Methadone Dispensing

Ontario

TELUS | Health

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Methadone Dispensing – Ontario

This user guide explains how to create Methadone drug records and how to fill Methadone prescriptions according to Ontario requirements.

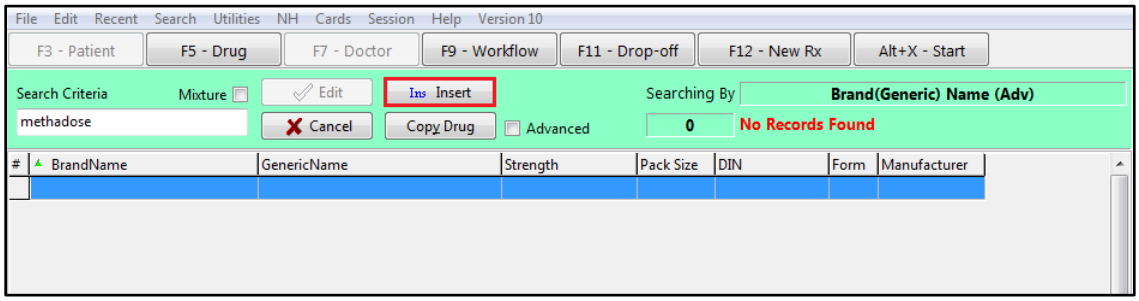
Mixture Setup

Setting up the Methadone (Cherry Flavour) Drug Card

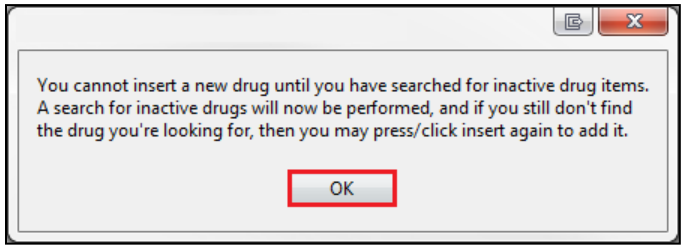
1. Select **F5 - Drug** from the **Alt-X - Start** screen.

2. Perform a drug search to ensure the stock solution has not already been inserted.

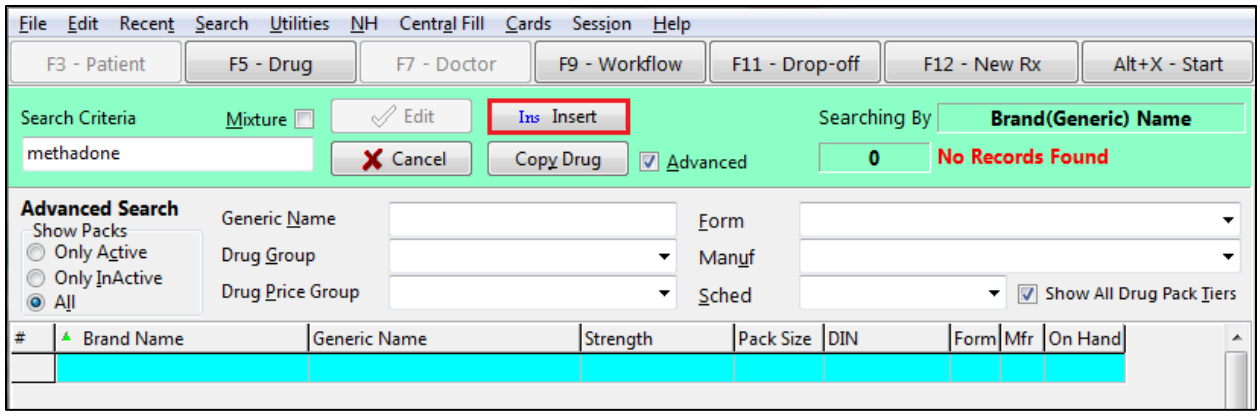
3. The **Insert** button will become active. Click **Insert** or press the **Insert** key on your keyboard.



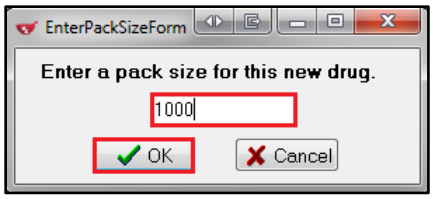
4. A prompt will appear indicating an inactive drug search will be executed. Click **OK**.



