Therapy Web User Manual

Version 1.0

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Therapy Web

For information about the Product environment, precautions, warnings and intended use see USR ENG Digistat Care and/or USR ENG Digistat Docs (depending on the modules installed - for the Digistat Suite EU) or USR ENG Digistat Suite NA (for Digistat Suite NA). The knowledge and understanding of the appropriate document are mandatory for a correct and safe use of Therapy Web, described in this document.

The treatments displayed in the figures of this manual are examples created to better explain the procedures of Therapy Web. Their features (as, for example, dosages and names) are not intended to be in any way clinically relevant.

1. Introduction

Digistat® "Therapy Web is a web application that can be of help for the clinical staff for the documentation of the prescription and administration of treatments.

2. Module selection

Digistat® "Therapy Web" is formed of two modules: "Therapy Prescription" for the treatment prescription documentation, mainly used by physicians; "Therapy Execution" for the treatment administration documentation, mainly used by the nursing staff.

On the lateral bar:

- Click the  icon to launch "Therapy Prescription".
- Click the  icon to launch "Therapy Execution".

2.1. Patient selection

If no patient is selected, no data is displayed.

To select a patient,

- click the **Patient** button on the Control Bar (Fig 1)

Fig 1

The "Patient Explorer Web" module opens. See the "Patient Explorer Web" module user manual for the operating instructions (*USR ENG Patient Explorer Web*).

Other modules can be configured for the patient selection in place of "Patient Explorer Web", depending on the configuration of the Digistat Suite. If this is the case, see the specific documentation for instructions.

When a patient is selected the patient's name is displayed on the **PATIENT** button instead of "**Choose Patient**".

The "Therapy Prescription" and "Therapy Execution" modules display the data of the selected patient.

3. Basic concepts

This section explains some basic notions whose preliminary understanding is essential to the appropriate use of "Digistat Therapy".

3.1. Prescription status

The "Therapy Prescription" module (described in section 4) allows to create a treatment plan and keep it active in time after periodic confirmations. Possible variations can be recorded quickly while the general plan remains the same.

The patient's treatment plan is summarized and displayed in a table (Fig 2). Each row corresponds to a treatment prescription.

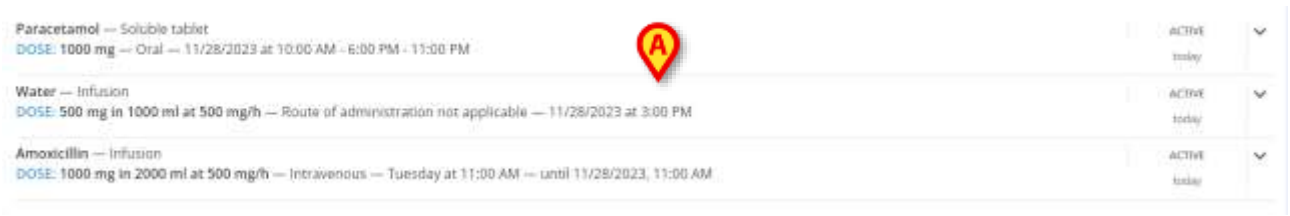


Fig 2

Each prescription generates a certain number of orders. The orders correspond to the single administrations of the treatment.

A prescription is terminated when all the orders that it generated are executed and no other order will be generated by it in the future.

The prescription status is displayed on the right (Fig 3).

Fig 3

There are four possible prescription statuses:

1. “Active” - when a prescription is in “Active” status, the prescription values can be displayed and edited. Click the corresponding row to open the related “prescription specification” window.

2. “Terminated” - a prescription is terminated when all the orders that it generated are executed and no other order will be generated by it in the future. Terminated prescriptions are still active. That means that the prescription values can be displayed and edited. Double-click the row corresponding to the prescription to expand the row and display the related “prescription specification” tools.

3. “Suspended” - the prescription suspension, performed using the **Suspend** button (see section 4.5), deletes the prescription from the prescription plan and deletes all the related administration orders. The suspended prescriptions can be displayed again (in strikethrough text) by means of the available filter (see section 4.11 for the filters explanation). Suspended prescriptions can then be resumed (section 4.5). A suspended prescription does not generate administration orders.

4. “Removed” - a prescription can be removed by means of the **Remove** button (see section 4.6). All the administration orders generated by it are deleted. The removed prescriptions can be displayed again (in strikethrough text) by means of the available filter (see section 4.11 for the filters explanation). Removed prescriptions do not generate administration orders and cannot be resumed.

3.2. Repeatable vs. Not Repeatable Prescriptions

Repeatable prescriptions
A prescription is “***Repeatable***” if it generates orders that must be administered at given intervals. For example: a prescription can state that a drug must be administered every day at a certain time. In this case the prescription is repeatable; it generates the corresponding orders placing each of them in the required days at the required time/s.

Non-repeatable prescriptions
Non-repeatable prescriptions generate only the administration orders explicitly specified in the prescription. When all the orders are executed, the prescription is “Terminated” (see section 3.1).
The repeatability of a prescription is set by a specific checkbox on the prescription specification window (see Fig 76 for an example).

The repeatability of a prescription is indicated by a specific icon - ⇄ - on the prescriptions table of the “Therapy Prescription” module (see, for example, Fig 4 **A**).

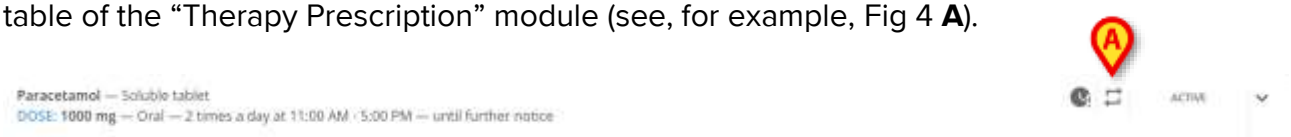


Fig 4

3.3. Punctual vs. Durative administrations

Punctual administrations start and end in one moment (it's the case of a tablet, for instance).

Durative administrations last a certain amount of time (it's the case of a drip, for instance).

Punctual and durative administrations are characterized by different graphic features and different management procedures on the Therapy Execution module. See section 5.3 for the description of the possible administration types on Therapy Execution.

3.3.1. The therapy cycle - treatment plan re-confirmation

The validity of the treatment plan created on "Digistat Therapy" is limited in time and needs to be re-confirmed by the medical staff. The treatment plan validity period is called "Therapy Cycle". The "Therapy Cycle" re-confirmation is a safety procedure that forces to check and verify the treatment plan at specified intervals. The "Therapy Cycle" duration is configurable. See section 4.18 for the therapy cycle update procedure.

3.3.2. Orders generation

This paragraph explains how the system generates the orders from a prescription specified in the treatment plan.
At prescription time, i.e. when the **Save** button on the "Summary" screen is clicked (Fig 94 **A**, see paragraph 4.15.4), the system generates the orders corresponding to the prescription specifications.

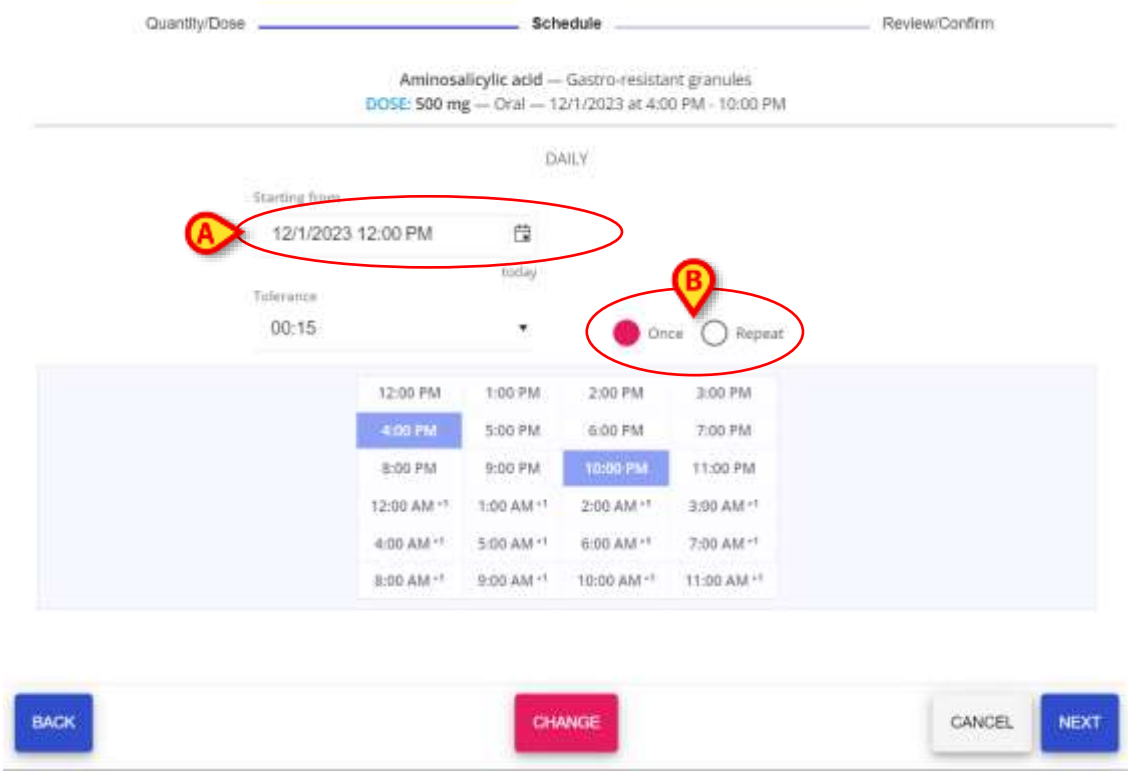


Fig 5

Conditional prescriptions (paragraph 4.15.3.2) do not generate orders. These prescriptions are executed only when certain specific conditions occur.

3.3.3. Orders validity

The order execution standard procedure requires the order validation before the execution. The orders that, when generated, are within the "Therapy Cycle" are automatically validated.
The other orders are validated every time the "Therapy Cycle" is updated when they are within this period (paragraph 4.18).

Non-validated orders are signaled by a specific icon -  - on the Therapy Execution module (Fig 6). They can be executed only after a specific procedure, described in paragraph 5.5.7.

Fig 6

See paragraph 3.3.1 for the explanation of the "Therapy Cycle" (or "treatment plan validity period").
See paragraph 4.18 for the treatment plan update procedure.

3.3.4. Order validity expiration

The validity of an order expires after a certain amount of time after the scheduled administration time has passed. That is: if a validated order is not administered at the scheduled time, it remains validated for a certain period. After this period the order goes back to non-validated state (it is named "expired" to differentiate it from future not-yet-validated orders). Expired orders can be deleted from the treatment plan through the "Therapy Cycle" update procedure. See paragraph 4.18. Expired orders can be executed only using a specific procedure. The procedure is described in paragraph 5.5.7.

The orders validity duration is defined by a specific configuration parameter. Refer to the system administrator for more information.

The validity of a conditional prescription expires when the "Therapy Cycle" expires. Thus, conditional prescriptions are automatically validated every time the "Therapy Cycle" is updated. See paragraph 4.15.3.2 for the explanation of "Conditional prescriptions".

4. The “Therapy Prescription” module

4.1. Module selection

To select the “Therapy Prescription” module:

- click on the  icon on the lateral bar provided on the left:

When a module is selected the corresponding icon is highlighted.
When a patient is selected, it is possible to access to his or her prescription page and the “Therapy Prescription” module’s main screen opens.

4.2. Prescription main page

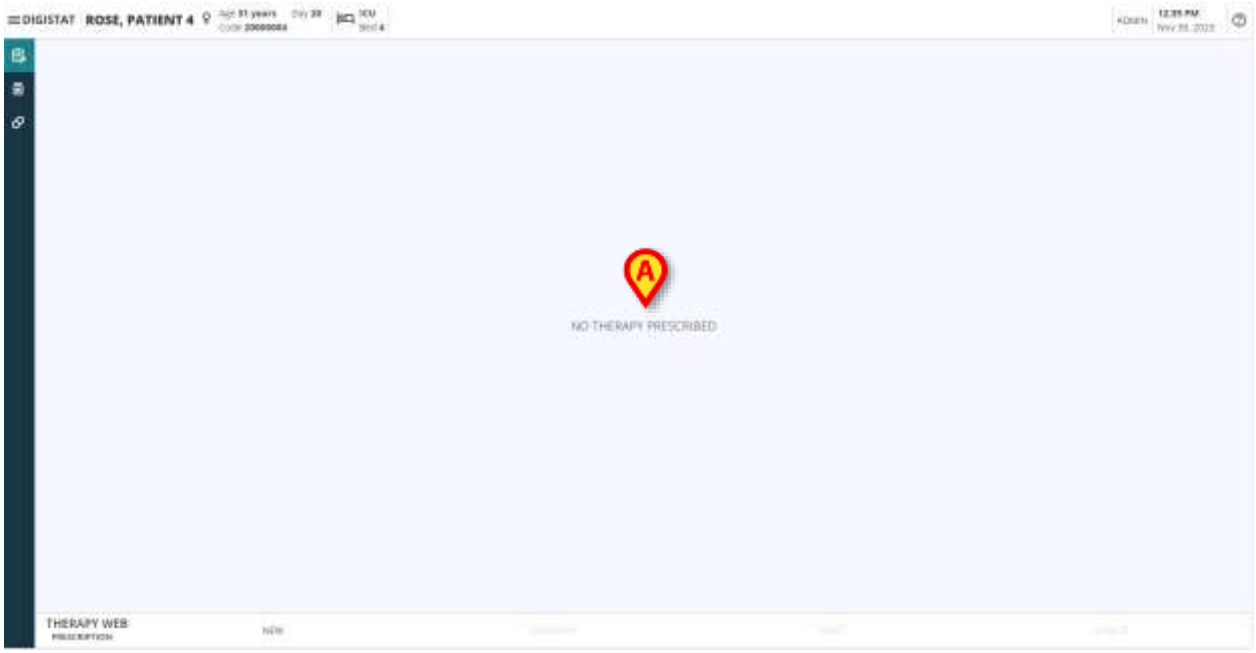


Fig 7

When a patient does not have any prescribed therapy, the page is empty and the message “**No Therapy Prescribed**” (Fig 7 **A**) is displayed in the central part of the page.

If some therapies have been prescribed, the patient’s therapeutic plan is shown and the treatments listed in the central part of the page (Fig 8 **A**), together with information on their modes of administration, dosages, schedule, and status.

