Clarity – Pharmacy

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Contents

Navigation

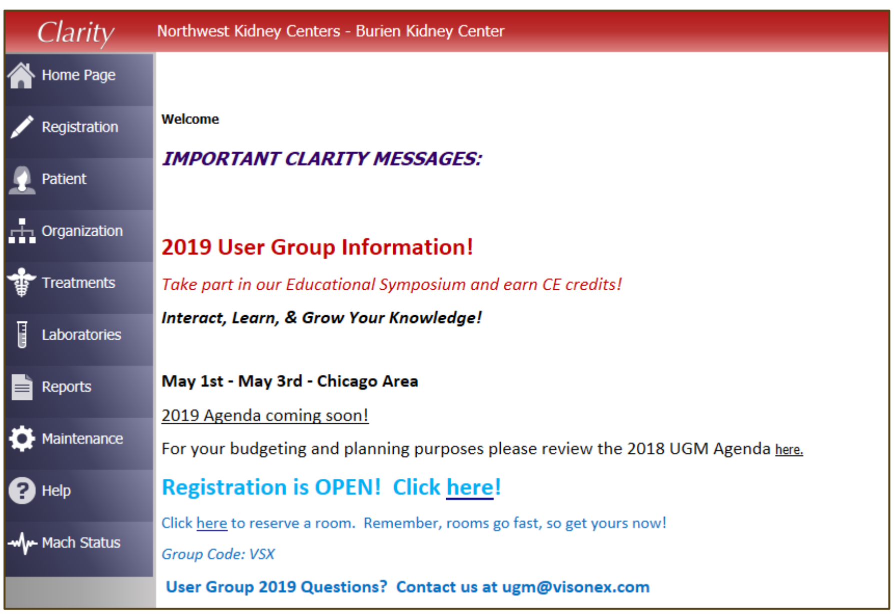
You will be logging into the Clarity training environment using the Username and Password you received prior to training.

When using Clarity, use **Internet Explorer**. This is the web browser that is used for build and testing by the vendor, making Internet Explorer the optimal browser to use. If you use another web browser, it will not function as smoothly, and you will notice differences in how things are displayed (pages will be in super small font).

If this is your first time logging in, you will see a few pop-ups that we will address.

The first pop-up you will see is one from LexiComp. LexiComp supplies and updates the medication lists within Clarity. Scroll to the bottom and click Agree. Next, you will be asked to select and answer 3 Security Questions. Take a minute to do that now, if you have not already done so.

Once you have answered the Security Questions, you will be brought to the Home Page for Clarity.



Home Page

The Home Page is the first page you will see each time you log into Clarity. Here you will see updates and messages from Visonex about new releases, new events, or new Lunch-and-Learn opportunities. Keep an eye on this page for events you may want to participate in.

At the top of the page, you will **Northwest Kidney Centers – (Your Default Center Name)** and your name in the upper-right hand corner. It is helpful to double-check on who is logged in when using a shared workstation.

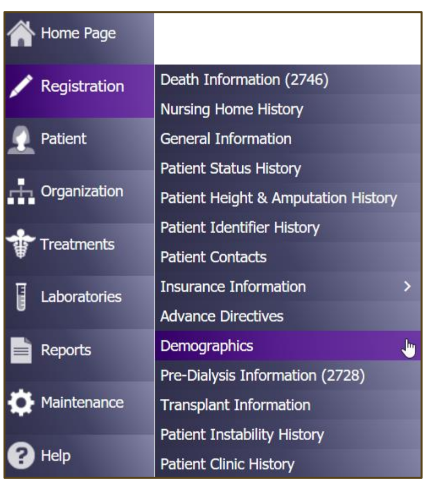
It is important to point out that while Clarity does have features that allows for messaging within the application, we will not be using this functionality. DO NOT MESSAGE PHYSICIANS IN CLARITY. This is not the physician's primary EMR and they will not be checking for messages. Please continue to use the methods of communication that you use now.

Under the Home Page on the left-hand side, you will see a list of menus. As you click through each menu, sub-menus appear.

Take a minute to look through the contents of each of the menus.
Let's do a quick review of what sub-menus & items you will find within each menu. We will work with a few of these menus/sub-menus during the training today.

Registration

Patient registration will still be done in TIME. TIME will interface with Clarity and you will see that information populate to the appropriate screens within this menu.



- Death Information (2746)
- **Nursing Home History**
- **General Information**
- Patient Status History
- Patient Height & Amputation History
- Patient Identifier History
- Patient Contacts
- Advance Directives
- Demographics
- Pre-Dialysis Information (2728)
- Transplant Information
- Patient Instability History
- Patient Clinic History

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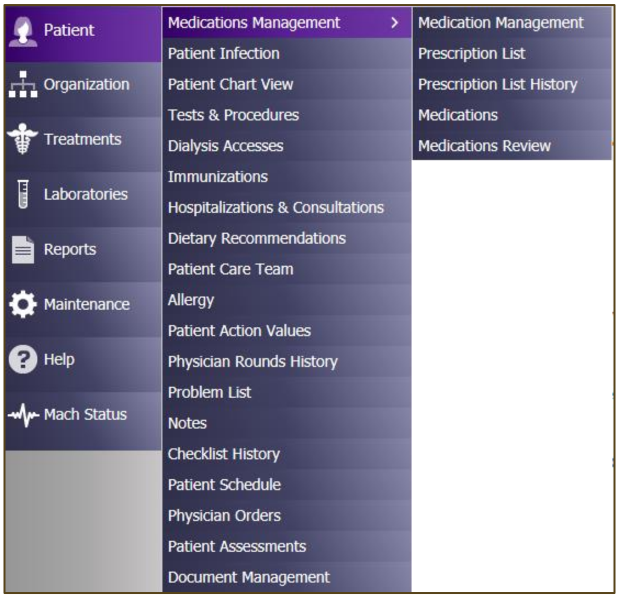
Patient

The Patient menu gives you the ability to view and/or update items outside of a patient's treatment. This is where you do things like-- document patient assessments, view a patient's care team, and view a patient's schedule.