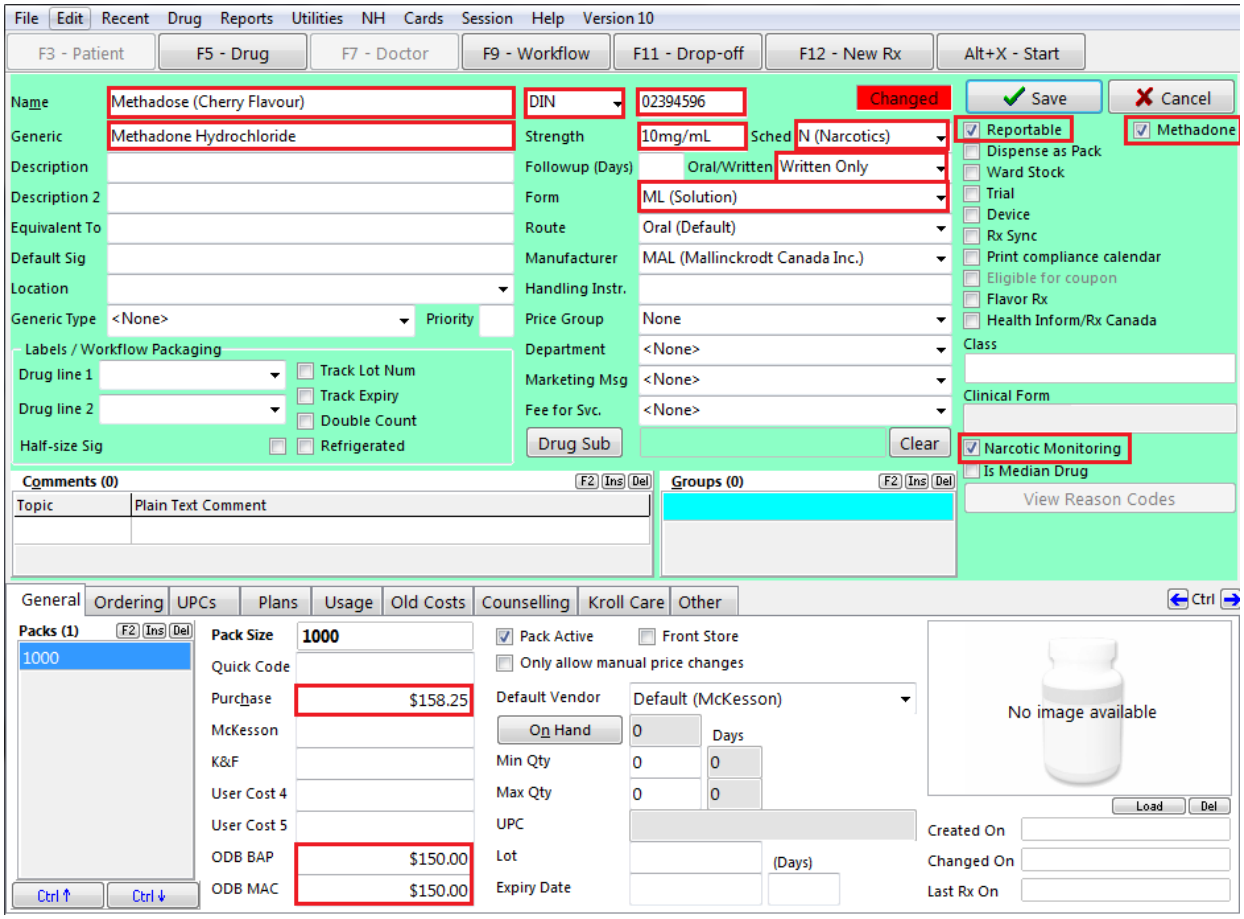
5. If no inactive drug items were found, click **Insert** or press the **Insert** key on your keyboard to create a new drug record.