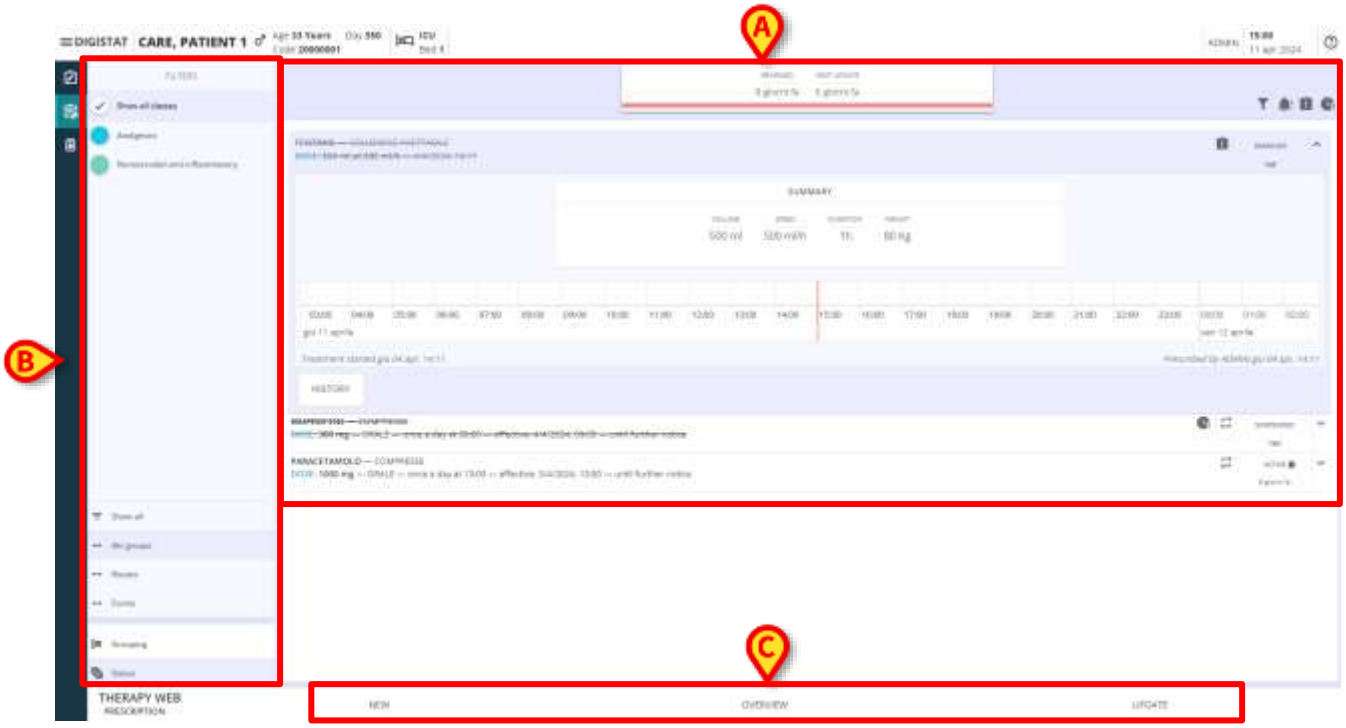


Fig 8

Each row in the list corresponds to a treatment prescription and the prescriptions are managed and displayed according to the user preferences.

The **name** of the administered drug/product name, together with information on its **mode of administration**, **dosages** (first element displayed on the second row of the prescription string) with **solution speed/amount/volume information**, **routes of administration/infusion** (if present) and **scheduling** (date and time) of prescribed order/s are displayed on each prescription row.

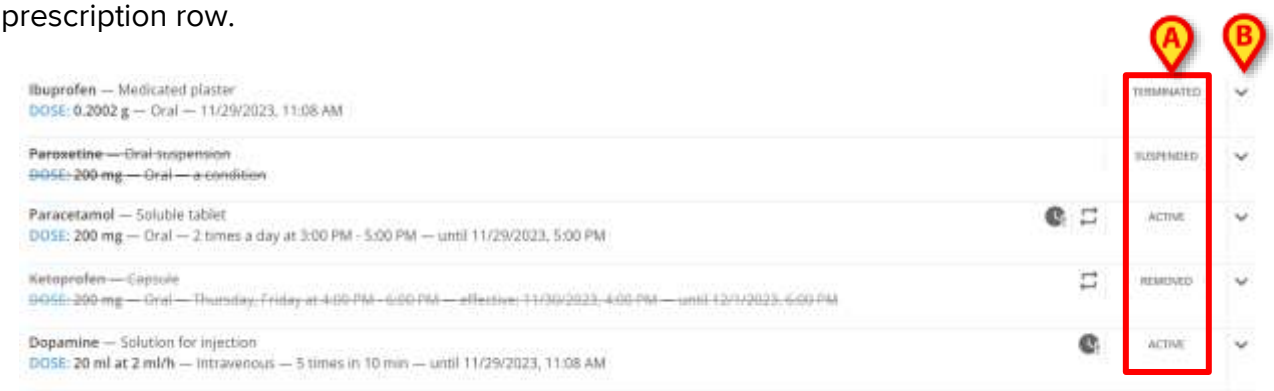


Fig 9

The **status** of each prescription is displayed on the right part of the prescription row (Fig 9 **A**).

The following statuses can be retrieved and shown:

- **Active** (enabled by default);
- **Suspended;**
- **Removed;**
- **Terminated.**

Fig 10

A down-arrow button (Fig 9 **B**) is available to expand a **detailed section** where a summary (Fig 10 **A**) of the treatment and its prescription values (amount, volume, speed, duration, patient weight), as well as information on the ongoing therapy and prescribed scheduling are shown (Fig 10 **B**). Information on the **user** who created and saved the prescription together with the **date-time** the prescription was last modified is also provided (Fig 10 **C**). Finally, several buttons are available depending on the current status of the prescriptions (Fig 10 **D**).

By default, on an active prescription, the following buttons are provided:

- **History**: to access the prescription history information;
- **Edit**: to edit the prescription;
- **Suspend**: to temporarily stop the prescription;
- **Remove**: to permanently remove the prescription (it cannot be resumed).

4.3. History

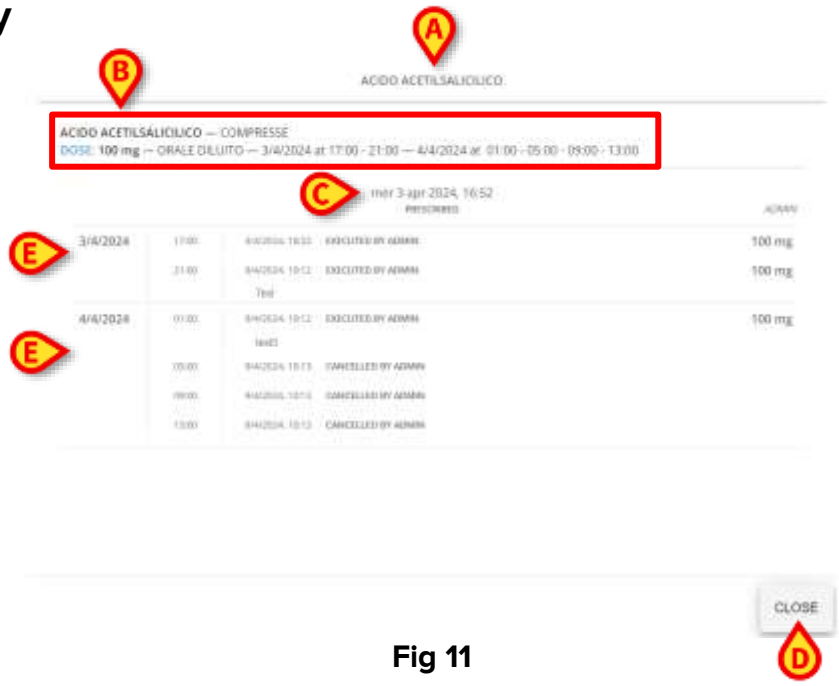


Fig 11

Clicking the **History** button, a modal window opens (Fig 11) and the prescription module in the background is dimmed.

The **name of the treatment/drug** is placed on the window header (Fig 11 **A**), then the prescription string (or prescription strings if the prescription has been modified) is shown (Fig 11 **B**).

Date and time of the prescription creation is retrieved together with the username of the user who created the prescription (Fig 11 **C**).

The button **Close** (Fig 11 **D**) is present in the right-bottom part of the window to close the History view.

Sections for each treatment day of the selected prescription are displayed and the actions performed on the prescription are recorded, listed, and grouped by the date on which they were performed (Fig 11 **E**).

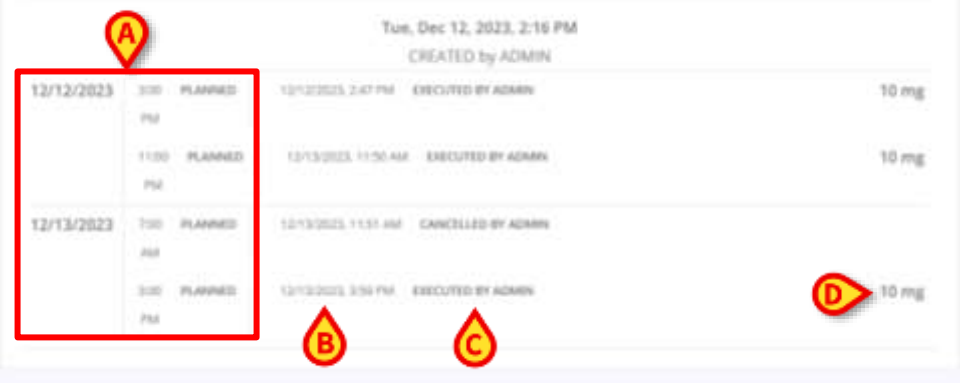


Fig 12

Each section contains:

- Date and time of originally planned administrations (Fig 12 **A**);
- Date and time of the performed actions on the prescription orders (Fig 12 **B**);
- The action performed and the name of the user who performed it (Fig 12 **C**);
- The dosage of the administrated prescription order (Fig 12 **D**).

4.4. Edit a prescribed treatment

Fig 13

Clicking on the **Edit** button (Fig 13 **A**), the **Edit window** of the selected prescription is displayed.

Fig 14

The Edit window opens on the **Quantity/Dose** step (Fig 15 **E**) that will be described later on in paragraph 4.15.1.
On the left, a lilac bar with a button is provided to expand a section (Fig 14 **A**), which is compressed by default, containing therapy information.

- Click on the available button to expand the section.

Fig 15

On the left, the section opens, and it consists of two parts:

- The **Current Therapy** portion (Fig 15 **A**) containing all the prescriptions created and associated to the selected patient (including the selected to be edited one) and
- the **History** portion (Fig 15 **B**), containing a history summary of the actions performed on the selected prescription.

Both cannot be modified, and they appear in read only mode.

The originally **prescribed values**, **form** and **route of administration** are retrieved and shown. It is not possible to change the form and the route of administration, but only the prescribed values (Fig 15 **C**). It is not possible to change the units of measure originally set. To edit the values:

- Replace the values to be changed by overwriting the new value or by using the up and down arrows to increase or decrease the original value by one unit at a time.
- Click the **NEXT** button (Fig 15 **D**) to move to the **Schedule** step (Fig 15 **F**). Some modifications on the schedule settings can be performed but it is not possible to opt for a totally different schedule and change it. More information on prescription scheduling will be provided in paragraph 4.15.3.
- Click the **NEXT** button to move to the **Review/Confirm** final step (Fig 15 **G**). The summary is provided, and it shows the edited values. A note field is given to enter a note to the Editing procedure. More information on prescription Review step will be provided in paragraph 4.15.4.
- Click the **Update** button to save the edited prescription and update it accordingly or on **Cancel** button to abort the editing procedure.

It is also possible to click on **Back** button to go back to **Schedule** and **Quantity/Dose** step.

4.5. Suspend a prescribed treatment

To suspend a prescribed treatment:

- Click the **Suspend** button.

A popup appears asking the user to confirm the action.

Fig 16

Once the prescription of the selected treatment is stopped, it disappears from the list displayed on the main page or, in case the suspended prescription are not filtered out (see paragraph 4.11.4), the entire prescription string appears in strikethrough font (Fig 16 **A**) and the **Status** is set to "**Suspended**" (Fig 16 **B**).

Fig 17

Exploding the suspended prescription row again, the **Resume** button (Fig 17 **A**) is present instead of the **Edit** and **Suspend** ones. To resume the administration of the prescribed treatment:

- Click on the **Resume** button provided.

4.6. Remove a prescribed treatment

To remove an administered treatment:

- Click the **Remove** button.

A popup appears asking the user to confirm the action.

Fig 18

Once the prescription of the selected treatment is removed, it disappears from the list displayed on the main page or, in case the removed prescription are not filtered out (see paragraph 4.11.4), the entire prescription string appears crossed out and written in light grey characters (Fig 18 **A**), and the **Status** is set to "**Removed**" (Fig 18 **B**).

4.7. Skip or Execute an expired prescribed order

Fig 19

When a prescription contains an expired order, which has not been administered according to the established treatment plan, the prescription is highlighted with a red colored bar (Fig 19 **A**). Exploding the prescription row, two buttons are provided:

- **Skip** button (Fig 19 **B**) to skip the administration of the expired treatment or

- **Execute** button (Fig 19 **C**) to execute the administration immediately.

For the administration to be successful, it is essential to enter a note justifying the delay in execution.

Fig 20

4.8. Prescribe changes to a running administration

It is possible to prescribe changes or to generate a “Stop” order to durative administrations while they are running (see sections 3.3 and 5.3 for the description of durative administrations).

To do that:

- Click the row of the prescription that generated the order for the running administration.

The prescription row enlarges to display the prescription buttons, summary, administration values and chart (Fig 21).

Fig 21

Two additional buttons are on the window (Fig 21 **A**).

“Change” order

- Click the ⇕ button to prescribe a change to the current administration values.

The following window is displayed (Fig 22).

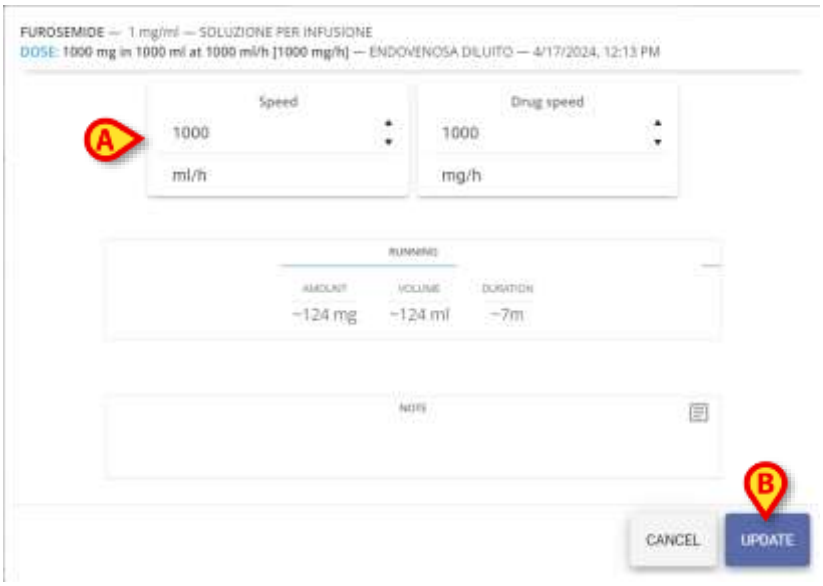


Fig 22

- Change the administration speed or drug speed (Fig 22 **A**).
- Click the **Update** button (Fig 22 **B**).

A “Change” order is generated on the Therapy Execution module. This case is described in paragraph 5.5.7.

“Stop” order

- Click the ■ button to prescribe to stop the current administration.

The following window is displayed (Fig 23).

Fig 23

- Click the **Stop** button (Fig 23 **A**).

A “Stop” order is generated on the Therapy Execution module. This case is described in paragraph 5.5.7.

*The buttons indicated in Fig 21 **A**, - and - generate a “Change” or “Stop” order that refers to the current running administration. The **EDIT** button, described in paragraph 4.4, changes the values of the overall prescription and generates a new set of orders aligned to the updated values.*

4.9. Indicators on prescriptions

Finally, different icons/indicators can be displayed next to the status label, which can indicate:

- the current prescription **status** related to the prescription itself (like the **repeated** schedule), the orders, the active infusion (if any);
- if the prescribed drug has interactions with other drugs prescribed within the same treatment plan ;
- if the prescribed drug is allergic to the patient, as indicated in the patient's file ;
- if the treatment was prescribed urgently and the chosen scheduling was "Emergency" ;
- changes in the **patient weight** : if the patient weight set in the prescription does not match with the one retrieved from the system the **scale icon** is displayed;
- differences between:
  - the prescription of a drug and its administration in time (**execution clinical time changed** or **administration time outside of the prescribed range**) or
  - the **dose values administered** or the **infusion values administered** and the values originally prescribed.

