IT Action Item: New Workflow for Completing Medication Refills

Hackensack Meridian *Health*

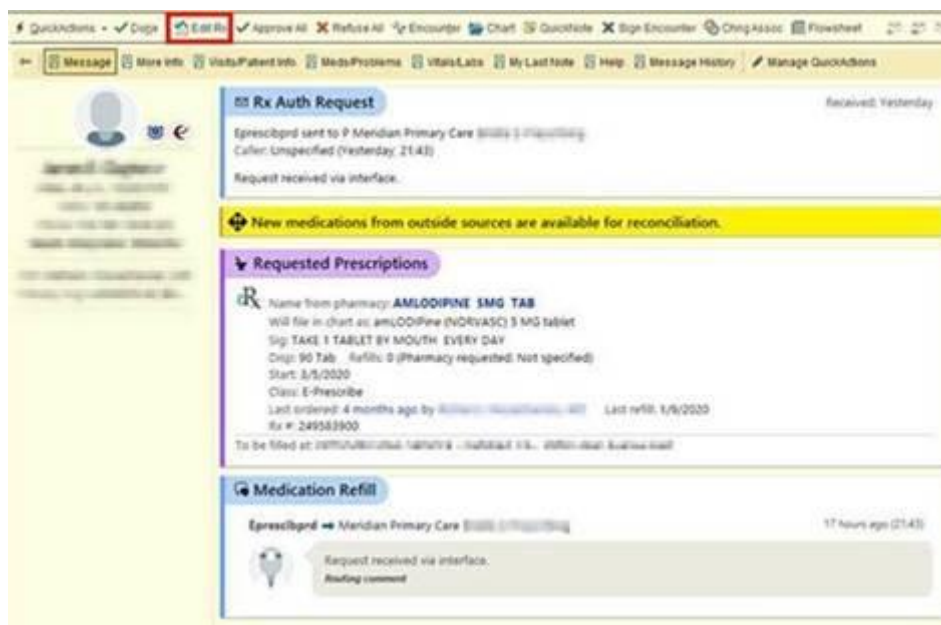|	
Subject:	**New Workflow for Completing Medication Refills**
When:	Effective Immediately
Who:	Providers who refill medication using e-Prescribe
Action required:	Choose one of the options below:

Option 1: Edit the medication to remove the sig with the unfinished variables.

> **From In Basket, select the RxRequest message and click Edit Rx:** This action opens the order in the Order Composer.

> **Review the Patient Sig field**: The patient sig appears in the top text box and the appended SmartText appears in the larger text box below.

> **Click Edit Sig and remove the text from the larger text box:** You may have to re-enter Dose/Route/Frequency information again.

Option 2: Refuse the refill and e-prescribe a new order.

For urgent issues, questions of assistance, contact: IT Service Desk at x3333 or 848-237-3333.