6. The **Enter Pack Size Form** will appear. Set the pack size. Click OK.



7. A blank drug card will appear. Enter as much information as possible. Required fields are described below.



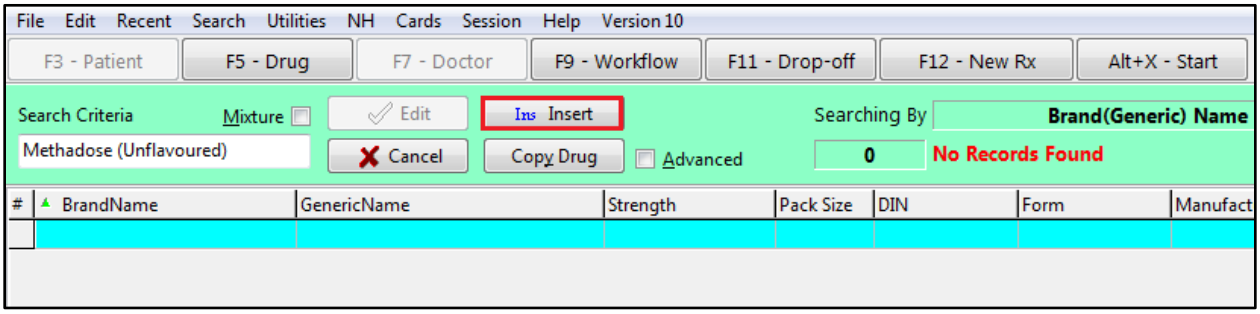
- **Name**: Enter a descriptive name of the drug.
- **DIN**: Enter the DIN associated with the drug.
- **Sched**: Select **N (Narcotic)**.
- **Generic**: Enter the generic name of the drug.
- **Oral/Written**: Select **Written Only**.
- **Form**: Select **ML (Solution)**.
- Enable the **Reportable**, **Methadone**, and **Narcotic Monitoring** flags.
- Enter the purchase cost in the **Purchase** field (**General** tab).
- Enter the ODB BAP/MAC costs in the **ODB BAP** and **ODB MAC** fields (**General** tab).

8. Click **Save**.

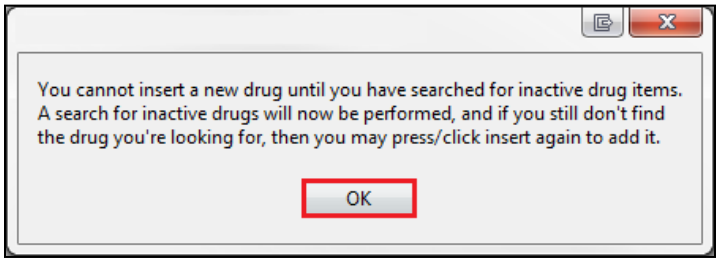
Setting up the Methadone *(Unflavoured)* Drug Card

A separate drug record must be created for each unique methadone solution (DIN). Follow the same steps and create a second drug card for the Methadone (Unflavoured) solution as shown below for demonstration purposes.

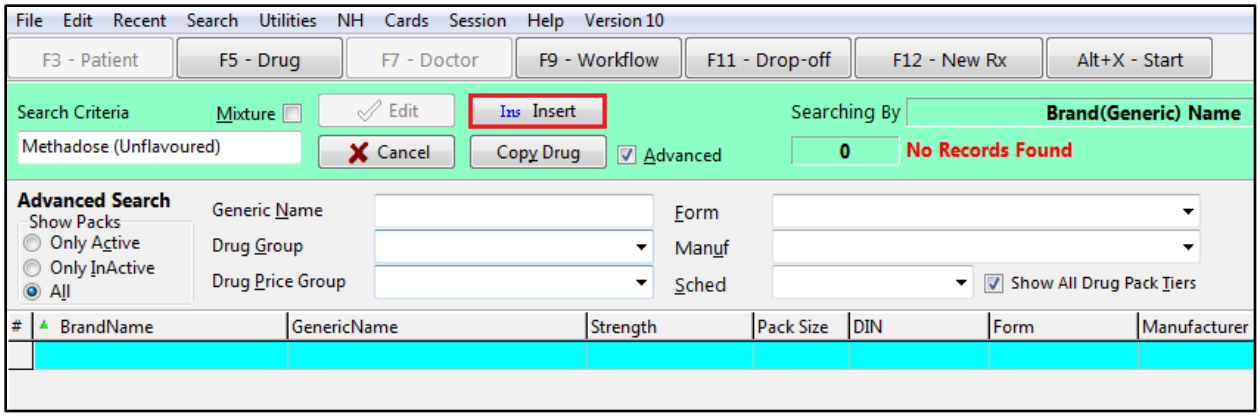
1. Select **F5 - Drug** from the **Alt-X - Start** screen.
2. Perform a drug search to ensure the drug card has not already been inserted.
3. The **Insert** button will become active. Click **Insert** or press the **Insert** key on your keyboard.