4.10. Therapy Cycle

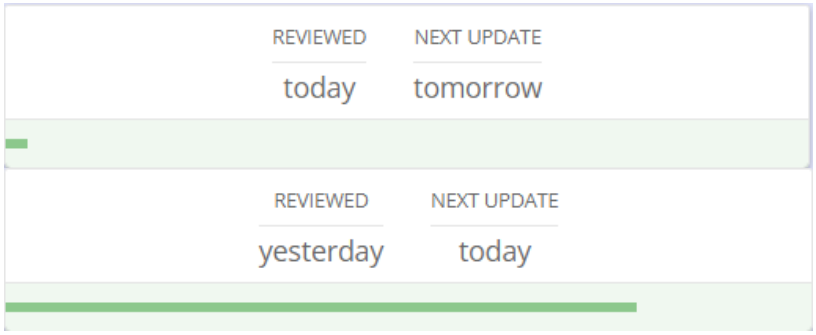


Fig 24

On the central part of the page, on top of the prescription list, the **therapy cycle status box** is provided, with updated information on the date of the last therapy review and on the next update due. A green horizontal bar is available indicating the progress of the current therapy. The size of the bar grows proportionally to the elapsed therapy time.

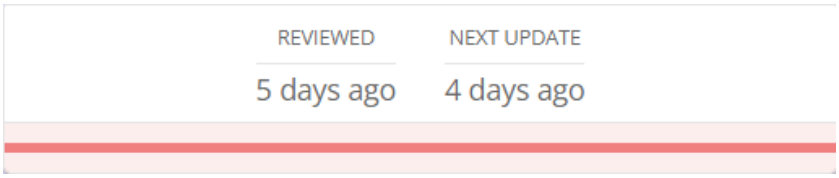


Fig 25

Once the therapy has expired, the completion tracking bar turns red.

4.11. Filters

The created prescriptions can be filtered using different provided filters and combinations of those available filters. On the left part of the page, the filters section is provided (Fig 8 **A**).

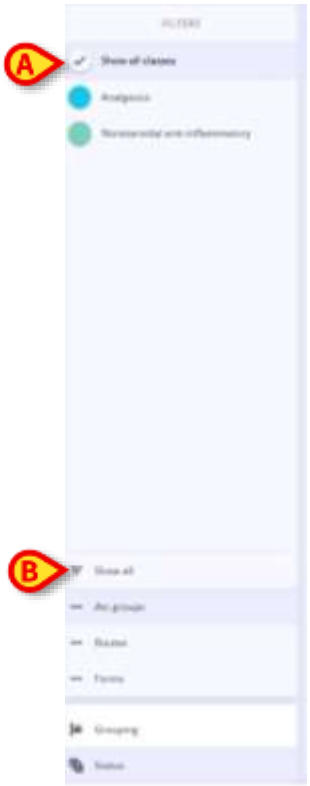


Fig 26

The “**Show all classes**” (Fig 26 **A**) and “**Show all**” (Fig 26 **B**) buttons are selected by default, and they can be also used to remove all the filters applied. This way, all prescriptions are displayed in the central part of the prescription view. When corresponding filters are selected, the "Show All" and "All ATC Groups" buttons are automatically deselected.

4.11.1. Filters - Categories

Each treatment can be associated to a single class (the therapies can be grouped under a customizable number of classes) and to one or multiple routes of administration and forms by configuration. So, it is possible to filter the treatments by their **Category**, **Routes** and **Forms**. Moreover, it is possible to filter the treatments by their **Status**.

Fig 27

A button is provided for each class. To filter the treatments according to their Class:

- Click on a colored button corresponding to a class (Fig 27 **A**) to display on the central screen only those treatments corresponding to that class (Fig 27 **B**).

It is possible to select one or more classes: the treatments associated to those classes will be all displayed. Once selected, the buttons are highlighted, and a check mark symbol appears in the radio button provided for each class.

- Click a second time to deselect the selected class.
- Click on the "Show all classes" button (Fig 27 **C**) to display all prescribed treatments belonging to all available classes.

Only the classes to which the actual prescribed treatments belong are displayed in the filter section and not all available and configured ones.

4.11.2. Filters - Routes

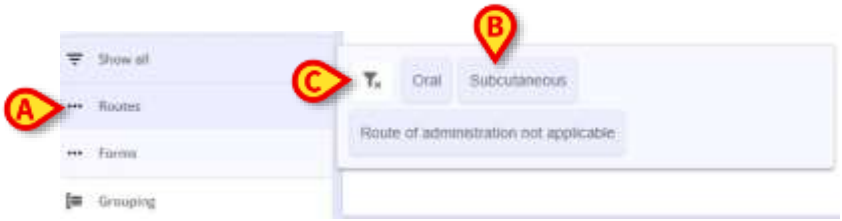


Fig 28

It is also possible to filter the prescribed treatments according to their **Routes** of administration:

- Click on **Routes** filter button (Fig 28 **A**) to open the menu where available routes (only those configured for the prescribed therapies) are collected and can be selected (Fig 28 **B**).
- Select one or more routes.

Prescribed treatments are filtered on the page according to the selected routes.

- Click on the **funnel** button provided (Fig 28 **C**) to remove the applied filter/s.

The list of routes configured and present in all prescriptions associated with the selected patient and only those routes (not all possible routes) is displayed.

4.11.3. Filters - Forms

Fig 29

It is possible to filter the prescribed treatments according to their **Forms**:

- Click on **Forms** filter button (Fig 29 **A**) to open the menu where available forms (only those configured and selected for the prescribed therapies) are collected and can be selected (Fig 29 **B**).
- Select one or more forms. Prescribed treatments are filtered on the page according to the selected forms.
- Click on the **funnel** button provided (Fig 29 **C**) to remove all the applied filters.

The list of forms configured and present in all prescriptions associated with the selected patient and only those forms (not all possible forms) is displayed.

4.11.4. Filters - Status

It is possible to filter the prescribed treatments according to their changing **Status**:

- Click on **Status** filter to open the menu where available actual statuses can be selected. The following prescription statuses can be displayed:
  - **Active**, that is selected by default;
  - **Suspended** (only if there are suspended prescriptions in the treatment list/plan);
  - **Removed** (only if there are removed prescriptions in the treatment list/plan);

- Select one or more statuses.

Prescribed treatments are filtered on the page according to the selected statuses.

- Click on the **funnel** button provided to remove all the applied filters.

4.12. Grouping

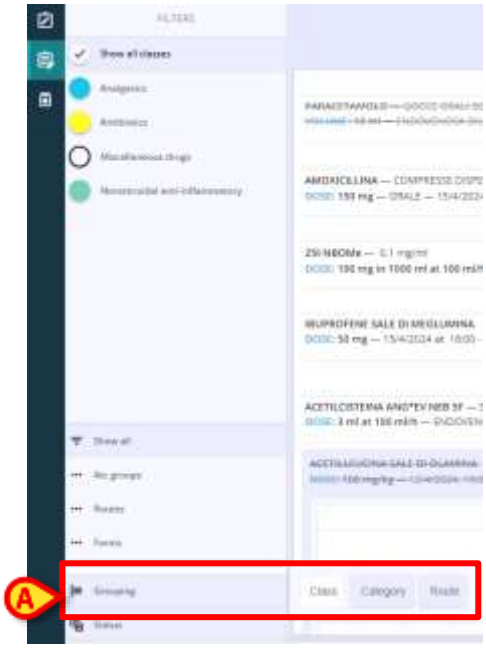


Fig 30

It is possible not only to filter but also to group the treatments on the main screen.

- Click on the **Grouping** button (Fig 30 **A**) and then choose between the three available options:

Fig 31

- **Class**: to group treatments according to their classes. Treatments are collected in different sections - as numerous as the classes of treatments prescribed - under colored labels (Fig 31 **A**) whose colors coincide with those assigned by configuration to the classes and which are also visible in the "Filters" section (Fig 31 **B**);
- **Category**: to group treatments according to their categories;
- **Route**: to group treatments according to their routes.

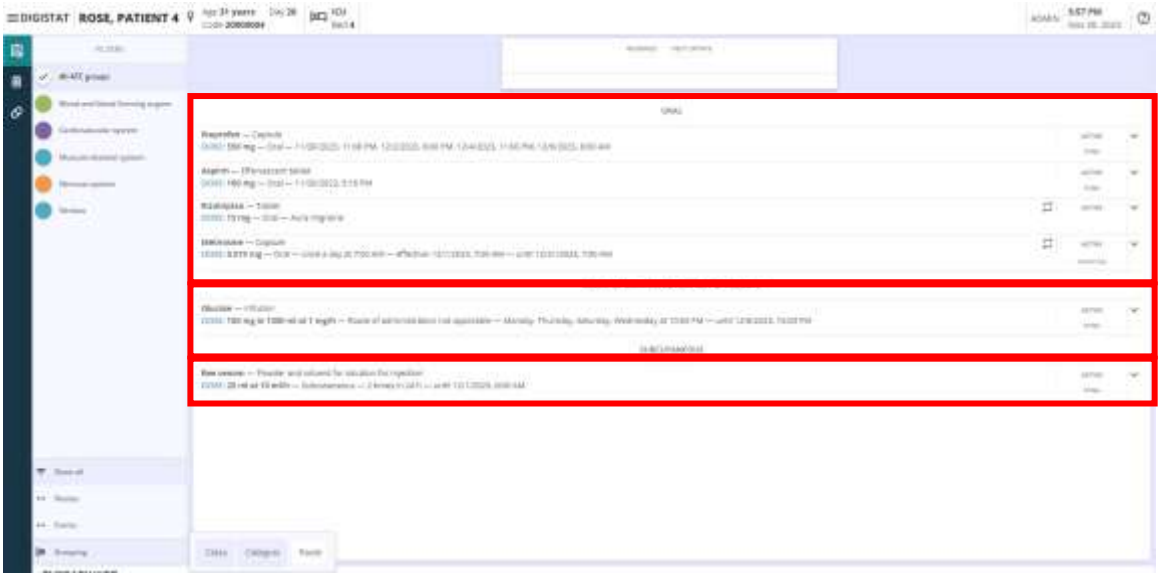


Fig 32

In the example provided in Fig 32 the Grouping option "**Route**" is chosen. As a result, the prescribed treatments are grouped according to their route of administration into three different lists, indicated by the name of the route configured for each of them (also missing or unspecified route options are available).

4.13. Command Bar – Action buttons

Fig 33

A command bar is available at the bottom part of the page (Fig 8 **C**), and it contains three buttons:

- **NEW** (Fig 33 **A**): to start the creation of a new prescription for the selected patient;
- **OVERVIEW** (Fig 33 **B**): to open a calendar time plan or a summary view;
- **UPDATE** (Fig 33 **C**): to open a therapy review window and update the treatment plan.

4.14. External resources (Help)

If the “Info” icon is present on the top-right corner of the “Summary” area of the prescription row (Fig 34 **A**), a link is available to configured external resources (an external URL or a file - the drug leaflet, for example).

Fig 34

- Click the icon to access the external resource.

The resource accessed is the same triggered by the same icon on the Therapy Execution module (see paragraph 5.5.10).

If the “Info” icon is present on the top-left corner of the prescription window (Fig 35 **A**), a link is also available to configured external resources but this link is a specific prescription help, different from that described above (prescription instructions, modalities and contraindications, for example).

Fig 35

4.15. Create a New Prescription

To create a new prescription for the selected patient:

- Click on **NEW** button (Fig 33 **A**).

A modal window is opened (Fig 36), and it contains two sections:

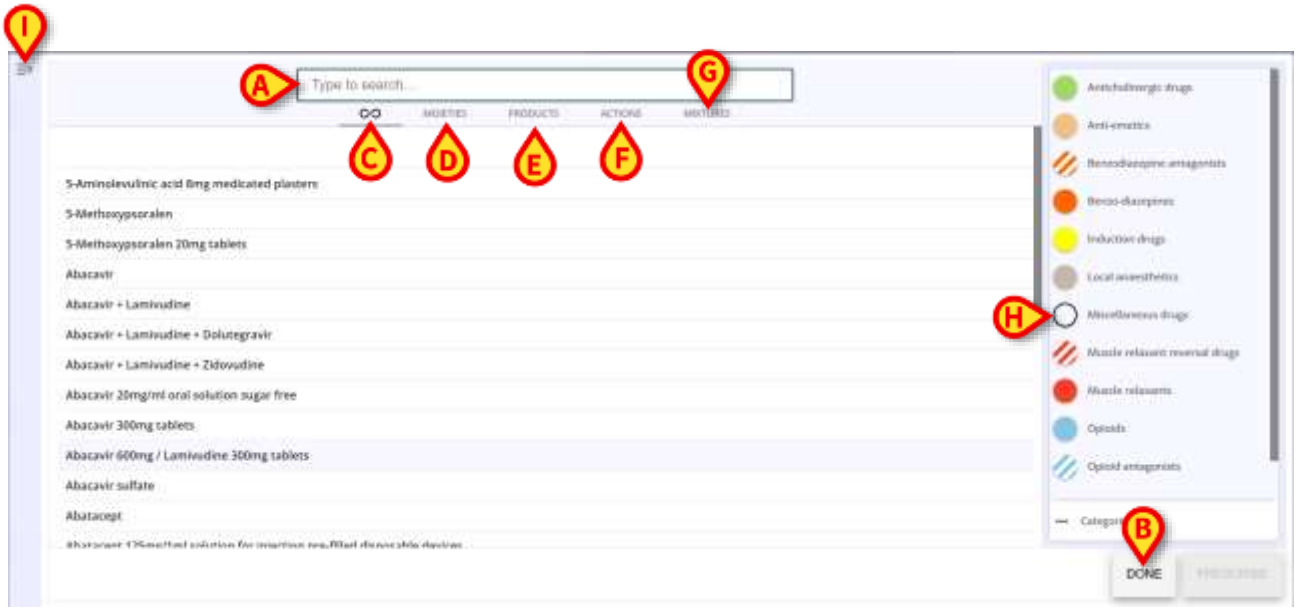


Fig 36

- On the central section of the window, a search bar (Fig 36 **A**) on top of the page to search for the treatments to be prescribed.

Each row on the list of treatments refers to a specific treatment. The row can contain, if properly configured, a treatment description below the treatment name. A system option allows to display an additional search field making it possible to search also by treatment description.

Fig 37

A **DONE** button (Fig 36 **B**) to close the window and five tabs are also provided:

- **All** (Fig 36 **C**) tab;
- **Moieties** tab (Fig 36 **D**);
- **Products** tab (Fig 36 **E**);
- **Actions** tab (Fig 36 **F**);
- **Mixtures** (Fig 36 **G**).

Each tab refers to a specific subset of prescribable treatments.

Select a tab to search for a treatment belonging to the subset indicated by the tab's name.

The **All** tab allows to search all the configured treatments.

The tab selected by default depends on a configuration option (*DefaultCatalogSearchLevel* System Option – See the document DSO ENG System Option for more information).

- On the right side of the window (Fig 36 **H**) filters are given to select treatments - moieties, products, and actions - by configured class. Select one or more filters to display on the central page only treatments belonging to the selected classes. Click on **Categories** to select additional configured filters.

