

## Pharmacy – Dual Pharmacists Verification of a Medication Order

**Objective** – To document on the medication order when two pharmacists are required to verify certain medication orders

In certain facilities or departments there are policies in place that two pharmacists are required to verify certain orders as a "double check insurance" (e.g. pediatric orders). The following procedures will show how to verify the aforementioned orders without any disruptions on the MAR. Also it will not print any labels, nor will it prompt any nursing review after it's finished. (Note: This process **DOES NOT APPLY** to chemotherapy orders)

## **Dual Pharmacists Verification of a Medication Order**

1. In the Medication Manager action screen, select **Verify** to the order that requires dual pharmacists verification

Verify 🗸 Active 🦙 ledipasvir-sofosbuvir 1 tab tab PO qdaily 2018-Feb-14 12:43 PST	2018-May-09 07:59 PDT (p)	MED

- 2. Print a screen shot and retrieve from the printer
  - a. Press the PrtSc (Print Screen) key on your keyboard
  - b. Open Paint in Microsoft Windows
  - c. Press Ctrl (Control) and V together to paste the screen shot to Paint
  - d. Print the screen shot by using the Print function
- 3. Click **Apply** to verify order
- 4. Verify the order as per normal procedure (first pharmacist)
- 5. Click **OK** to finish verification
- 6. Click Submit to send the verified order for dispensing
- 7. Hand the screen shot printout to the second pharmacist for dual verification



8. Second pharmacist to select Modify to the order in the Medication Manager action screen

Modify	<ul> <li>Active</li> </ul>	ledipasvir-sofosbuvir 1 tab tab PO qdaily	2018-Feb-14 12:43 PST 20	)18-May-09 07:59 PDT (p)	MED

- 9. Click **Apply** to "modify" the order (to verify and to add comments on the order that two pharmacists verified the same order)
- 10. Verify the order as per normal procedure (second pharmacist)
- 11. Click Comments

M Modify Med Order			
Drug:			
			Update
⊿ Drug	Dose	Ordered As	Remove
4 ledipasvir-sofosbuvir	1 tab	ledipasvir-sofosbuvir 90 mg-40	
60 ledipasvir-sofosbuvir 90 mg-400 mg tab			
* Route: PO  ↓ qdaily  ↓ m ↓ Duration: (None)  ↓ H-Feb-2 Previous scheduled administration: P 14-Feb-2018  ↓ ↓ 12:43  ↓ 15-Feb-2 Order comments:	Dustom Custom	on: Time: PDT Time: PDT 018 Time: PDT Skip PST 08:00 8	n: Phamacist-PhamNet 15 Stop type: Physician Stop • emaining doses: 3 &
Dosage form: *Communica	Tion type: Order priority	Sequence:	Product
tab	▼ (None)	✓ (None) ▼	
* Dispense category: * Dispense fro	om location: Initial doses:	Initial quantity:	Printing
UD 👻 🚳 Rx LGH MAII	N PHARMACY-Not S 🔻 🚱 0	fo)	Comments
* Billing formula: Start dispens	e date: Time:		Order Type
Standard • 600' **_***	<b>↓ ↓</b>		Alat Uitaan
Price: Cost			Alert History
\$0.00 \$0.00			Rx Intervention
			Lot Info
<ul> <li>Fatient's own med</li> <li>Auto calculate initial dose</li> </ul>		ОК	Cancel



12. In the Rx Comment section, type Second pharmacist verification performed by (Insert Name)

							P	Update
Drug	Drug Dose		_		Ordered As			Reman
4 ledipasvir-sofosbuvir		1 tab			ledipasvir-sofosbuvir 90 mg-40	uvir 90 mg-40		riterriterri
66 ledipasvir-so	fosbuvir 90 mg-400 mg tab						•	Modify
N	Comments						×	
lauta:	Rx comments:		80	Fill notes:		60		
D v qdail aration: (None)	Second pharmacist verifica John Smith (R.Ph)	tion performed by	*			*		mNet15
evious scheduled adm 4-Feb-2018	Control number:							ses:
der comments:	User defined details:							
	Number of Doses Needed:   Justification:  Recommended by conse	ult serv 🔻						
asage form:	Indication:							Product
b		^						Touoct
Dispense category:								Printing
illing formula:			1					Inder Typ
andard	BCCA Protocol Code:		-					the Upper
rice: Cost		A						art mistory
.00 \$0.00			,					Lot Info

- 13. Click OK to finish Comments
- 14. Click OK to finish verification
- 15. Now the order has the << i icon meaning it's ready to be submitted. Click **Submit** to commit the order

Active	Iedipasvir-sofosbuvir 1 tab tab PO qdaily 20	18-Mar-02 10:04 PST	MED		
			Submit	Cancel	Apply

16. The order is now considered dual-verified by two pharmacists