

Electronic Prescribing of Controlled Substances (EPCS) Solution Training Guide



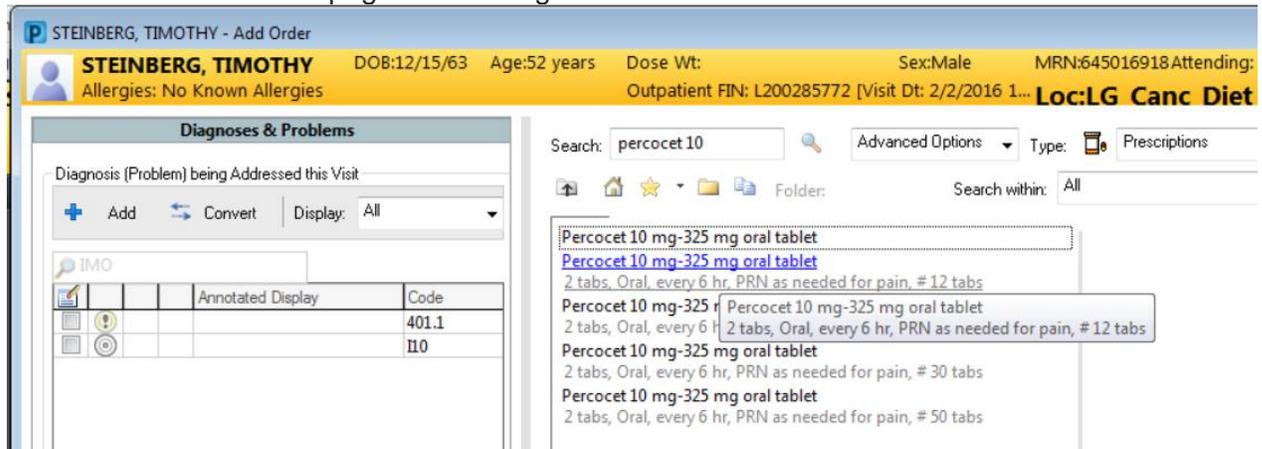
Overview

Overview of Electronic Prescribing of Controlled Substances (EPCS)

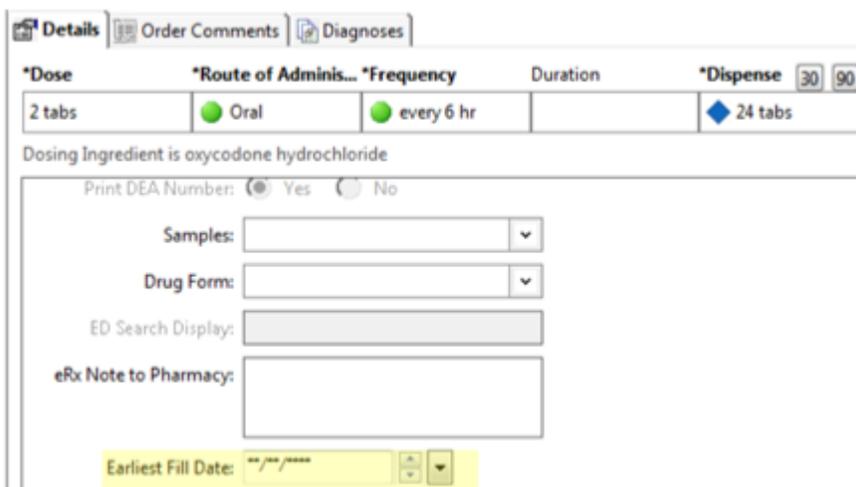
Workflow

There are very few changes with the ePrescribing workflow of controlled substances.