- Medication Management
- Patient Infection
- **Patient Chart View**
- Tests & Procedures
- Dialysis Accesses
- Immunizations
- Hospitalizations & Consultations
- Dietary Recommendations
- **Patient Care Team**
- Allergy
- Physician Rounds History
- Problem List
- **Notes**
- Checklist History
- Patient Schedule
- Physician Orders
- Patient Assessments
- **Document Management** (DocuWare)

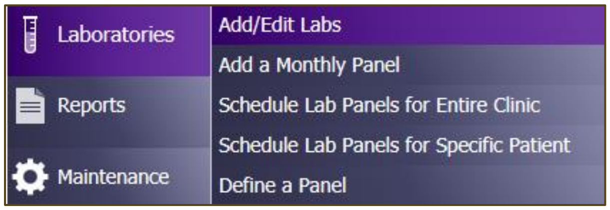
Treatments

The Treatments menu is where you will find the information regarding a patient's Dialysis Prescription, Treatment documentation (In-Center = Real Time Charting (RTC) & Home = Visit Management), and Treatment History.

- Dialysis Prescriptions
- Visit Management
- Primary Nephrologist Dashboard
- Enter Treatments
- Treatment History
- Sodium & UF Profiles
- Physician Rounding Dashboard
- Clinic Working Schedule
- **RTC Status**
- Real-Time Charting (RTC)
- **Treatment Alert**
- Physician Visit Request

Laboratories

Lab results will be available in Clarity from Ascend. At this point in time, lab orders will continue to be ordered in Ascend. **Add/Edit Labs** are where the labs are stored within Clarity. Lab results can be reviewed in other areas within Clarity—Reports, Patient Chart View, etc.



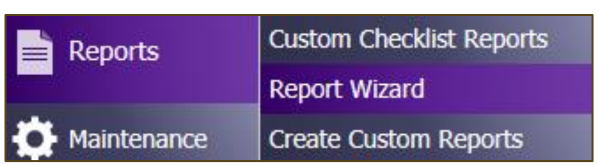
Reports

Reports are found with Report Wizard. You will be able to run Clinic reports and Patient reports. We will talk more about reports an how to run them later.

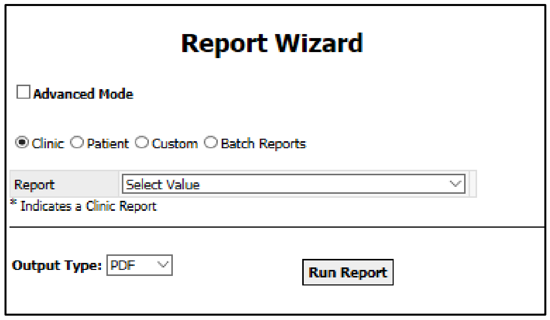
Reports

There are two types of reports that you will use frequently within Clarity—**Clinic** reports and **Patient** reports. **Patient** reports will give you the selected report on a particular patient. Whereas **Clinic** reports give you the selected report within your clinic's population.

Let's begin by using reports by going to **Reports > Report Wizard.**



Select the **Clinic, Patient**, or **Custom** radio button (depending on what type of report you want to run).

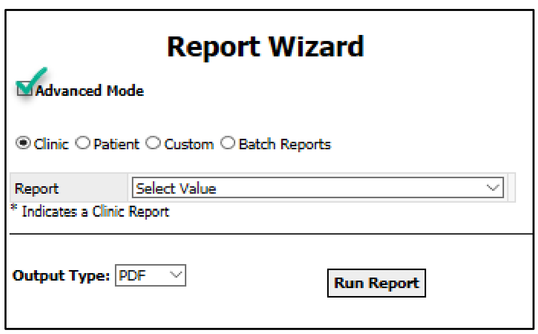


In the drop-down menu, select the desired report. Select the appropriate **Patient Shift/Patient**, as needed. An example of a helpful report would be the Clinic report: Clinic Hospitalizations – Short Form. It would be helpful in tracking which patients require med rec post-hospitalization

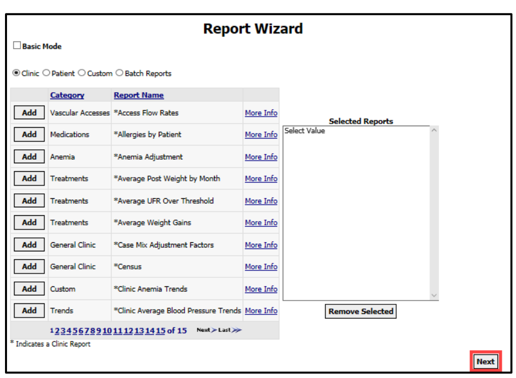
Once you have selected your report, click **Run Report.** The report will be in a separate web browser window.

If you would like to run a **Clinic** report for multiple clinics, you can do so using **Advanced Mode**.

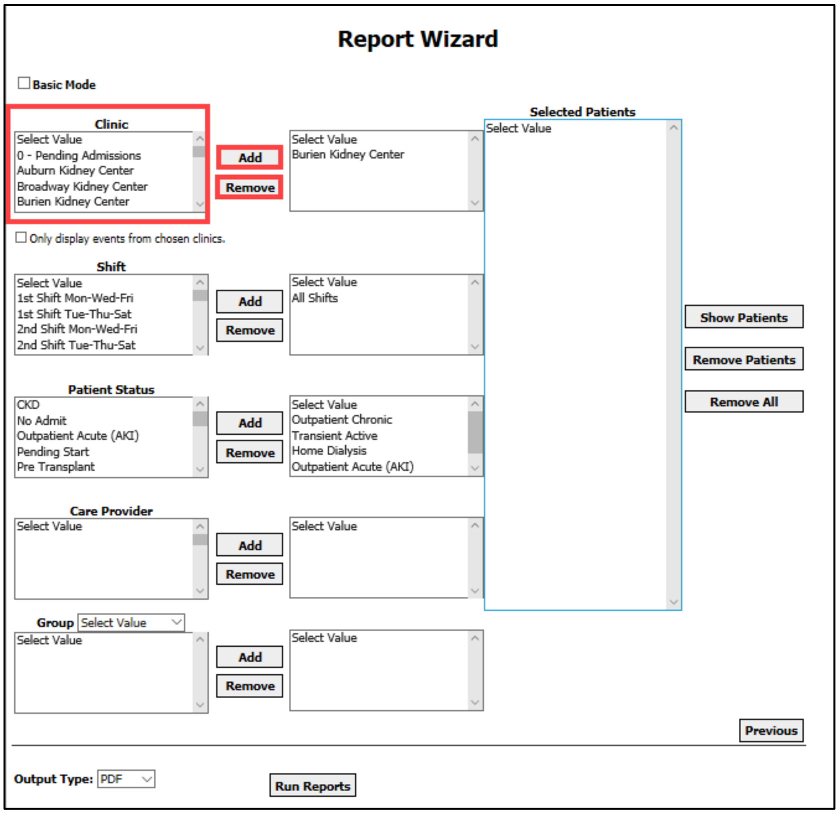
To use **Advanced Mode**, check the checkbox in **Report Wizard**.