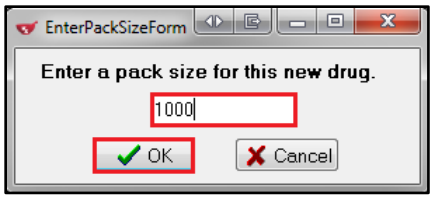
4. A prompt will appear indicating an inactive drug search will be executed. Click **OK**.



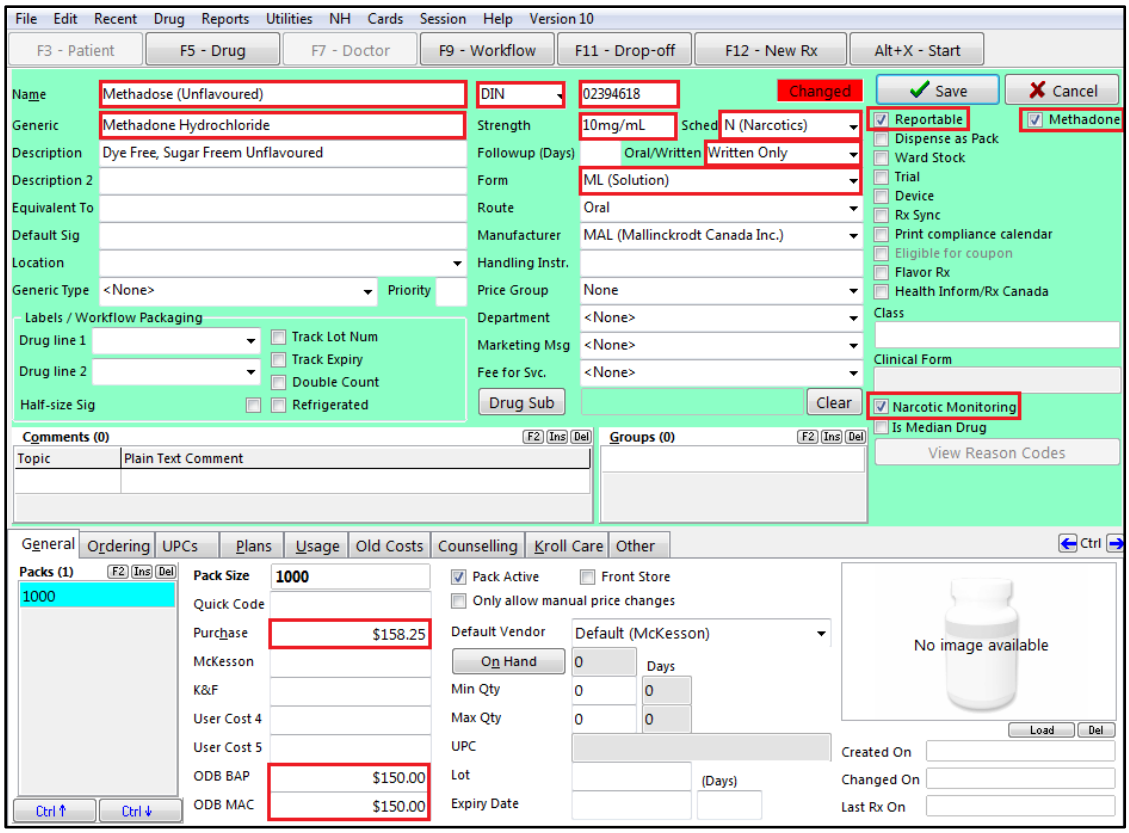
5. If no inactive drug items were found, click **Insert** or press the **Insert** key on your keyboard to create a new drug record.