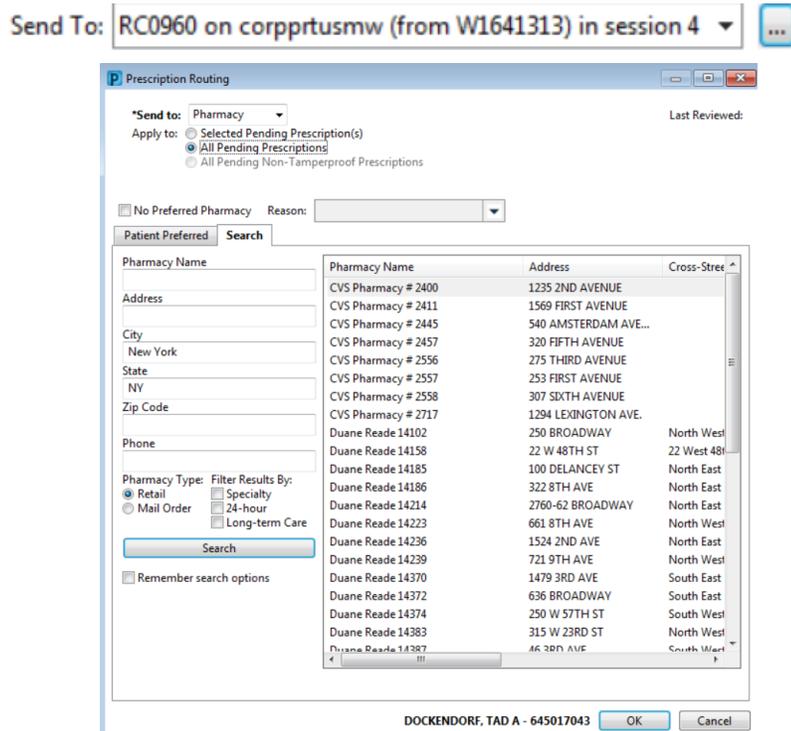
1. Place order from Orders page or Discharge Meds Rec



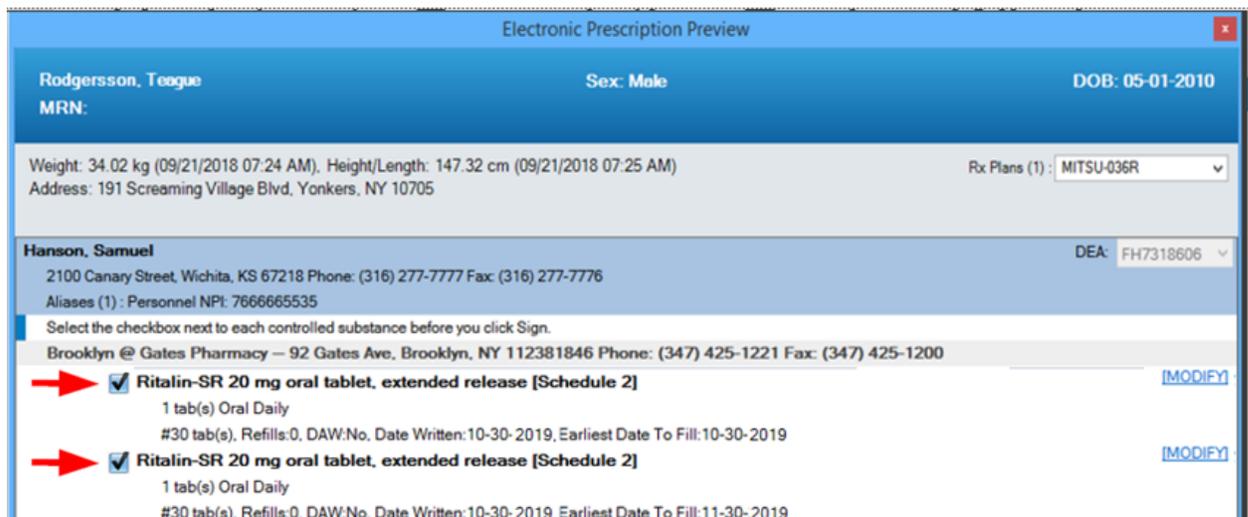
2. Fill out all required order details
 - a. Note: Scheduled meds will now include an “Earliest Fill Date” field. This field can be used for writing multiple schedule II meds to be filled sequentially. This would allow for 3 separate prescriptions to be written, each for a 30-day supply



