

EHEALTH SASKATCHEWAN PHARMACEUTICAL INFORMATION PROGRAM (PIP) INTERFACE

USER GUIDE



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1. INTRODUCTION

This document includes information for users on the following:

- Registration with eHS
- Overview of the PIP module from within Accuro
- How to use the PIP module
- Security Features

2. REGISTRATION WITH eHS

For more information about PIP, visit https://pip.ehealthsask.ca/.

To register please contact the eHealth Saskatchewan Service Desk at 1-888-316-7446. You will also need to advise them if you are interested in getting the PIP interface enabled in Accuro.

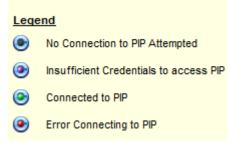
3. OVERVIEW OF THE PIP MODULE

The PIP Connection Centre enables providers to view from Accuro, the medications prescribed and dispensed for a patient as well as any allergy information recorded in PIP. Please note that this is read only information.

4. HOW TO USE THE PIP MODULE

To access the PIP Connection Centre from within Accuro, click on the icon ⁽²⁾ on the bottom left hand side of the Accuro windows. This icon indicates the status of the connection to PIP as per the following legend:

Connected to PIP





Once you click on the icon, the PIP Connection Centre window is displayed and is pre-populated with the patient demographic information. From the PIP Connection Centre you can access a patients' medication and allergy information from PIP.

5. WORKFLOW

Once you are logged in, Accuro will connect to PIP.

1. Click on the PIP status Icon found in the Accuro notification section (bottom left of screen).

		SMA - effealth Sask
		Conform Physician
ő	Last Name Heath # Bearch Only	
7	First Name	
	Midde Name Birthdate MMCD/YYYY	
-		
1	Mr. Patient Status: Active Office Provider: -None-	
1000	Demographics Other Relationships Notes Status History Private Billing Institut Rolling Providers	
	Heath # SK, Canada - Expry UM/CO/YYYY File Number	
\$	Bithdate MMDDYYYY Age Gender M	
Ô	Family PhysNone	
-	Cty SK, Canada • Postal/Zip Type •	
	Phone #s: Home (000) Viork (000) Cell (000) Fax (000) Preferred Contact Method	
	O Default Insurer MCB	
	Last Updated	
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■ 0 ▲ 0		
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• PP		
¢	Manage Caborts Delete Patient Patient Relationships. 🔗 Merge Add Patient Clear (F1)	

- 6 ×

2. The PIP Connection Centre will be displayed and you will see that your currently selected patient is already loaded. You can also search for a different patient from within the PIP window search field.

PIP Connection Centre				
Patient: Conform, Faith	▼ Consent	Reason: Patient Care 👻	Options: Comments	Get Patient Profile
			Partial Profile Complete Profile	

- 3. At the top of the PIP Viewer window there are multiple fields:
 - **Patient search field:** *This is a mandatory field where you will enter the name (last name, first name) of the patient you would like to view the PIP profile for. This field will be pre-



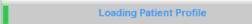
populated with the patient information from the previous screen, but you can enter a different patient on this screen.

- **Consent:** An icon is displayed beside the patient to indicate if the patient's profile is masked or not.
 - If a patient's profile is not masked, a green icon will be displayed next to the patient's name.
 - If the patient is masked, a red icon will be displayed.
- **Reason:** A drop-down field where you will specify the reason for viewing the information. The default reason is "Patient Care".
- Comments Check Box: Check this box if you would like to add comments in the box that appears. This information stored within the Audit Logs in Accuro that are available to System Administrators only. (To Access browse to Users > Manage Security > Audit Logs).
- **Get Patient Profile:** Click on this button to request the patient profile.
- **Partial Profile:** Select this option to request the medications that were active for the patient for the last four months. This option is selected by default.
- **Full Profile:** Select this option to request the medications that were active for the patient for the last twenty-five months.
- 4. If a profile is masked (indicated by a red icon), you will need to record the fact that you have the patient's consent or have legal reasons to view the profile. A masked profile is a directive from the patient to eHealth Saskatchewan to have a barrier placed on the profile to prevent health care providers from accessing the patient's information unless:
 - The health care provider has the patient's Consent; or
 - The health care provider suspects dangerous use of a drug (This reason only applies to medications listed in the prescription review program); or
 - The patient is unable to provide consent
 - a. If one of these reasons exists then a health care provider can select and record the reason and proceed in viewing the medication profile. If one of these reasons does not exist the health care provider is not able to view the masked profile.
- 5. Select either a Partial Profile or Full Profile and then click the "Get Patient Profile" button.*

Note: The information viewed is **Read Only** access.



