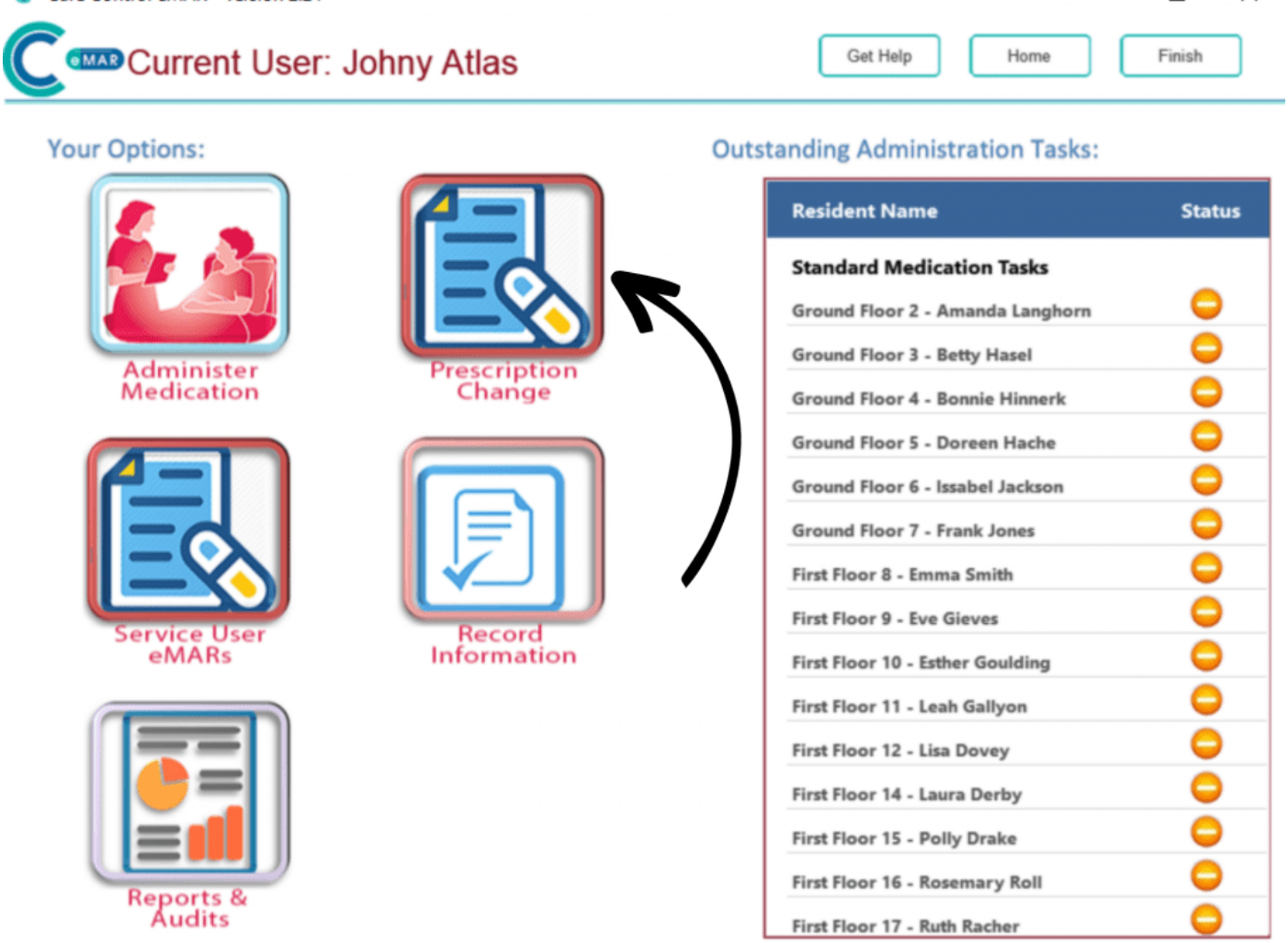
Adding a New Prescription to eMAR

Care Control eMAR · https://cclearninghub.co.uk/docs/adding-new-prescription-to-emar/

Adding a New Prescription to eMAR

This guide will cover how to add a new prescription onto the eMAR application.

