How to Use the Medications Portlet

The ConnectingOntario ClinicalViewer Medications portlet, Dispensed Medications tab, displays information from the provincial Digital Health Drug Repository (DHDR) for Ontarians with an Ontario Health Number. Ontarians' COVID-19 vaccination information from $COVax_{ON}$ is also available through the DHDR. Prior to viewing this information, refer to the following sources of information:

- Medications Portlet: Dispensed Medications Guide for Clinical Use
- Information Available to Health Care Providers through the Digital Health Drug Repository
- MyDrugInfo-Health Care Professionals

Viewing Medications

- 1. In the Patient Care Views navigation bar:
 - a) Select **Summary View** to view the condensed Medications portlet
 - b) Select Medications and or Summary List View to display the full-sized portlet OR
 - c) In the Medications portlet, select **Expand** to display a near full-size portlet
- As needed, change the timeline to view results: select Today, 7D, 30D, 3M, 6M, 1Y or Custom. (This changes the timeline for all portlets.)

Displaying Additional Information (Details View)

To view additional information about a drug or pharmacy service:

- 1. Select the desired record
- 2. Scroll down to display the record in Details View

Tips:

- 1. Hover over a pharmacy name to display the phone number
- 2. Hover over a prescriber name to display the phone number

Pharmacy	Prescriber	Prescribe
PHYLIS PHARMACY	JONESY, OWE	EN 10020799
Good Life Pharmacy	Smith, John	9898789
Good Life Pha	armacy: Good Lif one: 416-539-55:	e Pharmacy 32
		0055474
Good Life Pharmacy	Newton, Isaa	C 2355676
Good Life Pharmacy	Newton, Isaa	C 2355676
Good Life Pharmacy Pharmacy	Prescriber	Prescriber ID
Good Life Pharmacy Pharmacy PHYLIS PHARMACY	Prescriber JONESY, OWEN	2355676 Prescriber ID 10020799
Good Life Pharmacy Pharmacy PHYLIS PHARMACY Good Life Pharmacy	Prescriber JONESY, OWEN Smjth, John	Prescriber ID 10020799 9898789
Good Life Pharmacy Pharmacy PHYLIS PHARMACY Good Life Pharmacy Good Life Pharmacy	Prescriber JONESY, OWEN Smith, John	Prescriber ID 10020799 9898789
Good Life Pharmacy Pharmacy PHYLIS PHARMACY Good Life Pharmacy Good Life Pharmacy Good Life Pharmacy	Prescriber JONESY, OWEN Smith, John Smith - Prescrib Smith - Phone: 4	Prescriber ID 10020799 9898789 er: Smith, John 16-543-2314





Printing

The list of dispensed medications and pharmacy services displayed for the selected period can be printed <u>only</u> from the full-size (or near full-size) portlet using the **Print** icon. **Note:** Detail View cannot be printed.

Medications			Enter filter text	🖶 🌢 -	
Dispensed Medicatio	ns				
Group By None	\checkmark				
Dispensed Date 🗸	Generic Name	Brand Name	Prescriber	Prescriber ID	
05 Jul 2017	AZATADINE MALEATE	Optimine	JONESY, OWEN	10020799	•
01 Feb 2017	PANTOPRAZOLE SODIUM	Ran-Pantoprazole	Smith, John	9898789	
03 Sep 2016	INFLUENZA VACCINE PROGR	Fluviral -15mcg/0.5mL;5mL	Smith, John	9898789	
03 Jun 2016	BISOPROLOL FUMARATE	Mylan-Bisoprolol	Smith, John	9898789	1



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Grouping

The list of dispensed medications and pharmacy services can be grouped together by records with identical generic name, strength and form. Each group header displays these values combined (e.g., *Acetylsalicylic Acid 325mg oral/ent tablet*) along with the total number of times the combination was dispensed in parentheses (e.g., *(Claims: 6)*) during the selected time interval. The right side of the group header displays details for the most recently dispensed record in the group.

To group the records in the Medications portlet:

- 1. In Group By, select Generic Name, Strength, Form
 - Grouping is applied with all groups collapsed by default
- 2. Use the Expand / Collapse All solution control to expand or collapse all groups simultaneously
- Individual groups can be expanded / collapsed by selecting the
 control beside the group



4. By default, the grouped list displays in descending order (newest to oldest) by last Dispensed Date (the most recent date that the medication was dispensed)