6. A loader bar will display while the data is being retrieved:



- 7. Once the information is returned from PIP it will be displayed in Two tabs in the PIP Connection Centre Window:
 - MEDS: The PIP medication records will be displayed in this window. The content returned from PIP depends on whether a four-month or a full profile was requested. You can filter the medications by active, recently active, and historical medications. *
 - ALLERGIES: The PIP allergies and intolerances will be displayed in this window. All allergies recorded in PIP will be returned regardless of the length of medication profile requested. You

can filter by allergies and intolerances. *

PIP Connection Centre							
Patient: Conform, Fath	• • c	Consent R	eason. Patient Care	Options. Comment: Partial Pr	ofile 🔘 Complete Profile	Get Patient Profile	
Meds (15) Allergies (5) PIP Medication Profile for Faith Conform	- 300123051 48	5 years old female	e 4 Months Partial Profile				
Active Medications		Alphabetical	•]				
Recently Active Medications							
# Prescriptions: 15							

Note: The information viewed is Read Only access.

8. Meds tab:

Mint Les	nform, Fath - Consent Reason: Pa	tent Care	e 💮 Complete		Bet Patient Profile			
ds (15)	Allergies (5)							
Medica	tion Profile for Faith Conform - 300123051 48 years old female 4 Month	s Partial Profile						
Acti	ve Medications Order By Alphabetical							
Rec	antly Active Medications							
2 High	rical Medications							
	ptens: 15							
Prescr	ptona 15							
Search	Results							· · · · · · · · · · · · · · · · · · ·
	Nedication	Dose	Dava	Prescribing Provider	Status	Refils	Dispensed	View Details
-	Active Prescriptions					******		View Monograph
	Contrauous						- A	Alexe incoolidated
	FLOVENT HEA 125 MCO INHALER	Use two puffs twice daily	150	Physician, Conform	Active (Filled) 5		2015-Sep-14	Dispensing History
	Shart.Term			- Hymen C damann			and the second second	hard a second
VB.	Acetaminophen/Codeine Phosphate/Caffeine 325 mg-30 mg-30 mg Or	1-2 q4-6 hours as needed for pain	0	Physician Conform	Active (Refused)			O External
	BASE DE PRÉ-MAQUILLAGE EMUL	Apply once a day	0	Physician, Conform	Active (Filled)		2015-Sep-13	Varnings
C#	HC 1%, SA 5% in Olaxal Base	Apply sparingly twice daily.	0	Physician, Conform	Active (Filled)		2015-Sep-14	
*	Lisinopril 10 mg Oral Tablet	Take one tablet daily	0	Physician, Conform	Active (Pending) 5			Only Dosage Warnings
	NCORETTE INVISIPA 25 MG/16 HR	APPLY ONCE A DAY.	0	Physician, Conform	Active (Filled)		2015-Sep-10	Triplicate
	External							Annotation
0	BASE DE PRÉ-MAQUILLAGE EMUL	Apply as needed	0	Pharmacist, Conform	Active			
	ENTROPHEN 325 MG TAB EC	One tablet daily as a blood thinner.	0	Physician, Conform	Active			
0	SUDAFED PE EXTRA STR TABLET	1 tablet twice daily as needed for allergies	0	Physician, Conform	Active			
-	Recently Active Prescriptions Diciofenac Sodkim 25 mg Oral Tablet, Delayed Release (Enteric Coste		0	Photo: Continue	Contract of the bits			
-	Historical Prescriptions	Take one tablet three times daily	0	Physician, Conform	Suspended (Hold)			
-	Atenoiol 100 mg Oral Tablet	Take one tablet daily		Physician, Conform2	Aborted (D/C) 2	8		
	Enalapri Sodium 4 mg (5 mg maleate) Oral Tablet	Take one tablet daily		Physician, Conform	Completed (Filed)		2015-Jun-16	
TB	Lisincoril 10 mg Oral Tablet	One tablet twice daily	0	Physician, Conform	Obsolete 2		2015-Aug-14	
	Lovastatin 20 mg Oral Tablet	One tablet daily	0	Physician, Conform	Completed (Revoked) 2			
	Salbutarrol Sulfate 100 mcg Inhalation Hfs Aerosol With Adapter (Gra		0	Physician, Conform2	Completed (Filled)		-	

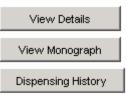


In this tab you can:

- Chose how you would like the list ordered: Alphabetically, By Dates, and Status type.
- View the patients' active, recently active or historical medications.
- View the details and dispensing history on the medications if available.
- A status icon may be displayed for the medication records based on the following table:

