



RESOURCE AND PATIENT MANAGEMENT SYSTEM

ePrescribing Drug File Optimization

Announcement and Agenda

October 2016

Four Week Series
eLearning Course

Office of Information Technology (OIT)
Albuquerque, New Mexico

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1.0 General Information

1.1 Purpose of Training

The purpose of this training is to cover the drug file optimization steps that are required to deploy ePrescribing at the local site and/or to maintain an already optimized drug file.

Participants will:

- Be instructed on the proper way to optimize and maintain the pharmacy drug file specifically related to e-Prescribing requirements and quality recommendations
- Learn how to run a series of VA FileMan reports in order to be able to fully optimize the drug file

1.2 Prerequisites

- Access to the Resource and Patient Management System (RPMS) Electronic Health Record (EHR) database at a local facility
- Background in drug file optimization or maintenance
- Basic VA Fileman access

1.3 Intended Audience

The audience for this course is pharmacy informaticists and other individuals involved in pharmacy drug file optimization or maintenance who are interested in the e-Prescribing functionality. Before a site can deploy e-Prescribing the drug file optimization steps are **required** and a complete copy of the drug file must be submitted to the e-Prescribing federal team for review. Pharmacy informaticists at sites already using e-Prescribing are encouraged to join as well.

1.4 Course Material and References

1.4.1 At the IHS FTP Site

The following materials may be downloaded from the RPMS Training FTP site at <ftp://ftp.ihs.gov/pubs/EHR/Training/Manuals/E%20Prescribing%20Drug%20File%20Training/>

- Course Agenda (this document)
- Fileman Recipes
- PowerPoint Presentations

2.0 Learning Objectives

1. Understand the importance of drug file optimization as it relates to ePrescribing
2. Become more familiar with entering a new drug into the RPMS system
3. Recognize the changes that need to be made in the local drug file to meet ePrescribing quality guidelines
4. Describe the purpose of the Notes to Pharmacist box and be able to provide examples of what belongs in the box and what does not belong in the box
5. Understand the basics of Quality Guidelines provided by Surescripts®

3.0 Detailed Agenda

3.1 Session 1 – Wednesday, October 5th, 2016

Topic	Duration
Welcome: <ul style="list-style-type: none"> • Introductions • Day One Learning Objectives, Agenda, Training Materials • Identify Participant Needs and Expectations 	10 min
Topic 1: Overview of ePrescribing <ul style="list-style-type: none"> • Deployment Status • Prerequisites for Deployment • Demo of eRx system 	20 min
Topic 2: ePrescribing Quality Guidelines <ul style="list-style-type: none"> • Compliance Issues • Surescripts® White Coat of Quality Details 	20 min
Topic 3: Overview of Pharmacy Data Management <ul style="list-style-type: none"> • Drug Enter/Edit • Dosage Form File • Standard Schedule File • Medication Route File 	60 min
Review, Questions, and Adjourn	10 min

3.2 Session 2 – Wednesday, October 12th, 2016

Topic	Duration
Day Two Overview: <ul style="list-style-type: none"> • Day One Review and Questions • Day Two Learning Objectives and Agenda 	10 min
Topic 4: VA Fileman Reports <ul style="list-style-type: none"> • Be able to generate VA Fileman Reports to review specific details in the local drug file 	75 min
Review, Questions, and Adjourn	15 min

3.3 Session 3 – Wednesday, October 19th, 2016

Topic	Duration
Day Three Overview: <ul style="list-style-type: none"> • Day Two Review and Questions • Day Three Learning Objectives and Agenda 	30 min
Topic 5: VA Fileman Reports (continued....) <ul style="list-style-type: none"> • Be able to generate VA Fileman Reports to review specific details in the local drug file 	75 min
Review, Questions, and Adjourn	15 min

3.4 Session 4 – Wednesday, October 26th, 2016

Topic	Duration
Day Four Overview: <ul style="list-style-type: none">• Day Three Review and Questions• Day Four Learning Objectives and Agenda	10 min
Topic 6: Notes to Pharmacist Box <ul style="list-style-type: none">• Review the recommendations for what belongs in the Notes to Pharmacist Box• Provide descriptive examples	30 min
Topic 7: Medication Quick Orders <ul style="list-style-type: none">• Build Medication Quick Orders specific to ePrescribing• Build Medication Quick Order menus specific to ePrescribing• Hang Medication Quick Orders on menus	30 min
Review, Questions, and Adjourn	15 min