Embedded media:
https://player.vimeo.com/video/797290242?color&autopause=0&loop=0&muted=0&title=1&portrait=1&byline=1&h=1b3a

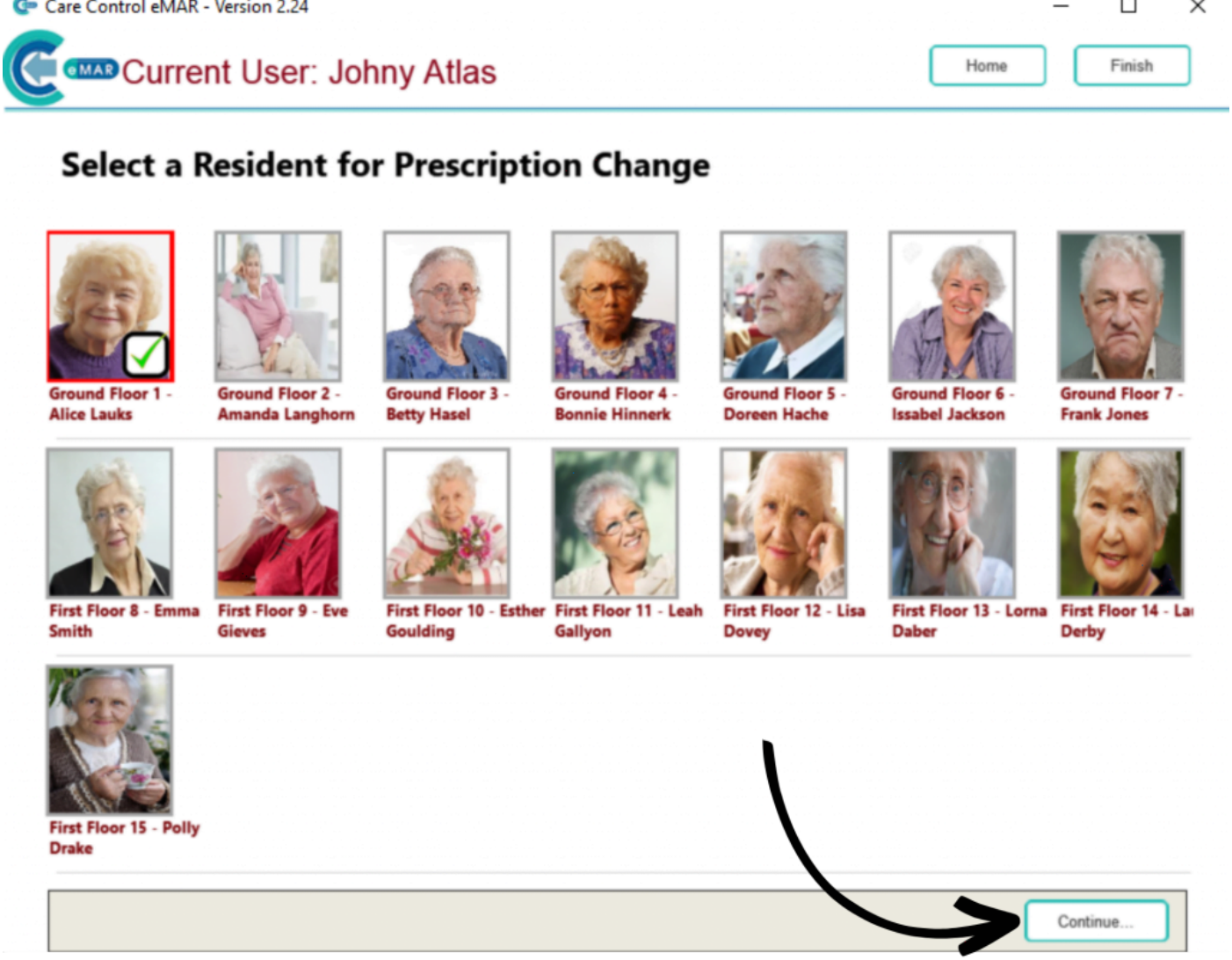


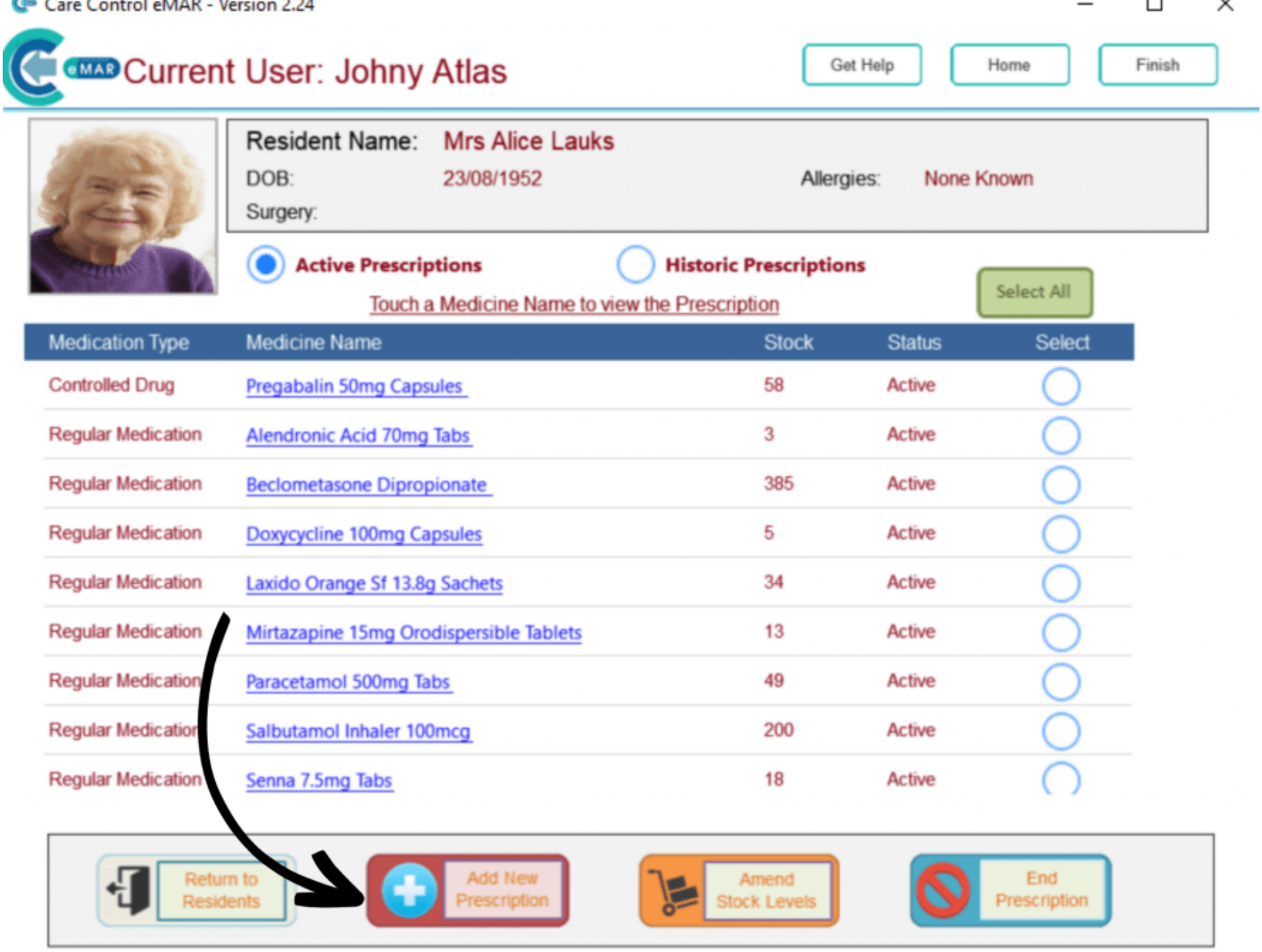
1

On the eMAR home screen, select **Prescription Change** from the 5 available options.

2

Next, select a service user from the list and press **Continue**.


Care Control eMAR - Version 2.24
eMAR Current User: Johny Atlas
Home
Finish
Select a Resident for Prescription Change
Ground Floor 1 - Alice Lauks
Ground Floor 2 - Amanda Langhorn
Ground Floor 3 - Betty Hasel
Ground Floor 4 - Bonnie Hinnerk
Ground Floor 5 - Doreen Hache
Ground Floor 6 - Issabel Jackson
Ground Floor 7 - Frank Jones
First Floor 8 - Emma Smith
First Floor 9 - Eve Gieves
First Floor 10 - Esther Goulding
First Floor 11 - Leah Gallyon
First Floor 12 - Lisa Dovey
First Floor 13 - Lorna Daber
First Floor 14 - La
Derby
First Floor 15 - Polly Drake
Continue...

