

Saskatchewan Enhanced Prescriptive Authority

March 4

2011

The following document outlines the procedure for adding the 6 enhanced Saskatchewan Prescriptive Authority Service DINs to Kroll. As well, the user guide will show how to fill prescriptions for the Saskatchewan Prescriptive Authority DINs, and how to generate documentation for the services.



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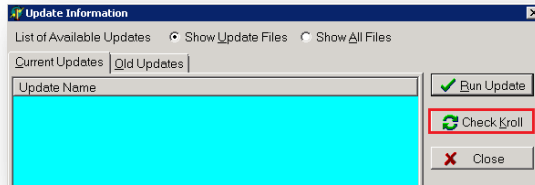
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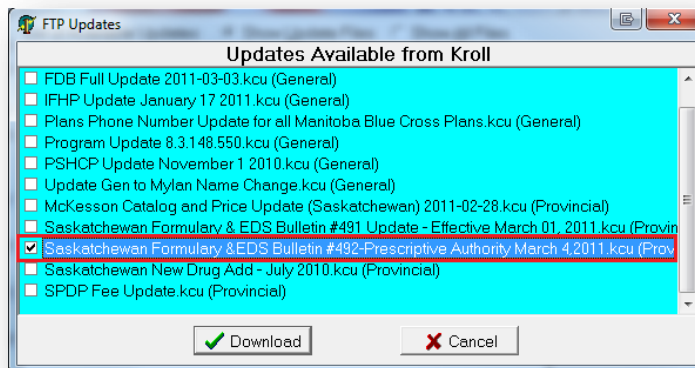
Adding Saskatchewan Prescriptive Authority DINs

In order to add the new enhanced Saskatchewan Prescriptive Authority Service DINs to the Kroll system, the **Saskatchewan Formulary & EDS Bulletin #492 – Prescriptive Authority Update Effective March 4, 2011** must be run as follows:

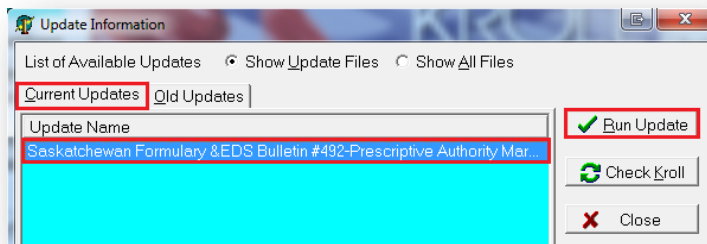
1. From the main computer terminal go to **File → List Program Updates** and click on **Check Kroll**.



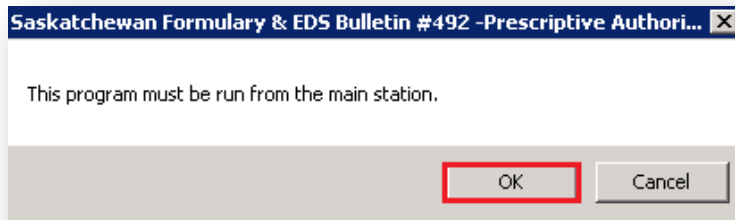
2. Check the entry for **Saskatchewan Formulary & EDS Bulletin #492 – Prescriptive Authority Update Effective March 4, 2011** and click **Download**.



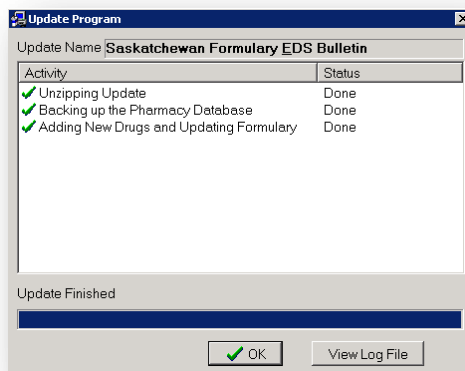
3. Highlight the downloaded **Saskatchewan Formulary & EDS Bulletin #492 – Prescriptive Authority Update Effective March 4, 2011** after it has been downloaded and click **Run Update**.



- Verify that you are running the update from the **main computer station** by clicking **OK**.



- Wait for the update to finish.



- Once the update completes, there should be **6 new Saskatchewan Prescriptive Authority Service DINs** added to the Kroll drug database:

NOTE: Quickly search for all the enhanced prescriptive authority drug cards by doing an F5-Drug Search for "SK".

Search Criteria Mixture Edit Searching By **Brand(Generic) Name (Adv)**

sk Advanced **6** Records Found

#	Brand Name	Generic Name	Strength	Pack Size	DIN	Form	Mfr
1	SK Enhanced Prescriptive Authority	Interim Supplies		1	00951077		
2	SK Enhanced Prescriptive Authority	Unable To Access Supplies		1	00951078		
3	SK Enhanced Prescriptive Authority	Emergency Situation		1	00951079		
4	SK Enhanced Prescriptive Authority	Missing Information		1	00951080		
5	SK Enhanced Prescriptive Authority	Dosage Form		1	00951081		
6	SK Enhanced Prescriptive Authority	Drug Reconciliation		1	00951082		

7. Note that the “SK Enhanced Prescriptive Authority” drug cards look slightly different from “regular” drug cards because it is set as **Fee for Service**; therefore, the **Ordering**, **UPCs**, **Counselling** and **Kroll Care** tabs will be missing.

