

Methadone Dispensing

Saskatchewan
Prescription Drug Plan



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Methadone Dispensing - Saskatchewan Prescription Drug Plan

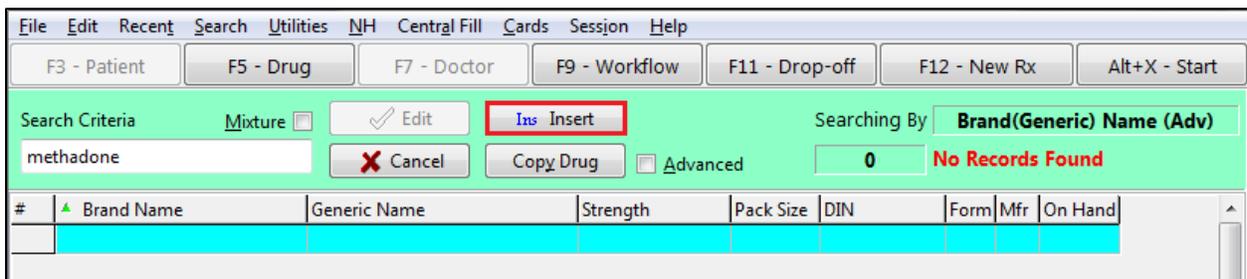
This user guide explains how to create Methadone ingredient drug records, Methadone mixture records, and how to fill Methadone prescriptions to SPDP.

Mixture Setup

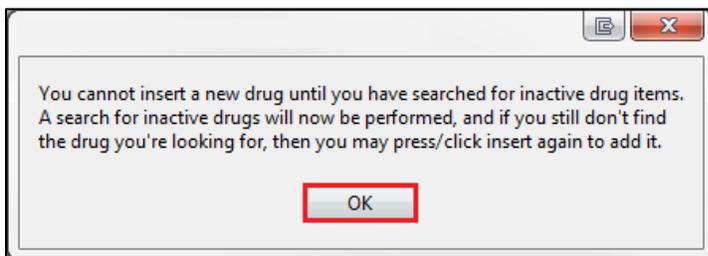
This section explains how to create a drug card for the pre-mixed Methadone stock solution. Typical stock solutions are 5mg/ml, or 10mg/ml of Methadone powder in distilled water.

Setting up the Methadone Stock Solution

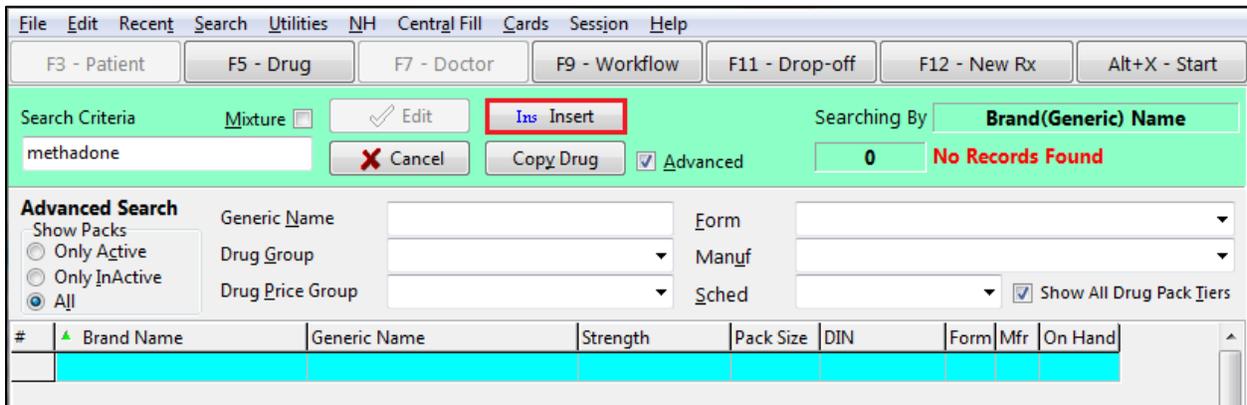
1. Select **F5 - Drug** from the **Alt-X - Start** screen.
2. Perform a drug search to ensure the stock solution has not already been inserted.
3. The **Insert** button will become active. Click **Insert** or press the **Insert** key on your keyboard.