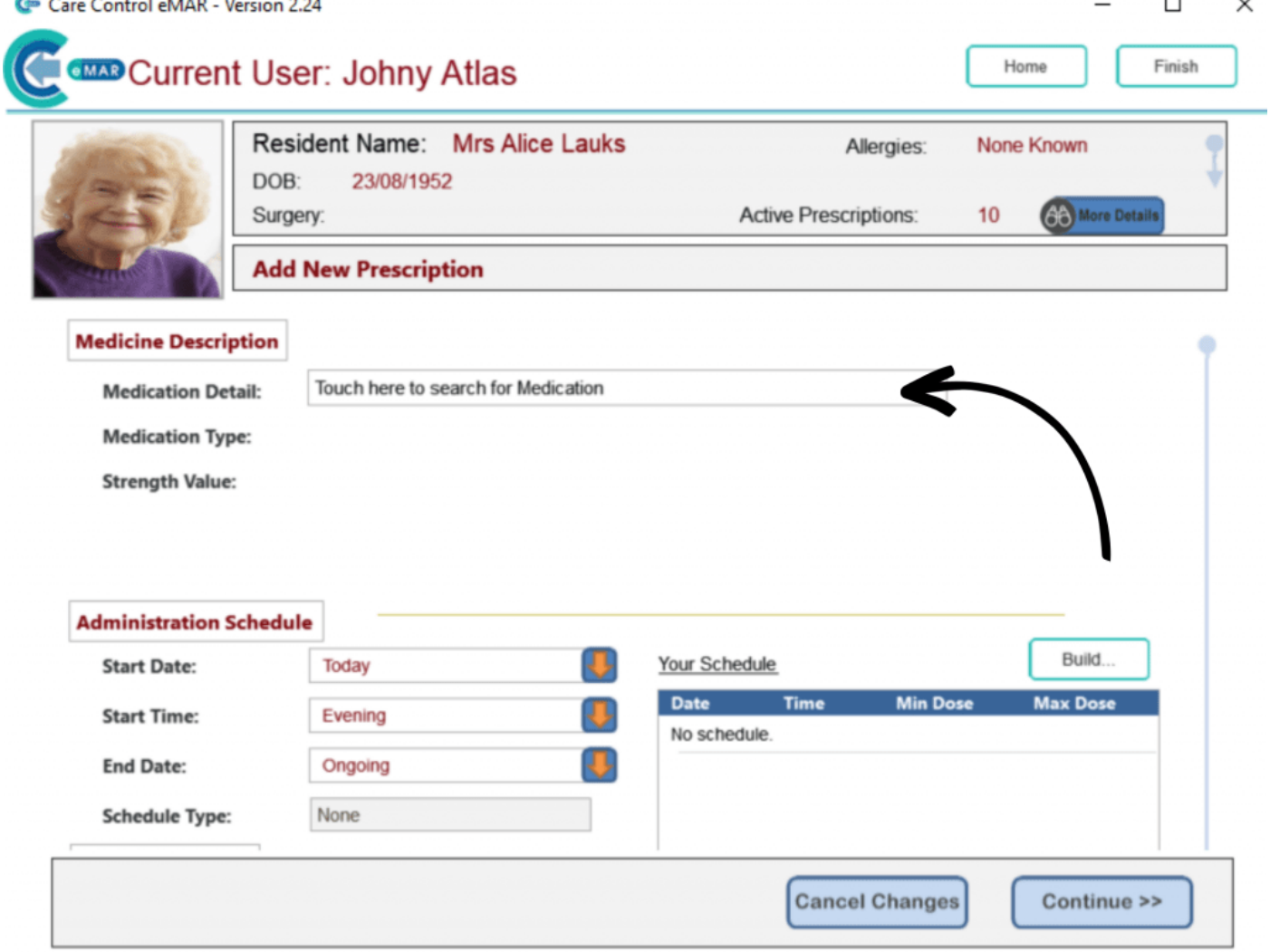


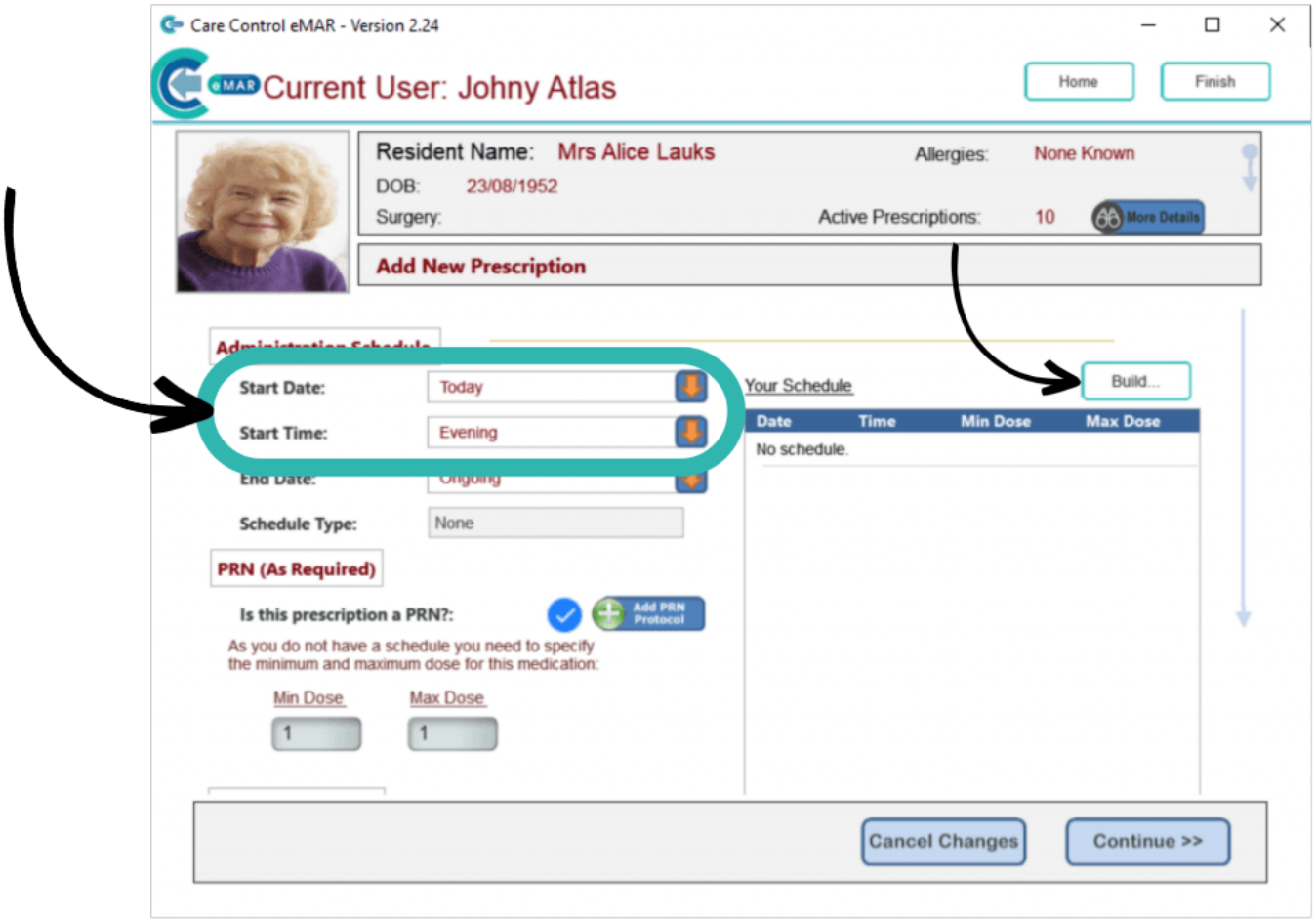
3

A list will be displayed showing all the current prescriptions for the service user selected. On the tool bar at the bottom of the screen, press **Add New Prescription**.

4

A blank form will be displayed. Begin by choosing the medication for the prescription. This can be done by typing in the dedicated **Search bar**.


Care Control eMAR - Version 2.24
eMAR Current User: Johny Atlas
Home
Finish
Resident Name: Mrs Alice Lauks
Allergies: None Known
DOB: 23/08/1952
Surgery:
Active Prescriptions: 10
More Details
Add New Prescription
Medicine Description
Medication Detail: Touch here to search for Medication
Medication Type:
Strength Value:
Administration Schedule
Start Date: Today
Start Time: Evening
End Date: Ongoing
Schedule Type: None
Your Schedule
Build...
Date Time Min Dose Max Dose
No schedule.
Cancel Changes
Continue >>



5

Next, choose a **Start Date** and **Start Time** for the new prescription. You can also select an **End Date** or leave this as **Ongoing**. To build the dose and time schedule, press the **Build** button.

Note: standard default medication times are as follows – Morning 8:30, Lunch 12:30, Evening 17:45, Night 21:00.