Once **Advanced Mode** has opened, click the **Next** button.



Once the window opens, you will see you have multiple options to add multiple **Clinics**, **Shifts**, **Patient Status**, **Care Providers**, and **Groups**.



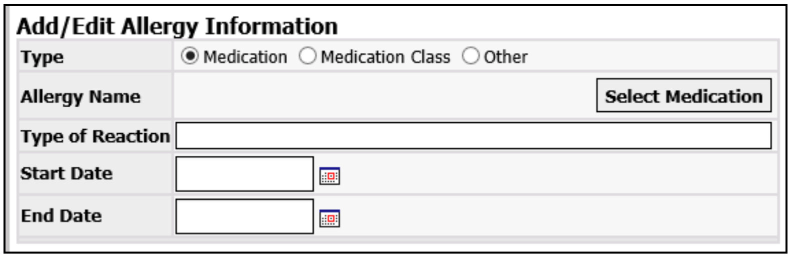
If desired, click **Show Patients** to verify the list of patients.

After your make your selections, click **Run Reports** and the report will be in a separate web browser window.

Allergies

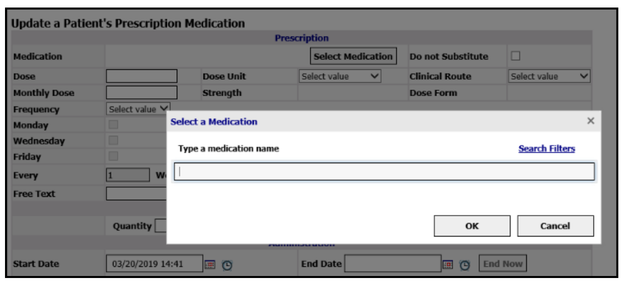
Patient allergies can be found under **Patient > Allergy.** This screen allows you to add all patient allergies, not just medication allergies. Allergies are tied to the Lexicomp database.

Once you are in the **Allergy** section, select a patient and click Add New. Allergies are separated into 3 different categories—**Medication**, **Medication Class**, and **Other**. (Other is for non-medication allergies, like food or environmental allergies. Select the appropriate **Type** by clicking the radio button associated with it. For medication allergies, it will require you to select a dose, unit, and route.



Once you have selected the appropriate **Type**, select the **Allergy Name** by clicking on the button (**Select Medication, Select Medication Class, or Select Other**—depending on the allergy type). You cannot free-text allergies.

You will need to adjust the filters to be able to search a comprehensive list of allergies.



Click the **Search Filters** link. Be sure the **All** checkbox is checked and click **Apply**. When searching for allergies, entering the first few letters of the allergy is better.

For **Medication** and **Medication Class** allergies, you will need to enter a dose, unit, and route. None of this information will display, just the allergy itself.

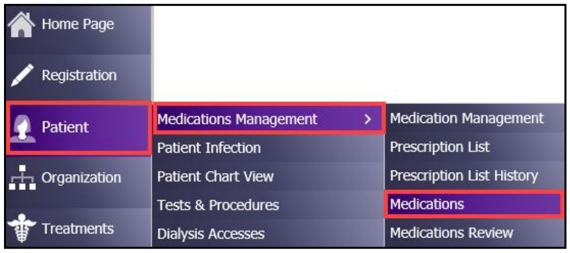
Enter the **Type of Reaction** and the **Start Date** of the allergy. Click **Add** to add the allergy.

Formulary

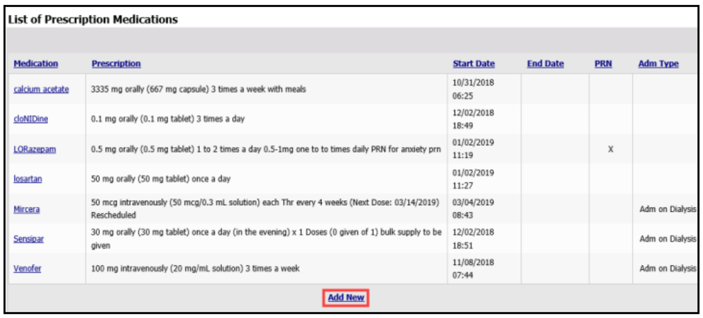
The default setting within Clarity is to search within the Local Formulary. This makes it easier to order medications within the centers. However, when you are adding home medications, you will need to make a change to the **Search Filters** to find the comprehensive list. Follow the steps below to add a home medication to a patient's medication list.

Adding a Home Medication

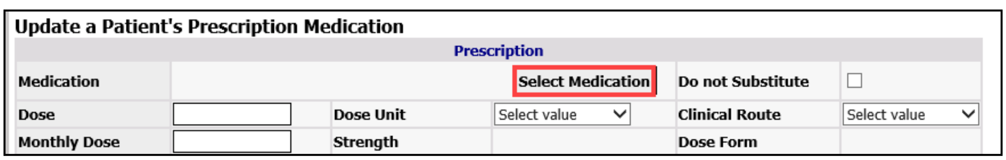
To add to their medication list, you will do so by going to **Patient > Medications Management > Medications**.



From this screen, you will click **Add New** to add the new medication to the medication list.

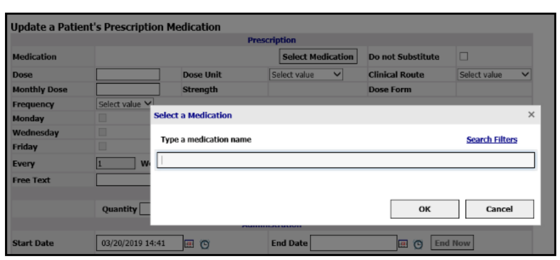


Click the **Select Medication** button, making sure the medication selected matches the strength listed on the vial.

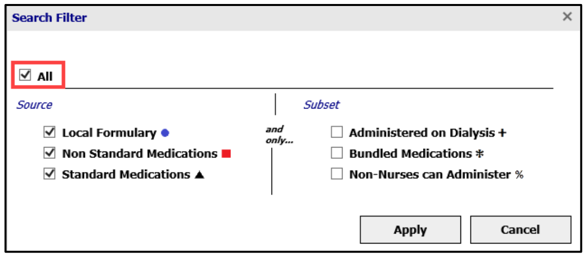


When searching for a medication in Clarity, you can begin typing the brand OR generic name for the medication and Clarity will return both the brand AND generic names for the medication.

