

## Adding a new GSK medication or vaccine, using a Custom List, to GE Centricity

Today, virtually all prescriptions are written in the electronic health record (EHR) system. For a prescription to be written for a new medication or vaccine, it must be available for selection in the EHR product list.

To give providers the ability to write prescriptions for a new GSK product prior to the product list being updated by the EHR vendor, some EHRs enable the ability to manually add a new medication or vaccine to the product list.

When a medication or vaccine is manually added to the product list (or Custom List in GE Centricity), it will appear when the prescriber searches for it. Manually added vaccines or medications on the Custom List can be saved as favorites.

### Benefits of manually adding a product

Providers can gain immediate access to prescribe new GSK medications or vaccines, and have an ability to document prescriptions and orders in the patient record.

*This Guide provides a high-level overview of how to manually add a new GSK medication or vaccine to the the GE Centricity Custom List. The overview is meant to provide guidance for you, your practice EHR champion, or IT staff.*

*Please note that this Guide was created based upon GE Centricity version 12.2. Screens and features may change as new software versions are released.*

*This Guide is meant to serve as overview information only and should not replace detailed instructions provided to you by your internal or external EHR support resources.*

# Manually adding a new GSK product to GE Centricity EHR



## Considerations:

- Manually added medications and vaccines may have missing information such as important drug interaction and allergy information
- Manually added medications and vaccines cannot be transmitted electronically to a pharmacy (ie, e-prescription). These prescriptions must be printed in the office and given to the patient to take to the pharmacy, or phoned in to the pharmacy
- When the medication list updates from the EHR vendor are completed, two separate product entries may appear, and the manually added entry can be deleted
- There may be local business rules in place which prevent the manual addition of a medication or vaccine in the EHR product list
- User privileges to manually update a product list may be limited to select users with specific security privileges or subject to practice business policies

If you have further technical questions, consult your internal or external EHR support resources.

## Adding a new product to a Custom List

- Open the **New Medication** window
- Select the appropriate **Custom List** from the dropdown

**New Medication**

Name:  
Birth:  
Age:  
Sex:  
Height:  
Weight:  
BSA:

Insurance: US HEALTH (USMM)

**Rx** Eligibility: Pending

Allrgs (0)  Meds (9)  Probs (4)

No known active allergies or adverse reactions

**Find Medication**

Custom List: Internal Medicine

**Formulary: <None>**

**Define Medication**

Medication: Product X

Instructions:    
Comments:

Start Date:  Stop Date:

Duration:   Days  Weeks  Months

**Prescription**

Quantity:  Refills:   Brand Medically Necessary  Print Pt. Handout

Pharmacy:   Authorized By:

Prescribing Method:  State:

Note to Pharmacy:

Add to custom list:  Drug  Instructions/Duration  Qty/Refills

\* Indicates the calculated values of weight or height.

# Manually adding a new GSK product to GE Centricity EHR



- In the **Define Medication** window, type the name and strength of the product to be added, ie Product X
- Fill out the appropriate information (ie, **Quantity, Refills**, etc) in the **Prescription** section
- Select the **Brand medically necessary** checkbox to ensure the medication is dispensed as written

The screenshot shows the 'Define Medication' and 'Prescription' sections of the GE Centricity EHR interface. The 'Define Medication' section includes fields for Medication (Product X), Instructions (Administer as directed), Comments, Start Date, Stop Date, Duration, and radio buttons for Days, Weeks, and Months. There are also buttons for 'Dosing Calculator' and 'Monograph'. The 'Prescription' section includes fields for Quantity, Refills, Brand Medically Necessary (checked), Print Pt. Handout, Pharmacy (with a 'Select...' button), Authorized By, Prescribing Method (Historical), State, and Note to Pharmacy.

- In the **Add to custom list** section, check the **Drug, Instructions/Duration**, and **Qty/Refills** (optional) checkboxes

**Add to custom list:**  Drug  Instructions/Duration  Qty/Refills  
\* indicates the calculated values of weight or height.

- Click **Save and Continue**

After a medication or vaccine is manually added to the **Custom List**, it is available for selection in the **Custom List medications** search.