6

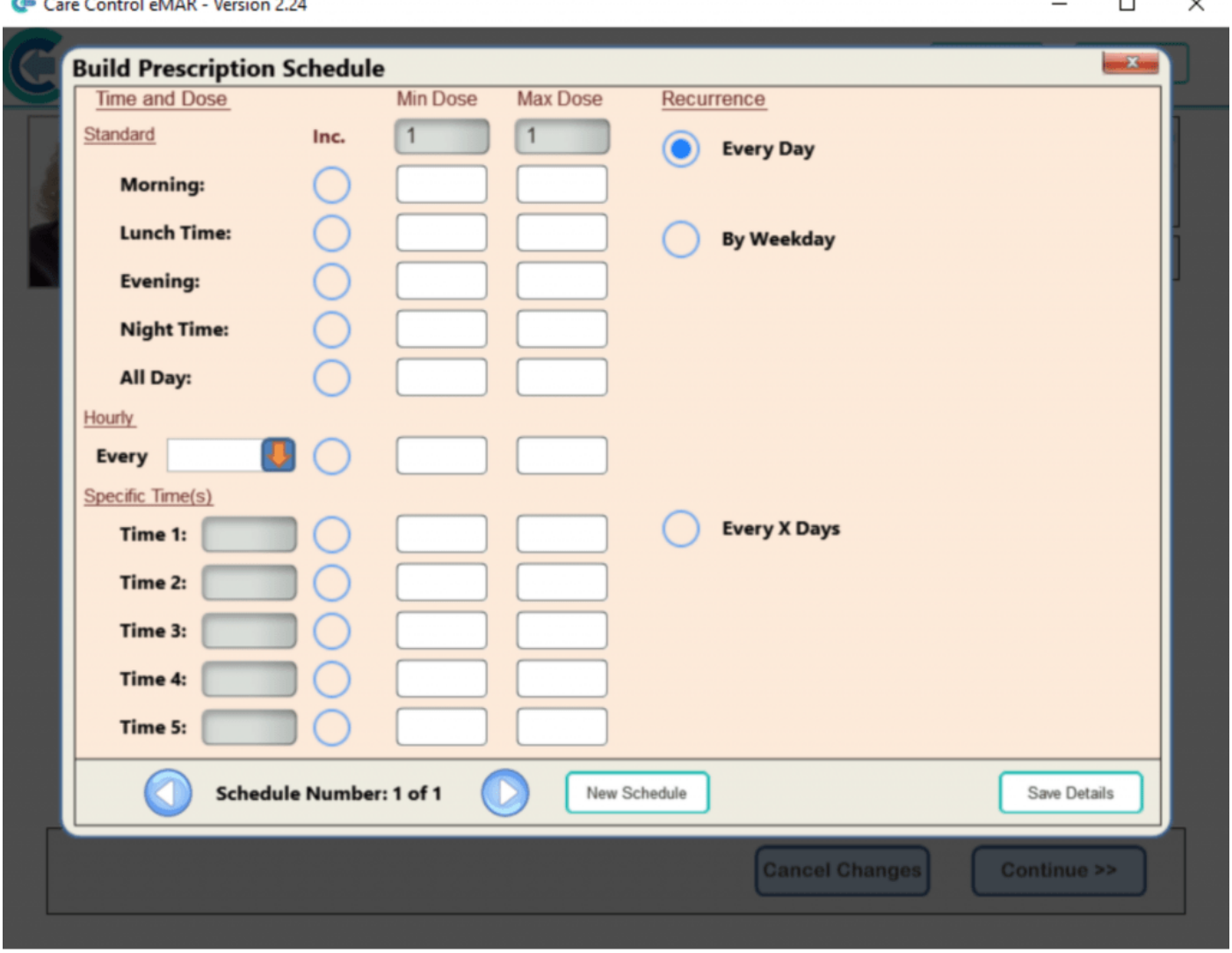
A new window will open with some options for which medication round this prescription is required for, as well as the minimum and maximum dose for each administration.