The screenshot shows a software interface for managing drug cards. The top section contains fields for Name, Generic, Description, Equivalent To, Location, PDIN, Strength, Form, Route, and Manufacture. The Name field is set to "SK Enhanced Prescriptive Authorit" and the PDIN is "00951081". The Sched is set to "1 (Schedule 1 [F])". The Generic field is "Interim Supplied". The Strength and Form fields are empty. The Route is "Not Set". The Manufacture field is empty. The Price Group is "Sask Fee for S". The Class field is empty. The Comments section is empty. The Groups section is empty. The Packs section is active, showing a table with one pack. The table has columns for Purchase, Not Used, SK (Max), SK (Lowest), and Quick Code. The Purchase value is \$0.00, Not Used is \$6.00, and SK (Max) is \$0.00. The SK (Lowest) and Quick Code fields are empty. The Active checkbox is checked. The Only allow manual price changes checkbox is unchecked. The interface is highlighted with various colors (green, red, cyan) to indicate specific areas of interest.

Generating Documentation for Saskatchewan Prescriptive Authority Service Prescriptions

All Level 1 Prescriptive Authority services must be documented in accordance with **the Pharmacist Assessment Record (PAR)** requirements. Pharmacist must record the prescription on PIP; in the case of an out-of-province patient, pharmacists can document and file a manual hard copy of the PAR.

Requirements of a PAR as defined by the Saskatchewan College of Pharmacist bylaws must include:

- Date of prescription
- Name and Address of person the prescription is for.
- Proper name, common name or brand name, strength, dosage, quantity of prescribed drug, and instructions for use
- Prescribing pharmacists name
- Rational for prescribing

The PAR requirements may be fulfilled by completing a PIP generated prescription and including the rationale to prescribe in the SIG instructions (please refer to the Saskatchewan College of Pharmacists **Level I Prescriptive Authority Services Pharmacist Guide** for more information). Alternatively, pharmacists may complete a manually generated version of the PAR (please view the Saskatchewan College of Pharmacist's document, **Pharmacist Assessment Record Template**, at http://napra.ca/Content_Files/Files/Saskatchewan/PharmacistAssessmentRecordTemplate.pdf).

As a third option, a Kroll Report is also available meeting the requirements of a pharmacist assessment record. Generate the report as follows:

1. Bring up the prescription you are going to do a prescriptive authority service for.
2. Copy the prescription to a new number by going to **Rx** → **Copy Rx**.
3. From the New Rx go to **Reports** → **Pharmacist Prescription Adaptation**. The **Original Rx Information** tab will be populated with information from the copied prescription.

Pharmacist Prescription Adaptation
File Ver 8.6.237.430

Original Rx Information | Comments | Options

Original Prescription Date: 02/03/2011
Original Rx Number: 1000294

Drug: Apo-Venlafaxine XR 150mg [F2] [Del]

Doctor: Dr. Kroll, physician [F2] [Del]

Sig: *1C
Disp Qty: 30

TAKE 1 CAPSULE ONCE A DAY

Printer: [Printer Name] Copies: 1
Tray: [Tray Name] Collate Duplex

Restore Defaults [Print] Preview [Close]

4. Change the name of the **Doctor** to the pharmacist that is performing the prescriptive authority service. Make any changes to the **SIG**, **Drug**, or **Disp Qty** fields if necessary.

Pharmacist Prescription Adaptation
File Ver 8.6.237.430

Original Rx Information | Comments | Options

Original Prescription Date: 02/03/2011
Original Rx Number: 1000294

Drug: Apo-Venlafaxine XR 150mg [F2] [Del]

Doctor: Dr. Kroll1, Pharmacist [F2] [Del]

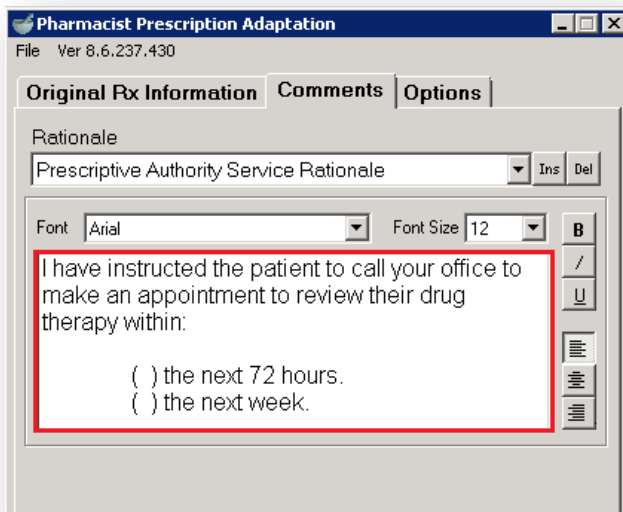
Sig: *1C
Disp Qty: 30

TAKE 1 CAPSULE ONCE A DAY

Printer: [Printer Name] Copies: 1
Tray: [Tray Name] Collate Duplex

Restore Defaults [Print] Preview [Close]

- Click on the **Comments** tab of the report.
- In the **Comments** field, type the following:



- Click **Print** or **Preview** to see the report.

