Manually adding a new GSK product to NextGen EHR

Adding a new GSK medication or vaccine, using user defined medication, to NextGen EHR

Today, virtually all prescriptions are written in the electronic health record (EHR) system. For a prescription to be written for a new medication or vaccine, it must be available for selection in the EHR product list. All EHRs have a process to periodically update the product list using a file provided by the EHR vendor. The process and interval at which these updates are provided vary by EHR system. The update process may not be instantaneous.

EHR vendors license the product list from compendia publishers. It takes time for EHR vendors to distribute product list updates to their providers. After a medication or vaccine launches, some EHRs may not have new products listed for as many as 6 months.

To give providers the ability to write prescriptions for a new GSK product prior to the product list being updated by the EHR vendor, some EHRs enable the ability to manually add a new medication or vaccine to the product list.

When a medication or vaccine is manually added to the product list, it will appear when the provider searches for it. Manually added medication or vaccine can be saved as favorites. Adding a vaccine to the product list makes it available for prescribing, but there may be additional steps to update the immunization schedule.

Benefits of manually adding a product

Providers can gain immediate access to prescribe new GSK products, and have an ability to document prescriptions and orders in the patient record.

This guide provides a high-level overview of how to manually add a new GSK medication or vaccine to the NextGen EHR product list. The overview is meant to provide guidance for you, your practice's EHR champion, or IT staff.

Please note that this guide was created based upon NextGen EHR version 5.8 UD3. Screens and features may change as new software versions are released.

This guide is for informational purposes only and is not intended to replace detailed instructions provided to you by your external or internal EHR support resources. The information in this guide is subject to change without notice. GSK makes no claims or warranties about the applicability or appropriateness of this information.

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Considerations when manually adding new GSK products:

- Manually added medications and vaccines may have missing information such as important drug interaction and allergy information

- Manually added medications and vaccines cannot be transmitted electronically to a pharmacy (ie e-prescription). These prescriptions must be printed in the office and given to the patient to take to the pharmacy, or phoned into the pharmacy

- When the product list updates from the EHR vendor are completed, two separate product entries may appear, and the manually added entry can be deleted

- There may be local business rules in place which prevent the manual addition of a medication or vaccine in the EHR product list

- User privileges to manually update a product list may be limited to select users with specific security privileges or subject to practice business policies. Updates to the product file are typically managed by the local IT tech staff at NextGen EHR practices

If you have further technical questions, consult your internal or external EHR support resources.

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Adding a user-defined medication

- Navigate to **Add User-Defined Medication** in the **Medication Tasks** utility. Select the **Run** button

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Medication Tasks   **X**

Medication Tasks:

| Add User-Defined Medication   ▼ | Run |

                                       Close

- Upon selecting **Run**, the **Add Medication Information** window displays. To add the custom drug detail, fill in the data for the new product

- Click **Add** to save

Add User Defined Medication   **X**

Brand Name: _____   Form: _____▼

Generic Name: _____   DEA Class: Non-Controlled ▼

Strength: _____ Route: ORAL ▼

Generic Source: ( ) Single ( ) Multiple ( ) Unspecified

Status: (●) Prescription Only ( ) Over The Counter

Assigned UDM ID: _____

Defaults
Quantity: _____ Refills: 0 Generic OK: ( ) Yes (●) No

State DEA Regulations
[ ] Do not allow faxing
State DEA Class: Non-Controlled ▼

Default SIG: (●) List Codes ( ) List Description
_____▼

Hide [ ]

Add   Cancel

The "Hide" check box is used to hide the user-defined medication once a database update has been run and the fully codified drug has been added electronically.

- After the new product is manually added to the database, it is available for selection in the **medications list** search

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