



RESOURCE AND PATIENT MANAGEMENT SYSTEM

# **BCMA Drug File Optimization**

## **Announcement and Agenda**

July 31 – September 4, 2015

Office of Information Technology  
Division of Information Technology

## Table of Contents

<b>1.0</b>	<b>General Information .....</b>	<b>1</b>
1.1	Purpose of Training .....	1
1.2	Prerequisites.....	1
<b>2.0</b>	<b>Learning Objectives .....</b>	<b>2</b>
<b>3.0</b>	<b>Instructors and Facilitators .....</b>	<b>3</b>
3.1	OIT.....	3
<b>4.0</b>	<b>Detailed Agenda .....</b>	<b>4</b>
<b>5.0</b>	<b>Biographical Sketches .....</b>	<b>6</b>
	<b>Acronym List .....</b>	<b>7</b>

## 1.0 General Information

### 1.1 Purpose of Training

The purpose of this training is to prepare for the deployment of Bar Code Medication Administration (BCMA), specifically focusing on the pharmacy drug file and related files. A critical aspect of this deployment is to make sure that the pharmacy drug file (i.e., Pharmacy Data Management (PDM)) is optimized. Emphasis will be placed on Unit Dose drugs, IV Additives, IV Solutions, Orderable Item File, and the Standard Schedule File. The goal of this course is to prepare the files within the Resource and Patient Management System (RPMS) setup at the participating sites for BCMA deployment.

### 1.2 Prerequisites

- Indian Health Care System Pharmacy Informaticist directly involved with the implementation and maintenance of the RPMS Inpatient Pharmacy Suite of Applications and RPMS Electronic Health Record (EHR) within the inpatient setting.
- Clinical Application Coordinators and other multidisciplinary Informaticist will be permitted to participate on a space available basis.

As this is both a training and deployment activity, participants are expected to connect to their site's RPMS database throughout the course and configure the Inpatient Pharmacy Drug File. Please maintain communication with your Site Manager throughout the course. He or she may need to assign you the necessary keys for your RPMS system as we go through the hands on exercises and configuration. Please alert your providers and pharmacy staff (if applicable) that change will be occurring in the pharmacy file. These changes can cause temporary inactivation of medication orders from the EHR side. If a change occurs please inform them to contact you regarding any issues that may have occurred. These changes can quickly be resolved once the drug file manager has been alerted.

## 2.0 Learning Objectives

- Provide an overview of RPMS Version 5/7 Inpatient Pharmacy Package.
- Describe the relationships between the files to be examined throughout the course.
- Utilize PDM to maintain the following files:
  - Drug File
  - IV Additives File
  - IV Solutions File
  - Orderable Item File
  - Standard Schedule File
- Utilize VA FileMan and Microsoft Excel to obtain the reports needed for drug file optimization.
- Identify necessary and most recent pharmacy application patches needed for file optimization.
- Be able to understand the impact that drug file optimization has on the deployment of BCMA.
- Identify the role Pharmacy plays in successful implementation and continued use of BCMA at the facility.

## 3.0 Instructors and Facilitators

**Disclosure Statement:** As a provider accredited by ACCME, ANCC, and ACPE, the Indian Health Service (IHS) Clinical Support Center must ensure balance, independence, objectivity, and scientific rigor in its educational activities. Course directors/coordinators, planning committee members, faculty, and all others who are in a position to control the content of this educational activity are required to disclose all relevant financial relationships with any commercial interest related to the subject matter of the educational activity. Safeguards against commercial bias have been put in place. Faculty will also disclose any off-label and/or investigational use of pharmaceuticals or instruments discussed in their presentation. The course directors/coordinators, planning committee members, and faculty for this activity have completed the disclosure process and have indicated that they do not have any significant financial relationships or affiliations with any manufacturers or commercial products to disclose.

### 3.1 OIT

- Mike Allen, MIS, RPh, IHS OIT EHR Pharmacy Informaticist

## 4.0 Detailed Agenda

**All times are Mountain Time!  
Week One**

Start	Overview and Unit Dose File Clean up
12:00 pm	Welcome and Introductions: At the end of this session participants should be able to navigate Adobe Connect sessions .
12:15 pm	Overview of the PDM Package: At the end of this session participants should be able to navigate the following RPMS Pharmacy 5/7 Menus: <ul style="list-style-type: none"> <li>• Drug Enter/Edit</li> <li>• Standard Schedule Management</li> <li>• Dosages</li> <li>• Orderable Item Management</li> </ul>
1:00 pm	Overview of Drug File Optimization At the end of this session participants should be able to understand the need for intensive drug file optimization before deploying BCMA.
1:15 pm	Unit Dose File Clean up At the end of this session participants should be able to generate VA FileMan Reports specific to the medications marked as Unit Dose.

### Week Two

Start	IV Additives
12:00 pm	IV Additives File Clean-up At the end of this session participants should be able to generate VA FileMan Reports specific to the IV Additive Fields.

### Week Three

Start	IV Solutions
12:00 pm	IV Solutions File Clean-up At the end of this session participants should be able to generate VA FileMan Reports specific to the IV Solution Fields.

### Week Four

Start	Orderable Items
12:00 pm	Orderable Item File Clean-up At the end of this session participants should be able to generate VA FileMan Reports specific to the Orderable Item File

**Week Five**

<b>Start</b>	<b>Standard Schedule File</b>
8:30 am	Standard Schedules and Administration Times At the end of this session participants should be able to optimize the standard schedule file in preparation for BCMA deployment

**Week Six**

<b>Start</b>	<b>Course Review, Special Situations, Additional Material</b>
8:30 am	<ul style="list-style-type: none"><li>• RNFinish discussion</li><li>• BCMA Pharmacy menu options</li><li>• Discussion of multiple synonyms</li><li>• How to scan barcodes into drug file</li><li>• Special situations – Option 10 labels</li><li>• Troubleshooting</li></ul>

## 5.0 Biographical Sketches

**CAPT Michael Allen, MIS, RPh**

**IHS OIT USET EHR Pharmacy Consultant & Meaningful Use Stage 2 Certification**

CAPT Allen is a commissioned Officer in the United States Public Health Service (USPHS). He came from a family of pharmacists and holds a BS degree from Idaho State University. He has a Master of Information Systems degree from University of Phoenix. He started with USPHS after working in retail pharmacy for a few years. During his years in IHS he has served in Portland Area, Phoenix Area, and currently is in Tucson Area. His duties have included, besides being a pharmacist: Site Manager, Assistant Site Manager, Clinical Application Coordinator, Pharmacy Package Administrator, and Point of Sale (POS) specialist. He serves on the Pharmacy Professional Specialty Group and was recently appointed to the POS Technical Advisory Group. His children are out of the house and he has one granddaughter he misses greatly. He lives in Tucson with his wife and cat.

## Acronym List

<b>Acronym</b>	<b>Meaning</b>
BCMA	Bar Code Medication Administration
EHR	Electronic Health Record
IHS	Indian Health Service
PDM	Pharmacy Data Management
POS	Point of Sale
RPMS	Resource and Patient Management System
USPHS	United States Public Health Service