The medications are set to pull from the Local Formulary, so for home medications, you will need to change the Search Filter.

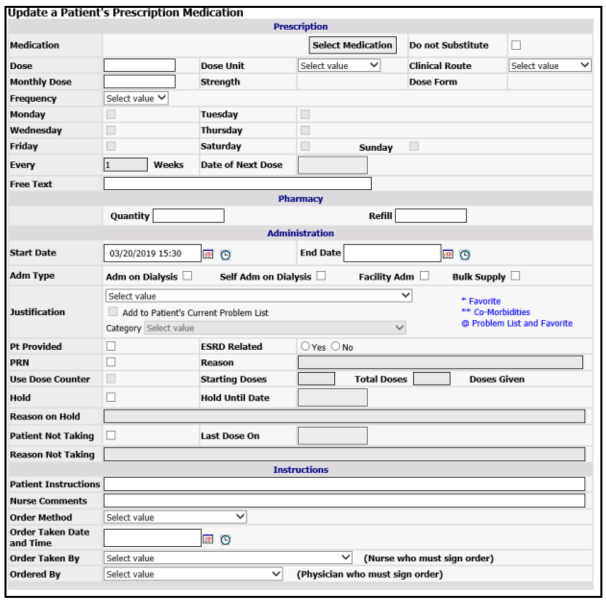


Click the **Search Filters** link for medications that are not on the Local Formulary. Be sure the **All** checkbox is checked and click **Apply**.



You will see a comprehensive list of medications meeting your search criteria.

Once you have selected the medication, complete the required fields.



The required fields for **Home Medications** include: Dose, Unit, Route, Order Method of **Patient Reported**, Order Taken Date/Time, and Order Taken By.

Click **Add** to save the new medication order.

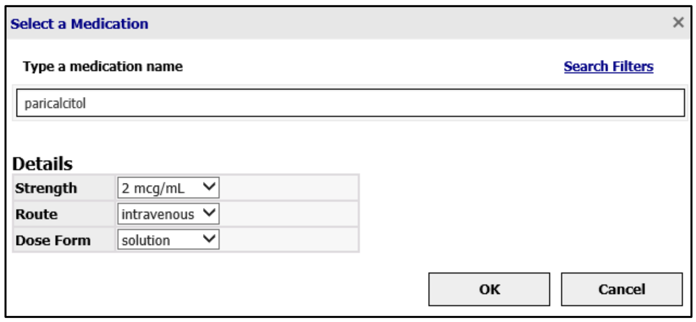
Clarity uses a national database for medications. This database includes checking for drug allergies/interactions. There may be drug allergy and/or interaction alerts when trying to add a medication. These warnings do not prevent the medication from being entered. You must acknowledge the warning to add the medication to the patient's medication list.

Medication Orders

Just like you saw when you entered Home Medications, you will enter medication orders in a similar way. With a new patient admission, orders will be transcribed into the system.

Still in **Patient > Medications Management > Medications**, click **Add New**. Search for the medication.

If the medication is on the local formulary, a blue dot will appear next to the generic medication AND the brand medication. It is asked that you choose the generic name when placing medication orders.



Enter in the medication order details—Strength, Route, Dose Form, Schedule etc.

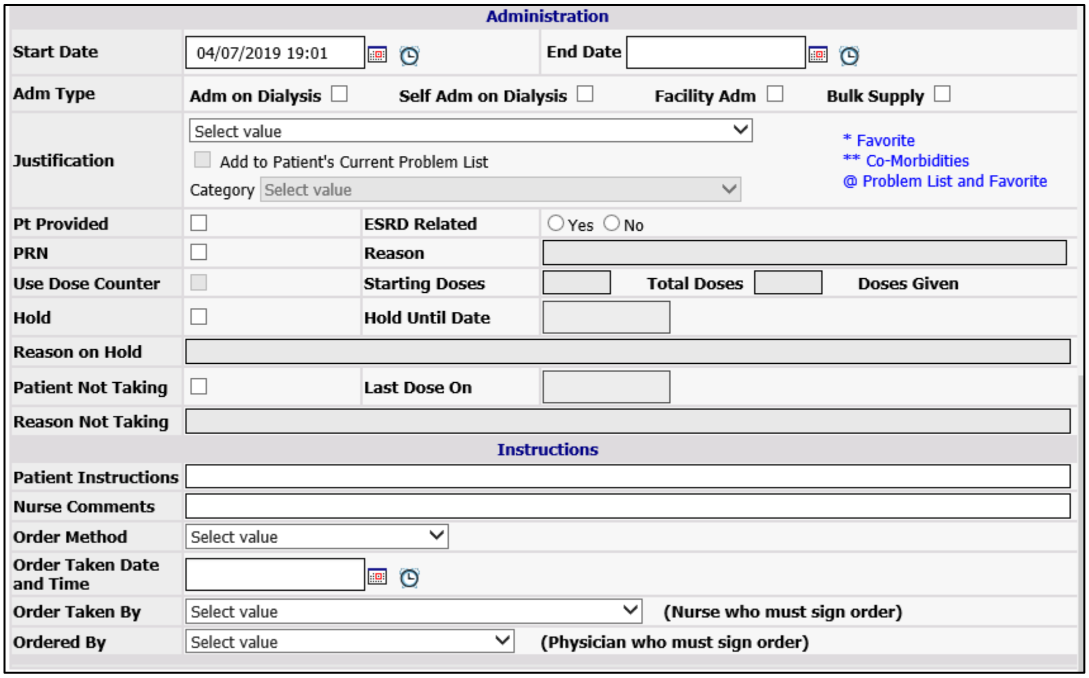
For medications like Mircera, Zemplar, and Ferrlecit, the **Frequency** must be **Selected Days** (specific days of the week—MWF, TTS). This is important for the Medication Management protocols to function properly.

As you go down to the **Administration** section of the order, enter the **Start Date** and **Adm Type**. (You do not select an Adm Type for home medications.)

Adm on Dialysis is for all medications that are to be administered during dialysis. **Self Adm on Dialysis** is for medications to be administered during home hemodialysis. **Facility Adm** is for medications to be administered for home hemodialysis patients while the patient is on-site (i.e. a Clinic visit). For home medications, you do not need to select an Adm Type.

