

Missed Treatments and Updating Missed Medication Orders

When a patient misses a treatment, it is important to ensure any missed medication(s) is scheduled appropriately so that it can be administered as ordered.

How medication order frequencies behave in Clarity.

Orders with a Frequency of "On Selected Days" will only appear in RTC>Medications/Imn tab on the days that were selected. Eg. Mon, Wed or Fri.

Orders with On Selected Days that use Date of Next Dose will only appear in RTC>Medications/Imn tab on that specific date. Eg. Friday, 2/12/2021.

Orders using any other Frequency (Now, Once, 3x/day, 3x/wk etc) will appear in RTC>Medications/Imn tab **every treatment** until the End Date, if it has been entered or until the Dose Counter has been satisfied if that has been setup. *It does not matter whether a dose for a "Once" order has been given or not. It will continue to show up in RTC every treatment until an End Date has been entered. In this example it is important that a "Once" order use the Dose Counter with the starting doses set at zero and the total doses set at one.*

There are two typical scenarios for rescheduling missed treatments.

1. You are able to speak with the patient the same day as the missed treatment and reschedule it. (You can see the treatment date in Patient>Schedule>Show Complete Schedule).
2. The rescheduling of the missed appointment occurs on a day after the missed treatment. (You cannot see the treatment date in Patient>Schedule>Show Complete Schedule). Past appts will not display here.

Rescheduling a Missed Treatment on the same day

1. If you are rescheduling a missed treatment, select **Show Complete Schedule**, click on the date hyperlink for the treatment that is changing.

Date	Start Time	End Time	Type	Tx Type	Status	Admitting Clinic	Shift
06/25/2019	08:00	12:00	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Broadway Kidney Center	1st Shift Tue-Thu-Sat
06/27/2019	08:00	12:00	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Broadway Kidney Center	1st Shift Tue-Thu-Sat

2. This will open an **Update Information** window.

Update Information

Task: Update Regular Schedule

Start Date:

Start Time:

End Time:

Admitting Clinic:

Room:

Station:

Status:

Tx Type:

3. Choose the **Start Date** (the make-up date). Enter the **Start Time**, **End Time**, **Clinic** where the patient will be run, Room (this can be left as "Unassigned"), the **Station**, **Status** and **Tx Type** (remember runs

- scheduled at a clinic other than the patient's default clinic will be Crossover). In this example, we are rescheduling 2/12/21 to 2/13/21.
- Click Submit.
 - If medications using On Selected Days were scheduled to be given on that day, you will see the **Suggested Updates to Prescription Medications** window appear.

Temporary Schedule

Suggested Updates to Prescription Medications with Unusual Schedules

Current Prescription	Medications	Schedule	Start Date	End Date	Prescription	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Every Week	Date of Next Dose	Last Given	Reviewed	Delete
1 mcg intravenously (5 mcg/mL solution) each Mon Wed Fri	paricalcitol	Reschedule Single Treatment	02/13/2021	02/13/2021	1 mcg intravenously each Sat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1		No	<input type="checkbox"/>	
30 mcg intravenously (30 mcg/0.3 mL solution) each Fri every 4 weeks (Next Dose: 02/12/2021)	epoetin beta-methoxy polyethylene glycol	Reschedule Single Treatment	02/13/2021	02/13/2021	30 mcg intravenously each Sat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4		No	<input type="checkbox"/>	

Submit Medications

Suggested Updates to Patient Immunizations Scheduled to be Administered on Dialysis

Current Immunization Immunization Date Reviewed Delete

There are no Immunizations that are Administered on Dialysis conflicting with the new schedule.

Suggested Updates to Scheduled Lab Panels for Specific Patient

Current Panel Panel Name Frequency Date Reviewed Delete

There are no Patient Scheduled Panels conflicting with the new schedule.

Press "Approve Orders" to submit the changes to this patient's schedule and orders. Press "Cancel Changes" to undo the changes to the patient's schedule and orders.

