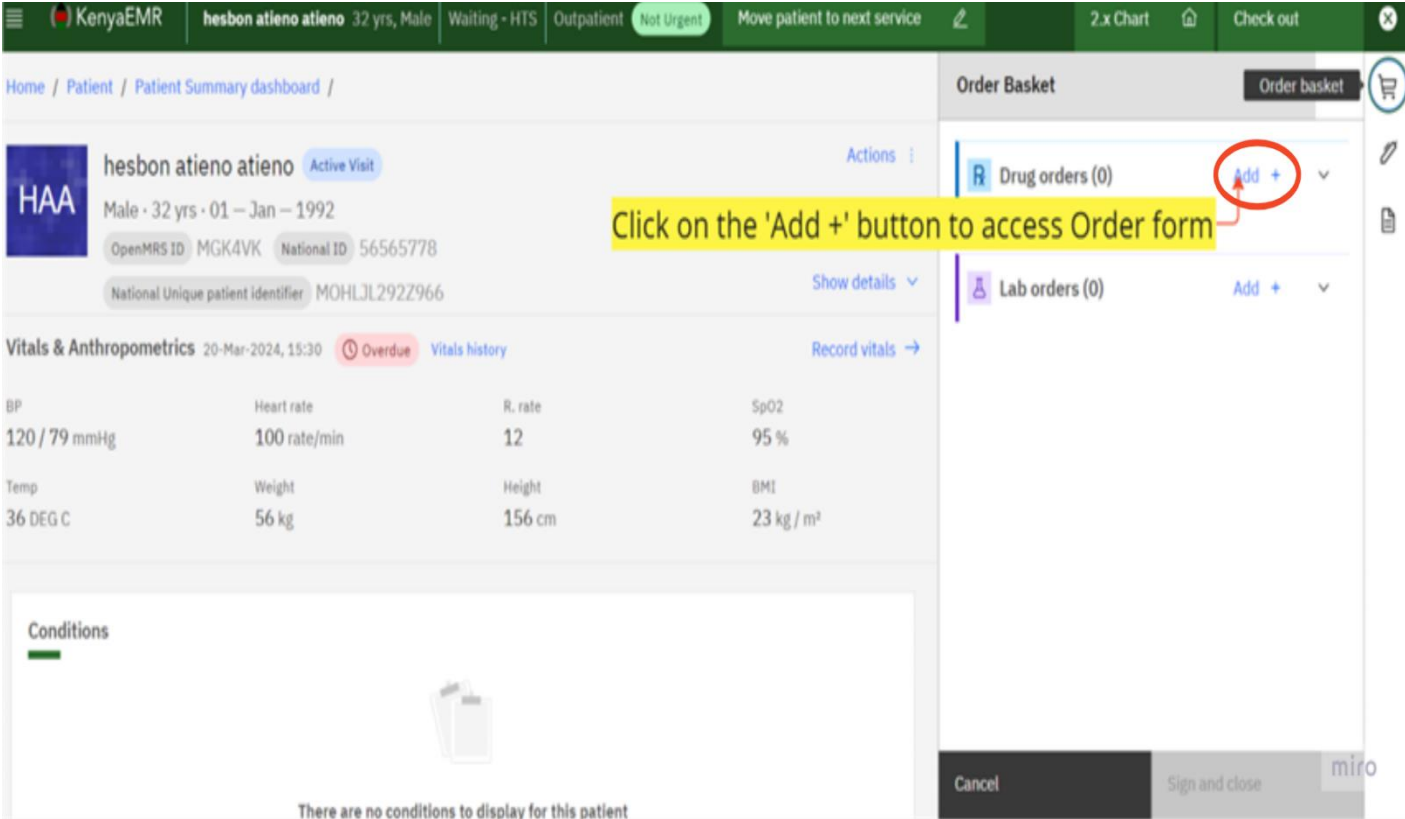
- After checking-in the client, proceed to click on the **“order Basket”** Icon on the right navigation panel to locate the **“Drug Order”** (as highlighted).