The **Justification** is the ICD10 code for that particular medication. Select the appropriate ICD10 code from the drop-down menu. **Uncheck** the **Add to Patient's Problem List** checkbox, as the problem list will be maintained by the physicians.

To indicate a medication is **PRN**, check the **PRN** checkbox. Important Note: You will need to order a new PRN medication each time the medication is administered.



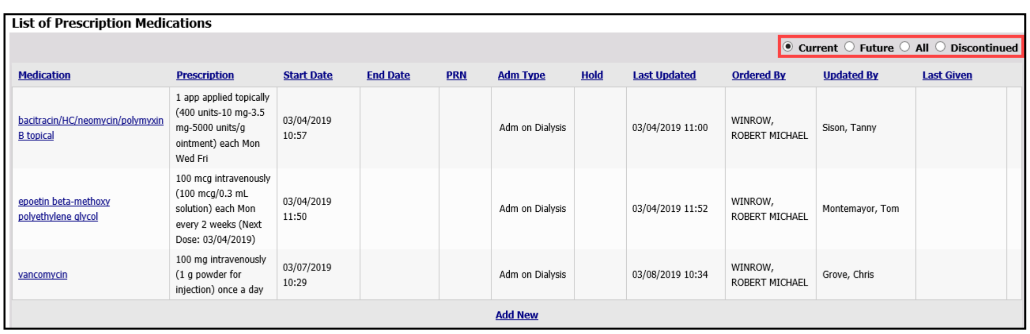
In the **Instructions** section, enter the **Order Method** (if you are transcribing the orders from a physician fax, you would use **Written/Fax**). Enter the **Order Taken Date and Time**. The **Order Taken By** will automatically populate your name. The last piece to complete is the **Ordered By** field. Enter the name of ordering physician in this field. This goes to the provider for their E-signature.

Viewing or Ending a Medication

You can also view or end a medication within the **Medications Management > Medications** section.

When you select the patient, the Medications screen displays.

You can view current medications, future medication (those with a future start date), all medications, or discontinued medications by select the appropriate radio button. By default, the current medications are displayed.



List of Prescription Medications

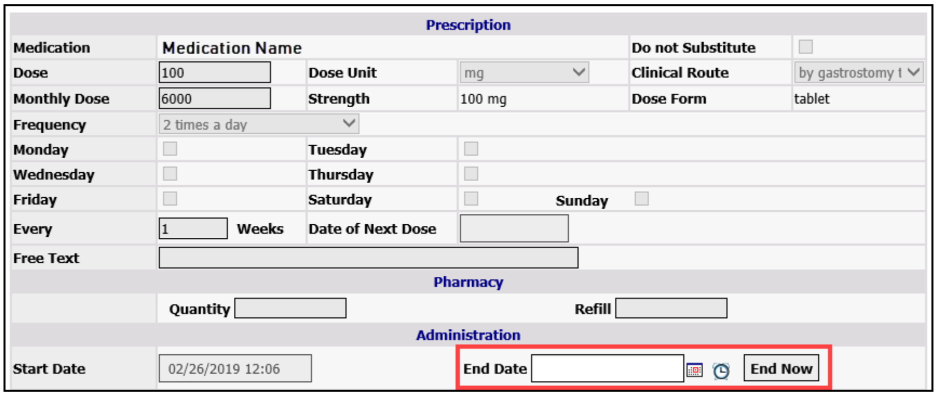
Current / Future / All / Discontinued

Medication	Prescription	Start Date	End Date	PRN	Adm Type	Hold	Last Updated	Ordered By	Updated By	Last Given
bacitracin/HC/neomycin/polymyxin B topical	1 app applied topically (400 units-10 mg-3.5 mg-5000 units/g ointment) each Mon Wed Fri	03/04/2019 10:57			Adm on Dialysis		03/04/2019 11:00	WINROW, ROBERT MICHAEL	Sison, Tanny	
epoetin beta-methoxy polyethylene glycol	100 mcg intravenously (100 mcg/0.3 mL solution) each Mon every 2 weeks (Next Dose: 03/04/2019)	03/04/2019 11:50			Adm on Dialysis		03/04/2019 11:52	WINROW, ROBERT MICHAEL	Montemayor, Tom	
vancomycin	100 mg intravenously (1 g powder for injection) once a day	03/07/2019 10:29			Adm on Dialysis		03/08/2019 10:34	WINROW, ROBERT MICHAEL	Grove, Chris	

Add New

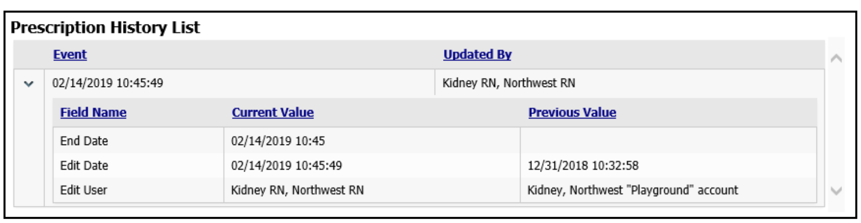
Select the item to view or modify under **Medication**. The **Update a Patient's Prescription** form displays. From here, you can view details or make the desired changes and click Submit to modify information for the medication.

Click **End Now** or enter a specific end date to end a prescription immediately; the medication is moved to the **Discontinued** list.



Use the **Change Order** to edit/make changes to an order. Note: If you use change order, the "changed" order will be sent to the physician twice for E-signature.

All medication changes (including the **Dialysis Prescription**) are recorded in the **Prescription History List**, located under the prescription when the medication is selected.



Deleting a Medication

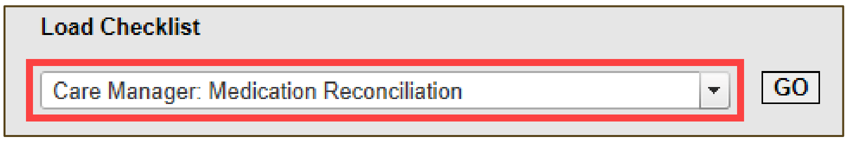
You can delete a medication within **Medications Management > Medications** if a medication was entered for the wrong patient. Select your patient and their medications will display.

Select the item to delete from the Medications screen.