External	This item was recorded as an external prescription or is an over the counter					
	medication recorded for the patient	 External 				
Warnings						
	when the medication was prescribed (for	Only Dosage Warnings				
	example, a drug-allergy interaction or a drug-	Triplicate				
	drug interaction).	Annotation				
Only Dosage Warnings	There is an issue raised related to the dose					
	(either higher or lower than then					
	recommended range) and managed when the					
	medication was prescribed.					
Triplicate	Indicates that the medication prescribed is a					
	controlled substance in Saskatchewan. There					
	may be legal requirements related to					
	prescribing of these medications. Some regions					
	require printing three copies of the					
	prescription, for records rather than just the					
	normal one copy for the pharmacy.					
Annotation	Additional information has been recorded on					
	the prescribed medication.					

• You can access more detailed information about a prescription by either double clicking on the specific record or click on one of the following buttons after highlighting a record:



• View Details: Click to view the prescription details of the selected prescription. This will include items such as the dosage, contradictions or issue raised, and prescribed by.



- View Monograph: This opens the Medscape website for an overview of the medication.
- **Dispensing History:** View the dispensing history of the medication and where each was dispensed.
- 9. Allergies tab:

ent Conform, Fath 👻	Consent	Reason:	Patient Care 💌	Options: Comments Partial Profile C C		et Patient Pro	fie .		
s (15) Allergies (5)									
Medication Profile for Fath Conform - 30012	1051 40 years old fe	male 4 Mor	nthe Partial Profile						
Allergies									
Intolerances									
PP Results									
Allergy					Confirmed Status	Severity	Status	Authorized By	View Details
Drug Allergies					35 32			12.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.	View History
Tetracyclines Penicillins					Suspect Confirmed or verified	Moderate	Active	Dentist, Conform (9999	View matory
Sulfa (Sulfonamide Antibiotics)					Confirmed or ventied	Severe	Active	Physician, Conform (00 Dentist, Conform (9999	1.44
Opioids - Morphine Analogues					Suspect	Moderate	Active	Dentist, Conform (9999	X Refuted
Non-Drug Allergies					ousyeu	sources	Provente	Deniar, Contorni (1999	Reactions Reported
Drug Intolerances									Supporting Tests
Macrolide Antibiotics					Suspect	Moderate	Active	Physician, Conform (00	Annotation
Non-Drug Intolerances									
									Close

In this tab you can:

- View the patient's allergies and intolerances.
- View the details and history of an allergy or intolerance.
- A status icon may be displayed for the allergy and intolerance records based on the following table:

Refuted	Indicates an allergy or intolerance that was entered for a patient, but should not have been.	
Reactions Reported	A reaction(s) (for example, nausea or rash) has been recorded for the allergy or intolerance.	X Refuted
Supporting Tests	Allergy test that support the allergy have been recorded on the record	Reactions Reported Supporting Tests
Annotation	Additional information has been recorded on the allergy or intolerance	Annotation



• You can access more detailed information about the allergy or intolerance by either double clicking on the specific record or click on one of the following buttons after highlighting a record:



- View Details: Click this to view the details of the allergy or intolerance record. This will include reported reactions and their severity, supporting allergy tests and other information recorded.
- View History: Click on this to view the historical changes made to the allergy or intolerance.

6. Security Feature Changes:

Once the PIP integration has been enabled, there are a few key security changes of which to be aware of to align with SK eHealth security policies.

- The maximum inactive time before automatic log out will be 120 minutes
- Minimum password length for administrators will become 10 characters *
- Minimum password length for non-administrators will become 8 characters *
- Passwords to Accuro will expire automatically every 90 days for regular users. For administrators the password will expire every 60 days. *

Note: These password changes will mean that if you have not changed your password within the last 90 days, it will need to be changed once the PIP module has been turned on.

A Password Requirements:

- A password must not have the same character 3 times in a row
- A password must contain characters from all four (4) of the following classes:
 - English upper case letters (A, B, C,, Z)
 - English lower case letters (a, b, c, ..., z)
 - At least two (2) westernized Arabic Numerals (0, 1, 2, ..., 9)
 - Non-Alphanumeric and non- whitespace characters as punctuation symbols
- A password may not contain the user's username or any part of the user's full name



• A user cannot repeat its last 10 passwords

7. SUPPORT AND TRAINING

QHR Technologies Inc. can provide your clinic with support and user training. Please contact:

QHR Technologies Inc. Client Services

Phone: 866.729.8889

Email: <u>Accuro@QHRtechnologies.com</u>

Also, check out our training video online via the following address:

http://www.qhrtechnologies.com/electronic-medical-records/training/pip/