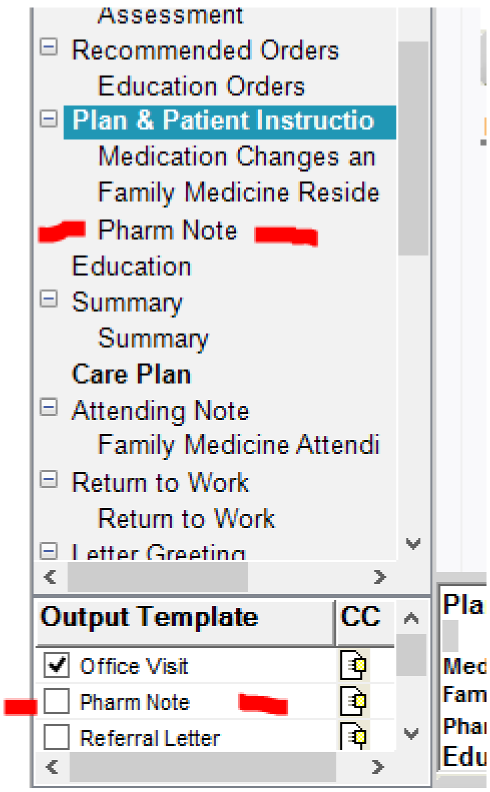
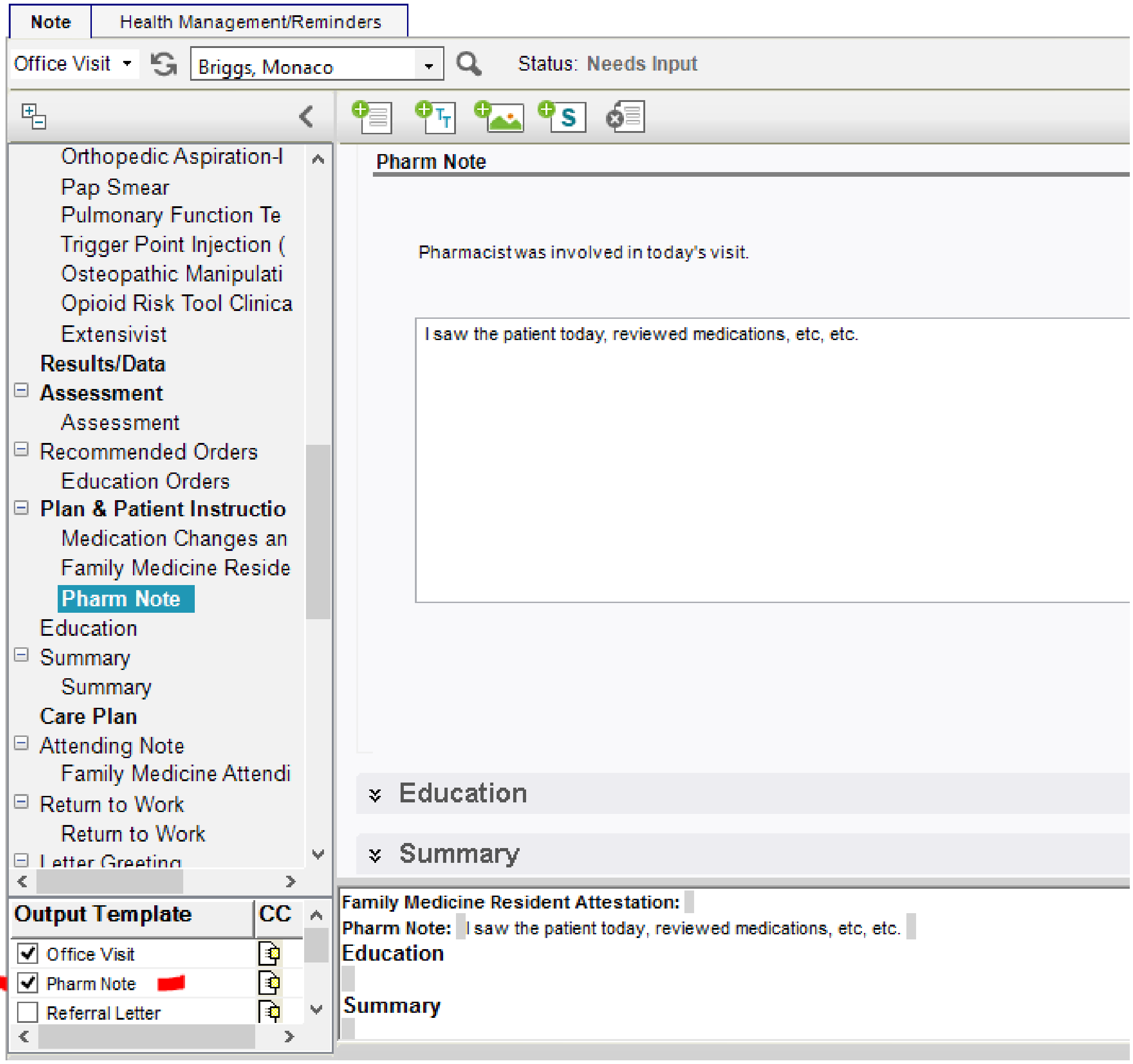
PharmD Workflow

