

# EHR BEST PRACTICES

## Accurately Eprescribing in NextGen

If you have chosen to prescribe a new product and it is not available in your NextGen EHR, consider consulting your practice EHR IT support team to manually add it to the product list. Manually adding a new product will enable documentation of a sample or prescription in the EHR for future reference.

### IMPORTANT TO NOTE:

- Manually added medications may not be checked for drug interactions or adverse reactions
- Manually added medications cannot be transmitted electronically to a pharmacy (ie, eprescribed). These prescriptions must be printed in the office and given to the patient to take to the pharmacy, or phoned into the pharmacy

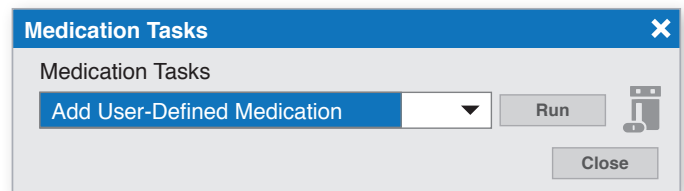
Please use the following general instructions, as a reference, to manually add a product into your NextGen EHR with your practice EHR IT support team:

#### Adding a User-Defined Medication

- Navigate to **Add User-Defined Medication** in the **Medication Tasks** utility. Add new by selecting the **Run** button
- Upon selecting New or Run, the **Add Medication Information** window displays. To add the custom drug detail, fill in the data for **the product**:
  - **Brand Name**
  - **Form**
  - **Dosage (all available strengths will need to be added as a separate entry)**
  - **Route**
  - **Quantity**
  - **SIG\***

The SIG must be added to the SIG Setup Utility in order for it to be able to be selected in the dropdown list in Add Medication Information screen

After a drug is manually added to the database, it is available for selection in the product list search.



*Illustrative image of NextGen Medication Tasks. Actual screen image may differ.*

*Illustrative image of NextGen Add Medication Information. Actual screen image may differ.*

Always refer or discuss any EHR questions with your practice EHR IT support team