

## **Reviewing ePrescribed Controlled Substances**

## **Reviewing Your ePrescribed Controlled Substances**

Clinicians receive a **monthly** report sent to their Message Center inbox. This report lists all the controlled substances they ePrescribed and the patients for whom they were prescribed. It is required to review the report for any anomalies which need to be reported to the DEA. For example, if a drug is displayed that you never order, it may be a sign that your ePrescribing security may have been compromised. If you find any anomalies in your monthly report, contact the IT Service Desk.

1. To view the report, go to Message Center.

E Firs	tNet O	rganizei	for Test, I	PCSEDI	MD
Task	Edit	View	Patient	Chart	Link
Tracking Shell		ell 🖃 N	Aessage Ce	enter	My L

2. Under Messages, click on General Messages. The entries for the report are displayed on the right.

Message Center						
Inbox Summary P	General Message	5 X				
Inbox Proxies Pools	Communicate	🗸 🎦 Open   🚑	Reply 🗃 Reply Al	l 🚘 Forward 🎽	Delete 🏾 🎦 Message	Journ
Displaya Sizes 6 (19 (2014	From	Patient N 🗸	Subject	Assigned	Create Date	Due
Unspray. Since 0/16/2014 •	Test, EPCSED		EPCS Reporting		6/9/2015 4:50:5	
Inbox Items (5)	Test, EPCSED		EPCS Reporting		6/9/2015 4:49:2	
Decuments	Test, EPCSED		EPCS Reporting		4/7/2015 2:42:3	
Documents	Test, EPCSED		EPCS Reporting		4/6/2015 4:55:2	
Cosign Orders (5/5)						
Messages (0/4)						
General Messages (0/4)						

Double click on a message to open it. When it opens, click on the EPCS Reporting link to view the report. 3.

General N	lessages × General Messages: ×			
🚑 Reply	🙈 Reply All 🙈 Forward 🎽 Delete 🖪 Print 👚 🐥 🍓 Mark Unread 🛛 🗂 Launch Orders			
From:	Test, EPCSEDMD	Caller:		
Sent:	6/9/2015 4:50:58 PM	Action		
Subject:	EPCS Reporting from June 1, 2015 12:00:00 AM CDT to June 9, 2015 4:50:58 PM CDT (Do not	Due:		
To:	Test,EPCSEDMD	Target		
EPCS Reporting from June 1, 2015 12:0				

Questions or need assistance? Call Children's IT Service Desk 24/7 at 952-992-5000 or 4-5000 internally Copyright © 2020 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.



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4. Use the scroll bar to view additional data.

EPCS Reporting from June 1, 2015 12:00:00 AM CDT to June 9, 2015 4:50:58 PM CDT (Do not reply)					
Prescriber EPCS Activity Report					
Prescriber Id	Prescriber Last Name	Prescriber First Name	Prescriber Address Line 1		
	Test	EPCSEDMD	1700 Medical Center Parkway		
	Test	EPCSEDMD	1700 Medical Center Parkway		
	Test	EPCSEDMD	1700 Medical Center Parkway		
	Test	EPCSEDMD	1700 Medical Center Parkway		

5. Click on headings to sort by that column.

	EPCS Reporting from June 1, 2015 12:00:00 AM CDT to June 9, 2015 4:50:58 PM CDT (Do not reply)						
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	ld	Prescription Name 👻	Prescription Dispensed Quantity	Prescription Directions			
		codeine-guaiFENesin 8 mg-200 mg/5 mL oral liquid	120	10 mL PO q4hrs			
		Lortab 7.5/325 oral tablet	12	1 tab PO q6hrs			
		Lortab 7.5/325 oral tablet	12	1 tab PO q6hrs			
		OxyCONTIN 80 mg oral tablet, extended release	5	1 tab PO q12hrs			
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- 6. After viewing the report, close it by clicking on the door icon.
- 7. To delete the report, click on the **Delete** icon.