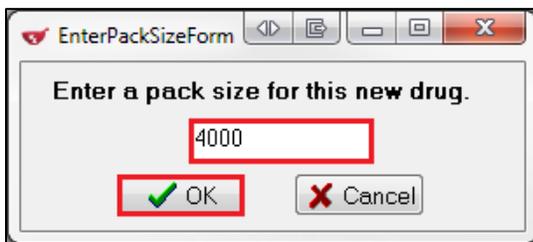
4. A prompt will appear indicating an inactive drug search will be executed. Click **OK**.



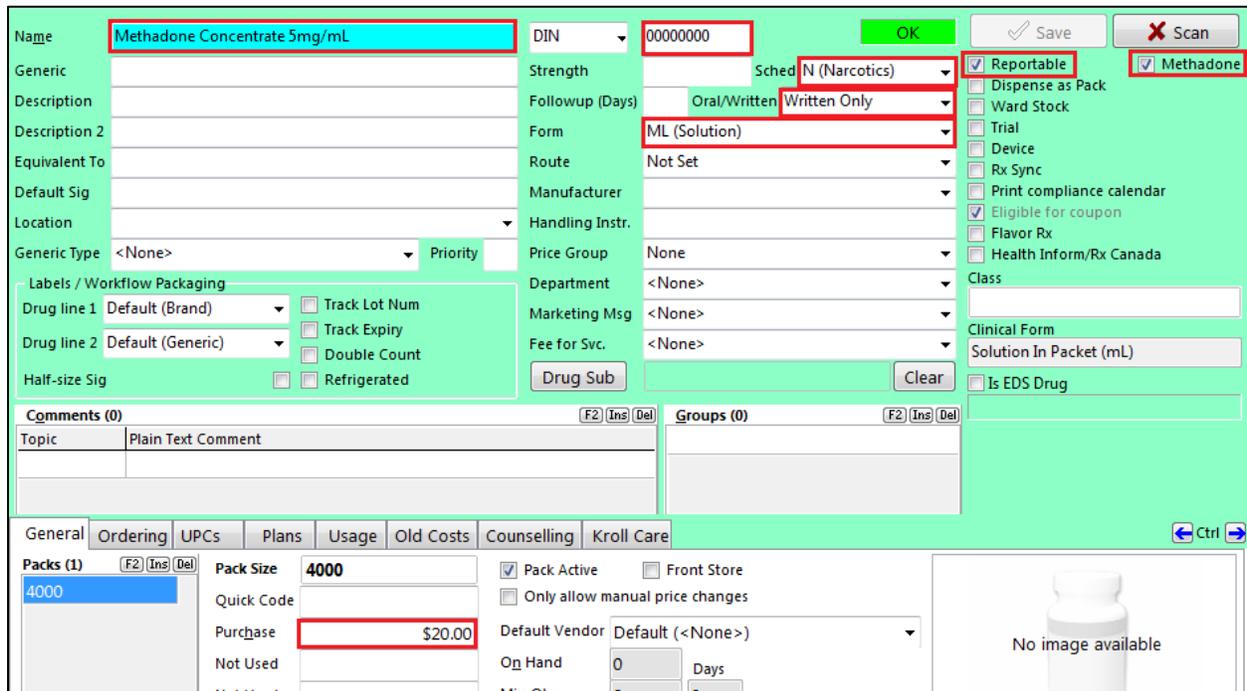
- If no inactive drug items were found, click **Insert** or press the **Insert** key on your keyboard to create a new drug record.



- The **Enter Pack Size Form** will appear. Set the pack size to the size of the stock solution bottle (in milliliters) being used. The actual pack size value can be anything, but the pricing needs to match. Click **OK**.



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



The screenshot shows a software interface for entering drug information. Key fields highlighted with red boxes include:

- Name:** Methadone Concentrate 5mg/mL
- DIN:** 00000000
- Sched:** N (Narcotics)
- Oral/Written:** Written Only
- Form:** ML (Solution)
- Reportable:** Checked
- Methadone:** Checked
- Purchase (General tab):** \$20.00

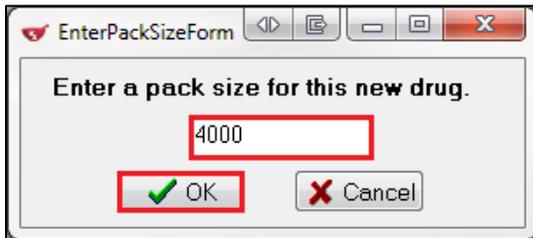
- **Name:** Enter a descriptive name for the drug.
- **DIN:** Enter a DIN of '00000000' (the pseudo DIN will be inserted in the mixture card in a future step).
- **Sched:** Select **N (Narcotic)**.
- **Oral/Written:** Select **Written Only**.
- **Form:** Select **ML (Solution)**.
- Enable the **Reportable**, and **Methadone** flags.
- Enter the purchase cost in the **Purchase** field (**General** tab).