The following shows the workflow for PharmD note forms, output, and orders.

When the pharmacisits sees the patient in clinic, a note must be completed. In every note, there will be a **Pharm** form (in the Plan section of the note) and output.

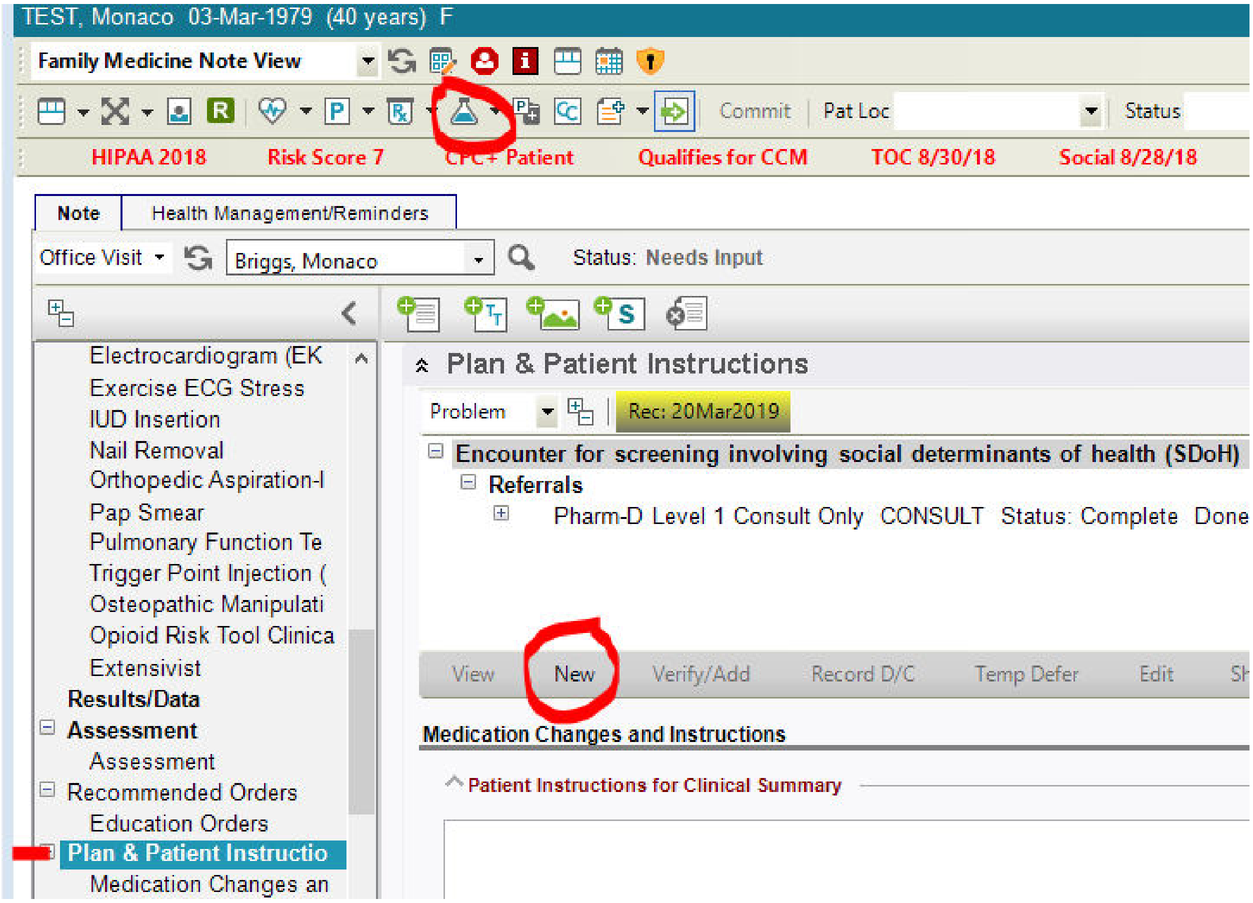


The Pharmacist will complete the **Pharm Note** form by freetexting in the box. When the form has been completed, the **Pharm Note** output box will be checked.