The screenshot displays the KenyaEMR interface for a patient named hesbon atieno atieno. The top navigation bar includes the patient's name, age (32 yrs, Male), status (Waiting - HTS), and location (Outpatient). A green 'Not Urgent' badge is visible. The 'Order Basket' icon in the top right corner is circled in red and highlighted with a yellow box. The main content area shows patient details, including a photo placeholder with 'HAA', and vital signs: BP 120/79 mmHg, Heart rate 100 rate/min, R. rate 12, SpO2 95%, Temp 36 DEG C, Weight 56 kg, Height 156 cm, and BMI 23 kg/m². A 'Conditions' section below shows 'There are no conditions to display for this patient' with a 'Record conditions' link. The left sidebar contains various navigation options like Patient Summary, Vitals & Anthropometrics, Care panel, Medications, Results Viewer, Visits, Allergies, Conditions, Immunizations, Attachments, Billing history, Appointments, Investigative Results, Family History, Clinical views, Clinical Encounter, and Specialized Clinics.

**Step 6****Drug Order Page**

1. To Order Drug, Click on the “Add +” button to open the drug order form.



KenyaEMR | hesbon atieno atieno 32 yrs, Male | Waiting - HTS | Outpatient | Not Urgent | Move patient to next service | 2.x Chart | Check out

Home / Patient / Patient Summary dashboard /

**HAA** hesbon atieno atieno Active Visit

Male · 32 yrs · 01 – Jan – 1992

OpenMRS ID: MGK4VK | National ID: 56565778

National Unique patient identifier: MOHLJL292Z966

Vitals & Anthropometrics 20-Mar-2024, 15:30 Overdue Vitals history

BP	Heart rate	R. rate	SpO2
120 / 79 mmHg	100 rate/min	12	95 %
Temp	Weight	Height	BMI
36 DEG C	56 kg	156 cm	23 kg / m <sup>3</sup>

Conditions

There are no conditions to display for this patient

Order Basket

- Drug orders (0) Add +
- Lab orders (0) Add +

Cancel | Sign and close | miro

2. On the search field Type in the drug as shown, this will generate a list of available drugs.

3. Select the drug from the list with the correct Dosage strength, then click on the 'order form' to open the form.

The screenshot shows the KenyaEMR interface for a patient named hesbon atieno atieno. The search bar at the top right contains the text "TDF", which has triggered a dropdown menu showing 19 results for "TDF". The first result is "TDF+3TC+RAL+DRV+RTV – tablet", and the "Order form" link next to it is highlighted with a red box and a circled "3". A yellow callout box points to the search bar with the text "Type in the drug on the search area". Another yellow callout box points to the "Order form" link with the text "Click on the 'Order form' link".

**KenyaEMR** hesbon atieno atieno 32 yrs, Male Waiting - HTS Outpatient Not Urgent Move patient to next service 2.x Chart Check out

Patient / Patient Summary dashboard / Add drug order

HAA hesbon atieno Active Visit

Male · 32 yrs · 01 – Jan – 1992

OpenMRS ID MGK4VK National ID 56565778

National Unique patient identifier MOHLJL292Z966

Vitals & Anthropometrics 20-Mar-2024, 15:30 Overdue Vitals history Record vitals →

BP	Heart rate	R. rate	SpO2
120 / 79 mmHg	100 rate/min	12	95 %
Temp	Weight	Height	BMI
36 DEG C	56 kg	156 cm	23 kg / m <sup>2</sup>

Conditions

There are no conditions to display for this patient

Search: TDF

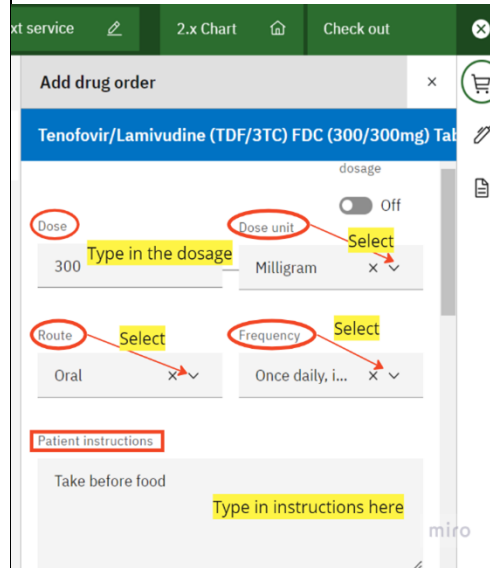
19 results for "TDF"