7. Click **Save**.

NOTE: In the example above, the 4000 pack size reflects 4000ml of methadone concentrate at 5mg/ml.

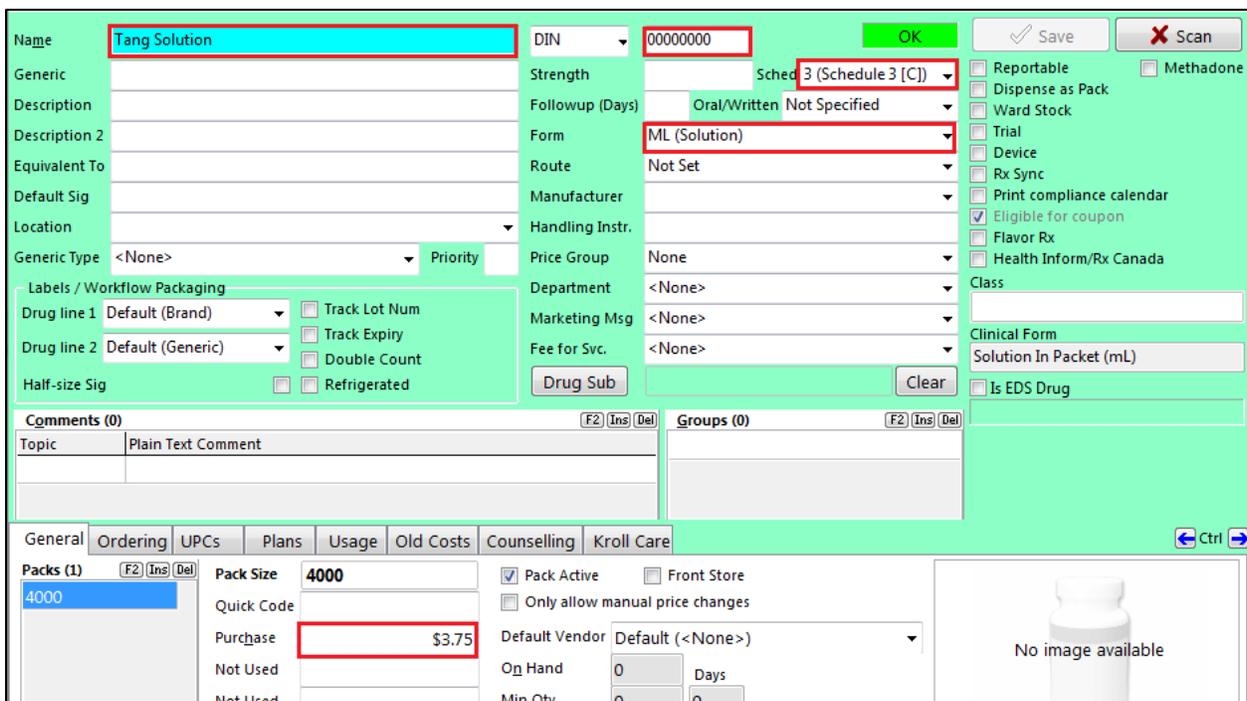
Setting up the Top-off Solution

1. Complete steps 1-5 of the [Setting up the Methadone Stock Solution](#) section.
2. The **Enter Pack Size Form** will appear. Set the pack size to the volume (in milliliters) that is typically used to pre-mix the top-off solution. Click **OK**.



NOTE: In the example above, the 4000 pack size reflects 4000ml of top-off solution.

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



- **Name:** Enter a descriptive name for the solution.
- **DIN:** Enter a DIN of '00000000' as this is not a real drug.
- **Sched:** Select **3 (Schedule 3 [C])**.
- **Form:** Select **ML (Solution)**.