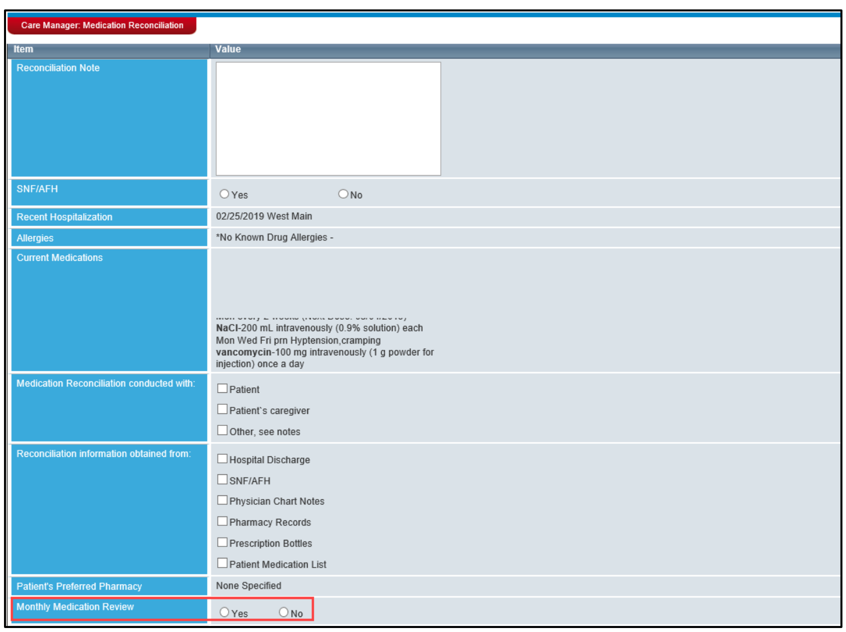
Medication Reconciliation

Earlier you walked through how to add medications to a patient's chart. However, to complete Medication Reconciliation, you will complete the **Care Manager: Medication Reconciliation** assessment.

1. To perform med rec within Clarity, go to **Patient > Patient Assessments** and select the **Care Manager: Medication Reconciliation** assessment
2. Click **Go**



3. Select **Clinic**, **Patient**, and **History**
    a. To create a new assessment, **Add New**
4. Choose a date and press **Submit**
5. Click **Create Checklist**.
6. Complete the assessment being sure to answer **Yes** to the question regarding Monthly Medication Review.

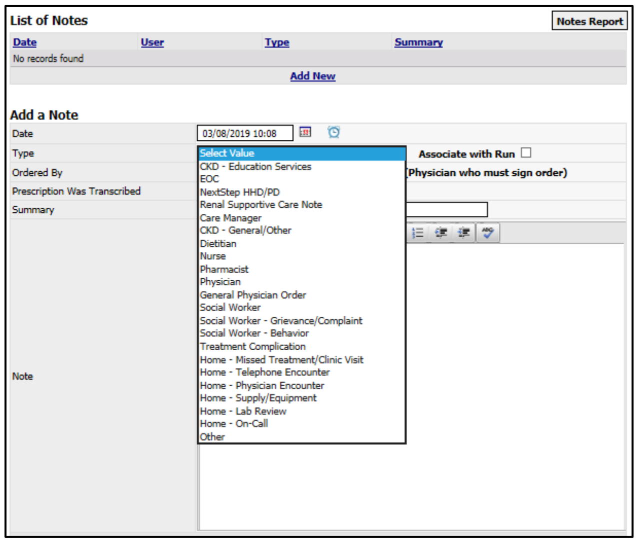


This ensures that the Medication Reconciliation is listed as being completed under **Patient > Medications Management > Medication Review**.

Notes

One of the ways you can document outside of an assessment is through a note. To access notes, go to **Patient > Notes**. Once in **Notes**, you can review notes by other staff or click **Add New** to add your own note.

Once you click Add New, you will have the ability to select the **Type** of note. There is a **Pharmacist** note type.

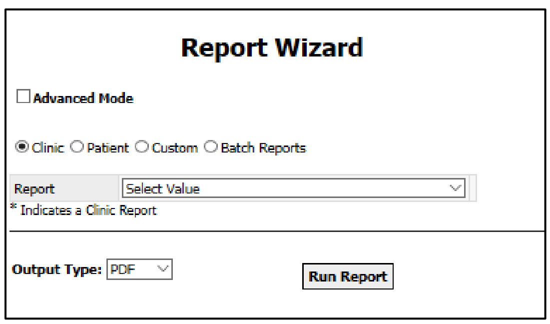


Reports

There are two types of reports that you will use frequently within Clarity—**Clinic** reports and **Patient** reports. **Patient** reports will give you the selected report on a particular patient. Whereas **Clinic** reports give you the selected report within your clinic's population.

Let's begin by using reports by going to **Reports > Report Wizard.**

Select the **Clinic** or **Patient** radio button (depending on what type of report you want to run).

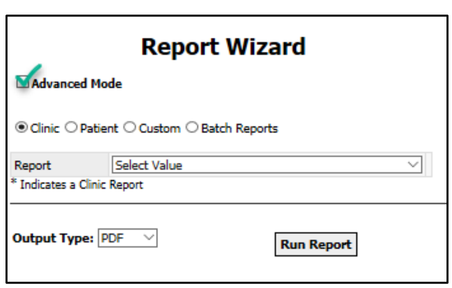


In the drop-down menu, select the desired report. Select the appropriate **Patient Shift/Patient**, as needed.

Once you have selected your report, click **Run Report.** The report will be in a separate web browser window.

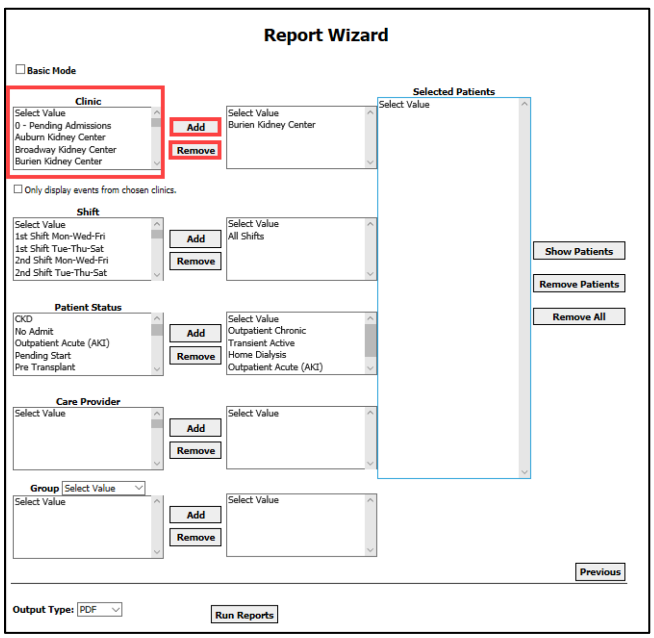
If you would like to run a **Clinic** report for multiple clinics, you can do so using **Advanced Mode**.