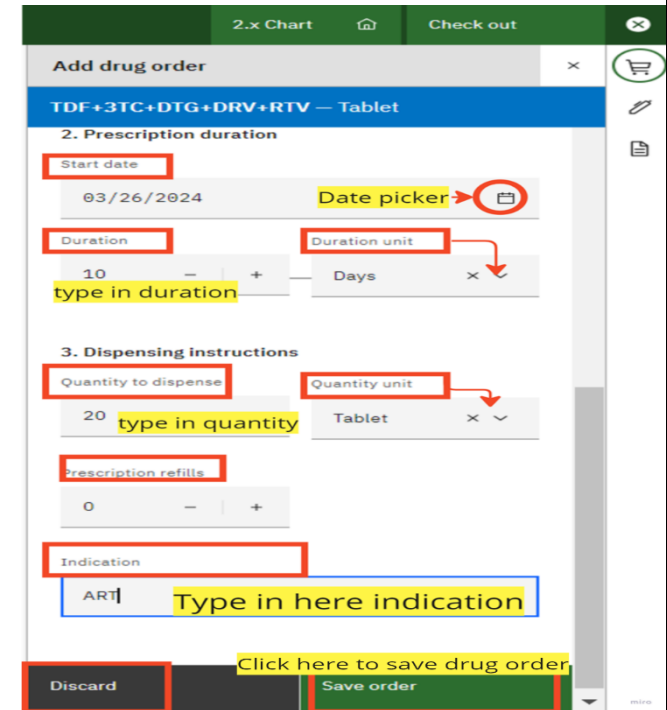
- TDF+3TC+RAL+DRV+RTV – tablet
  - Add to basket
  - Order form →
- TDF+3TC+DTG+DRV+RTV – tablet
  - Add to basket
  - Order form →
- TDF+3TC+DTG+DRV+RTV – tablet
  - Add to basket
  - Order form →
- Tenofovir/Lamivudine (TDF/3TC) FDC (300/300mg) Tablets – 300mg/300mg – tablet
  - Add to basket
  - Order form →



## Step 7

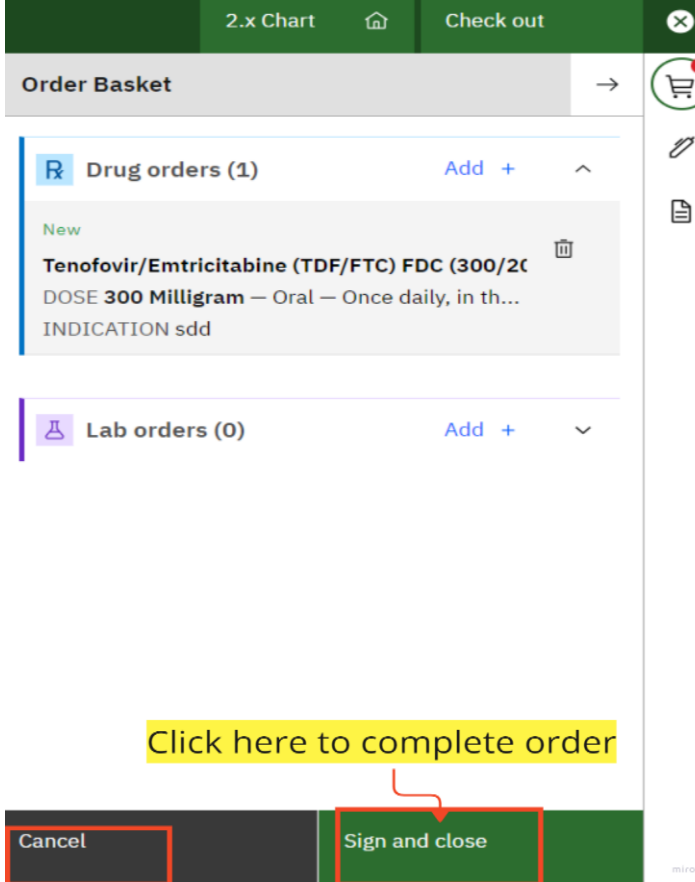
- Specify the drug dosage in Numeric (300)
- Select Dose Unit i.e. milligrams, Milliliter.
- Select the Route i.e. Oral, intravenous from the drop-down menu.
- Select how often '**frequency**' the drug should be taken in a day i.e. once daily from the dropdown menu.
- Type in the '**patient instruction**' in the instruction field as shown in the diagram.
- Indicate "**start Date**" by clicking on the Date picker, **Note** that the date can't be in the future.
- Type in '**duration**' in numeric in the field provided.
- Select '**Duration unit**' in days/weeks from the drop-down menu.
- Type in the **quantity** you want to prescribe to the patient in numeric.
- Select '**Quantity unit**' i.e Tablet/capsule from the drop down.
- Type in '**indication**' reason for prescribing the drug in the field provided.
- Click the '**Save order button**' to save order.
- Cancel order by clicking on '**Discard**'