6. The **Enter Pack Size Form** will appear. Set the pack size. Click **OK.**



7. A blank drug card will appear. Enter as much information as possible. Required fields are described below.



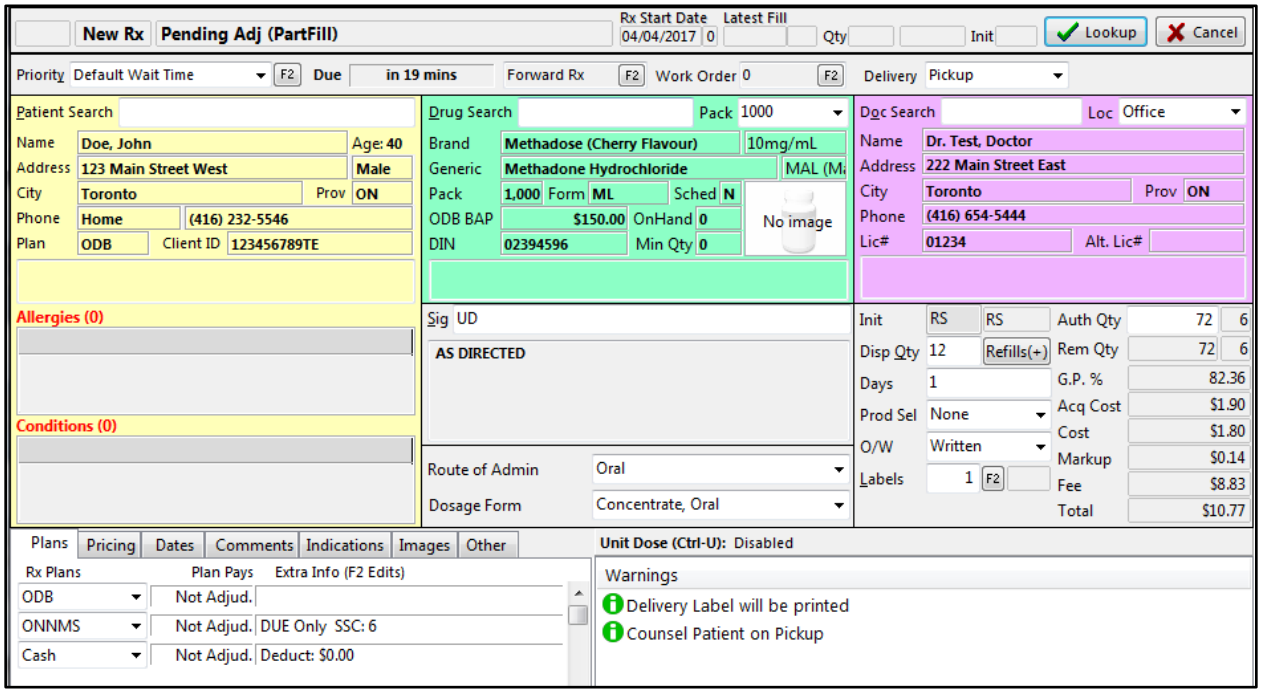
- **Name**: Enter a descriptive name the drug.
- **DIN**: Enter the DIN associated with the drug.
- **Sched**: Select **N (Narcotic)**.
- **Generic**: Enter the generic name of the drug.
- **Oral/Written**: Select **Written Only**.
- **Form**: Select **ML (Solution)**.
- Enable the **Reportable**, **Methadone**, and **Narcotic Monitoring** flags.
- Enter the purchase cost in the **Purchase** field (**General** tab).
- Enter the ODB BAP/MAC costs in the **ODB BAP** and **ODB MAC** fields (**General** tab).
- Click **Save**.

Methadone Prescription Filling

When filling a Methadone prescription, the dispensed quantity should reflect the number of millilitres of Methadone that the patient was prescribed. In the example below, a prescription for 12mL of Methadone (12mL x 10mg/mL = 120mg) is being dispensed.

1. Select **F12 - New Rx** from the **Alt+X - Start** screen.

2. A blank **F12** screen will appear.



- Search for and select the patient.
- Search for and select the Methadone drug card.
- Search for and select the doctor.
- Enter a sig.
- Enter the **Disp Qty** (in milliliters) and **Days** supply. If the patient is permitted additional carries, click **Refills** and enter the number of carries the patient has been prescribed. See the Enabling Methadone Carries section for additional information.
- Select **Written** from the **O/W** list.
- Enter any other pertinent information.