Medications									Enter filter text 🖨	0
Dispensed Medica	ations									
Group By Gene	ric Name, Strength, Form									
⊒ 2 te	V Generic Name	Brand Name	Strength	Form	Quantity	Est. Days Supply	Pharmacy	Prescriber	Prescriber ID	
	IN 0.5% OPH OINT-3.5G PK (Claims:	1)		Brand:	ILOTYCIN	Qty: 10 Est. Day	s Supply: 1 Pharmacy: Living Sp	ring Pharmacy 416-221-3765	Last Dispensed: 26 Nov 20	17
□ < 3 🗤	ole-trimethoprim 400mg & 80mg ORA	L/TABLET (Claims: 4)	Brand: Teva-Su	ulfamethoxazole Tr	imethoprin	n Qty: 55 Est. Da	ys Supply: 7 Pharmacy: Living S	pring Pharmacy 416-221-3765	Last Dispensed: 07 Jul 20	17
07 Jul 2017	Sulfamethoxazole-trimethoprim	Teva-Sulfamethoxazole Trimethoprim	400mg & 80mg	ORAL/TABLET	55	7	Living Spring Pharmacy	Dawson, Andrew	4356675	
02 Jul 2017	Sulfamethoxazole-trimethoprim	Teva-Sulfamethoxazole Trimethoprim	400mg & 80mg	ORAL/TABLET	15	15	Good Life Pharmacy	Smith, John	9898789	
10 Feb 2016	Sulfamethoxazole-trimethoprim	Teva-Sulfamethoxazole Trimethoprim	400mg & 80mg	ORAL/TABLET	15	15	Good Life Pharmacy	Sway, Ken	200087	
20 Dec 2015	Sulfamethoxazole-trimethoprim	Teva-Sulfamethoxazole Trimethoprim	400mg & 80mg	ORAL/TABLET	15	15	Good Life Pharmacy	Smith, John	9898789	
HYDROCODON	E 2mg/mL ORAL/LIQUID (Claims: 1)			Brand: Tussion	ex Qty: 3	00 Est. Days Supp	ly: 33 Pharmacy: CR20020601 k	KAREN'S CLINIC 519-392-8289	Last Dispensed: 06 Jul 20	17
AZATADINE M/	ALEATE 1mg TAB (Claims: 1)					Brand: Optimine	Qty: 1000 Est. Days Supply: 1 F	Pharmacy: PHYLIS PHARMACY	Last Dispensed: 05 Jul 20	17
Acetylsalicylic	Acid 325mg ORAL/ENT TABLET (Clain	ns: 4)		Br	rand: Nova	sen Qty: 30 Est. I	Days Supply: 20 Pharmacy: New	Day Pharmacy 416-221-3765	Last Dispensed: 02 Jan 20	17

Notes:

- It is best to apply grouping while in a full-size portlet view
- Depending on the size and resolution of your monitor, it may be necessary to zoom out in your browser to view the full width of the grouped portlet
- While grouping is applied, only the individual row entries within each group align with the portlet's column headers; not the header rows of the groups
- Column-level sorting works while the portlet is grouped, the sorting applies to the results within each group. In other words, results are re-ordered within each group
- Filtering works while the portlet is grouped, you can filter on any column where filtering is possible
- Grouping persists when you:
 - filter and sort the portlet's contents
 - o print
- Grouping does <u>not</u> persist when you switch between views, patients or time intervals. Grouping also does not persist between sessions



Reorganizing Medications Information

Sorting

Dispensed Date is used for the timeline filter and for default sorting.

- To temporarily change how information is listed, hover over a column header until a down arrow appears. Select the arrow then select from the menu to:
 - a) Sort the column in ascending or descending order
 - b) Show or hide the columns in the list
 - c) Apply a filter to display only certain types of information

Note: These changes apply to the current session only

- 2. To revert to the default sort order:
 - Sort the Dispensed Date column in descending order

Adding/RemovingColumns

To temporarily add or remove columns of information:

- 1. Hover over any column header until a **down arrow** displays and select it
- 2. Select Columns
- Select or deselect the additional columns you wish to add or remove. Note: Additional columns are limited to Therapeutic Class and Sub Classification Name for the Medications portlet

Filtering

To temporarily filter the list by a specific record within a column:

- 1. Hover over the desired column header until a **down arrow** displays and select it
- 2. Hover over Filter
- 3. Enter the text/numbers in the filter text box and click outside of the box
- 4. To remove the filter, hover over the column header again, select the down arrow and remove the check mark beside Filter