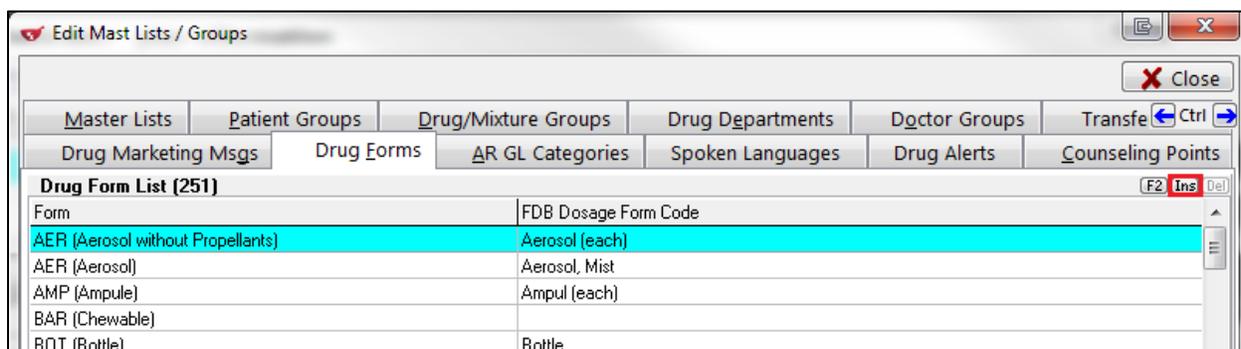
- Enter the purchase cost in the **Purchase** field (**General** tab).

4. Click **Save**.

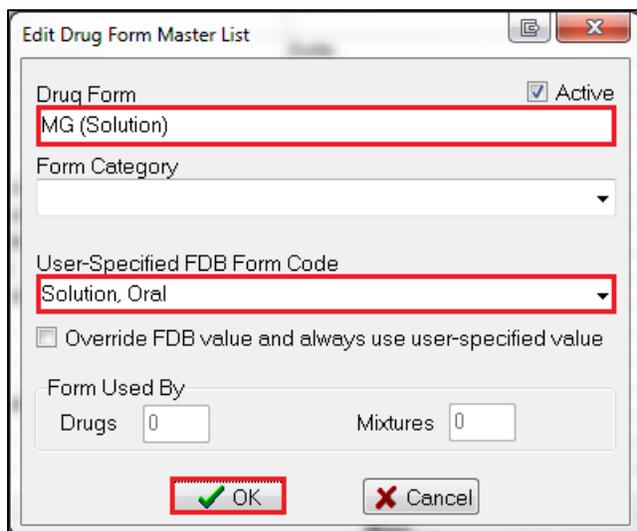
Setting up the Mixture

Inserting the Drug Form

1. Select **Edit > Lists > Drug Forms**. Click **Ins**.



2. The **Edit Drug Form Master List** form will appear.



The screenshot shows the "Edit Drug Form Master List" form with the following fields and values:

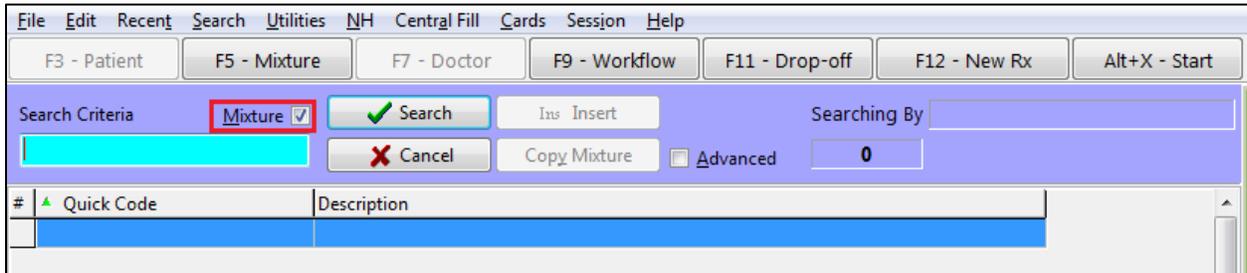
- Drug Form**: MG (Solution) (highlighted with a red box)
- Form Category**: (empty dropdown)
- User-Specified FDB Form Code**: Solution, Oral (highlighted with a red box)
- Override FDB value and always use user-specified value**
- Form Used By**:
 - Drugs: 0
 - Mixtures: 0
- OK** (highlighted with a red box) and **Cancel** buttons.

- Enter **MG (Solution)** in the **Drug Form** field.
- Select **Solution, Oral** in **User-Specified FDB Form Code** dropdown list.

