

Overview for Electronic Prescribing of Controlled Substances

This document is an overview of the electronic prescribing of controlled substances (EPCS) process for clinicians.

Due to federal regulations, electronic prescriptions require a height and weight documented within a valid lookback period.

Placing an Order

1. Place prescription orders via Workflow Summary, Orders Page, or Discharge Medication Reconciliation window.

Note: The electronic prescribing of controlled substances can only be done on an active or discharged encounter. This functionality will not work on a pre-registration or canceled encounter.

Prescriptions All Ordering Locations oxycodone oral tablet × Q					
🕈 Home	My Favorites	Public	Shared	Search Results	
Top 39 Matches					
oxyCODONE 5 mg oral tablet		☆	oxyCODONE 10 mg = 1 TA	oxyCODONE 10 mg oral tablet, extended release 10 mg = 1 TABLET PO Q12H, X 30 Days, # 60 TABLET, 0 Refill(s)	
oxyCODON = 1 TABLET	NE 5 mg oral tablet PO Q4H PRN, pain, severe, X 5 Days	☆	oxyCODONE	15 mg oral tablet	☆
oxyCODONE 5 mg oral tablet = 2 TABLET PO Q4H PRN, pain, severe, X 5 Days		☆	OXYCODONE	oxyCODONE 20 mg oral tablet	
oxyCODON = 2 TABLET Pharmacy to	IE 5 mg oral tablet PO Q4H PRN, pain, severe, May use 1 ta b label as 1-2 tablets., X 5 Days	blet for less pain. 😭	oxyCODONE	20 mg oral tablet, extended release	☆

2. Fill out all required order details.

Note: Schedule II meds include an **Earliest Fill Date** field. This field can be used for writing multiple schedule II meds to be filled sequentially. This would allow for 3 separate prescriptions to be written, each for a 30-day supply.

💣 D	etails 📴 Order Co	mments 🛛 🝺 Diagnoses				
Dos	e	*Route of Administration	*Frequency	Duration	*Dispense 30 90	p Refill
1 T.	ABLET	PO	Q4H PRN	5 Days	10 TABLET	0 🗭 🐈 😭 lin.
	*Start Date/Time	: 01/10/2020	0926 CST		Special Instruct	tions:
	*PRN: pain, severe 🖌					
	Requested Refill Date	· · · · · · · · · · · · · · · · · · ·	CST		*Type Of The	rapy: 🔿 Acute
	Stop Date/Time	: 01/15/2020	0926 🗘 CST			Maintenance
Sel	lect Prescriber Addres	2525 Chicago Ave South	Min 🗸		ſ	DAW: 🔿 Yes 💿 No
Print DEA Number: 💽 Yes 🔿 No			Order Loca	ation:		
Co	Confidential Medication: C Yes C No eRx Note to Pharmacy:			nacy:		
	eRx Product Type:					
	Earliest Fill Date	://			Max Daily	Dose:

Questions or need assistance? Call Children's IT Service Desk 24/7 at 952-992-5000 or 4-5000 internally Copyright © 2024 Children's Minnesota. All rights reserved. Some content is based on the intellectual property of Cerner Corporation and used with permission. All other trade names and registered trademarks are the property of their respective owners. This content is designed for general use with most patients; each clinician should use his or her own independent judgment to meet the needs of each individual patient. This content is not a substitute for professional medical advice, diagnosis, or treatment.



- 3. Verify the pharmacy.
 - The Send To field defaults to Secure-Print
 - Click the drop-down arrow to view Patient's Preferred Pharmacy and click the pharmacy to select **Note:** If a provider is not authorized to ePrescribe controlled substances at Children's, there will not be an option to select a pharmacy.
 - If no pharmacy is listed, click on the ellipses, and change the **Send To** field to Pharmacy to search for a local EPCS enabled pharmacy

Send To: Secure-Print on				
P	Prescription Routing		_ D X	
*Send to: Pharmacy v				
Apply to: O Selected Pending Presc	ription(s)			
All Pending Prescription	ns			
O All Pending Non-Tamp	erproor Prescriptions			
No Preferred Pharmacy Reason:	-			
Patient Preferred Search				
Pharmacy Name	Pharmacy Name	Address	Cross-Stree	
Address				
City				
State				
Zip Code				
Phone				
Pharmacy Type: Filter Results By: Retail Specialty Mail Order 24-hour Long-term Care				
Search Clear				



4. Sign the prescription. The Electronic Prescription Preview window displays the list of medications that are being ePrescribed.



