

eMAR File Checking

This procedure should be followed at a minimum of every four hours.
The eMAR file should be checked to ensure that it is available and correct.

1. Locate the 4 computers in the back of the Data Center near the break room labeled:

UHMC-CPOEGOLIVE

UHMC-CPOEGO2

HSC-HDESK-020

HSC-HDESK-021

2. Log in to this computer locally (uhmc-cpoegolive (this computer)) with the following credentials:

User name: cpoe

Password: 8e=rAz9\$



3. Ensure that the 5 emar files:

downtime_mar_lower.dat file
downtime_mar_upper.dat file
nextday_mar_upper.dat file
nextday_mar_lower.dat file
uhmc_downtime_patient_roundslist.pdf

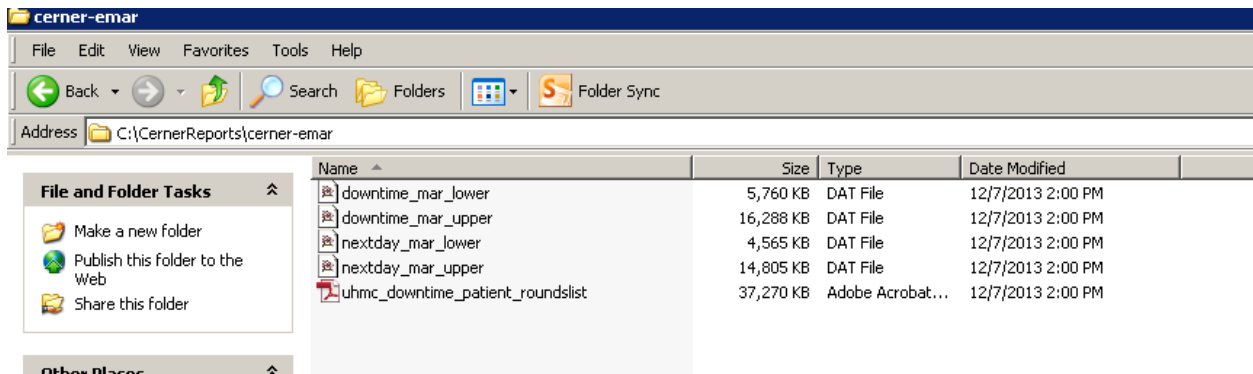
are available and recent - the Date and Time are within a two hour window.

Navigate to the folder: C:\\Cerner Reports\\Cerner-eMAR

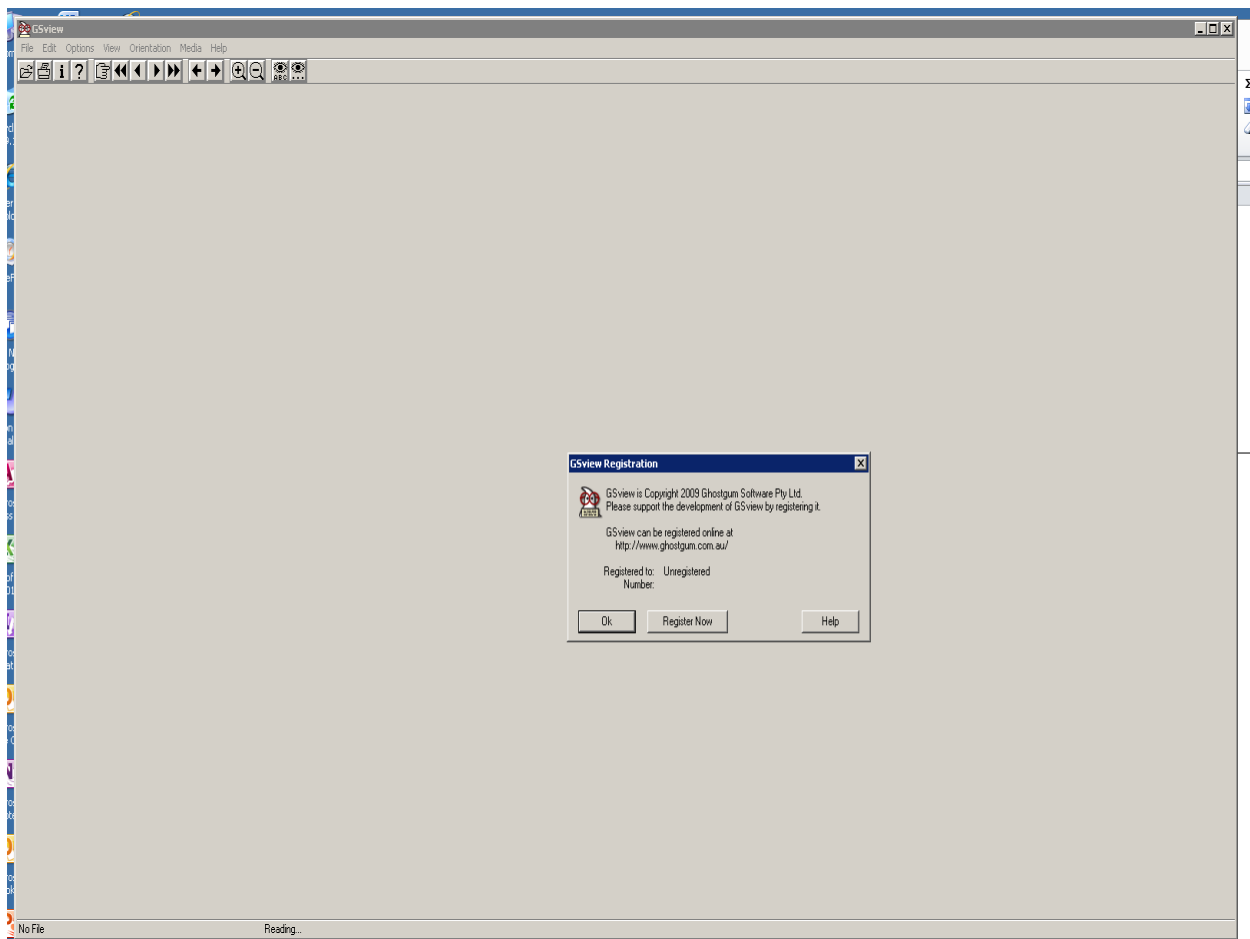
Select Start....My Computer....Local Disk (C:)