3. Click **OK** to save the changes.

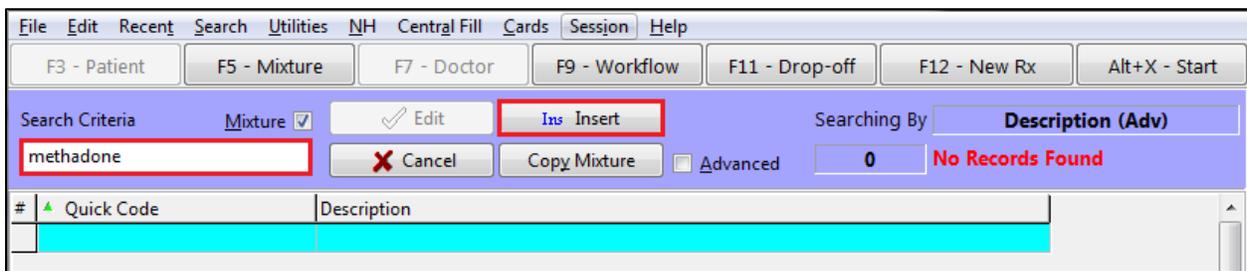
Configuring the Mixture Card

1. Select **F5 - Drug** from the **Alt-X - Start** screen.
2. Check the **Mixture** checkbox to initiate a mixture search.



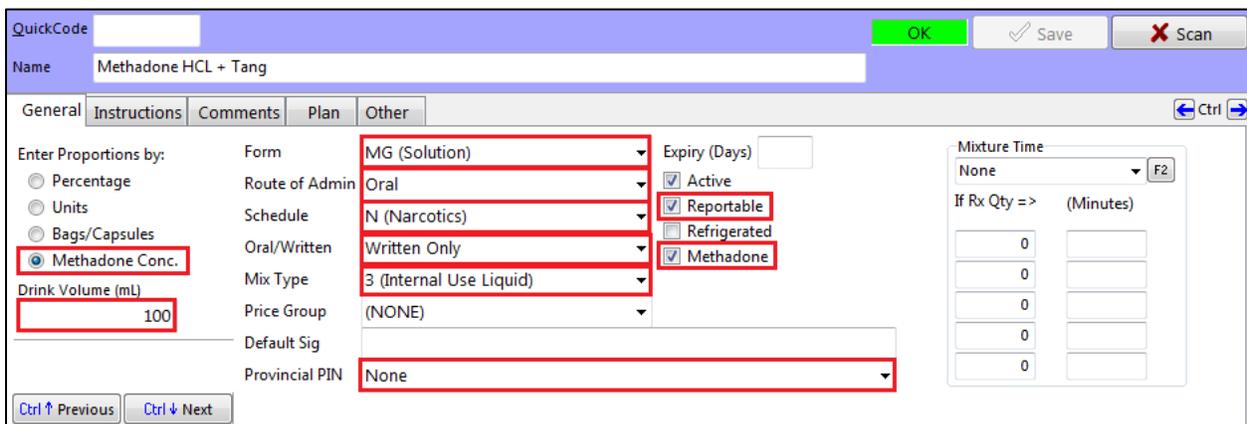
The screenshot shows the 'Search Criteria' section of the software. The 'Mixture' checkbox is checked. The 'Search' button is highlighted with a green checkmark. The 'Searching By' field is empty, and the 'Advanced' checkbox is unchecked. The 'Copy Mixture' button is also visible.

3. Perform a mixture search to ensure the mixture has not already been inserted.
4. The **Insert** button will become active. Click **Insert** or press the **Insert** key on your keyboard.



The screenshot shows the search results for 'methadone'. The 'Insert' button is highlighted with a red box. The search results show 'No Records Found'. The 'Searching By' field is set to 'Description (Adv)'. The 'Advanced' checkbox is unchecked.

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



The screenshot shows the configuration of a mixture card. The 'Name' field is filled with 'Methadone HCL + Tang'. The 'Form' is set to 'MG (Solution)'. The 'Drink Volume (mL)' is set to '100'. The 'Methadone Conc.' radio button is selected. The 'Route of Admin' is set to 'Oral', and the 'Schedule' is set to 'N (Narcotics)'. The 'Mix Type' is set to '3 (Internal Use Liquid)'. The 'Price Group' is set to '(NONE)'. The 'Default Sig' is set to 'None'. The 'Provincial PIN' is set to 'None'. The 'Mixture Time' is set to 'None'. The 'Active', 'Reportable', and 'Methadone' checkboxes are checked.