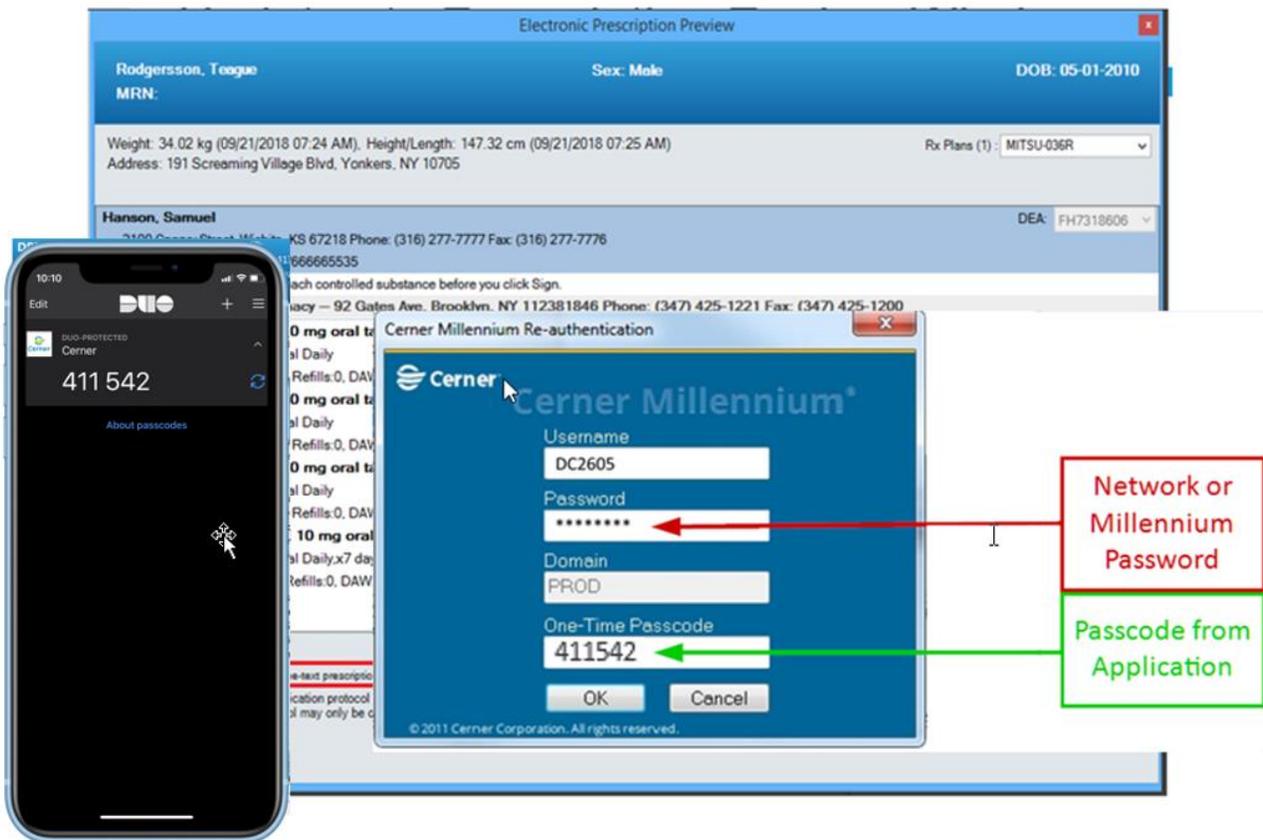
3. Verify the pharmacy is selected in the Send To field.
 - a. If patient preferred pharmacy is not enabled for EPCS, the pharmacy will not show in the Send To field.
 - b. An EPCS enabled pharmacy can be searched for by selecting the ellipses and searching for a local pharmacy. Only EPCS pharmacies will display in the search results when ordering a controlled substance.