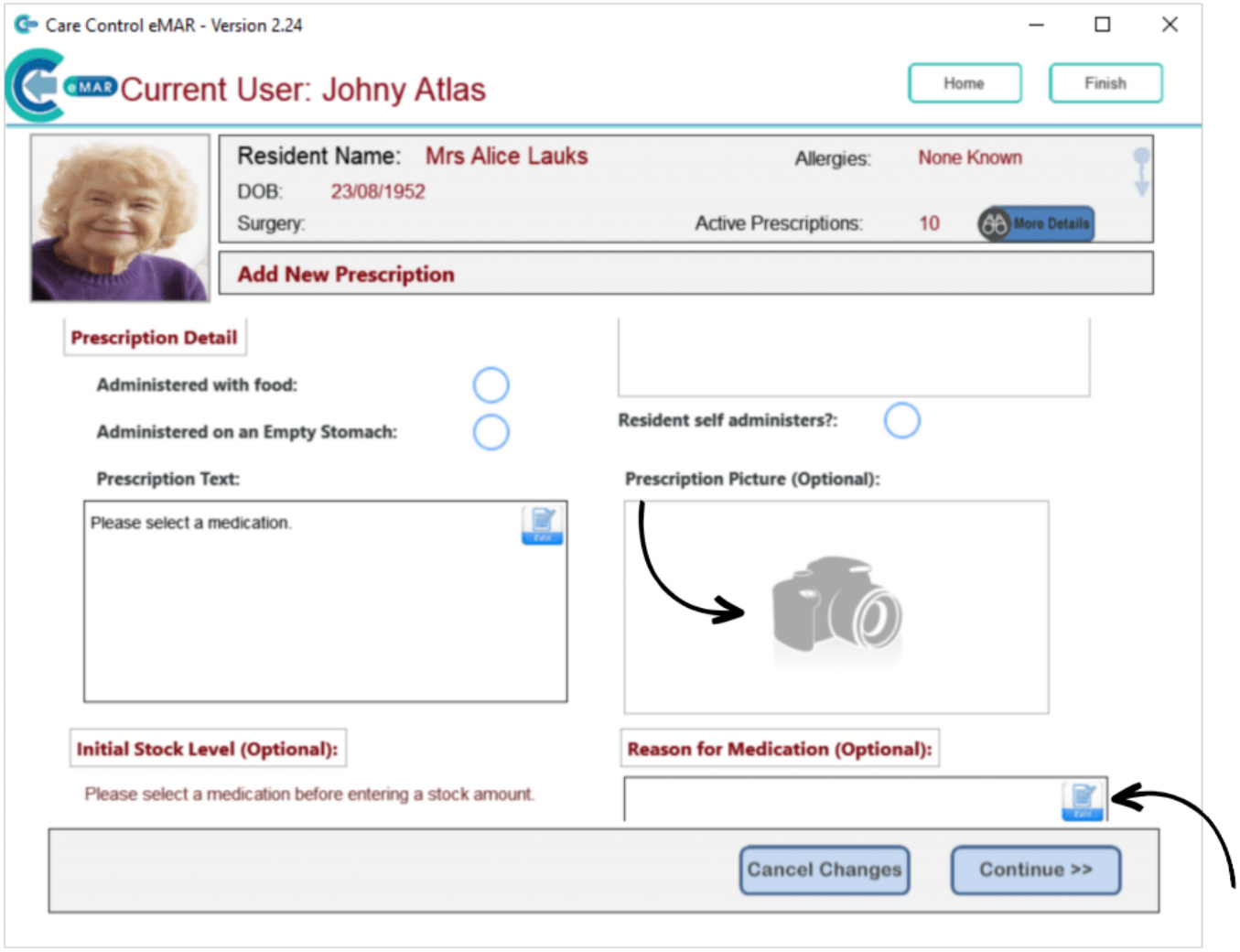
There are also options for administration every hour, or at specific times if this is necessary. You can also select how often this schedule will repeat. It could be every day (default), on certain weekdays, or every X number of days.

To save the schedule, press Save Details.

Note: for medication which requires multiple schedules, please see the relevant guide we have on Building Complex Schedules.

If this prescription is a PRN, this can be ticked, and a **PRN Protocol** can be added. A **Minimum** & **Maximum** dosage can also be set.


Care Control eMAR - Version 2.24
Build Prescription Schedule
Time and Dose
Min Dose
Max Dose
Recurrence
Standard
Inc.
1
1
Every Day
Morning:
Lunch Time:
By Weekday
Evening:
Night Time:
All Day:
Hourly
Every
Specific Time(s)
Time 1:
Every X Days
Time 2:
Time 3:
Time 4:
Time 5:
Schedule Number: 1 of 1
New Schedule
Save Details
Cancel Changes
Continue >>



7

The next section is in relation to the **Prescription Detail**. Tick the boxes if:

- The medication needs to be administered with food
- The medication can be administered on an empty stomach
- The medication can be self-administered by the service user

The **prescription text** will be auto-built based on the medication and the dosage set. However, this can be manually edited by pressing the blue **Edit** button. A prescription photo can also be added by tapping on the camera icon.

8

The Stock Level of the medication can be added next. Enter the number of doses currently available.