- **Name:** Enter the complete mixture name.
- Select **Methadone Conc.** from the **Enter Proportions by** list. Enter the **Drink Volume**.
- **Form:** Select **MG (Solution)**.

- **Route of Admin:** Select **Oral**.
- **Schedule:** Select **N (Narcotic)**.
- **Oral/Written:** Select **Written Only**.
- **Mix Type:** Select **3 (Internal Use Liquid)**.
- **Provincial PIN:** Select **None**.
- Enable the **Reportable** and **Methadone** flags.

Once the mixture card has been created, the ingredients that make up the mixture must be added.

Adding the Methadone Concentrate

1. Select **Ins** from the **Components** list.

Components (0)								F2	Ins	Del
DIN	Brand Name	Generic Name	PackSize	Form	Strength	%	Active			

2. Search for and select the [Methadone stock solution](#).

3. The **Compound Component** form will appear.

Compound Component

Name	Methadone Concentrate 5mg/l	DIN	00000000	Schedule	N
Generic		Strength		Price Group	
Description		Form	ML (Solution)		
Equiv. To		Manuf			
Location		Brand/Generic Type		Reportable	Yes
Drug Sub		Class		Dispense as Pack	No
Pack Size	4,000			Interchangeable Priority	
Stock Concentration (mg/mL)	5			<input type="checkbox"/> Bill in multiples of Pack Size	
				<input checked="" type="checkbox"/> Active component for 3rd party	

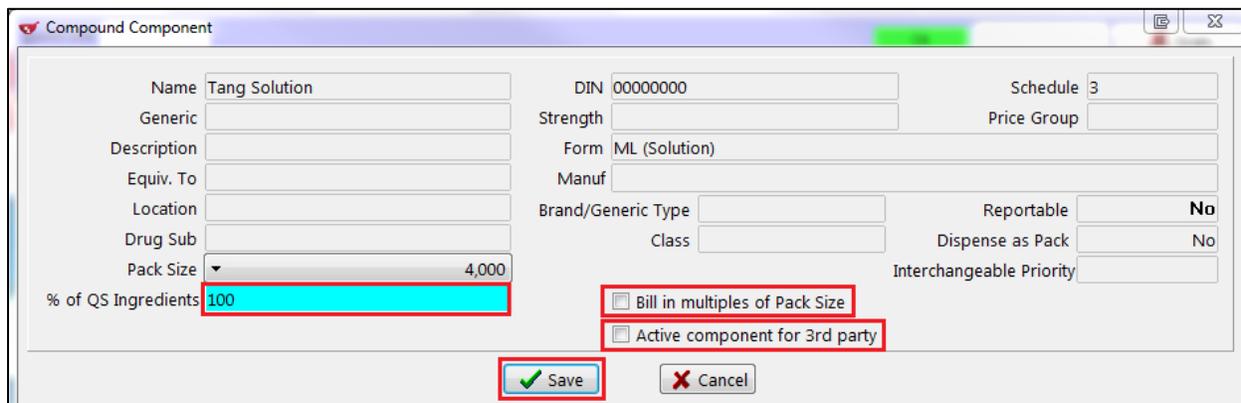
- a) Enter the **Stock Concentration**.
- b) Ensure **Bill in multiples of Pack Size** is unchecked.
- c) Ensure **Active component for 3rd party** is checked.
- d) Click **Save**.

The Methadone concentrate will be added to the **Components** list.

Components (1)								F2	Ins	Del
DIN	Brand Name	Generic Name	PackSize	Form	Strength	Qty	Active			
80000055	Methadone Concentrate		4,000 ML (5mg/mL)		5 mg/mL		Yes			

Adding Supplementary Components

1. Select **Ins** from the **Components** list.
2. Search for and select the [top-off solution](#).
3. The **Compound Component** form will appear.



- a) Set the **% of QS Ingredients** value to the percentage that this ingredient makes up of the top-off liquids. If only one top-off liquid is used, set this value to 100.
- b) Ensure **Bill in multiples of Pack Size** is unchecked.
- c) Ensure **Active component for 3rd party** is unchecked.
- d) Click **Save**.

The supplementary component will be added to the **Components** list.

Components (2)								(F2) Ins Del
DIN	Brand Name	Generic Name	PackSize	Form	Strength	Qty	Active	
00000000	Methadone Concentrate 5mg/mL		4,000	ML (S		5 mg/mL	Yes	
00000000	Tang Solution		4,000	ML (S		100% QS	No	

4. Repeat steps 1-3 for each supplementary compound you want to add to the mixture.
5. Click **Save** to save changes to the mixture card.