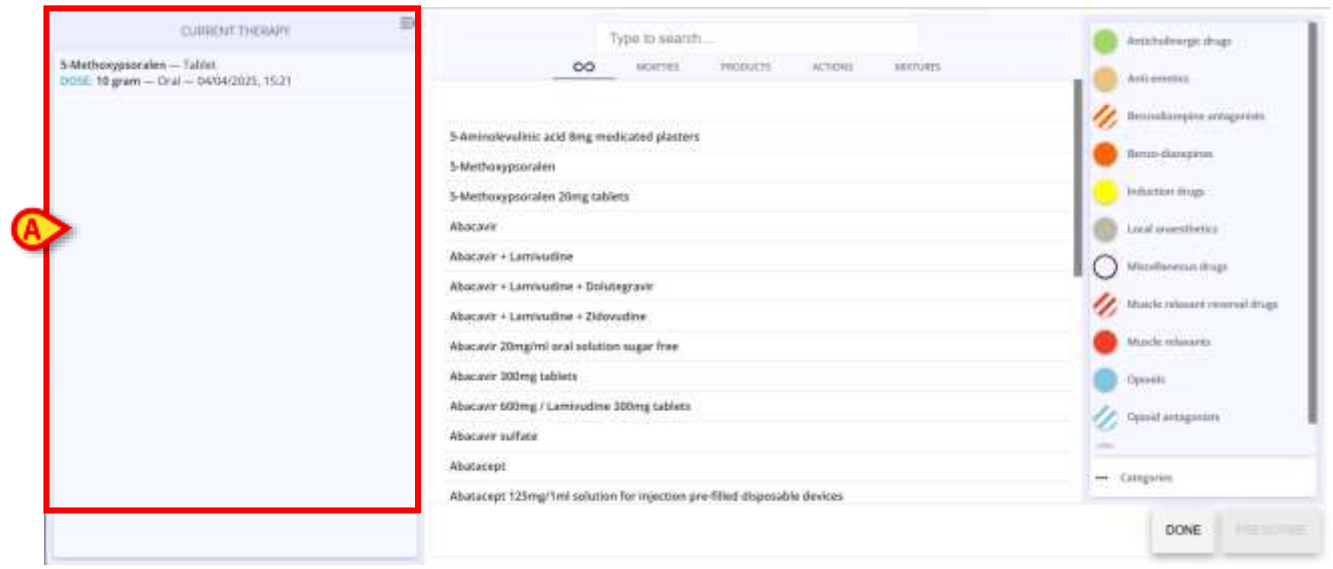


Fig 38

- On the left, the current therapy for the patient can be shown clicking on the provided button to expand the section (Fig 36 **I**) and it contains the list of already prescribed treatments for the selected patient, and all the information on their forms and routes of infusions, dosages, and schedule (Fig 38 **A**).

If no therapy has been prescribed yet, the section will be blank.

Fig 39

If a therapy has already been prescribed and it is selected a second time (because it needs to be re-prescribed by emergency or administered in an alternative way or with a different scheduling), the history tab, containing the history of prescription and administration of the

therapy, will be displayed below the tab containing the current therapy. The possibility to prescribe the same therapy does not generate any warnings.

4.15.1. New Prescription – Active Moieties Quantity/Dose step

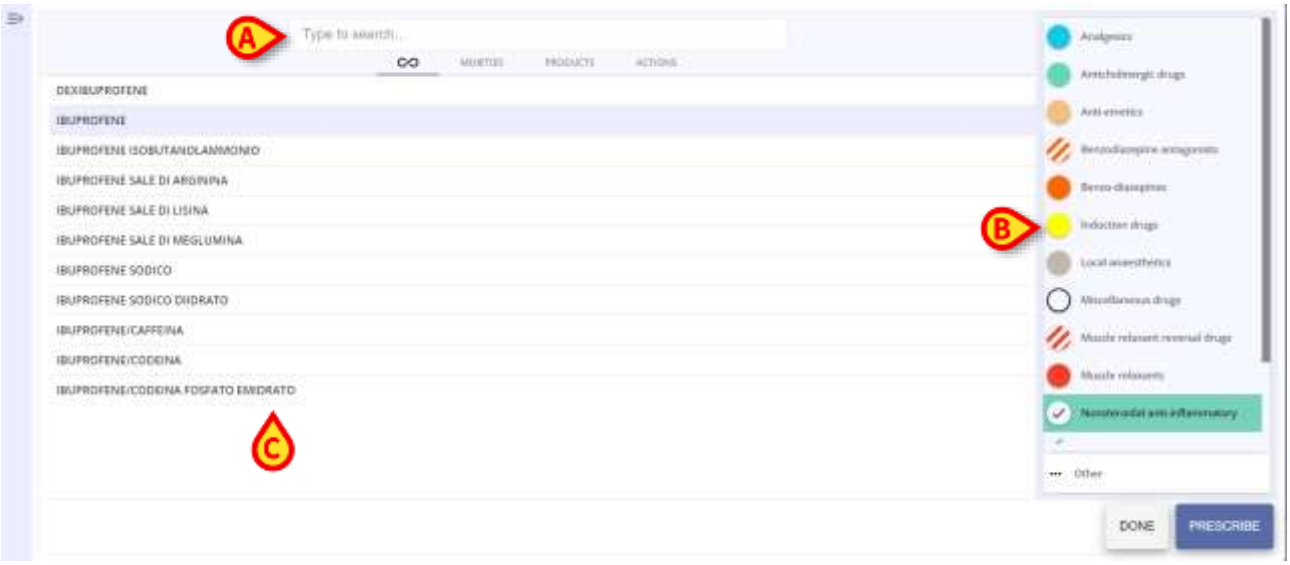


Fig 40

To create a new prescription with a single active **Moiety**:

- Search for an active Moiety by entering its name (partially or in full) in the search bar (Fig 40 **A**) or use the class filters on the right (Fig 40 **B**). The resulting active moiety/ies are displayed in the central results section (Fig 40 **C**). If only **Moieties** are to be prescribed and we want to avoid retrieving **Products** and **Actions**, select the **Moieties** tab and perform the searches and filterings within it.
- Double-click on a treatment to be prescribed or select the treatment and then click on **Prescribe** button.
- To abort the procedure click on **Done** button.

Fig 41

If allergies to certain drugs are listed in the patient's file and the source is correctly configured (the patient's file can be set as source file setting the **AllergySource** system option to 1), once the drug to be prescribed is chosen, the first screen displayed is the **Allergy** screen. A warning is displayed indicating that the patient is allergic to that medication and that a note must be entered to justify the choice. Entering the note is mandatory, otherwise the user cannot click the **Next** button - which remains disabled - and continue with the prescription.

- Enter a note in the **Allergy** text field and click on **Next** button to complete the prescription.

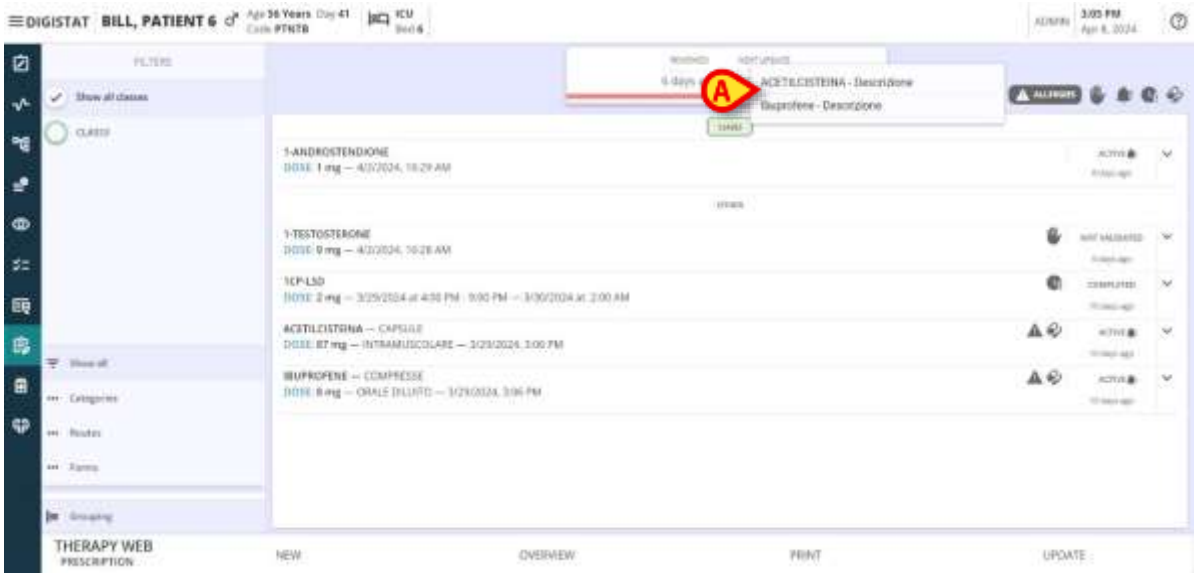


Fig 42

Thus, if a therapy containing an allergic medication is prescribed to the patient, a warning is displayed on the right of the central screen of the **Prescription** page. By hovering the cursor over it, the drug(s) to which the patient is allergic are displayed one above the other as in the example shown in Fig 42 **A**.

Fig 43

Allergies listed in the patient's file can be ignored if the system option **AllergyMode** is set to 0 – False. If it is set to 1 - True, it is mandatory that possible allergies be listed, otherwise, when landing on the first prescription page of a treatment, the message Warning: "Missing Allergies Information" is retrieved (Fig 43).

Fig 44

In case one drug or treatment interacts with others, the first step of the prescription opens to the **Interaction** view (Fig 44): a warning is displayed (Fig 44 **A**) indicating that the chosen drug interacts with the current therapy. A configured section also appears in the center of the page (Fig 44 **B**) where further information about the risks and unwanted effects or possible effects of the interaction are provided. Then, before the quantity dose is selected, interaction notes can be entered in the text field provided (Fig 44 **C**). The note entry is not mandatory.

- Click on **Next** button (Fig 44 **D**) to proceed to the next step.

Fig 45

The **Quantity/Dose** step of the prescription workflow is shown (Fig 45), and the name of the selected active moiety is shown on top of the page (Fig 45 **A**). The **DOSE** is *null* by default, the unit of measure is displayed next to the label, and the default route is also displayed (Fig 45 **B**).

Two dropdown menus are provided to choose, respectively:

- The active moiety **Form** (Fig 45 **C**);
- The active moiety **Route** of administration (Fig 45 **D**).

Variable number of cards is available in the central part of the screen (Fig 45 **E**) according to the configuration properties and parameters set for each treatment/drug mode. Different properties are associated with the different prescription modes, that represent specific clinical flows and configurations related to a set of catalog items.

Fig 46

There can be moieties and products with a single mode of prescription (and then their properties and configuration sets are displayed directly on the treatment specification window) or with **multiple modes of prescription**. In the latter case, before configuring the properties, it is necessary to choose from the prescription modes, provided as clickable buttons (Fig 46 **A**).

Any active moiety or product can be configured as a prescribable treatment and has its own default parameters and values. Therefore, the appearance and features of the treatment specification window depend on the prescribed treatment.

The treatment can be configured to enable only one possible prescription mode. If this is the case the selection buttons shown in Fig 46 are not displayed and the specification window (Fig 45) is instead directly displayed.

The button **Cancel** (Fig 45 **F**) is provided and enabled while the **Next** button (Fig 45 **G**) is disabled and will be enabled once the Quantity/Dose section is filled and completed.

Fig 47

- Enter the desired values in the fields provided, either manually or by using the up and down arrows to increase or decrease the amount of value added by a unit.

When forms or routes are selected or the first values are entered into the available fields within the different cards, a blue **Change** button (Fig 47 **A**) appears. The **prescription script** (Fig 47 **B**) is filled in progressively with each choice and entry made.

Some configured fields are dependent on each other (e.g. Concentration, Amount and Volume or Volume, Speed and Duration). As a result, once a value is entered in two related fields, the corresponding value in the dependent field is automatically calculated.

By clicking **Change** button, the partial prescription string is reset, and the list of modes associated with the selected active moiety is displayed.

Fig 48

- Choose a **mode** or, if only one mode is available, select a **form** from the provided dropdown menu (Fig 48 **A**);

Fig 49

- Select a route of administration from the provided dropdown menu (Fig 49 **A**);
- Fill in the fields of all the available Quantity/Dose prescription properties cards;

Fig 50

For some parameters, such as **Amount** in the examples shown above, **lower** (Fig 50 **A**) and **upper** (Fig 50 **B**) **limits** are given, indicated with the exact dosages and specific symbols. When the value entered in the provided field is greater or less than the configured limits, the value of the exceeded limit is highlighted in yellow (Fig 50 **C**). When the value entered is correctly within the given limits, no highlighting occurs. Entering a dose outside the suggested limits does not stop the prescription creation process, but a note must be entered at the **Review/Confirmation** stage to justify prescribing values outside the configured range.

Fig 51

If an unexpected value is entered in some field, or the unit of measure is changed from the originally selected one (or from the default one), a **Verify** button (Fig 51 **A**) appears to

confirm the inserted value. In addition, a yellow warning (Fig 51 **B**) is displayed at the bottom right of the card containing the value to be verified. Moving the cursor over the icon, a tooltip (Fig 51 **C**) appears warning the user about the “unexpected input, verification of the value is required”.

To verify or validate the inserted value:

- Just click on the **Verify** button. The warning icon disappears.

In particular, if a value has been entered with a specific unit of measure, if that unit of measure is changed, the value originally entered is recalculated and modified according to the new unit of measure (e.g., if the value entered is 1 and the unit of measure is changed from g to mg, the new value will be 1000).

Fig 52

It is also possible to enter the weight of the patient (Fig 52).

- Click on **Next** button (Fig 47 **C**) to proceed to the **Schedule** step.

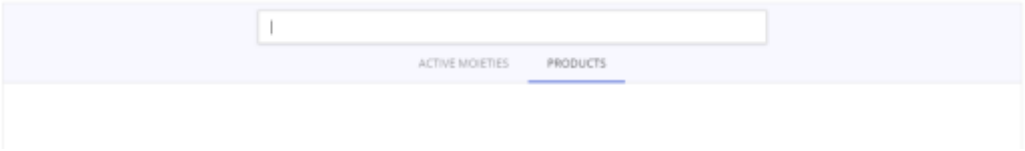


Fig 53

The procedure just described for creating a prescription from an active moiety can also be replicated for **Products** and **Actions**.

- Click on the "Products" or “Actions” Tab and search for the product by entering the name (partially or in full) in the search bar provided;
- Double click on the desired product/action;
- Proceed to configure and customize the treatment as previously described.
- Click on **Next** button to proceed to the **Schedule** step.

Fig 54

Regarding **Products**, the Quantity/Dose section shows the parameters (Fig 54 **A**) to customize (their values may be present by default, but they can be edited) but also a **Components** section (Fig 54 **B**) with some concentration values already set by default (these values are not editable). They can also be sorted alphabetically by name by clicking on the **Name** button (Fig 54 **C**) or by decreasing concentration values, clicking on **Concentration** button (Fig 54 **D**).
The workflow required to prescribe mixtures is slightly different. See next paragraph (4.15.1.1) for the description.

4.15.1.1. New prescription – Mixtures

To prescribe a mixture.

- Select the “Mixtures tab” (Fig 55 **A**).

All the configured mixtures will be listed on the left (Fig 55 **B** – in the figure only “Mixture test” is present). It is still possible to use the search functionalities and the filters on the right to find the required mixture.