To use **Advanced Mode**, check the checkbox in **Report Wizard**.



Once **Advanced Mode** has opened, click the **Next** button.

Once the window opens, you will see you have multiple options to add multiple **Clinics**, **Shifts**, **Patient Status**, **Care Providers**, and **Groups**.



If desired, click **Show Patients** to verify the list of patients.

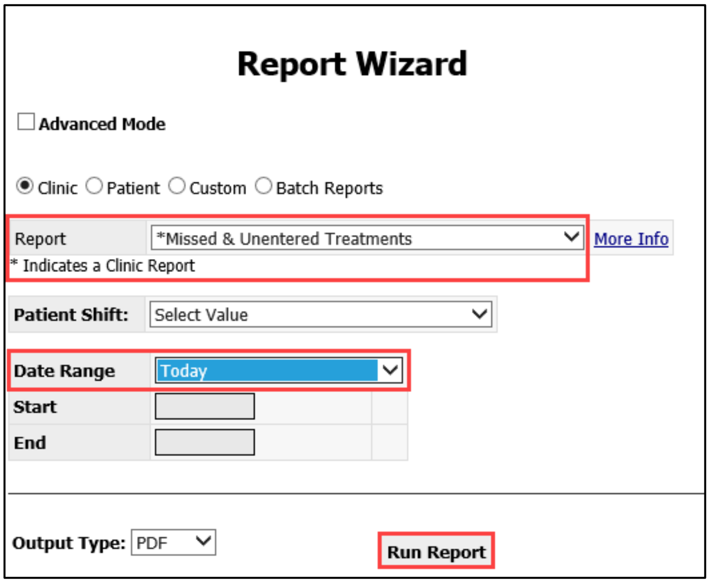
After your make your selections, click **Run Reports** and the report will be in a separate web browser window.

Missed and Unentered Treatments

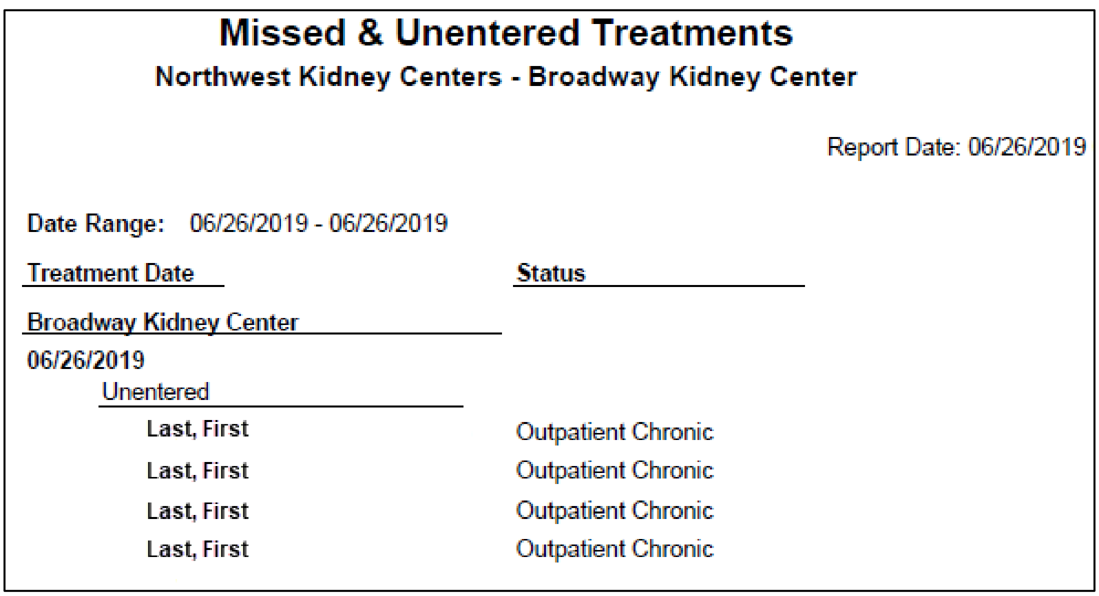
Run the **Missed and Unentered Treatments** report to ensure treatments have been posted or entered as a missed treatment.

1. Go to Reports > Report Wizard
2. Select the **Clinic** radio button and select the appropriate **Patient Shift**

3. In the drop-down menu, select the **Missed and Unentered Treatments** report. Select the **Date Range** of **Today**.



4. Click **Run Report.** The report will be in a separate web browser window.



Clinic Hospitalizations – Short Form

To run the **Clinic Hospitalizations – Short Form** report:

1. Go to **Reports > Report Wizard**
2. Select the **Clinic** radio button and select the appropriate **Patient Shift**
3. In the drop-down menu, select the **Missed and Unentered Treatments** report. Select an appropriate **Date Range**.

4. Click **Run Report.** The report will be in a separate web browser window.

Clinic Hospitalizations-Short Form
Northwest Kidney Centers

Report Date: 07/16/2019 10:47AM local (UTC -07:00) KS

Date Range: 07/15/2019 - 07/21/2019

Patient Name	Primary Nephrologist	Admission Date	Discharge Date	Hospital	Hospital Phone Number	Type Visit	Admit From Dialysis	DCo
Last, First		07/11/2019		Harborview Medical Center	(206) 744-3000	ER Visit	No	No
Last, First		07/12/2019		Virginia Mason Medical Center	(206) 223-6600	ER Visit	No	No
Last, First		07/08/2019		Virginia Mason Medical Center	(206) 223-6600	ER Visit	Yes	No
Last, First		07/11/2019		Evergreen Hospital	(425) 899-1000	ER Visit	No	No

Clinic Hospitalizations & Consultations

To run the **Clinic Hospitalizations & Consultations** report:

1. Go to **Reports > Report Wizard**
2. Select the **Clinic** radio button and select the appropriate **Patient Shift**
3. In the drop-down menu, select the **Missed and Unentered Treatments** report. Select an appropriate **Date Range**.
4. Click **Run Report.** The report will be in a separate web browser window.