Plan Tab

Insert the appropriate pseudo DINs for SPDP (and any other plans) on the plans tab.

QuickCode	METH	OK	Save	Scan		
Name	Methadone HCL + Tang					
General	Instructions	Comments	Plan	Other		
Plans (5)						
Plan Name	Mix Type	Default	Covered	Pseudo DIN	Description	Bill As Pack
IA - Indian Affairs (NIHB)		Yes	Yes	00908835	Addiction	No
SPDP - Saskatchewan Prescription Drug Plan		Yes	Yes	00990043	Addiction	No
SPDP - Saskatchewan Prescription Drug Plan		No	Yes	0090079	Pain Management	No

Methadone Prescription Filling

When filling a Methadone prescription, the dispensed quantity should reflect the number of milligrams of Methadone HCl that the patient was prescribed.

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

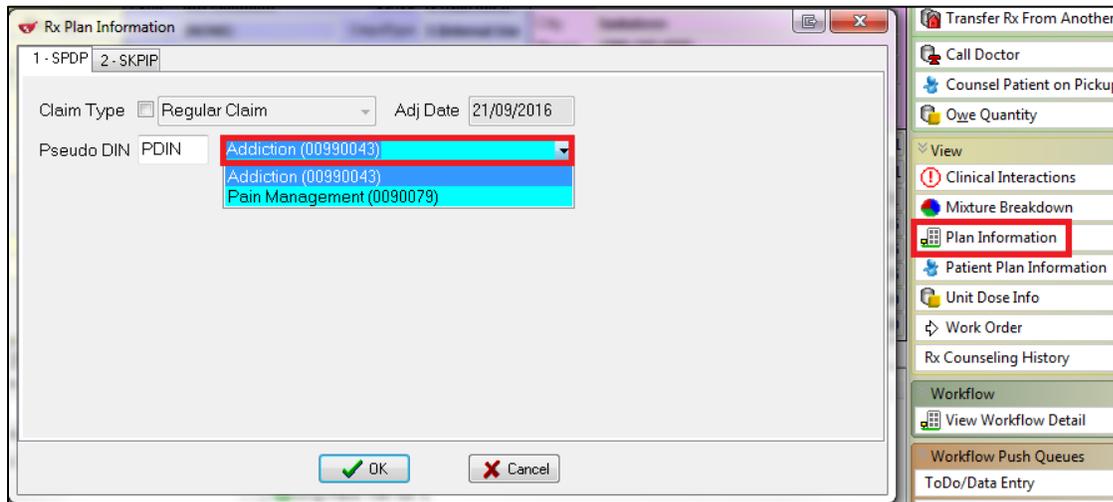
Priority	Default	Wait Time	F2	Due	in 19 mins	Forward Rx	F2	Work Order 0	F2	Delivery	Pickup					
Patient Search			Mixture Search			Doc Search			Loc Office							
Name	Kroll, EE		Age:	56		Name	Methadone HCL + Tang			Name	Dr. Physician, Kroll					
Address	1 Main Street		Female	Form	MG (Solution)		Sched	N (Narcotics)		Address	32 Main Street East					
City	Regina		Prov	SK		PrcGrp	(NONE)		CmpdType	3 (Internal Use)		City	Saskatoon			
Phone	Home	(306) 221-5546		Plan	SPDP		Client ID	105123307		Phone	(306) 565-6565		Prov	SK		
Allergies (1)	No Known Drug Allergies		Sig			DRINK 75MG PO DA UD			Init			KRL	KRL	Auth Qty	75	1
Conditions (1)	*** NO KNOWN CONDITIONS ***		DRINK 75MG ORALLY DAILY AS DIRECTED			Route of Admin			Disp Qty			75	Refills(+)	Rem Qty	75	1
			Dosage Form			Solution, Oral			Days			1	G.P. %	98.71		
									Prod Sel			3 - Pharmacia	Acq Cost	\$0.15		
									O/W			Written	Cost	\$0.15		
									Labels			1	F2	Markup	\$0.05	
												Fee	\$11.40			
												Total	\$11.60			

- a) Search for and select the patient.
- b) Search for and select the **Methadone HCL + Tang** drug mixture.

NOTE: You must check the **Mixture** flag in the **F5 - Drug** search screen to search for mixture records.