Pharmacist Prescription Adaptation

To: Dr. Kroll1, Pharmacist
SK

From: SK
Pharmacist: Dr. Kroll, physician

Patient: Kroll, BB
DOB: 14-Jul-1958

SK
Tel:

CONFIDENTIAL

Pharmacist Prescription Adaptation Printed on: 07/03/2011 11:01:25

Original Prescription Information Rx Num: 1000294 Prescription Date: 02/03/2011

Qty	Brand Name	Generic Name
30	Apo-Venlafaxine XR 150mg CAP	Venlafaxine Hcl

Directions: TAKE 1 CAPSULE ONCE A DAY

Adapted Prescription Information Adaptation Date: 07/03/2011

Qty	Brand Name	Generic Name
30	Apo-Venlafaxine XR 150mg CAP	Venlafaxine Hcl

Directions: PRESCRIPTIVE ADAPTATION SERVICE RX

Rationale for Adaptation (including instructions to patient and follow-up plan)
I have instructed the patient to call your office to make an appointment to review their drug therapy within:

() the next 72 hours.
() the next week.

Pharmacist
Dr. Kroll, physician

07/03/2011
Date

Doctor
Dr. Kroll1, Pharmacist

07/03/2011
Date

Billing an Rx for an Saskatchewan Prescriptive Authority Service DIN

From the F12-Filling Screen in Kroll, fill out the following:

NOTE: The billing of the SK prescriptive authority fee is separate from the billing of the actual medication. Fill the medication portion as you would for “regular” Rxs.

1. **Patient:** Enter the patient receiving the prescriptive authority service.
2. **Drug:** Enter the applicable Saskatchewan Prescriptive Authority DIN.
3. **Doctor:** Enter the name of the pharmacist who performed the prescriptive authority service.
4. **SIG:** Enter the type of prescriptive authority service Rx being filled (e.g. Interim Supplies, Emergency Situation, etc).

The screenshot shows the Kroll F12-Filling Screen with the following data:

New Rx Pending Adj		First Fill: 07/03/11	Last Fill Information: 0 Qty	\$0.00 Init	Lookup	Cancel
Patient Search: Name: Kroll, BB Age: 52 Address: City: Prov: SK Phone: Plan: SPDP Client ID: 105123455 105123455 BB KROLL 19580714 Allergies: Lincosamides, Penicillins, Sulfa (Sulfonamide A) Conditions: Rash and other nons		Drug Search: Brand: SK Enhanced Prescriptive Generic: Interim Supplies Pack: 1 Form Sched 1 SK (Max): \$6.00 OnHand 0 DIN: 00951077 Min Qty 0 No image		Doc Search: Name: Dr. Kroll, Pharmacist Address: Phone: Lic#: D9993		
Plans: Pricing Dates Comments Indications Workflow Mjsc Rx Plans: SPDP Plan Pays: Not Adjud. Extra Info (F2 Edits): Cash: Unknown Deduct: \$0.00 (More Plans Available)		Sig: INTERIM SUPPLIES - PRESCRIPTIVE AUTHOF INTERIM SUPPLIES - PRESCRIPTIVE AUTHORITY RX		Unit Dose (Ctrl-U): Disabled Warnings: No PIP plan for this patient This is a Fee for Service Prescription		
Days: 1 Prod Sel: 3 - Pharmacia O/W: Labels: 1 F2		Init: KC Auth Qty: 1 1 Disp Qty: 1 Refills(+): Rem Qty: 1 1 Days: 1 G.P. %: 100 Cost: \$6.00 Markup: \$0.00 Fee: \$0.00 Total: \$6.00				

5. Bill the prescription to **SPDP** for payment of the service.

This close-up screenshot shows the Rx Plans section of the software interface:

Plans	Pricing	Dates	Comments	Indications	Workflow	Mjsc
Rx Plans	Plan Pays	Extra Info (F2 Edits)		Next Qty	Min Interval	Days
SPDP	Not Adjud.					
Cash	Unknown	Deduct: \$0.00		Lot #		F2
(More Plans Available)						
				Auto Refill	<input type="checkbox"/>	
				Rx Comments (0)		

6. Press **F12-FII Rx** to adjudicate the prescription.

IMPORTANT: If your Kroll software is integrated with PIP, users must log into the PIP GUI website and create the prescription as per the **Level I Prescriptive Authority Services Pharmacist Guide**. Subsequently, back in Kroll, the user must access the **Patient Network Profile**, highlight the newly created Network Rx and download it to local by choosing **Create Local Rx** from the **Extra Functions** option.

NOTE: Prescriptive authority service prescriptions bypass the SKPIP plan and are NOT adjudicated to PIP through Kroll.