button.

- To complete the drug order, click on **'Sign and close'** button.
- Click on **'cancel'** if you want to cancel the drug order.



2.x Chart | Check out

Order Basket

Drug orders (1) Add +

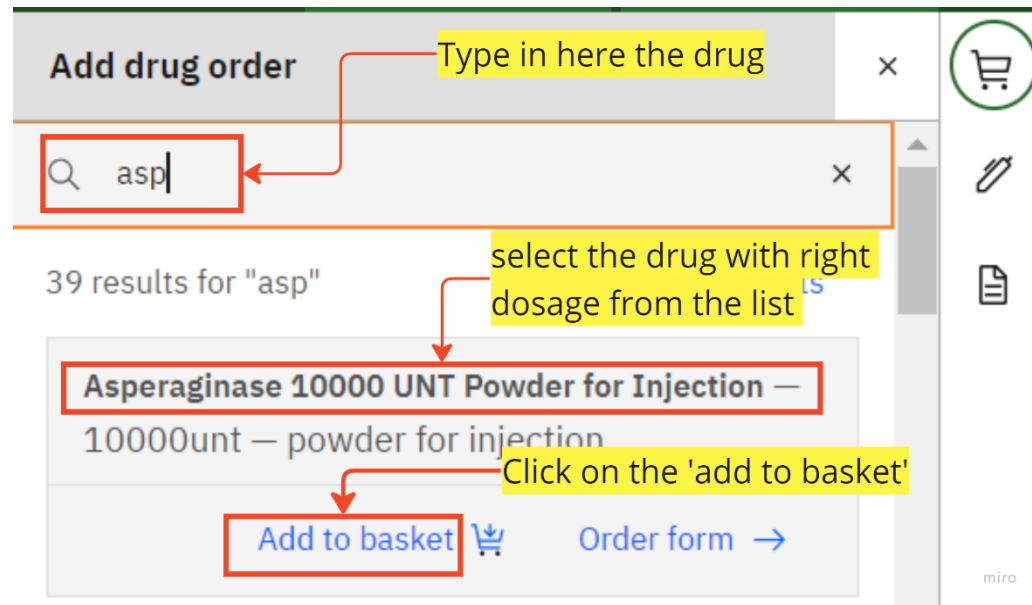
New  
Tenofovir/Emtricitabine (TDF/FTC) FDC (300/2C)  
DOSE 300 Milligram — Oral — Once daily, in th...  
INDICATION sdd

Lab orders (0) Add +

Cancel | Sign and close

Click here to complete order

To add another drug, type in the drug, select the drug from the list provided, then click on the 'order basket' then repeat the same process for drug order



The screenshot shows a mobile application interface for adding a drug order. At the top, there is a header 'Add drug order' with a close button (X) and a shopping cart icon. Below the header is a search bar containing the text 'asp'. A red box highlights the search bar, and a yellow callout points to it with the text 'Type in here the drug'. Below the search bar, it says '39 results for "asp"'. A list of search results is shown, with the first result 'Asperaginase 10000 UNT Powder for Injection — 10000unt — powder for injection' highlighted by a red box. A yellow callout points to this result with the text 'select the drug with right dosage from the list'. Below the result, there are two buttons: 'Add to basket' (with a shopping cart icon) and 'Order form →'. A red box highlights the 'Add to basket' button, and a yellow callout points to it with the text 'Click on the \'add to basket\''. On the right side of the screen, there are three icons: a shopping cart, a pencil, and a document. The name 'miro' is visible at the bottom right of the screen.

THE END