Approve Orders Cancel Changes

Unusual Schedules

Start Date	End Date	Prescription	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Every Week	Date of Next Dose
02/13/2021	02/13/2021	1 mcg intravenously each Sat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1					
02/13/2021	02/13/2021	30 mcg intravenously each Sat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4					

OK

RN must enter new Date of Next Dose for make-up appt

- The medications using On Selected Days will display here and the RN will need to determine whether the meds originally scheduled to be given on Friday, February 12 should be rescheduled to the make-up appt on Saturday, February 13. The Saturday boxes are automatically checked but the RN must enter the Date of Next Dose (2/13/2021) if the order uses one.
- Verify the correct day(s) box is checked and the correct Date of Next Dose has been entered so it will display in RTC for the make-up tx.
- Click on Submit and then Approve Orders.
- The RN will be taken back to the Patient Schedule and should be able to see the make-up appt display in Show Complete Schedule. Verify the appt has been set up correctly for Clinic, Status and Treatment Type.

The rescheduled medication orders do not function like the original orders.

The rescheduled order (Child order) is a separate, one-time order with a Start and End Date of the rescheduled appt. The Child order does not communicate with the original (Parent order). When the medication is given, the “last given” date will be assigned only to the Child order. The Parent order will not have an updated “last given” date. The Parent order’s Date of Next Dose will not be updated when the Child order is given. Additionally, the Rescheduled order cannot be changed. It can only be deleted and then re-entered.

Rescheduling a Missed Treatment after the missed day.

1. If you are rescheduling a missed treatment and the missed appointment date no longer appears in **Show Complete Schedule**, you will have to add an Additional One Time Treatment or Visit appointment.
2. In this example, the patient missed their Monday, February 15 appointment and the missed tx was not rescheduled on Feb 15. It is now Feb 16 and the Monday, Feb 15 appt no longer appears in Show Complete Schedule

Show Complete Schedule Show Schedule Series Configuration

Date	Start Time	End Time	Type	Tx Type	Status	Admitting Clinic	Shift	Room	Station
02/17/2021	08:45	12:15	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Burien Kidney Center	1st Shift Mon-Wed-Fri	A	SE3
02/19/2021	08:45	12:15	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Burien Kidney Center	1st Shift Mon-Wed-Fri	A	SE3
02/22/2021	08:45	12:15	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Burien Kidney Center	1st Shift Mon-Wed-Fri	A	SE3

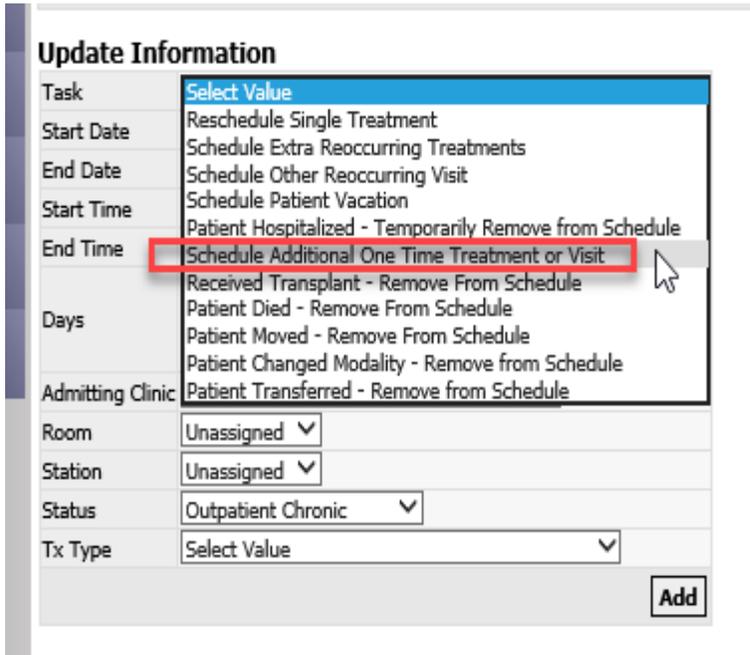
3. Go to **Show Schedule Series Configuration**
4. Verify there is not an appt for the rescheduled treatment already. Click Add New.

