

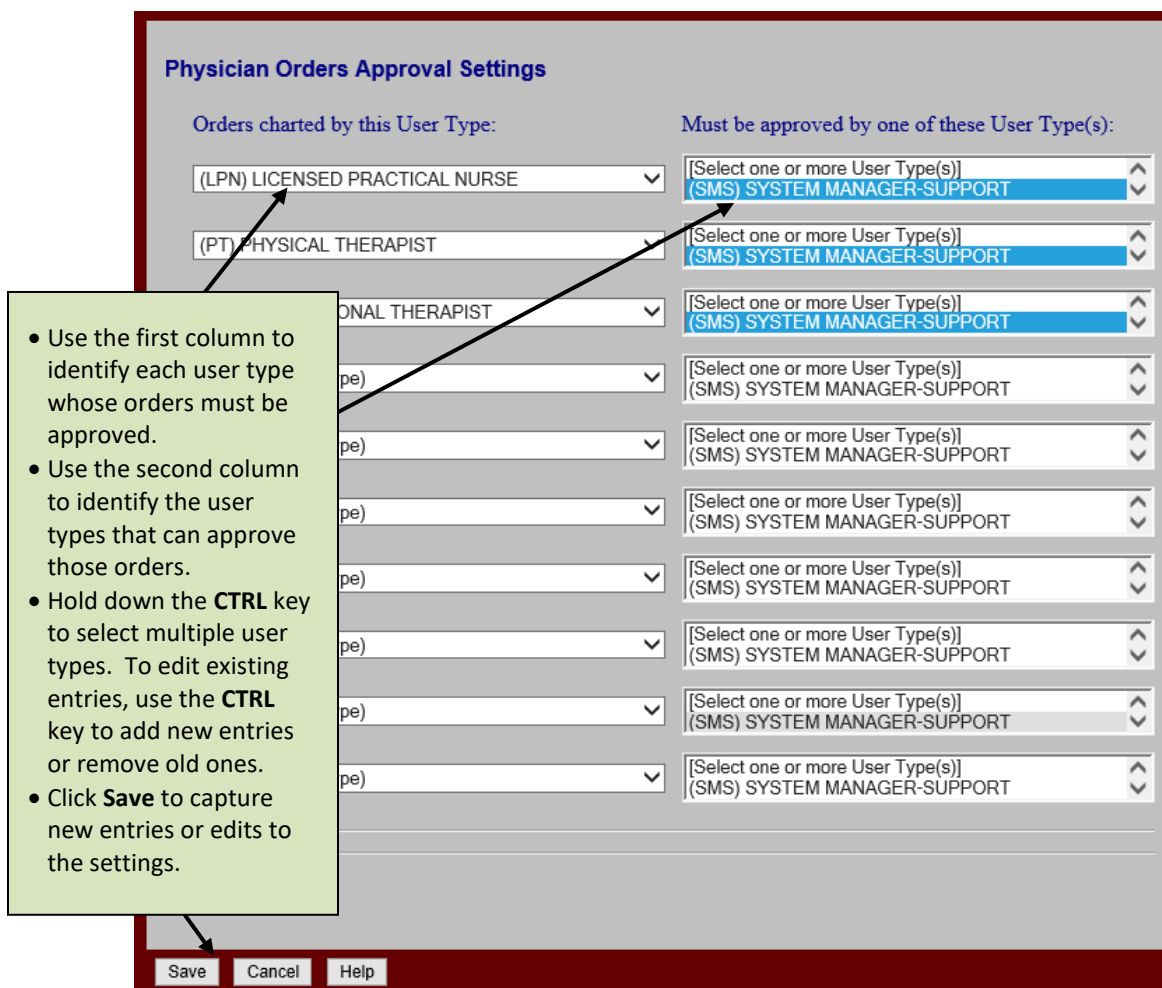
Managing Medication and Order Approval Settings Overview

In many clinical practice settings, certain licensed personnel are not permitted to transcribe physician orders without having them reviewed and co-signed by another licensed professional. NDoc allows agencies to configure a process to identify users that require oversight and approval of medications and orders entered into the system. The process for configuring the settings is explained further below. The user side process of executing the approval process is explained within the FASTForm devoted to the Order and Medication Approval Process.

Approval Criteria Settings (Administration>System>Settings)

The settings to dictate the user types requiring medication/order approval and the user types with the authority to approve the entries are found separately under Settings (Administration>System>Settings). Specifically, the settings are as follows:

- Medications (Administration>System>Settings>Meds>Approval Criteria)
- Orders (Administration>System>Settings>Meds>Approval Criteria)



Physician Orders Approval Settings

Orders charted by this User Type:	Must be approved by one of these User Type(s):
(LPN) LICENSED PRACTICAL NURSE	[Select one or more User Type(s)] (SMS) SYSTEM MANAGER-SUPPORT
(PT) PHYSICAL THERAPIST	[Select one or more User Type(s)] (SMS) SYSTEM MANAGER-SUPPORT
ONAL THERAPIST	[Select one or more User Type(s)] (SMS) SYSTEM MANAGER-SUPPORT
pe)	[Select one or more User Type(s)] (SMS) SYSTEM MANAGER-SUPPORT
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pe)	[Select one or more User Type(s)] (SMS) SYSTEM MANAGER-SUPPORT
pe)	[Select one or more User Type(s)] (SMS) SYSTEM MANAGER-SUPPORT

• Use the first column to identify each user type whose orders must be approved.

• Use the second column to identify the user types that can approve those orders.

• Hold down the **CTRL** key to select multiple user types. To edit existing entries, use the **CTRL** key to add new entries or remove old ones.

• Click **Save** to capture new entries or edits to the settings.

Save Cancel Help