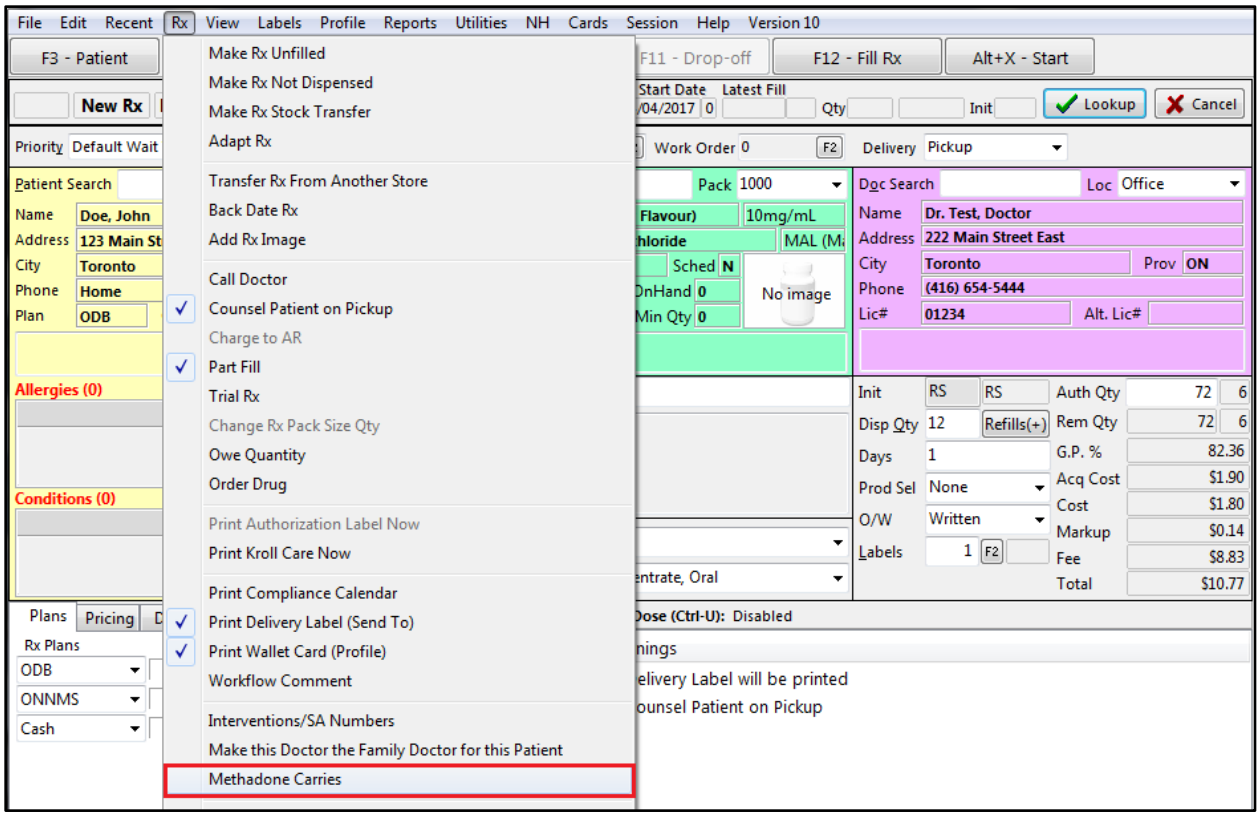
3. Click **F12 - Fill Rx**.

Filling Methadone Carries

If the patient is permitted to take home additional drinks that do not require a pharmacist to witness consumption, Methadone carries can be configured via the F12 filling screen. Note that if you are filling for only one drink, this option does not need to be enabled.

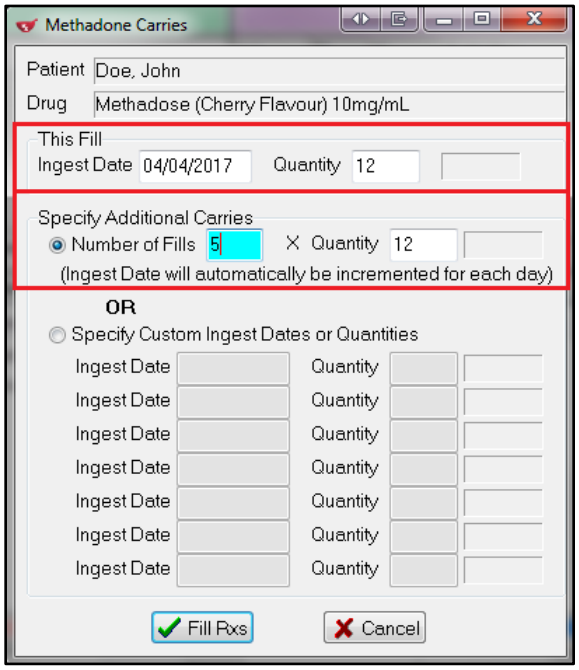
1. Call up or create a new Rx.
2. Select **Lookup** (if new Rx).