Show Complete Schedule Show Schedule Series Configuration

Type	Start Date	End Date	Start Time	End Time	Tx Type	Admitting Clinic	Shift	Status	Room	Station
Regular Schedule	09/25/1998		08:45	12:15	Center Hemodialysis	Burien Kidney Center	1st Shift Mon-Wed-Fri	Outpatient Chronic	A	SE3

[Add New](#) of 1

- When the **Update Information** window opens, select **Schedule Additional One Time Treatment or Visit**



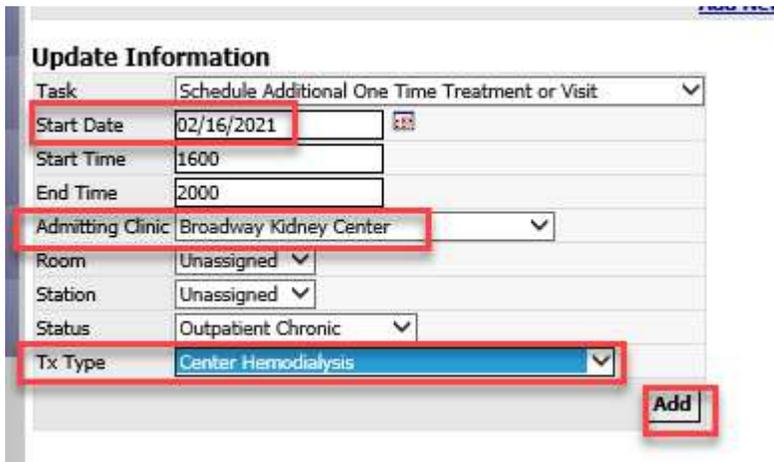
Update Information

Task	Select Value
Start Date	Reschedule Single Treatment
End Date	Schedule Extra Reoccurring Treatments
Start Time	Schedule Other Reoccurring Visit
End Time	Schedule Patient Vacation
Days	Patient Hospitalized - Temporarily Remove from Schedule
Admitting Clinic	Schedule Additional One Time Treatment or Visit
Room	Received Transplant - Remove From Schedule
Station	Patient Died - Remove From Schedule
Status	Patient Moved - Remove From Schedule
Tx Type	Patient Changed Modality - Remove from Schedule
	Patient Transferred - Remove from Schedule

Room: Unassigned
 Station: Unassigned
 Status: Outpatient Chronic
 Tx Type: Select Value

Add

- In this example, the current date is Tuesday, February 16 and we will be scheduling the make-up run for Tuesday, February 16.
- Enter the correct **Start Date** as the date of the make-up tx. Enter the correct **Admitting Clinic** for where the make-up tx will be done. Ensure the **Treatment Type** is correct. Use *Center Hemodialysis* if the patient will be making-up the tx at their home clinic. Use *Crossover Hemodialysis* if the patient will be making-up the tx at a different clinic. Click Add.



Update Information

Task	Schedule Additional One Time Treatment or Visit
Start Date	02/16/2021
Start Time	1600
End Time	2000
Admitting Clinic	Broadway Kidney Center
Room	Unassigned
Station	Unassigned
Status	Outpatient Chronic
Tx Type	Center Hemodialysis

Add

- If the patient has any medication orders that use Date of Next Dose, a **Suggested Updates to Prescription Medications with Unusual Schedules** window will open.

- This window will not allow you to change the Date of Next Dose to the make-up appt date. Click **Cancel Changes**.
- When you click on **Cancel Changes**, it will not move the medications with Date of Next Dose, but it will also cancel the One Time Treatment or Visit Appointment by removing the Start Date. You will need to add the Start Date back to the appt.

Show Complete Schedule Show Schedule Series Configuration

Type	Start Date	End Date	Start Time	End Time	Tx Type	Admitting Clinic	Shift	Status	Room	Station
Regular Schedule	03/20/2017		12:15	16:15	Center Hemodialysis	Broadway Kidney Center	2nd Shift Mon-Wed-Fri	Outpatient Chronic	A	St14
Other One Time Treatment or Visit			00:00	02:00	Center Hemodialysis	Broadway Kidney Center		Outpatient Chronic	Unassigned	Unassigned

Add New 1 of 1

- Open the Other One Time Treatment or Visit appt
- Re-enter the Start Date as the date for the make-up appt and re-enter the Start and End Times. Click Submit and verify the appt now has a Start and End Date.