ispensed Medicatio	ns							
iroup By None	\checkmark							
Dispensed Date 🗸	Generic Name	Brand Name	 Strength 	Form			Quantity	Est. Days Supp
05 Jul 2017	AZATADINE MALEATE	Optimine		ing			1000	1
01 Feb 2017	PANTOPRAZOLE SODIUM	Ran-Pantoprazole	K↓ Sort Descen	ding	ENT	TAB	20	20
03 Sep 2016	INFLUENZA VACCINE PROGR	Fluviral -15mcg 🥥 Itid	Columns	>	122	Disponsor	l Data	
03 Jun 2016	BISOPROLOL FUMARATE	Mylan-Bisoprolo	- 5					
27 May 2016	Smoking Cessation Program	Smoking Cessation	Filters	>	1			
27 Mar 2016	ACETYLSALICYLIC ACID	Novasen	325mg	ORAL	V	Brand Nar		
01 Mar 2016	MEDICATION REVIEW FOR D	Meds Check			V			
27 Feb 2016	FLUOXETINE	Prozac	10mg	ORAL	1			
0 Feb 2016	ROSUVASTATIN CALCIUM	Crestor	20mg	ORAL				
10 Feb 2016	Sulfamethoxazole-trimethoprim	Teva-Sulfamethoxazole Trimetho	. 400mg & 80mg	ORAL				_
02 Jan 2016	BISOPROLOL FUMARATE	Mylan-Bisoprolol	10mg	ORAL	V			
27 Dec 2015	MedsCheck LTC Annual	Meds Check			V	Pharmacy		
20 Dec 2015	ROSUVASTATIN CALCIUM	Ran-Rosuvastatin	20mg	ORAL	7			
20 Dec 2015	HYDROCHLOROTHIAZIDE	Apo-Hydro 25	25mg	ORAL				
00 Der 2015	DEDTNIN/ODDTL EDRI MINE	Covered	2000	00 11				
a Privacy				2		Therapeu	itic Class	
0 2005-2020 Allso	ipts Healthcare Solutions, Inc	Integrated Patient Record 1	9.2.0		m	Sub Classi	fication N	ame

ledications					Enter filter text.	. 🖶 🗘
Dispensed Medication	s					
Group By None		~				
Dispensed Date 🗸	Generic Name	Brand Name	Strays Supply	Pharmacy 1	Prescriber	Prescriber ID
26 Nov 2017	ERYTHROMYCIN	ILOTYCIN	0.5	Living Spring		4356675
10 Nov 2017	ACETYLSALICYLIC ACID	Novasen	325	Good Life Pharmacy	Z↓ Sort Descending	2355676
07 Jul 2017	Sulfamethoxazole-trim	Teva-Sulfamethoxazo	400	Living Spring Pharmacy	:= Columns	4356675
06 Jul 2017	HYDROCODONE	Tussionex		CR20020601 KAREN'S CLINIC	:= Columns	
05 Jul 2017	AZATADINE MALEATE	Optimine	3 🔿	New Day	Filters	2
02 Jul 2017	Sulfamethoxazole-trim	Teva-Sulfamethoxazo		Good Life Pharmacy	Smith, John	9898/
02 Jan 2017	Acetylsalicylic Acid	Novasen	325	New Day Pharmacy	Dawson, Andrew	4356675
20 Sep 2016	Acetylsalicylic Acid	Novasen	325	New Day Pharmacy	Murray, Sam	2345789
03 Sep 2016	INFLUENZA VACCINE	Fluviral -15mcg/0.5m		Good Life Pharmacy	Smith, John	9898789
02 Jul 2016	Smoking Cessation Pro	Smoking Cessation		Good Life Pharmacy	Newton, Isaac	2355676
03 Jun 2016	BISOPROLOL FUMARATE	Mylan-Bisoprolol	Sm	Good Life Pharmacy	Smith, John	9898789



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Temporary Consent Override for Dispensed Medications in Medications Portlet

When a consent block is in place, the standard warning message and the **Override Consent** button display.

To temporarily override the patient's consent block:

- 1. Inform the patient or substitute decision maker (SDM):
 - Of the reason for overriding consent temporarily
 - That the temporary consent override for DHDR will apply to <u>any other information or portlet where a block</u> <u>has been applied</u>
 - That the patient/SDM may refuse to permit the temporary consent override in DHDR
 - That DHDR information will be displayed for four hours to any authorized ClinicalViewer user at the organization where the temporary consent override occurred
- 2. Select Override Consent
- 3. Select **consent form** to print and complete the hard-copy consent form and obtain signature from the patient/SDM
- Select the first or second choice and fill out SDM information as required. Note: The third and fourth choices, Risk of Harm, are <u>not</u> permitted and will <u>not</u> override the consent block on the Medications portlet
- 5. Select Override Consent and View Patient Record
- 6. The patient's information displays with a warning that the information was previously blocked

COVID-19 Information: Consent Override Notes

- If a patient has blocked access to their DHDR records and a COVID-19 vaccination record is available for that patient, the COVax_{ON} record is also blocked
- When a patient/SDM's consent (with signature) is obtained and a temporary consent override is performed, all available DHDR and COVax_{ON} information is unblocked
- However, at the time of COVID-19 vaccination, if a patient does not consent to share their information, <u>it is not</u> <u>entered</u> into COVax_{ON}. Therefore, a record of the vaccination is not available in COVax_{ON} or DHDR.

Refer to the *Privacy and Security Information Tip Sheet* for further information about consent directives.