- c) Enter a sig.
- d) Enter the **Disp Qty** (in milligrams) and **Days** supply.
- e) Select **Written** from the **O/W** list.

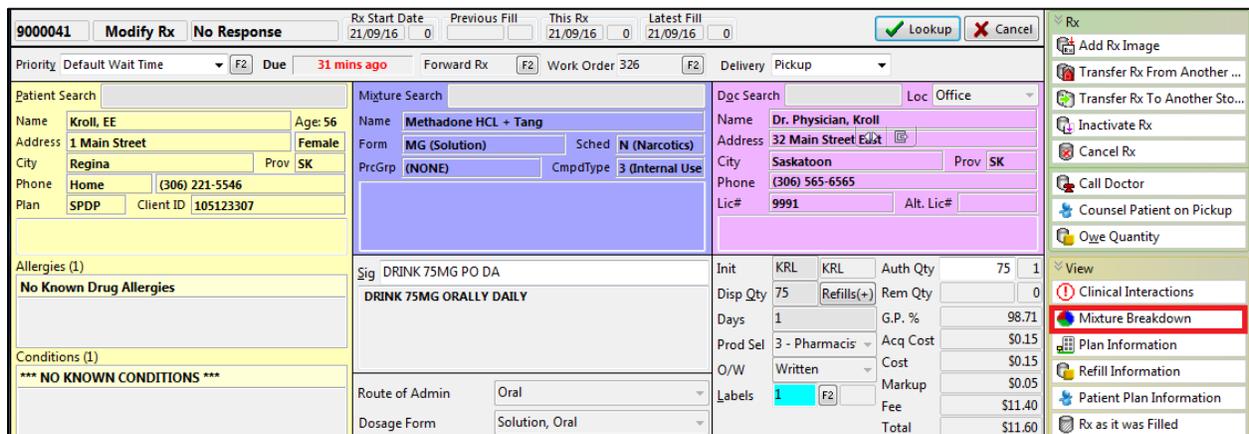
- f) Select **Plan Information** from the right navigation pane and select the **Pseudo DIN** for **SPDP**.



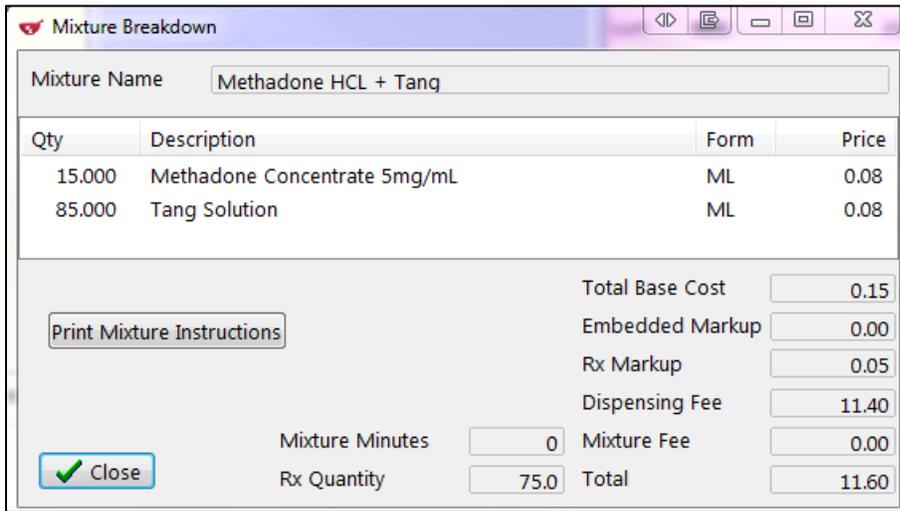
- g) Enter any other pertinent information.
- h) Click **F12 - Fill Rx**.

Viewing the Mixture Breakdown

1. Call up the Rx.
2. Select **Mixture Breakdown** from the right navigation pane.



3. The **Mixture Breakdown** form will appear displaying a cost breakdown for the mixture.



Mixture Name: Methadone HCL + Tang

Qty	Description	Form	Price
15.000	Methadone Concentrate 5mg/mL	ML	0.08
85.000	Tang Solution	ML	0.08

Total Base Cost
 Embedded Markup
 Rx Markup
 Dispensing Fee
 Mixture Minutes Mixture Fee
 Rx Quantity Total

4. Click **Print Mixture Instructions** to generate a mixture breakdown printout, or click **Close** to exit the **Mixture Breakdown** form.