3. Select **Rx** > **Methadone Carries**.

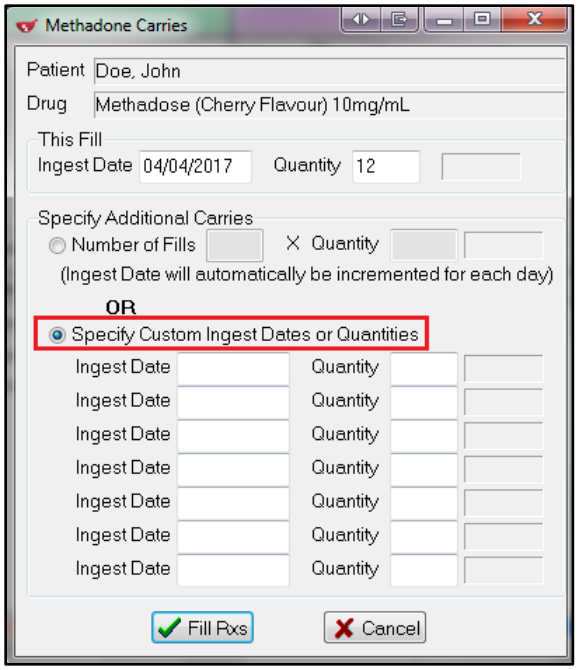


4. The **Methadone Carries** form will appear. In the example below, one witnessed drink (**This Fill** section) and five additional carries (**Specify Additional Carries** section) are being filled.

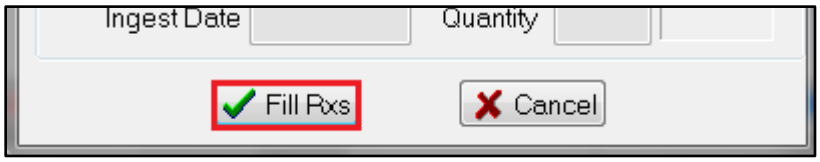
   The ingest date on each label will be automatically incremented for each day beginning with the ingest date listed for **This Fill**.



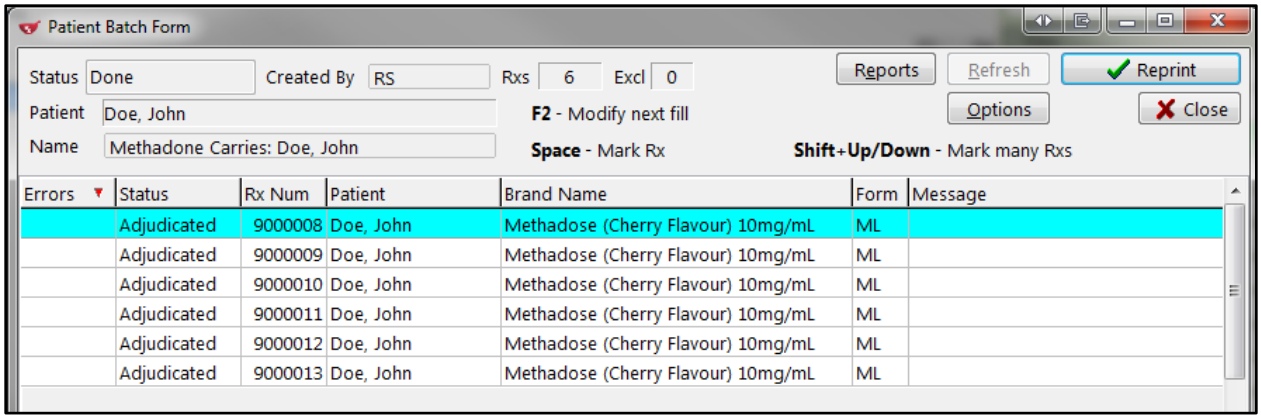
- If the consecutive ingest dates are not correct or if the quantity is not the same for each carry, select Specify **Custom Ingest Dates or Quantities**. This will enable fields where specific dates and quantities can be entered.



5. Click **Fill Rxs** to complete the transactions.



6. The drink and each carry will be automatically processed as separate prescriptions and in sequential order.



7. Each carry will be printed as a separate transaction with its own set of labels. Kroll will automatically insert the UA intervention code for carries (ODB plan only) when the fill date and last fill date are the same.