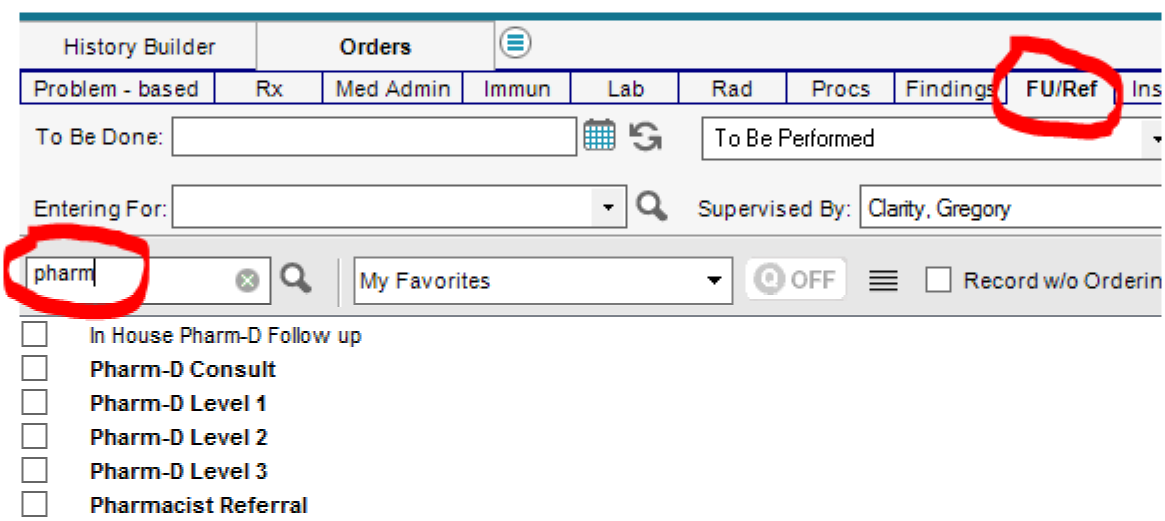


Before signing the note, the pharmacist will need to place a **FU/Ref** order indicating the level of service provided for that visit.

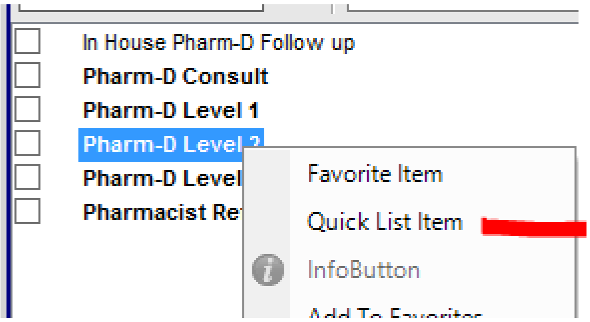
From within the note, click on the **Plan** section of the note or click on the beaker  in the tool bar.