4. Sign the prescription. The Electronic Prescription Preview window will appear with the list of medications that are being ePrescribed. **Select the checkbox by each controlled substance before being allowed to sign the Electronic Prescription Preview window.**



5. Complete the Two-Factor Authentication Workflow using DUO
 - a. **Token Workflow**
 1. Enter Network Password and six digit code from DUO Authenticator application on smartphone



Monthly EPCS Activity Report (see next page)

Providers will receive a monthly Message Center report listing all controlled substances that were prescribed electronically. Please review the report for any fraudulent activity (Ex: A controlled substance prescription is showing on the report for a patient you did not prescribe for). If any fraudulent activities are identified, these must be reported to Cerner and the DEA within one business day of discovery.

Inbox Summary | General Messages

Communicate | Open | Reply | Reply All | Forward | Delete | Message Journal | Select Patient | Select All | Patient Match

Assigned	Create Date	D.	From	Patient Name	Priority	Status	Subject	To
	10/12/2016 10:39:07		Castellano, Connor			Pending	EPCS Reporting from January 1, 2015 12:00:00 AM CST to January 31, 2015 11:59:59 PM CST (Do not reply)	Castellano, Co...

Display: Last 90 Days

- Inbox Items (1)
 - Documents
 - Results
 - Orders
 - Messages (1/1)
 - General Messages (1/1)
 - Results FYI
- Work Items (0)
- Saved Documents
- Documents to Dictate
- Reminders
- Notifications
 - Sent Items
 - Trash
 - Notify Receipts

General Messages | General Messages: |

Reply | Reply All | Forward | Delete | Print | Mark Unread | Inbox View | Summary View | Launch Orders

From: Castellano, Connor
 Sent: 10/12/2016 10:39:07 CDT
 Subject: EPCS Reporting from January 1, 2015 12:00:00 AM CST to January 31, 2015 11:59:59 PM CST (Do not reply)
 To: Castellano, Connor

Caller:
 Action:
 Due:
 Target Document Type: Phone Message/Call

EPCS Reporting from January 1, 2015 1...

<Add Text>

See Attachment

Save | Save to Chart | Reject All | Accept All | Accept All and Next

EPCS Reporting from September 1, 2016 12:00:00 AM CDT to September 30, 2016 11:59:59 PM CDT (Do not reply)

Prescriber EPCS Activity Report

Prescriber Id	Prescriber Last Name	Prescriber First Name	Prescriber Address Line 1	Prescriber Address Line 2	Prescriber City	Prescriber State	Prescriber Zip Code	DEA Number	Patient Id	Patient Last Name
1020971	Test	Physician2	450 E 23rd St		Fremont	NE	68025	NE1234555	7273129	Swift
1020971	Test	Physician2	450 E 23rd St		Fremont	NE	68025	NE1234555	7273130	Kyle
1020971	Test	Physician2	450 E 23rd St		Fremont	NE	68025	NE1234555	7273129	Swift

EPCS Reporting from September 1, 2016 12:00:00 AM CDT to September 30, 2016 11:59:59 PM CDT (Do not reply)

Patient First Name	Patient Address Line 1	Patient Address Line 2	Patient City	Patient State	Patient Zip Code	Patient Date of Birth	Prescription Id	Prescription Name
Johnathan	99238 Vertigo Lane		Minneapolis	MN	55427	1979-10-24	198197501	OxyCONTIN 10 mg oral tablet, extended release
Selena	23230 Port		South Arlington	OH	44306	1966-10-11	198197949	OxyCONTIN 80 mg oral tablet, extended release
Johnathan	99238 Vertigo Lane		Minneapolis	MN	55427	1979-10-24	198197481	OxyCONTIN 80 mg oral tablet, extended release

EPCS Reporting from September 1, 2016 12:00:00 AM CDT to September 30, 2016 11:59:59 PM CDT (Do not reply)

Prescription Dispensed Quantity	Prescription Directions	Prescription Date Written	Prescription Earliest Fill Date	Prescription Type	Prescription Number Of Refills	Prescription Pharmacy Note	Prescription Status
ase 60	1 tab(s) PO q12hR	2016-09-27		NEWRX	0		Delivered
ase 60	1 tab(s) PO q12hR	2016-09-28		NEWRX	0		Delivered
ase 120	2 tab(s) PO q12hR	2016-09-26		NEWRX	0		Delivered