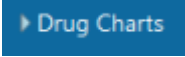

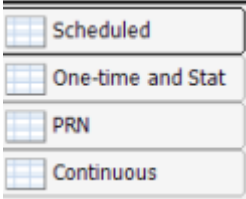
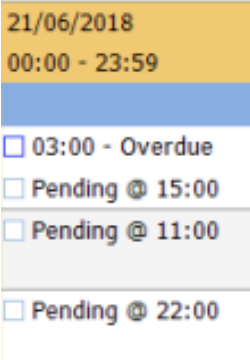
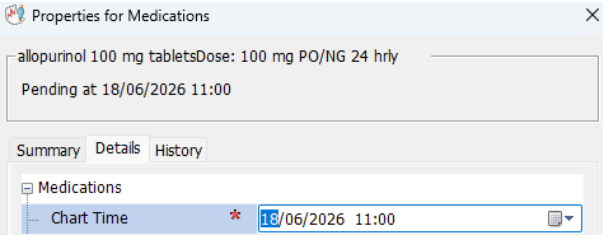
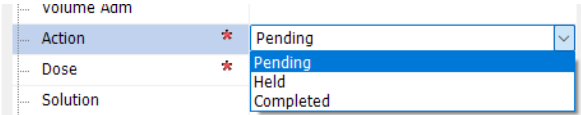
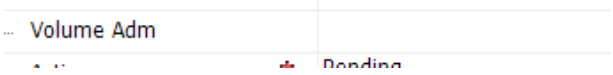


Drug Administration – Medication	
Select Drug Charts	
Click Drug Chart	
Clicking onto Scheduled, One-time and Stat, PRN or Continuous will scroll the drug chart down to that section	
Double-click on a Pending/Overdue Medication to open the drug properties for administration	
Double-click Chart Time and then type in the date/time if the charting time is different to what is shown, for instance a dose was delayed	
Double-click into the Action field and change this to completed if administered	
If taken with a fluid, then double-click next to Volume Adm and enter the volume to ensure the fluid balance chart is correct	
Double-click into any other field that needs amending to match your administration	

Drug Administration – Medication	
Click OK	
Select Save Chart	