5. Review each controlled substance and click the checkbox to select. Click **Sign**.

	Electronic Prescription Preview	
Montevideo, Ricardo MRN:	Sex: Male	DOB:
DOSING WEIGHT: 50 kg (11/12/2019 09:34 AM). Height Address	180 cm (11/12/2019 09:42 AM)	Rx Plans (0): No Benefit Found
Train, Provider14 2525 Chicago Ave South, Minneapolis, MN 55425 Phone: Alases (1): National Provider Identifier	Fax	DEA:
Select the checkbox next to each controlled substance to n	nark as reviewed.	
TABLET PO G4H PRNu5 Days PRN pain, se #10 TABLET PO G4H PRNu5 Days PRN pain, se #10 TABLET, Refilie 0, DAW No, Date Writen 0 Primary Dr. R52	vere 11-10-2020	
By completing the two-factor authentication protocol at this time, you information to the pharmacy for dispensing. The two-factor authentic number appear above.	are legally signing the prescription(s) and authorizing the transmission ation protocol may only be completed by the practitioner whose name	and DEA registration Sign Cancel



- 6. To electronically sign, you must confirm your identity by completing Two-Factor Authentication.
 - Enter your **network** password and click the red arrow



7. If you receive notification on your smart phone, go to the *<u>Approve/Deny access request</u>* section below for instructions.

If you do not receive a notification on your smart phone, you can manually enter a token code to confirm your identity. Go to the *Generate Token Code* section for instructions.

Note: If you have a new phone, contact the IT Service Desk at 952-992-5000 to re-enroll in EPCS.

Approve/Deny access request from your mobile phone

- 1. A push notification is sent to your smart phone screen.
- 2. Tap Approve or Deny.
- 3. If Approve is selected, the electronic prescription is placed. No further action is needed.



4. If **Deny** is selected, the electronic prescription is canceled.

Note: You will have a second opportunity to enter your network password to confirm your identity and place the electronic prescription order. The following screen will display in Cerner where you can enter your **network** password. A notification is then sent to your smart phone screen where you can select **Approve**.

	Confirm y	our identity - Provider14@kids	net.childrenshc.org - Imprivata Confirm ID	x
û imprivata Confirm your identity	k	Try again.		



Generate Token Code

If the Approved/Deny screen does not display on your smart phone, there is an option to manually enter a token code.

1. Click the link under Imprivata ID.



4. Enter this code in the **Imprivata ID** box on the **Electronic Prescription Preview** screen and tap **Enter**. This will place the electronic prescription.

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Montevideo, Ricardo MRN:	Sex Malo	DOB (
DOSING WEIGHT: 50 kg (11/12/2019 09:34 AM), Heigh Address	ht: 180 cm (11/12/2019 09-42 AM)	Rx Plans (0) No Banefit Found
Train, Provider 14 2025 Chicago Jue South, Minneagola, MN 55425 Phone Aliases (1): National Provider Identifier Select the theolikox neet to each controlled substance to CA Pharmacy Store 10.6 – 1313A S Harbor Mind	Fac mañ as revieved Anahem, CA 928022309 Phone: (714)212-1113 Fac (1 mene 11-10-2020	06A WG1234587 v 7H0113-2224 Mody
Confirm your identity - Provider1 Browner	40 Imprivata Confirm ID	×
Confirm your identity	Imprivata iD Imprivata iD	
By completing the two-factor authentication protocol at this time, yo information to the pharmacy for dispensing. The two-factor authent number appear above	ou are legally signing the presonation(s) and authorizing the transmissis location protocol may only be completed by the practitioner whose name	and DEA registration Sign Cancel