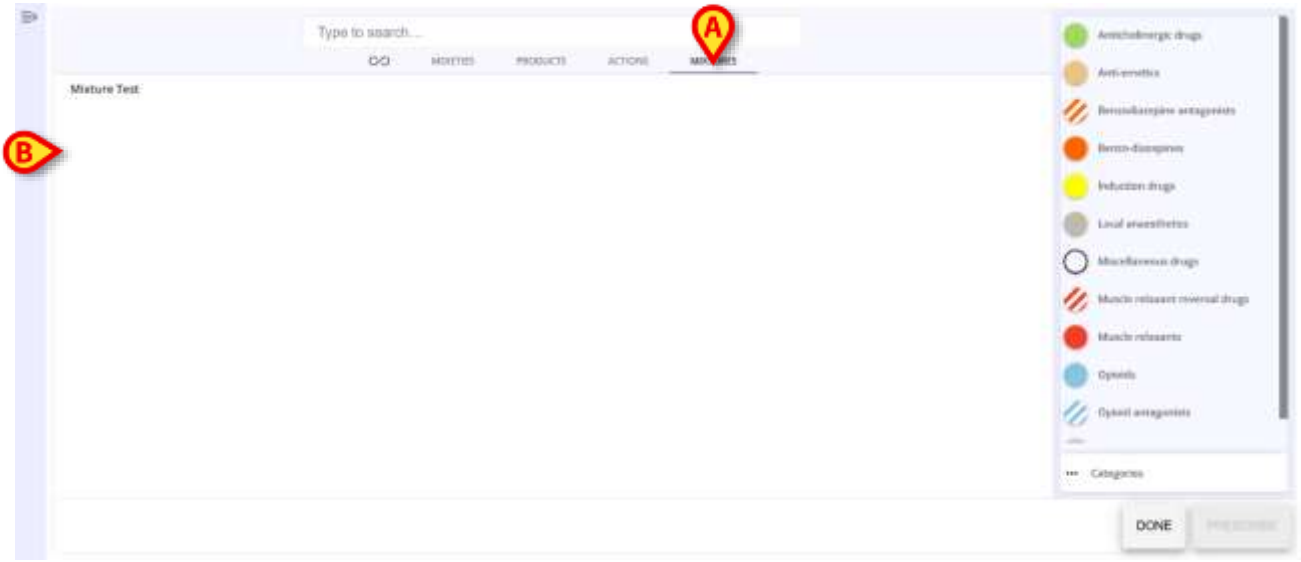


Fig 55

- Select the required mixture. The corresponding row will be highlighted (Fig 56 **A**).

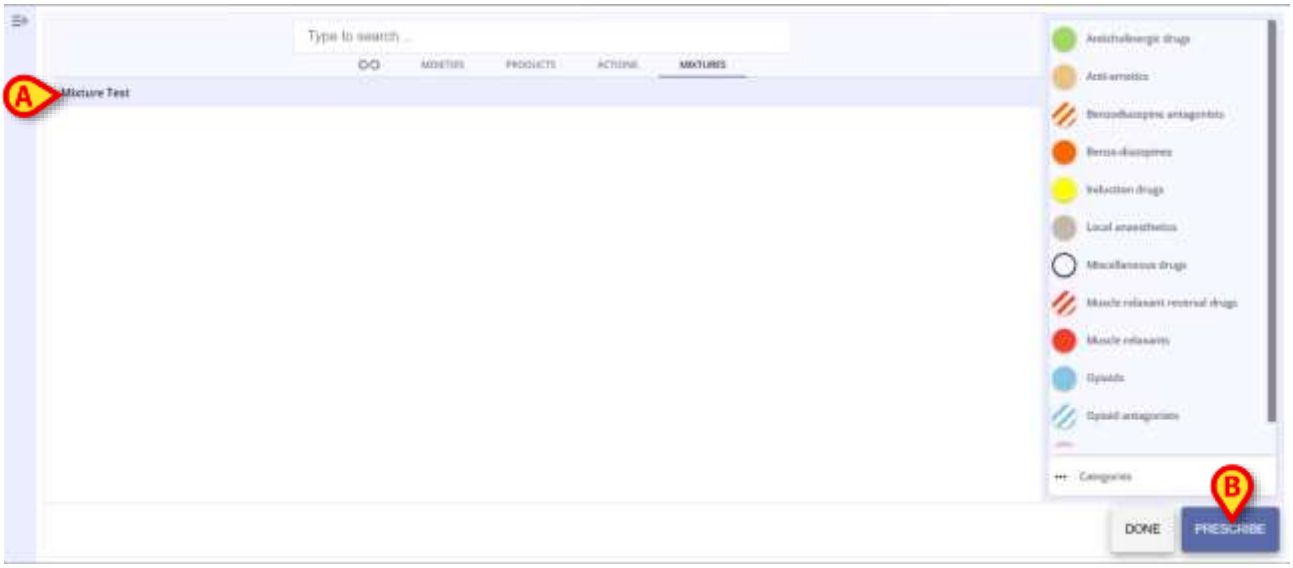


Fig 56

- Click the **Prescribe** button (Fig 56 **B**).

The screen listing the possible administration modes is displayed (Fig 57 **A**).

Fig 57

- Click the required administration mode.

The Quantity/Dose selection screen will open (Fig 58).

Fig 58

The default administration values are indicated on top (editable - Fig 58 **A**).

The components of the mixture and their values are indicated in the middle of the screen (Fig 58 **B**, Fig 59).

Fig 59

The values of the components can be changed.

Either use the arrows placed on the right of each value to increase/decrease the Concentration/Amount (one unit per click) or select the value and then type the new Concentration/Amount to indicate the new value.

The components can be removed or added.

To remove a component:

- Click the X button indicated in Fig 59 **A**.

User confirmation is required (Fig 60)

Fig 60

- Click **OK** to remove.

To add a component

- Click the **Add Component** button indicated in Fig 59 **B**.

The following window, listing all the configured components, will be displayed.

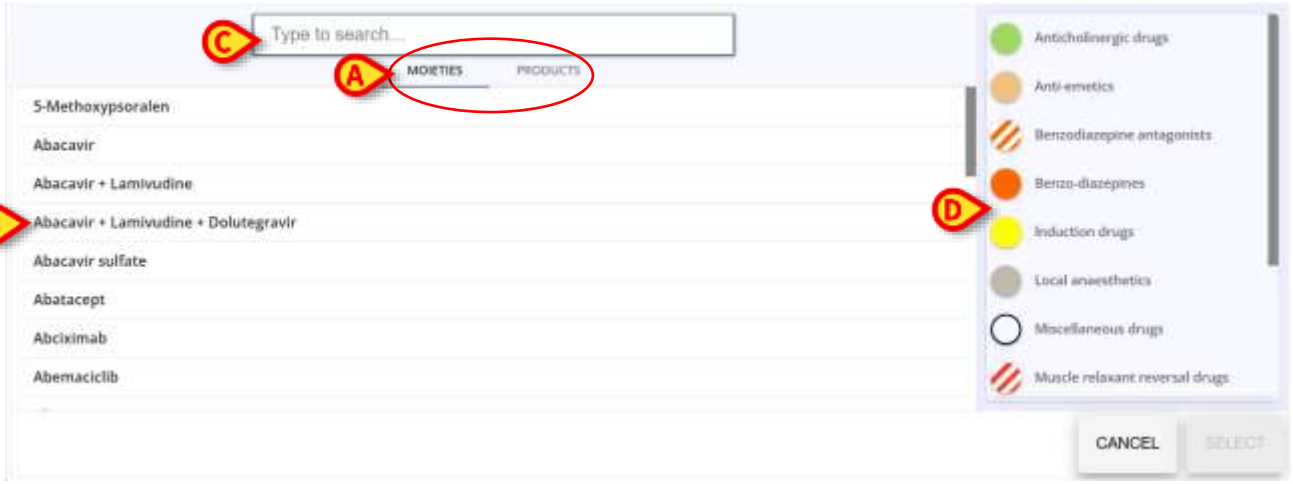


Fig 61

Components can be either Moieties or Products. Click the tab corresponding to one or the other to display the required list (Fig 61 **A**).

The components are listed on the left (Fig 61 **B**). It is possible to use the available search tool (Fig 61 **C**) or the filters on the right (Fig 61 **D**) to find the required component.

- Click the required component. The corresponding row will be highlighted (Fig 62 **A**).

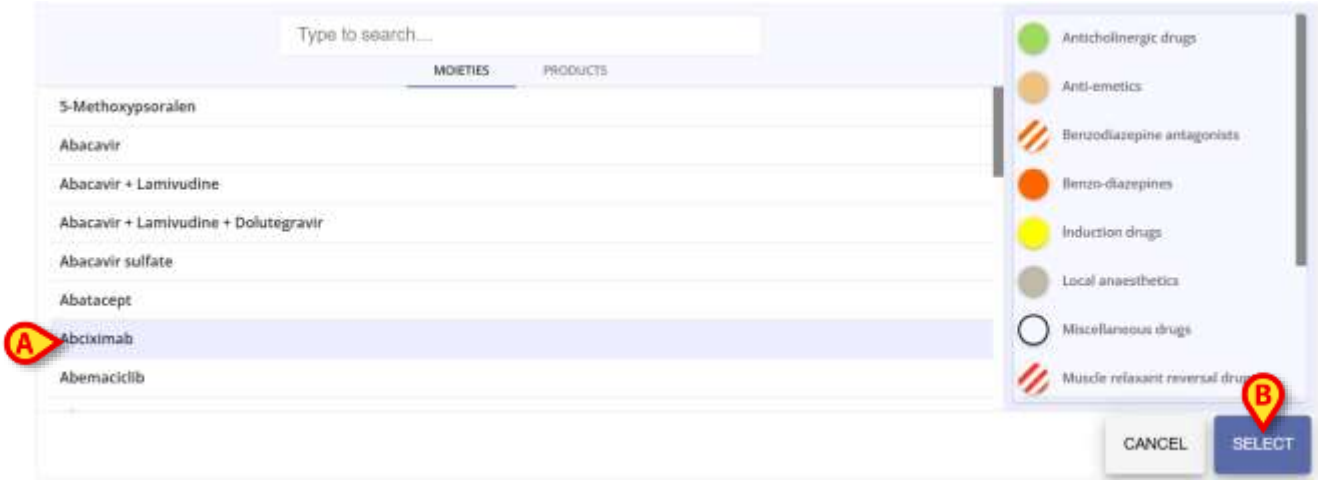


Fig 62

- Click the **Select** button (Fig 62 **B**).

A window making it possible to indicate the component values will open (Fig 63).

Fig 63

- Select the appropriate terminology for the specific type of administration. That is: select “Amount” or “Volume” according to the specific administration type (Fig 63 **A**).

If “Amount” is selected, the window changes as shown in Fig 64.

Fig 64

If “Volume” is selected, the window changes as shown in Fig 65.

Fig 65

- Insert the required values (Concentration, Amount/Volume).
- Select the appropriate unit of measure on the available drop-down menu (Fig 66 **A**).

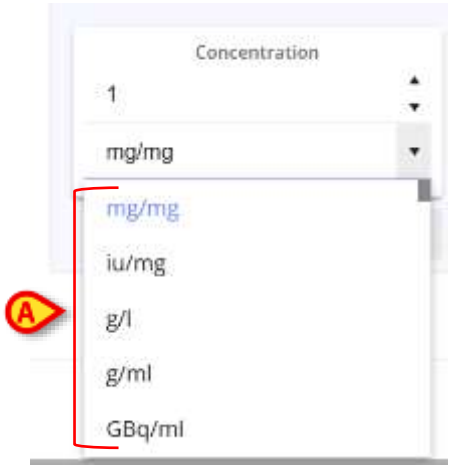


Fig 66

When all the required data is specified (Fig 67 **A**),

- Click the **Add Component** button (Fig 67 **B**).

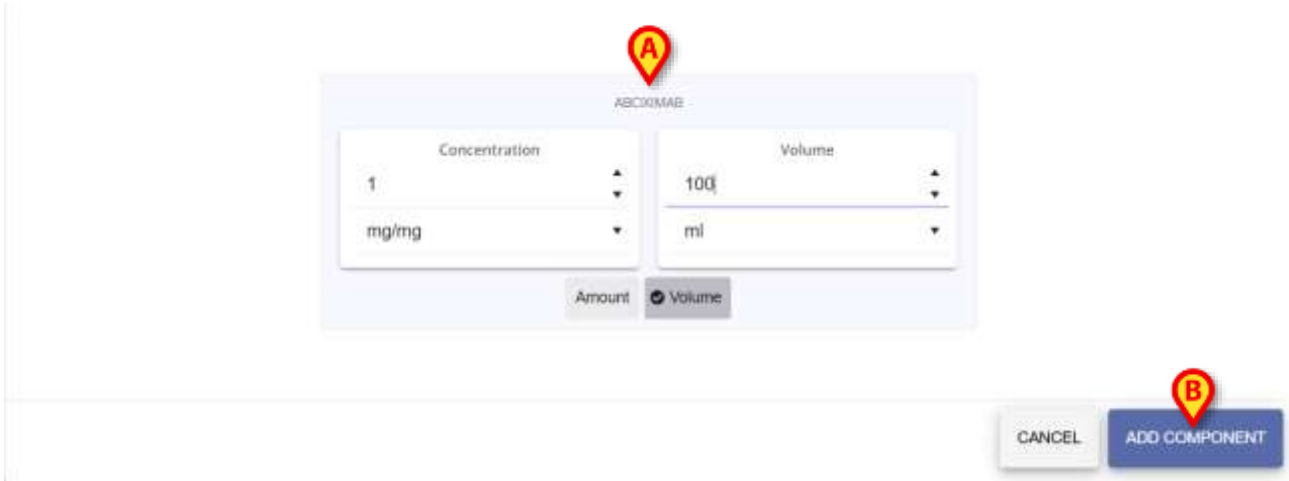


Fig 67

The new component will be added to the mixture and displayed on the Quantity/Dose selection screen (Fig 68 **A**).

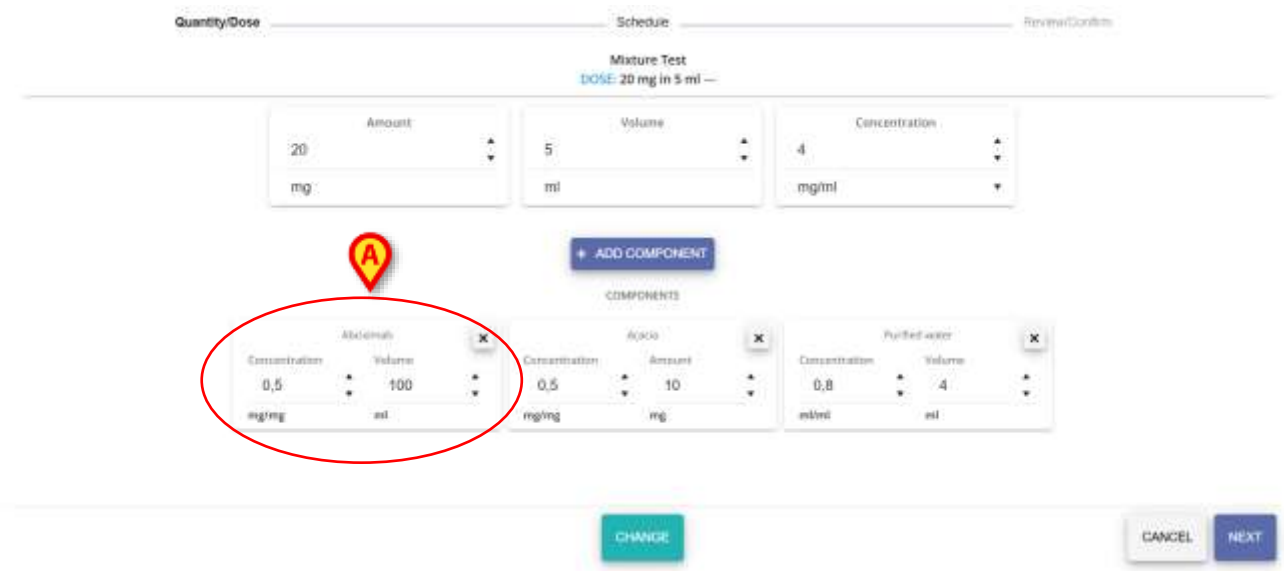


Fig 68

- Click the **Next** button to proceed to the Scheduling section, described in paragraph 4.15.3.

