



For all medications within the BPMH:

- Document the dose, route of administration, frequency, PRN reason (as applicable), drug form, special instructions (as applicable), and stop date date/time (as applicable)
- Clear the duration, dispense, refill, and start date/time fields

When documenting compliance:

- Document status, information source, last dose date/time, and comments (as applicable)

There may be some old medications on PharmaNet that are no longer being taken by the patient that you don't need to import. When importing the medication from PharmaNet, choose the most appropriate order sentence (but **do not** choose Convert Existing SIG)

Please note – adding a medication to the BPMH is part of capturing an accurate patient history and is NOT creating a prescription order. The provider remains responsible to determine the most appropriate medication(s), including frequency and dosing, at the time of Med Rec and prescribing the medication(s).