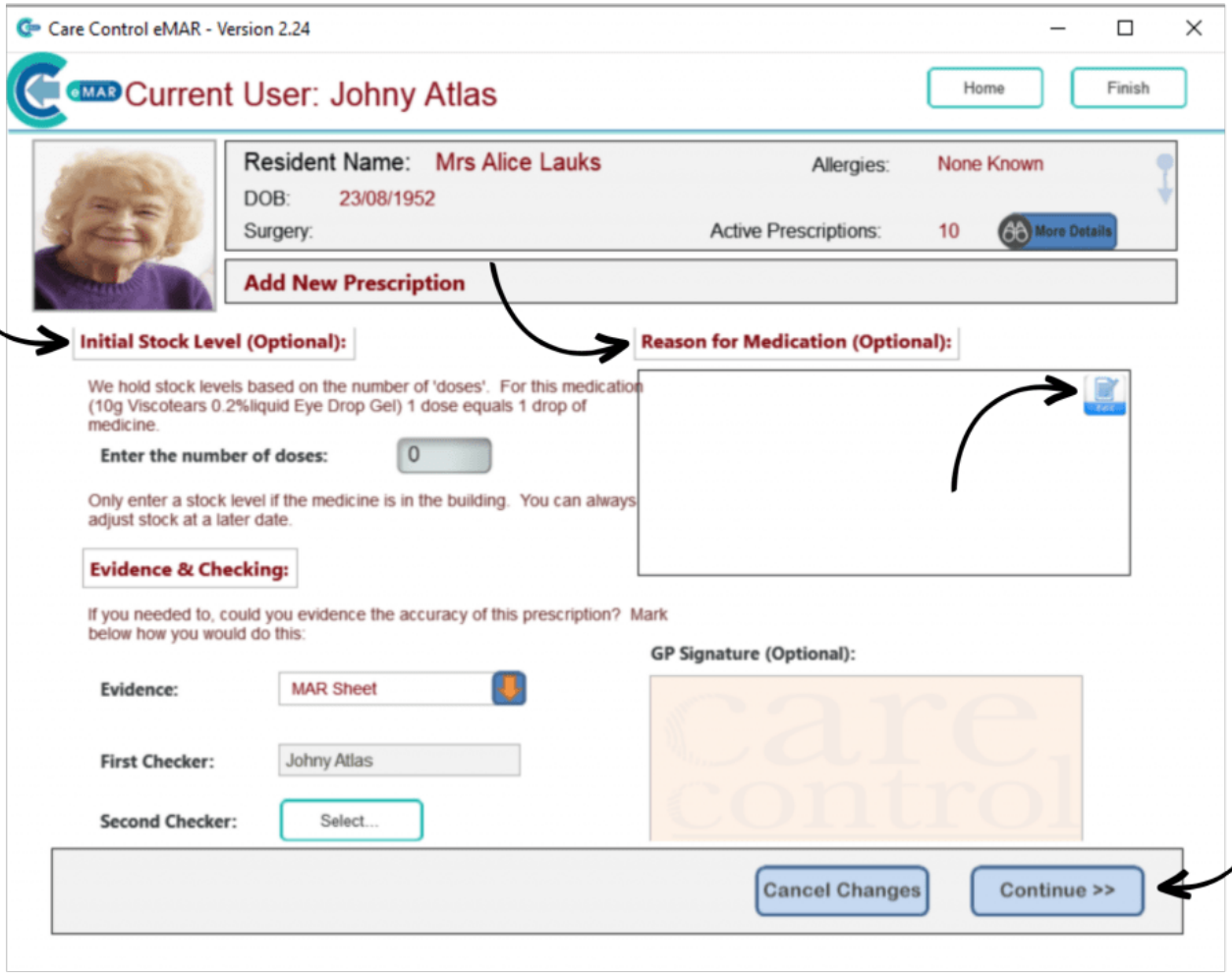
A **Reason for Medication** can also be added. Press the blue Edit button in the text box.

The final section of the form relates to evidence and checking for the prescription. Select an **Evidence** option from the drop-down list; by default, this is **MAR Sheet**. Next, the staff members checking the prescription can be chosen. The first is under the name of the staff member creating the prescription, and the second can be added by pressing Select.

The **GP Name** and **Signature** can be added if relevant and an option for **Two Staff** Administering can be selected if required.

After completing the information in the form, select **Continue** in the bottom right corner of the screen. A reviewing window will open, so double check all the information here is correct. Again, press **Continue**.

The new prescription will now show in the service user’s list.


Care Control eMAR - Version 2.24
eMAR Current User: Johny Atlas
Home
Finish
Resident Name: Mrs Alice Lauks
Allergies: None Known
DOB: 23/08/1952
Surgery:
Active Prescriptions: 10
More Details
Add New Prescription
Initial Stock Level (Optional):
Reason for Medication (Optional):
We hold stock levels based on the number of 'doses'. For this medication (10g Viscotears 0.2%liquid Eye Drop Gel) 1 dose equals 1 drop of medicine.
Enter the number of doses:
0
Only enter a stock level if the medicine is in the building. You can always adjust stock at a later date.
Evidence & Checking:
If you needed to, could you evidence the accuracy of this prescription? Mark below how you would do this:
GP Signature (Optional):
Evidence:
MAR Sheet
First Checker:
Johny Atlas
Second Checker:
Select...
Cancel Changes
Continue >>