Show Complete Schedule Show Schedule Series Configuration

Type	Start Date	End Date	Start Time	End Time	Tx Type	Admitting Clinic	Shift	Status	Room	Station
Regular Schedule	03/20/2017		12:15	16:15	Center Hemodialysis	Broadway Kidney Center	2nd Shift Mon-Wed-Fri	Outpatient Chronic	A	St14
Other One Time Treatment or Visit	02/16/2021	02/16/2021	12:00	16:00	Center Hemodialysis	Broadway Kidney Center	2nd Shift Tue	Outpatient Chronic	Unassigned	Unassigned

Add New 1 of 1

- Go to Show Complete Schedule and verify you see the added appt there.

Show Complete Schedule Show Schedule Series Configuration

Date	Start Time	End Time	Type	Tx Type	Status	Admitting Clinic	Shift	Room	Station
02/16/2021	12:00	16:00	Other One Time Treatment or Visit	Center Hemodialysis	Outpatient Chronic	Broadway Kidney Center	2nd Shift Tue	Unassigned	Unassigned
02/17/2021	12:15	16:15	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Broadway Kidney Center	2nd Shift Mon-Wed-Fri	A	St14
02/19/2021	12:15	16:15	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Broadway Kidney Center	2nd Shift Mon-Wed-Fri	A	St14
02/22/2021	12:15	16:15	Regular Schedule	Center Hemodialysis	Outpatient Chronic	Broadway Kidney Center	2nd Shift Mon-Wed-Fri	A	St14

- Now you must see if there are any medication orders that use **On Selected Days** that were scheduled to be given on the missed treatment. These are typically, Epoetin Beta Methoxy Polyethylene Glycol, Paricalcitol, Iron and antibiotics.
- Go to **Patient>Medication Management>Medications**.
- Sort the medications by Adm Type by clicking on Adm Type twice. This will bring all of the Adm on Dialysis orders to the top of the list.
- In this example, we are looking for any medication orders that include "Mon" in the frequency because the missed tx occurred on Monday, Feb 15.
- In this example we need to add one-time orders for Mircera and Ferrlecit that were missed on Monday, Feb 15. Add them as a Frequency= On Selected Days. Every 1 week. On Tuesday. Start Date and End Date= make-up appt date. Order Method: Rescheduled. In the Free Text box indicate the dose is for the missed tx.

Patient Allergies: vancomycin -

List of Prescription Medications More Info

Current Future All Discontinued

Medication	Prescription	Start Date	End Date	PRN	Adm Type	Hold	Last Updated	Ordered By	Updated By	Last Given
acetaminophen	650 mg orally (325 mg tablet) once prn	06/27/2019 18:34		X	Adm on Dialysis		06/27/2019 18:34			11/29/2019
amlODIPine	5 mg orally (10 mg tablet) once a day (after a meal)	09/06/2018 00:00					03/14/2019 15:15		Dataload15, Visonex	
clonidine	0.1 mg orally (0.1 mg tablet) 3 times a week for SBP>180. DBP>100. MR x 1 prn	06/27/2019 18:36		X	Adm on Dialysis		06/27/2019 18:35			
epoetin beta-methoxy polyethylene glycol	200 mcg intravenously (200 mcg/0.3 mL solution) eac Mon every 2 weeks (Next Dose: 02/15/2021) q 2 weeks	02/15/2021 09:06								
Ferrlecit	125 mg intravenously (12.5 mg/mL solution) eac Mon Wed Fri x 3 Doses (0 given of 3)	01/15/2020 16:28								

Note: Red arrows point to the Epoetin and Ferrlecit rows with text: "This one was due on the missed tx" and "We need to add an order for the make-up appt".