*If the values specified for the new component are not coherent with the already existing values, the **Next** button is disabled and a specific warning is displayed.*

4.15.2. New Prescription – Range specification for Quantity/Dose

Some treatments can be configured to allow the user to prescribe a range of Quantity/Doses instead of a specific value. That is, for example, prescribing a dose that is between 4 and 6 mg instead of prescribing 5 mg. The actual quantity will be decided at execution time, depending on patient's parameters and condition.
If, for a treatment, the "Range" option is enabled, the following screen is displayed after clicking on the **Prescribe** button (Fig 69).

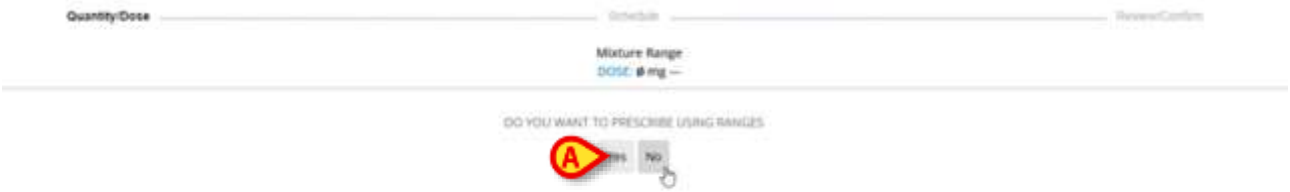


Fig 69

The screen offers the possibility to prescribe using the "Range" option.

- Click **Yes** to select the "Range" option (Fig 69 **A**).

The Quantity/Dose selection screen opens (Fig 70).

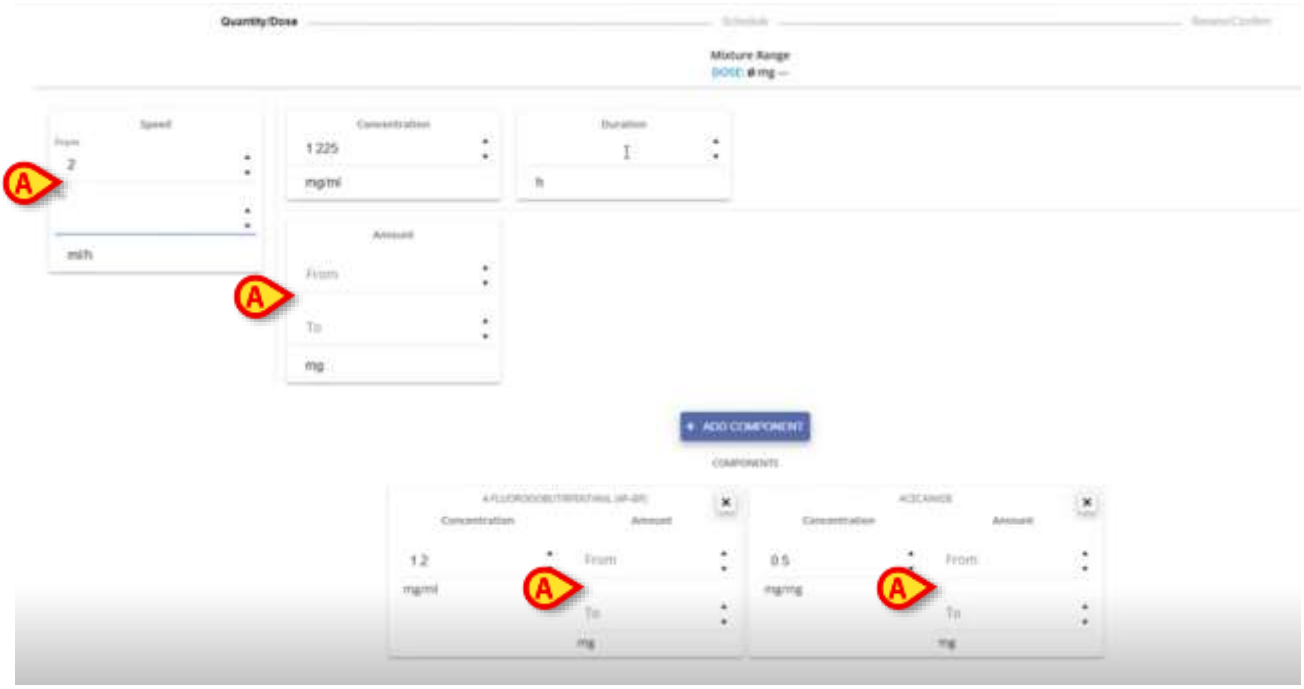


Fig 70

The parameters for which the “Range” option is enabled are characterized by the “From” and “To” fields, where the minimum and maximum range values can be specified. See for example Fig 70 **A** and Fig 71.

Fig 71

If the “From” field is filled with a value that is bigger than the one specified in the “To” field, then the “From” value is automatically brought back to the preceding logically possible value.

In the case of mixtures prescription, if a range is specified for the mixture, as in Fig 72 **A**, then the range is automatically calculated for the related components (Fig 72 **B**).

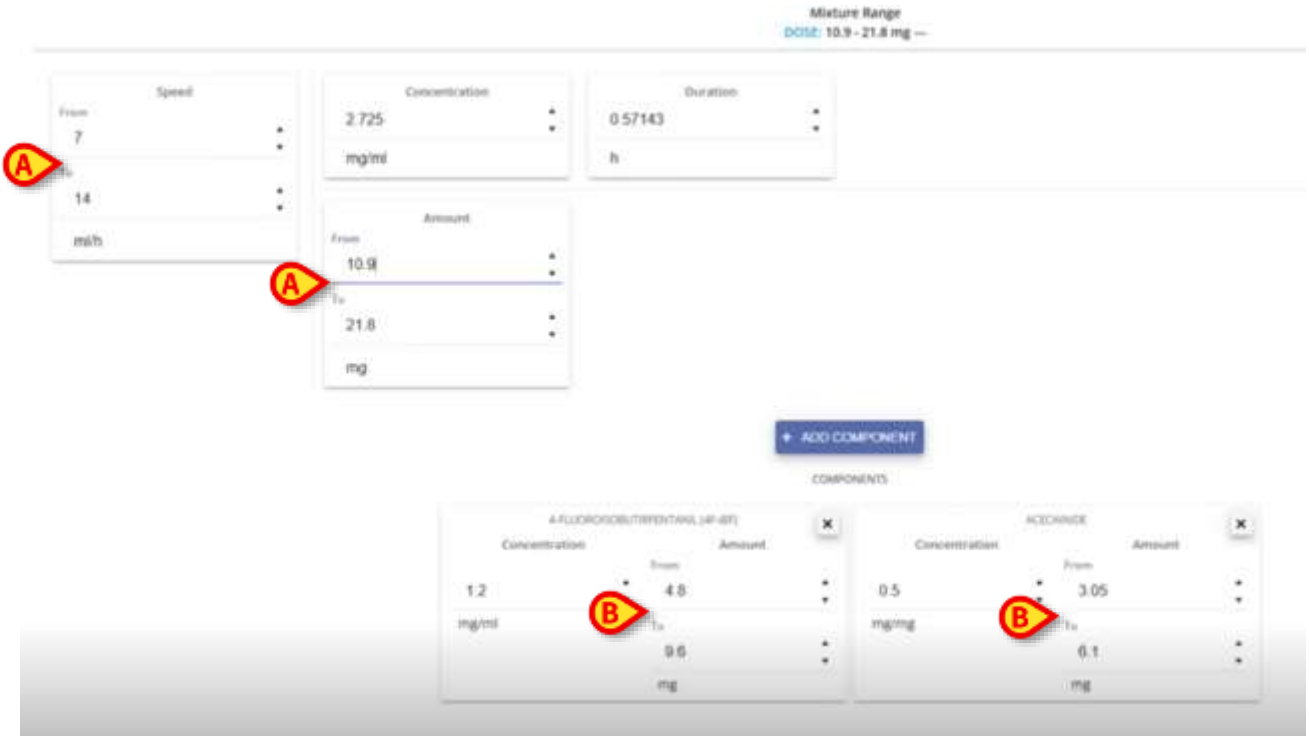


Fig 72

After Quantity/Dose specification:

- Click the **Next** button to proceed to the Scheduling section, described in paragraph 4.15.3.

4.15.3. New Prescription – Scheduling step

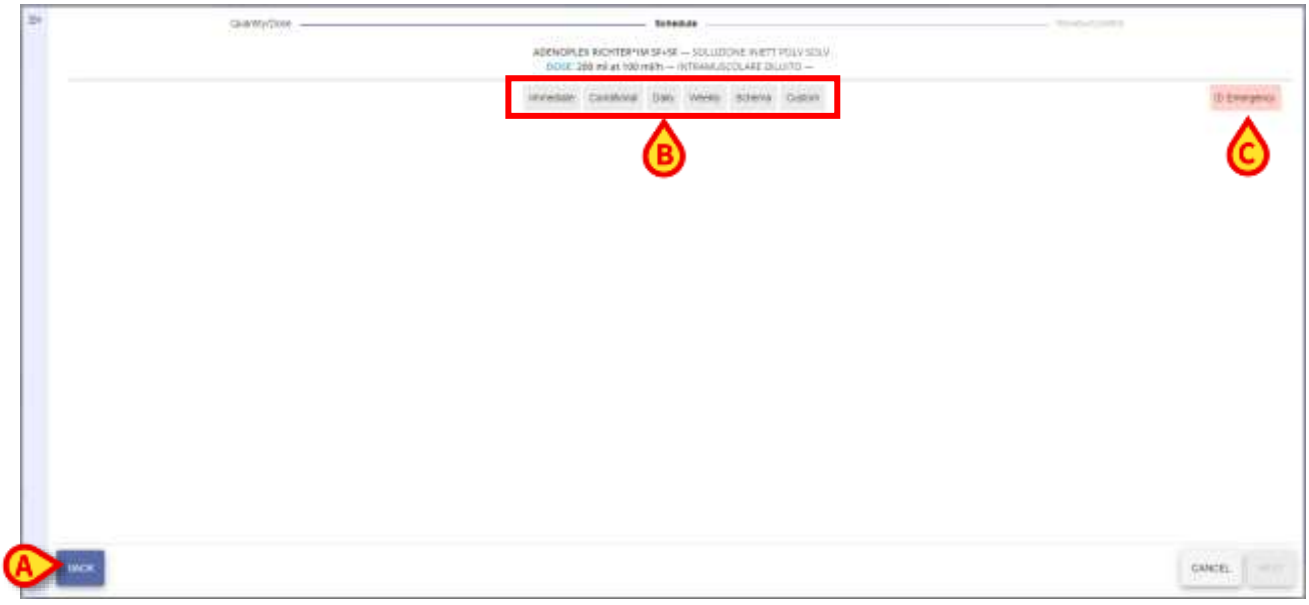


Fig 73

The page lands on the **Schedule** page and the blue **Back** button (Fig 73 **A**) is provided to go back to the previous step.

The list of six scheduling options presented as individual buttons is displayed (Fig 73 **B**). The following options are provided:

- **Immediate**: to immediately administer the prescribed treatment;
- **Conditional**: to administer the prescribed treatment only if certain conditions occur;
- **Daily**: to administer the prescribed treatment in one day, one or more times, at given times;
- **Weekly**: to administer the prescribed treatment on different days during a week, at given times;
- **Schema**: to administer treatment according to a fixed, user-defined pattern;
- **Custom**: to administer treatment according to a fully customizable schedule.
- **Emergency**: to administer an emergency executed treatment.

It is possible to set the automatic plan type selection (conditional, weekly, daily, schema etc...) by configuration. Once a treatment is selected, the corresponding window will automatically be displayed.

4.15.3.1. Schedule - Immediate

Fig 74

If the **Immediate** schedule is chosen, the treatment is immediately administered. The message “Single administration and immediate at” followed by the administration time (the current time when the **Immediate** scheduling option was selected) is displayed (Fig 74 **A**). No further configuration is required.

Fig 75

It is possible to only set the **tolerance time** i.e., the time interval before and after the specified administration time - in the case of prescriptions with immediate schedules – within which the administration is considered “on time”, by choosing one of the options

available in the dropdown menu provided (Fig 75 **A**). If a tolerance of 15 minutes is specified for an administration prescribed for 11:00 a.m., the administration is on time if it is performed between 10:45 a.m. and 11:15 a.m.
The following options are given:

- 00:05
- 00:10
- 00:15 (the default tolerance value is set to 00:15 minutes)
- 00:20
- 00:30
- 00:45
- 01:00
- 01:30
- 02:00

➢ Set the tolerance time.

The blue button **Change** (Fig 75 **B**) is enabled, and it is possible to change the selected scheduling, going back to the selection window shown on Fig 73, to opt for another schedule.
The blue **Next** button (Fig 75 **C**) is enabled, and it is possible to proceed to the **Review/Confirmation** stage.

4.15.3.2. Schedule - Conditional

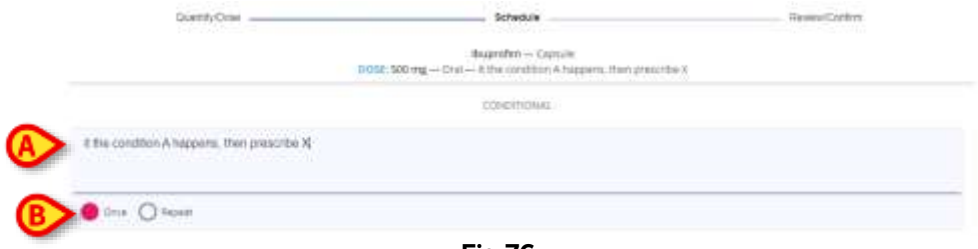


Fig 76

If the conditional administration is chosen, the prescribed treatment will be administered only if certain conditions, that must be specified in the textbox provided, are met.

➢ Set the condition or conditions to be met in the textbox available (Fig 76 **A**);
➢ Choose between the **Once** or **Repeat** options (Fig 76 **B**), selecting the corresponding radio button to indicate whether the treatment is to be administered only once or whether, after being administered the first time, it is to be retained in the treatment plan in order to be repeated in the future.

The red button **Change** (Fig 75 **B**) is enabled, and it is possible to change the selected scheduling, going back to the selection window shown on Fig 73, to opt for another schedule.
The blue **Next** button (Fig 75 **C**) is enabled, and it is possible to proceed to the **Review/Confirmation** stage.

4.15.3.3. Schedule – Daily

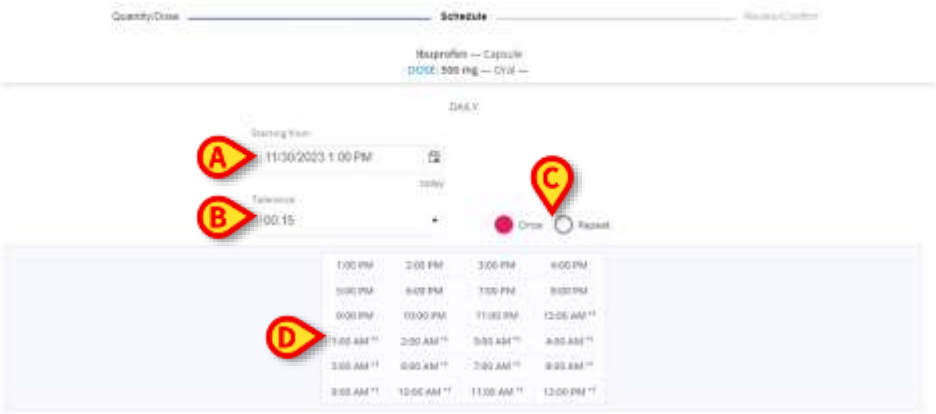


Fig 77

If daily administration is chosen, the prescribed treatment can be administered once or several times a day at set times. To schedule the treatment administration times, multiple fields are provided:

- The **Starting from** field (Fig 77 **A**) to set the date and time of the first administration of the prescribed treatment;
- The **tolerance** field (Fig 77 **B**), to set the tolerance time (the default value is 00:15 minutes);
- **Once** and **Repeat** radio buttons (Fig 77 **C**);
- A card grid with **24 full-hour-buttons** to be selected (Fig 77 **D**). The 24 buttons correspond to the 24 hours of a day. The first hour is the one set in **Starting from** field or, if the set hour is not a full hour, the first hour will be the nearest full hour. The indication "+1" means that those hours are relative to the next day.