Open Cerner Reports Folder

Open Cerner-eMAR Folder



4. Double click the document you would like to check



5. Click OK if GSview message pops up to view document. (Note the uhmc_downtime_patient_roundslist is a pdf file and should open right up)

STONY BROOK UNIVERSITY HOSPITAL
MEDICATION ADMINISTRATION RECORD

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| | | | | |
|---|--|----------------------|----------------------------|--|
| Physician: BILFINGER, THOMAS | | Room/Bed No: D701/11 | Name: TEMPERINO, EILEEN | |
| Allergies: penicillin, Eggs, Strawberries | | | Medical Record #: 00195553 | |
| | | | Financial #: 010045055182 | |
| Reason for Visit: MYOCARDIAL INFARCTION | | | Birthdate: 08/16/1944 | |
| Admitted: 01/22/2009 | | | Age: 64 Years Sex: Female | |
| Height: 168.000 cm Weight: 112.800 kg | | | | |

Printed: 01/27/2009 12:04

| Tue Jan 27, 2009 SCHEDULED MEDICATIONS | | START/ STOP | 24 Hour Medication Check: Site Code / Omitted Doses / Effectiveness / Relief | | |
|---|-----------|-------------------------|---|--------------|--------------|
| | | | 0001 to 0700 | 0701 to 1500 | 1501 to 2400 |
| Vancomycin PB | 1 g | 01-26-09 22:00 | | 10:00 | 22:00 |
| Infuse Over 1 hr | IVPB Q12H | 01-28-09 09:59 | | | |
| Esomeprazole PB | 40 mg | 01-27-09 10:00 | | 10:00 | |
| Infuse Over 30 min | IVPB Q24H | *02-24-09* * 09:59 * | | | |
| (LOPRESSOR)/Metoprolol Tab | | 01-26-09 22:00 | 06:00 | 14:00 | 22:00 |
| 12.5 mg / 0.5 tab Oral Q8H | | 02-23-09 21:59 | | | |
| (PLAVIX)/Clopidogrel Tab | | 01-27-09 | | 10:00 | |

File: uhmc_mar_downtime.dat 517, 570pt Page: "" 1 of 0

Scheduler engine started

Start | AbleFtp | uhmc_mar_downti... | 6% - GSview Print

For Help, press F1 | Connected to: UHMC-CPOEGOLIVE

6. Confirm that the “Printed” or “Snapshot” Date and Time is recent and document this within EMAR and PMP excel spreadsheet. There is a shortcut to this excel spreadsheet on each desktop as well as a shortcut next to start button.

7. Close all programs and Log Off the computer.