Clinic Hospitalizations & Consultations
Northwest Kidney Centers

Report Date: 07/16/2019 10:44AM local (UTC -07:00) KS

Date Range: 07/15/2019 - 07/21/2019

Admission Date	Discharge Date	Previous Discharge Date	Days Between Hosp	Discharge Diagnosis	Admitting Physician	Hospital	Type of Visit	Hosp Adm Dg	Total Days

DOB: **MRN:** **Outpatient Chronic**

Hospitalization

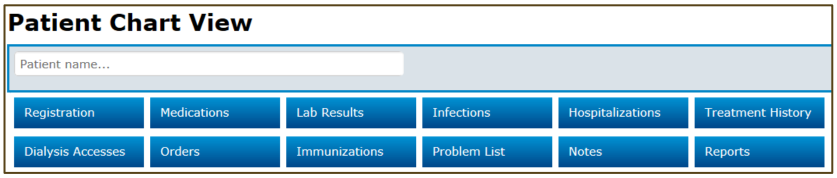
Admission Date	Discharge Date	Previous Discharge Date	Days Between Hosp	Discharge Diagnosis	Admitting Physician	Hospital	Type of Visit	Hosp Adm Dg	Total Days
07/11/2019	Not Recorded			E875 - ^Hyperkalemia		Harborview Medical Center	Emergency Department Visit	hyperkalemia	

Primary Complaint: missed dialysis treatment on 7/9/19 and 7/11/19.
Notes:
DC Order Date:
Presumptive Diagnosis: N
Hospital Admission from Dialysis Facility: N
Transplant Referral: N

Patient Chart View

To review a patient's chart when you are not actively documenting, you can utilize **Patient Chart View**.

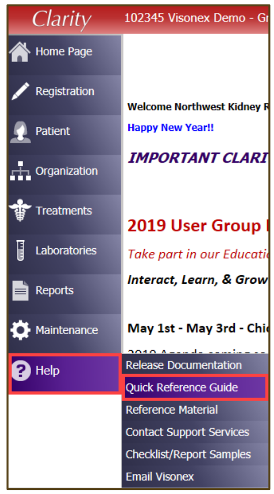
1. Go to **Patient > Patient Chart View** and select/search for your patient (if they are not already selected)



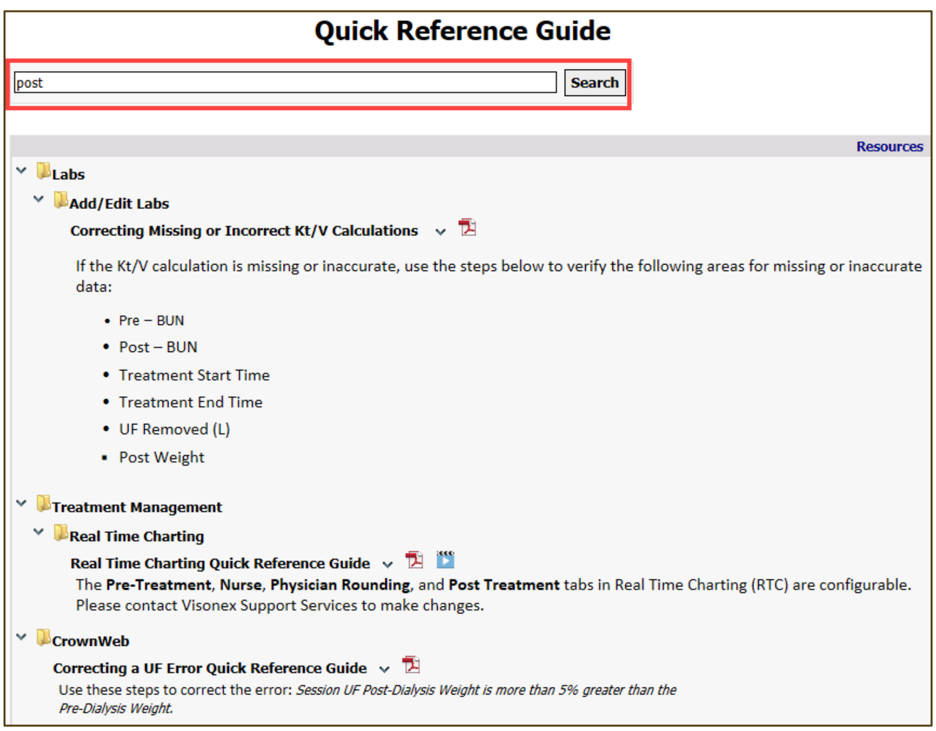
2. From here, you can review Registration Information, Lab Results, Treatment Results, etc.
3. Click through the various tabs to see how the information displayed
4. If you are in Patient Chart View and need to start documenting a treatment in RTC or document a visit in Visit Management (for home patients), scroll to the bottom of the page and click the link to **RTC**, **Visit Management,** or **Docuware**
    a. This will open up a new tab in your web browser
    b. It will require to re-enter the **Clinic, Patient,** and **Date**

Help

Within Clarity, there are several available resources to help guide and troubleshoot. These **Quick Reference Guides** cover a multitude of topics and are available under the **Help > Quick Reference Guides.**

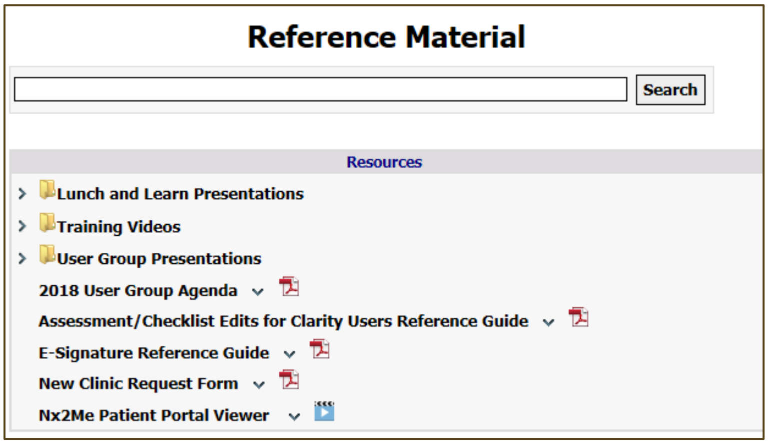


To find the Quick Reference Guide you are looking for you, you can open the category folders to find the topic you are looking or search for keywords in the Search box.



Click the icon to open the document as a PDF. If there is a icon, there is a video available to watch about the topic.

You can also find help materials, recorded Lunch-and-Learns, and videos under **Reference Material.**



Sample reports are also available for your review under **Help > Checklist/Report Samples**. This can help give you an understanding of what information is output from each report.