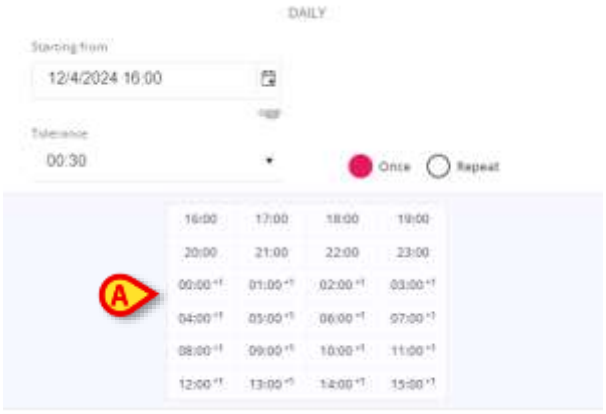


Fig 78

It is possible to set and configure the timetable on 24 hours as well as 12 hours am/pm (Fig 78 **A**). To prescribe a daily schedule:

Fig 79

- Click on the field itself or on the calendar button (Fig 79 **A**) provided in the **Starting from** field to open a dropdown calendar view;
- Select the date in the **Date** tab (Fig 79 **B**) and the time in the **Time** tab (Fig 79 **C**), then click on **Next** button (Fig 79 **D**). It is possible to specify the start of treatment on a future day and/or at a future time, but not in the past;

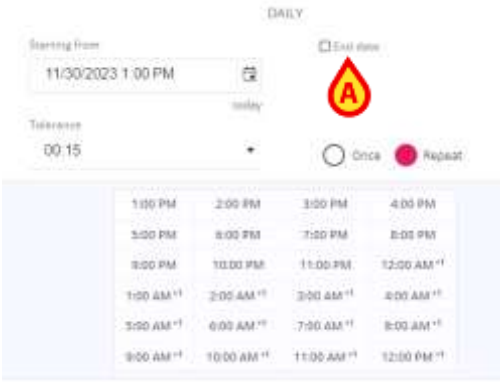


Fig 80

- Set the **tolerance** time and select the desired options from the available radio buttons. If **repeated** prescription is selected, then the **End date** checkbox (Fig 80 **A**) appears.

Fig 81

- Checking this box, it is possible to set the end date for the daily treatment (which can then be administered on multiple days according to the fixed times set) on a calendar view (Fig 81 **A**);

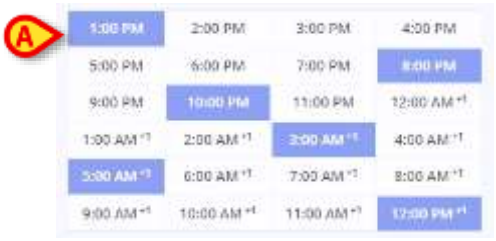


Fig 82

- Select the hours on the hour-cards grid by simply clicking on them (double-click the selected hours to deselect them). The selected hours are colored in blue (Fig 82 A).

The red button **Change** (Fig 75 **B**) is enabled, and it is possible to change the selected scheduling, going back to the selection window shown on Fig 73, to opt for another schedule. The blue **Next** button (Fig 75 **C**) is enabled, and it is possible to proceed to the **Review/Confirmation** stage.

4.15.3.4. Schedule – Weekly

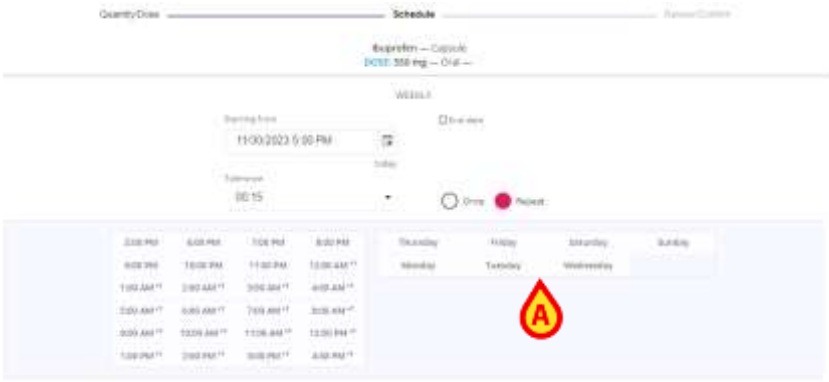


Fig 83

If **weekly** administration is chosen, the prescribed treatment can be administered once or several times a day at set times for one week. To schedule the treatment administration times, multiple fields are provided and most of them have already been described for the **daily** prescription plan. The previously described functionalities are integrated with a **button/card grid with the 7 weekdays** (Fig 83 **A**) to be selected. The 7 buttons correspond to the 7 days of a week. The first day is the weekday of the one set in **Starting from** field.
To prescribe a weekly schedule:

- Click on the field itself or on the calendar button provided in the **Starting from** field to open a dropdown calendar view;
- Select the date in the **Date** tab and the time in the **Time** tab, then click on **Next** button;
- Set the **tolerance** time and select the desired options from the available radio buttons. If repeated prescription is selected, then the **End date** checkbox appears;
- Checking this box, it is possible to set the end date for the weekly treatment (which can then be administered on multiple weeks according to the fixed days and times set) on a calendar view;
- Select the hours on the hour-cards grid by simply clicking on them;

Fig 84

- Select the days on the day-cards grid (Fig 84) clicking on them (double-click the selected days to deselect them). The selected days are colored in blue.

When prescribing a weekly treatment plan, it is necessary to specify both the times of administration and the days of administration. The red button **Change** (Fig 75 **B**) is enabled, and it is possible to change the selected scheduling, going back to the selection window shown on Fig 73, to opt for another schedule.
The blue **Next** button (Fig 75 **C**) is enabled, and it is possible to proceed to the **Review/Confirmation** stage.

4.15.3.5. Schedule – Schema

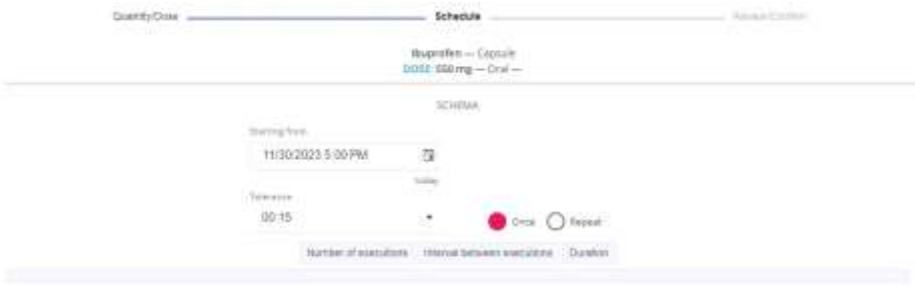


Fig 85

If schema administration is chosen, the prescribed treatment can be administered according to a fixed, generic pattern, like “Execute this treatment N times in X days”. The system calculates the appropriate time intervals and enters administration orders from the time indicated in the **Starting From** field. To schedule the treatment administration times, multiple fields are provided and most of them have already been described for the **daily** prescription plan.

To prescribe a schema schedule:

- Click on the field itself or on the calendar button provided in the **Starting from** field to open a dropdown calendar view;
- Select the date in the **Date** tab and the time in the **Time** tab, then click on **Next** button;
- Set the **tolerance** time and select the desired options from the available radio buttons. If repeated prescription is selected, then the **End date** checkbox appears;
- Checking this box, it is possible to set the end date for the schema treatment on a calendar view;

Fig 86

To define a schema,

- Use the buttons shown in Fig 86 (**A**, **B** or **C**) to select the appropriate option for the desired schema to be composed. Three buttons are available:
  - **Number of executions**, to specify the number of administrations. If selected, the **Execute** field (Fig 86 **D**) is provided to enter the desired number of administrations;
  - **Interval between executions**, to specify the time interval between one administration and the next. If selected, the **At interval of** field (Fig 86 **E**) is provided to enter the desired time interval. The unit of measurement (Minutes, Hours or Days) can be chosen from a dropdown menu provided;
  - **Duration**, to specify the period of time (how long) within which to perform therapy administrations. If selected, the **In** field (Fig 86 **F**) is provided to enter the desired period of time. The unit of measurement (Minutes, Hours or Days) can be chosen from the dropdown menu provided (Fig 87 **A**);

Fig 87

Two buttons must be selected at a time in order to establish a pattern. If **Number of executions** and **Interval between executions** are selected, like in the example shown in Fig 87, values can be entered in the **Execute** and **At interval of** fields. The **In** field is populated accordingly, since the system automatically calculates the total time period by multiplying the set number of administrations by the chosen time interval.

Fig 88

Similarly, if the selected fields are **Number of executions** and **Duration**, the user can enter the desired values in the **Execution** and **In** fields, and the value in the **At the interval of** field is automatically calculated.

Fig 89

Finally, if the selected fields are **Interval between executions** and **Duration**, the user can enter the desired values in the **At interval of** and **In** fields and the number of executions is automatically calculated.

- Choose the schema, selecting the desired fields to be filled in;
- Enter the desired values in the fields provided, either manually or by using the up and down arrows to increase or decrease the amount of value.

The red button **Change** (Fig 75 **B**) is enabled, and it is possible to change the selected scheduling, going back to the selection window shown on Fig 73, to opt for another schedule.
The blue **Next** button (Fig 75 **C**) is enabled, and it is possible to proceed to the **Review/Confirmation** stage.

4.15.3.6. Schedule – Custom

Fig 90

If custom administration is chosen, the prescribed treatment can be administered according to a fully customizable schedule. In this case, the orders that will be generated are all explicitly specified, one by one.

To prescribe a custom treatment:

- Set the **tolerance** choosing one option from those provided in the provided dropdown menu;

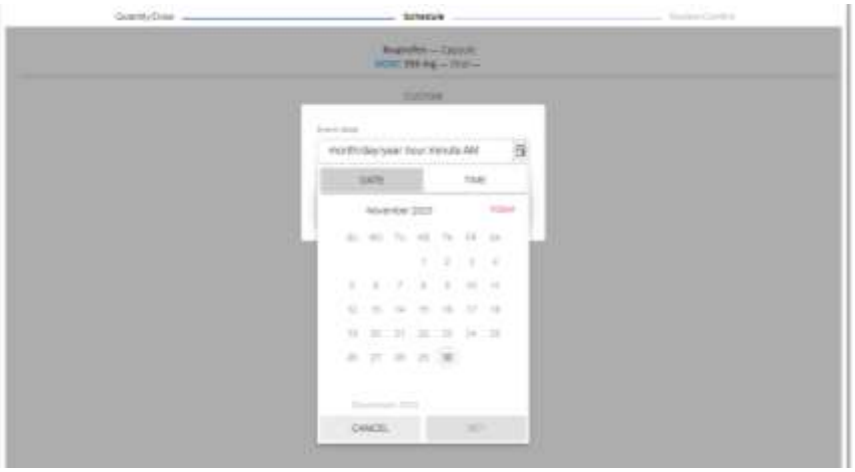


Fig 91

- Click on + **Add Event** blue button (Fig 90 **A**) to set the schedule of the first "event" from the provided calendar;
- Set the date in the **Date** tab and the time in the **Time** tab, then click on **Next** button;

Fig 92

- Enter all desired event orders by clicking the button and completing the customization of the schedule for each administration;

For each order, a card with the date and time of administration of the customized treatment is displayed (Fig 92 **A**). The events are displayed and listed in chronological order (even if they've been created in non-chronological order). To cancel an incorrect or no longer needed order, a **bin** button is available (Fig 92 **B**).

To cancel the order,

- Just click on the **bin** button and confirm the deletion.

The red button **Change** (Fig 75 **B**) is enabled, and it is possible to change the selected scheduling, going back to the selection window shown on Fig 73, to opt for another schedule.
The blue **Next** button (Fig 75 **C**) is enabled, and it is possible to proceed to the **Review/Confirmation** stage.

4.15.3.7. Schedule – Emergency

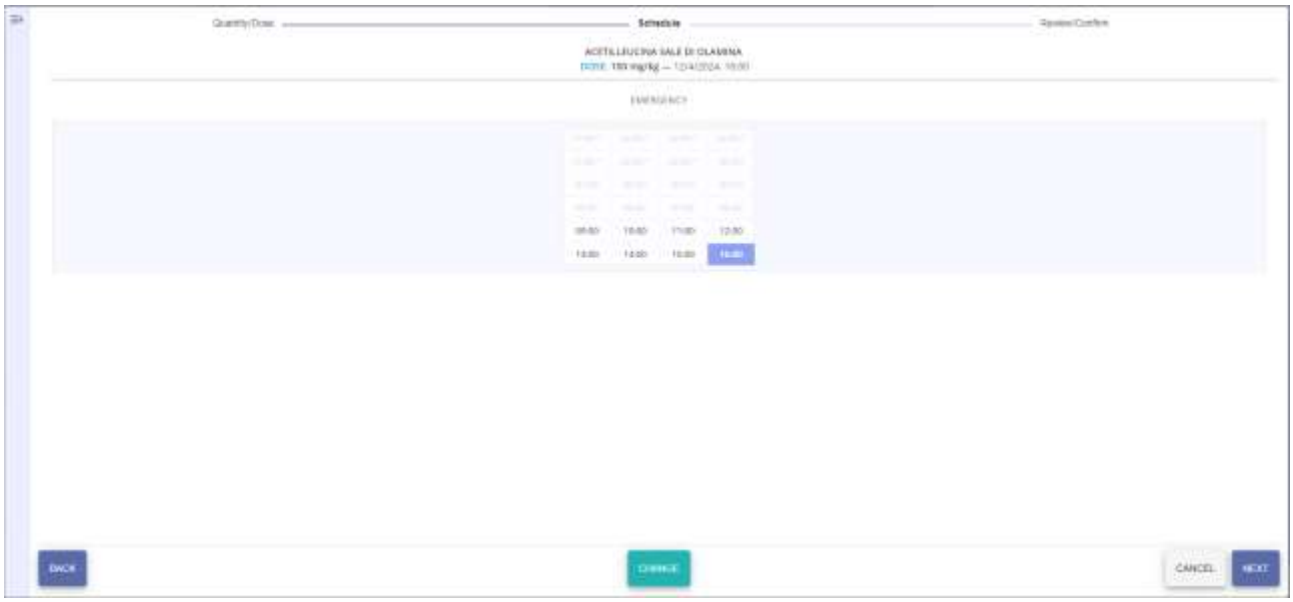


Fig 93

In case the emergency option is chosen, only one administration with the same or previous time can be prescribed. In the example provided in Fig 93, the prescription was registered at 16:45. Eight previous full hours are selectable.

- Select an hour from the clickable ones provided in the grid and then
- click on the **Next** button.