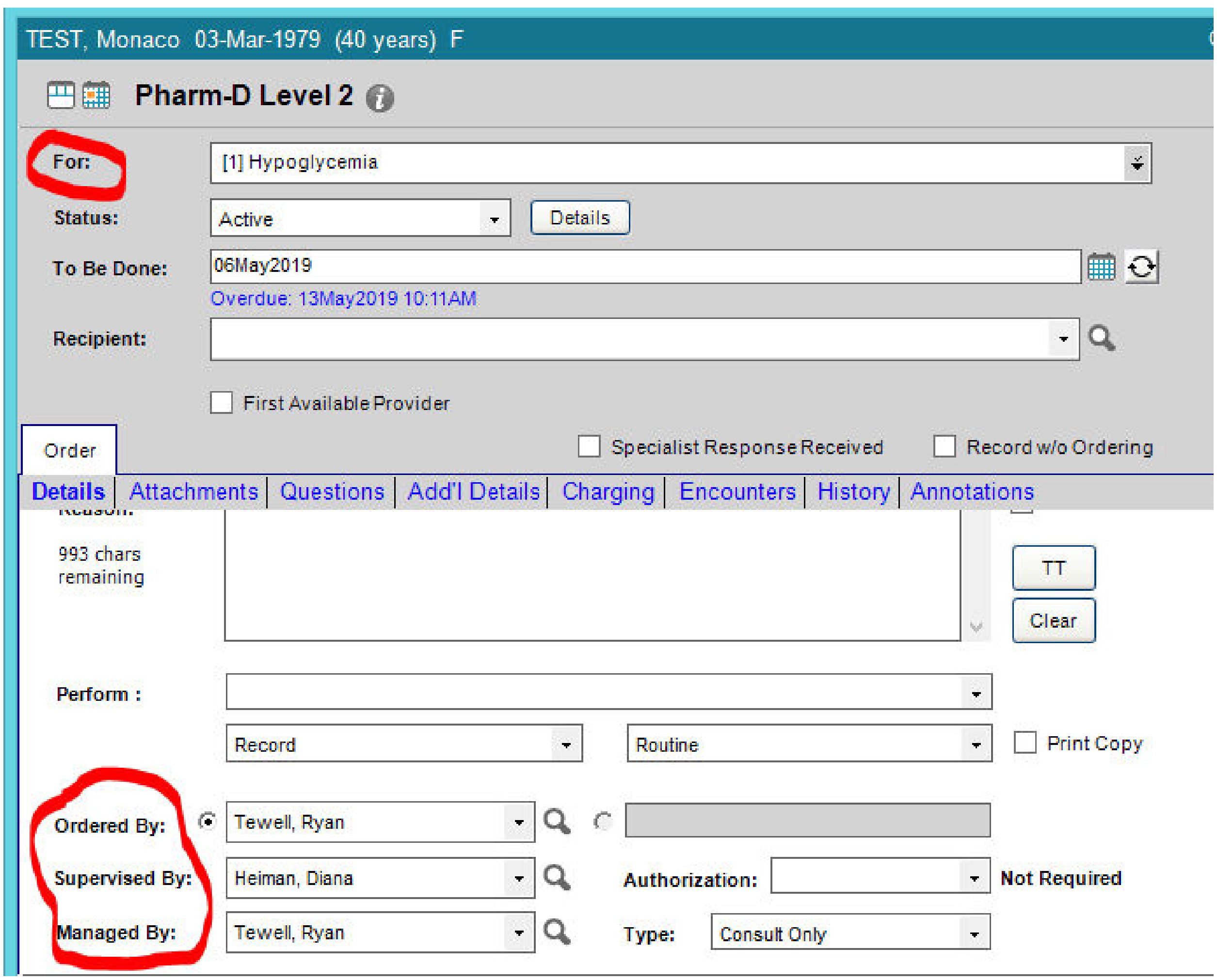
Navigate to the **FU/Ref** tab and search **Pharm**



*I would recommend saving these orders as favorites so the next time you navigate to the FU/Ref tab, the orders will automatically show up. To do this, right click on the order and choose **Quick List Item.**



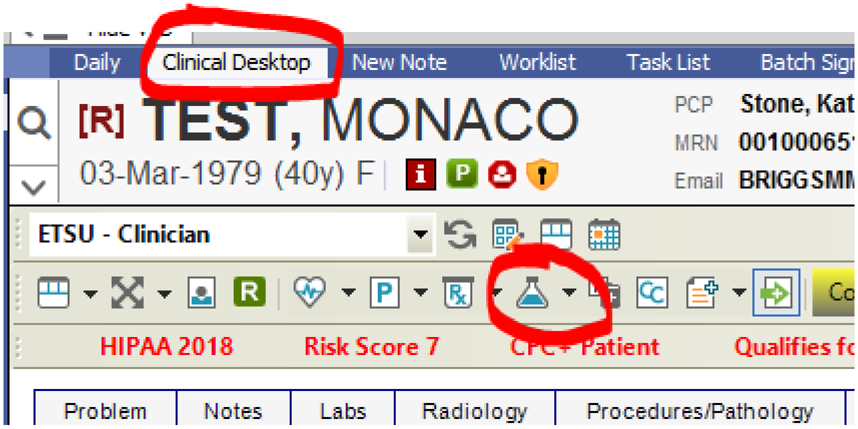
Choose the level of service by clicking the box. You will receive the **Orders Details** box. Fill out the required fields in yellow and click **Save and Close ACI.** . *These orders are set to automatically complete after they are ordered.*



The pharmacist will sign the note and will receive the a task box. The **co-sign note** task will be sent to either the resident or preceptor, depending who has already signed the note.

There will be times when the pharmacist is consulted on a patient but does not actually see the patient. In this situation, it is important to still track the work.

Pull up the patient and navigate to the **Clinical Desktop.** Click on the beaker .



This will take you to the **Add Clinical Item (ACI)** screen where you will navigate to the **FU/Ref** tab and order the Pharm Level.