19. **Remember: The med orders we add for the make-up tx will not communicate with the original (Parent) orders. Once the medications are given on Tuesday, Feb 16 at the make-up appt, the RN will need to go back to Medications and update the Parent orders. The Date of Next Dose will need to be advanced to the next Date it should be given. The Ferrlecit Parent order will need the Dose Counter updated to indicate 1 dose was given of 3. This way, the patient will not get too many doses; just the 3 as ordered.**
20. **Run the Medication Totals by Patient report for this patient to verify date(s) of last dose(s) of each medication before you add/update orders. Set the date range of the report for the last 4 weeks.**
21. Example of one-time make-up Ferrlecit order

(Frequency day(s) selected are not consistent with patient's scheduled shift, and shift from Web UI)

Prescription			
Medication	sodium ferric gluconate complex	Select Medication	Do not Substitute <input type="checkbox"/>
Dose	125	Dose Unit	mg
Monthly Dose	535.71	Strength	12.5 mg/mL
Frequency	On Selected Days	Clinical Route	intravenously
Monday	<input type="checkbox"/>	Tuesday	<input checked="" type="checkbox"/>
Wednesday	<input type="checkbox"/>	Thursday	<input type="checkbox"/>
Friday	<input type="checkbox"/>	Saturday	<input type="checkbox"/>
Every	1 Weeks	Sunday	<input type="checkbox"/>
Date of Next Dose			
Free Text	One dose to make-up for missed bx on Mon 2/15/21		
Pharmacy			
Quantity		Refill	
Administration			
Start Date	02/16/2021 10:09	End Date	02/16/2021 23:59
Order Method	Rescheduled	DC Order Method	Rescheduled
Order Taken Date and Time	02/15/2021 00:00	DC Order Taken Date and Time	02/15/2021 00:00
Order Taken By	Stauffer, Edward Clinical Inform (Clinician to sign)	DC Order Taken By	Stauffer, Edward Clinical Inform (Clinician to sign)
Ordered By	LAM, DANIEL (Phy to sign)	DC Ordered By	LAM, DANIEL (Phy to sign)
Adm Type	Adm on Dialysis <input checked="" type="checkbox"/>	Self Adm on Dialysis <input type="checkbox"/>	Facility Adm <input type="checkbox"/> Bulk Supply <input type="checkbox"/>
Justification	@D631 - Anemia in chronic kidney disease <input type="checkbox"/> Add to Patient's Current Problem List Category Select value		

22. Example of one-time make-up order for Mircera

Update a Patient's Prescription Medication

Prescription			
Medication	epoetin beta-methoxy polyethylene glycol	Select Medication	Do not Substitute <input type="checkbox"/>
Dose	200	Dose Unit	mcg
Monthly Dose	857.14	Strength	200 mcg/0.3 mL
Frequency	On Selected Days	Clinical Route	intravenously
Monday	<input type="checkbox"/>	Tuesday	<input checked="" type="checkbox"/>
Wednesday	<input type="checkbox"/>	Thursday	<input type="checkbox"/>
Friday	<input type="checkbox"/>	Saturday	<input type="checkbox"/>
Every	1 Weeks	Sunday	<input type="checkbox"/>
Free Text	Reschedule med for missed tx on 2/15/21		
Pharmacy			
Quantity		Refill	
Administration			
Start Date	02/16/2021 11:02	End Date	02/16/2021 23:59
Order Method	Rescheduled	DC Order Method	Rescheduled
Order Taken Date and Time	02/15/2021 00:00	DC Order Taken Date and Time	02/15/2021 00:00
Order Taken By	Stauffer, Edward Clinical Inform (Clinician to sign)	DC Order Taken By	Stauffer, Edward Clinical Inform (Clinician to sign)
Ordered By	LAM, DANIEL (Phy to sign)	DC Ordered By	LAM, DANIEL (Phy to sign)
Adm Type	Adm on Dialysis <input checked="" type="checkbox"/>	Self Adm on Dialysis	<input type="checkbox"/>
	Facility Adm <input type="checkbox"/>	Bulk Supply	<input type="checkbox"/>
Justification	@D631 - Anemia in chronic kidney disease		

23.