The number of selectable hours in the past is configurable, depending on the EmergencyHoursLimit *System Option. See the document DSO ENG System Options for more information.*

4.15.4. New Prescription – Review/Confirm step

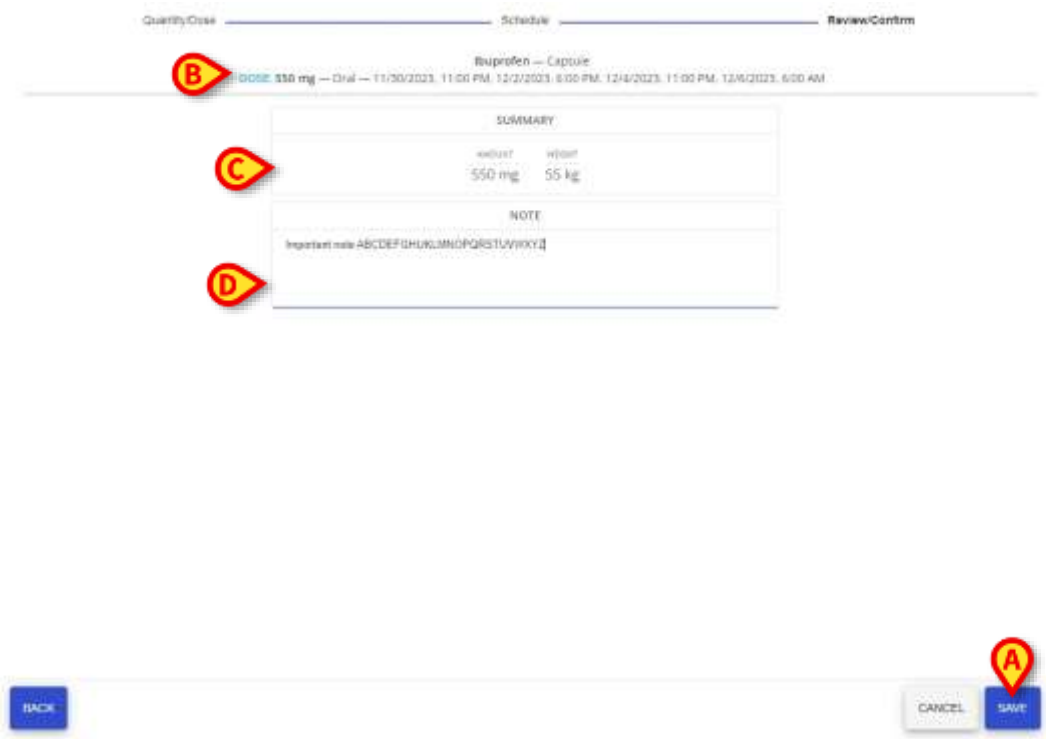


Fig 94

After clicking the **Next** button, the user can review and complete the prescription in the last available window, under the **Review/Confirmation** tab, where the summary of the prescription can be read.

Three sections are provided:

- The full prescription string (Fig 94 **B**) is displayed on top of the page, with the set dosages, unit of measures, form and route of administration and the full scheduling plan for the prescription. The prescription field is not editable;
- A summary section (Fig 94 **C**) shows the prescribed values with their unit of measure. The summary is also not editable;
- An additional field (Fig 94 **D**) is also available to enter a **note** to the prescription. It is not necessary to fill in this field, but to do so:

    - Manually enter the note inside the textbox provided.

To save the prescription:

- Click the blue **Save** button (Fig 94 **A**).

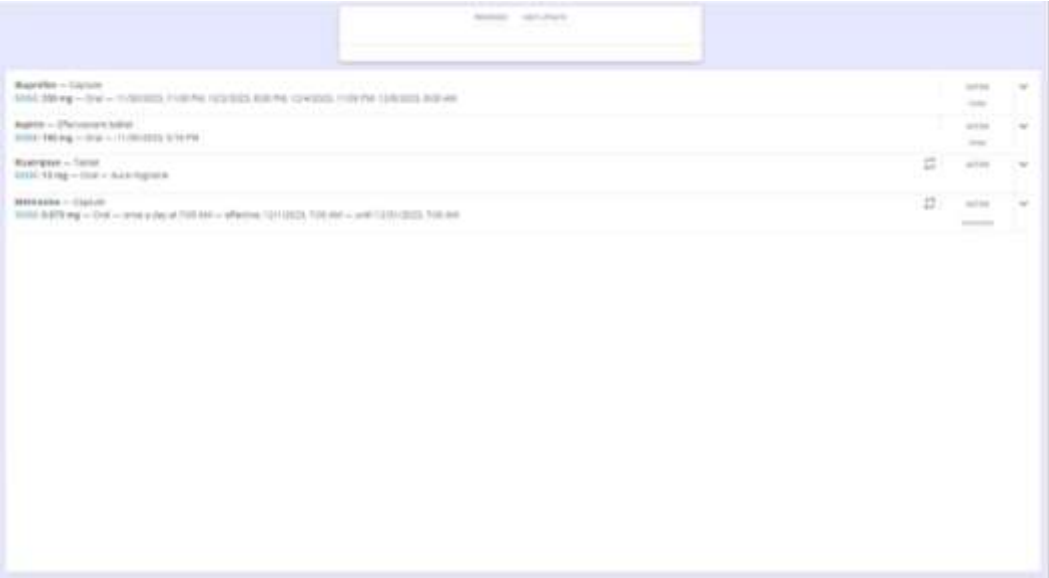


Fig 95

The prescription is added to the current therapy of the selected patient on the Prescription main page (Fig 95).

4.16. Prescription with double signature

A treatment can be configured to require a double signature at prescription time and/or at administration time. For prescriptions, it is necessary that a second user, different from the one that prescribed the treatment, validates the prescription. The prescription procedure is the same described in paragraph 4.15 but, if a double signature is required for the prescription, a specific icon - - is displayed on the corresponding row on the prescriptions table (Fig 96 **A**).

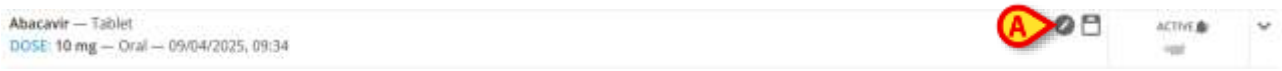


Fig 96

Before signature, the rectangle representing the order can be characterized by two icons (Fig 97).

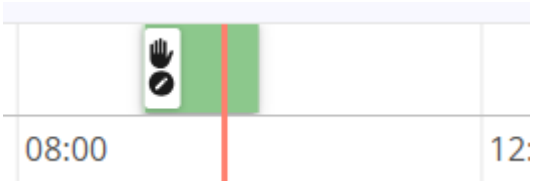


Fig 97

The icon indicates that the prescription requires a signature.
The icon indicates that the execution requires a signature.

For the signature procedure at execution time see paragraph 5.7.

Two different procedures can be configured to allow a second user to sign the prescription, depending on the *PrescriptionSignMode* system option.
If *PrescriptionSignMode* = 0 the signature must be performed on another Digistat session. That means that the prescription must be signed by another user logged on a different Digistat session.
If *PrescriptionSignMode* = 1 the signature must be performed within the same Digistat session, where the credentials of a different user are requested.

Both cases are described below.

4.16.1. Signature on a different Digistat session

In Fig 98 the Abacavir treatment is prescribed. In the current configuration, Abacavir requires a double signature (Fig 98 **A**).

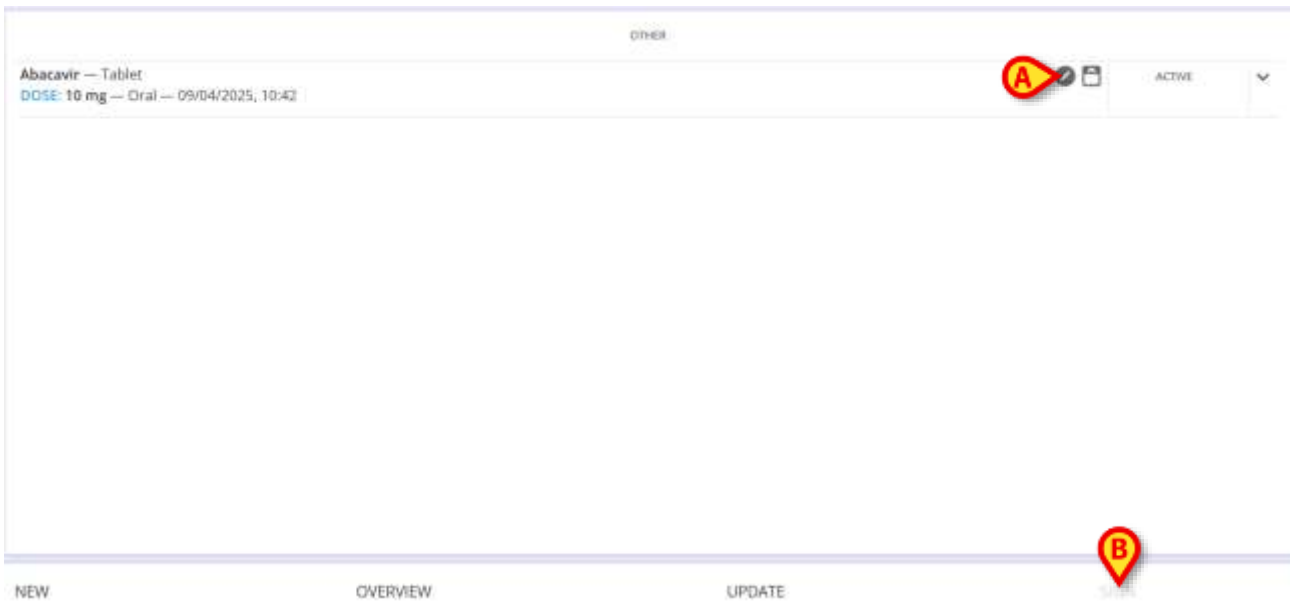


Fig 98

If the *PrescriptionSignMode* system option is set to 0, the **SIGN** button on the command bar is disabled (Fig 98 **B**).

To sign the prescription, it is necessary to log in with different credentials on a different Digistat session and select the same patient.

The **SIGN** button will be enabled for the second user. See Fig 99 **A**.

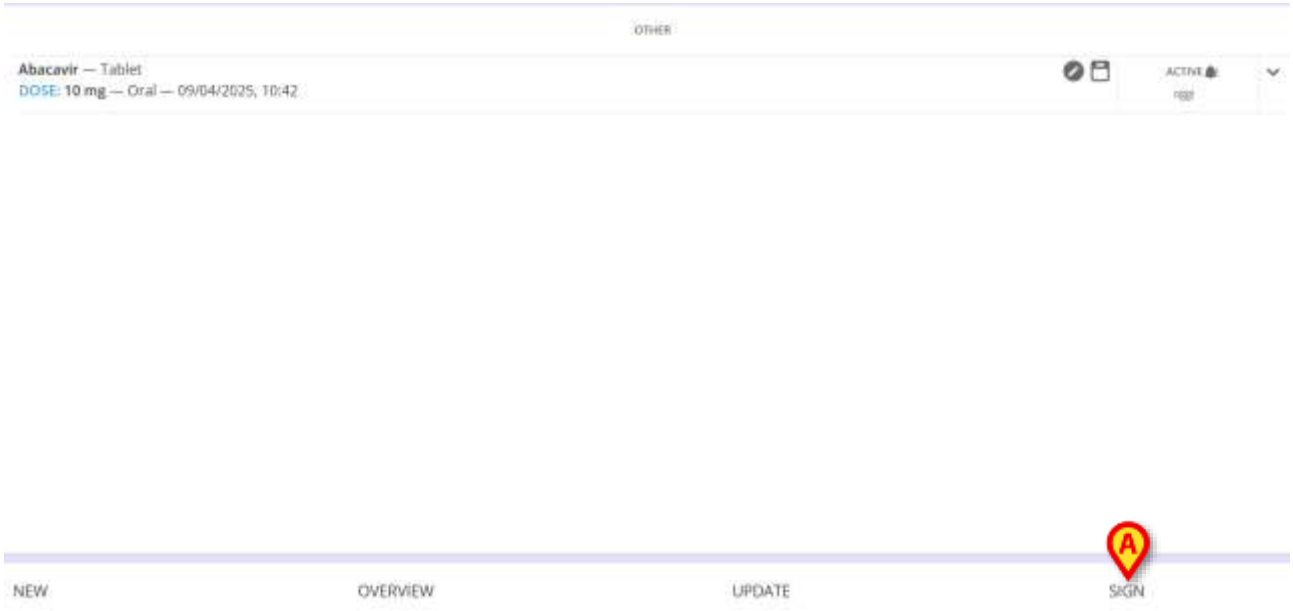


Fig 99

- Click the **SIGN** button (Fig 99 **A**).

The following window opens (Fig 100).

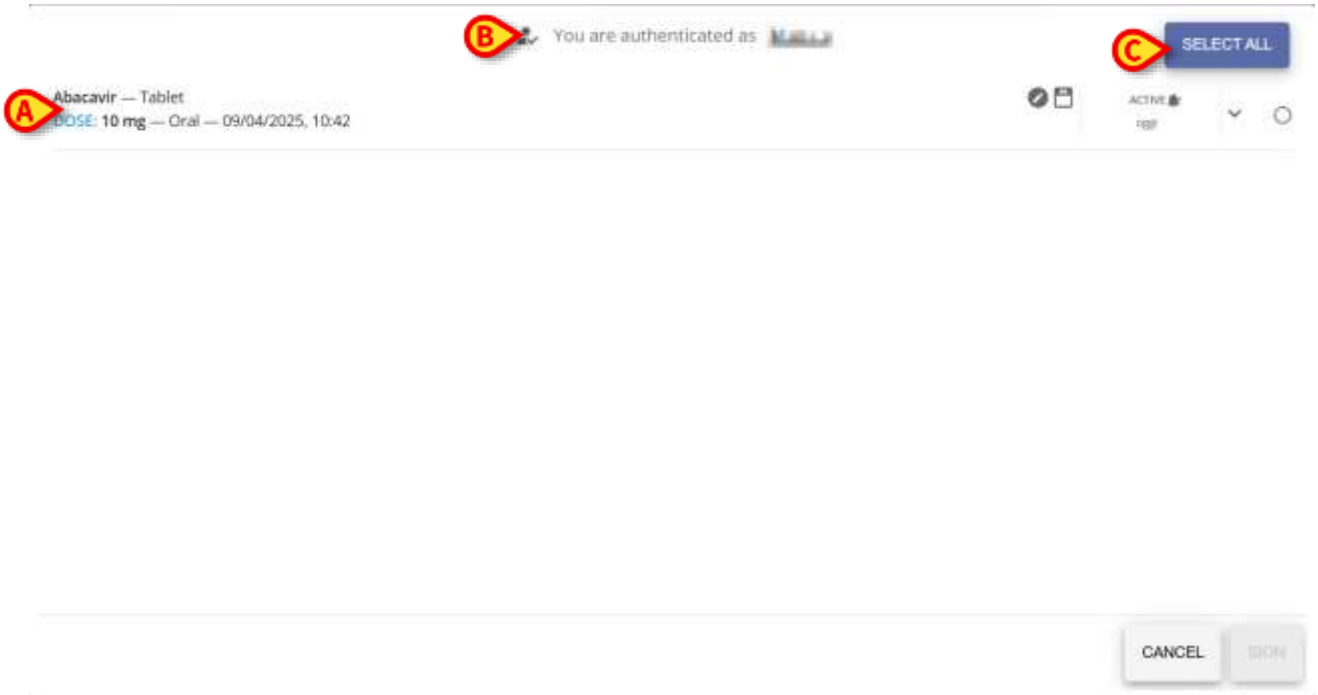


Fig 100

The window lists all the prescriptions requiring a signature. In the figure only the Abacavir prescription is present (Fig 100 **A**).
The user currently logged is indicated on top (Fig 100 **B**).
The **Select All** button (Fig 100 **C**) allows you to select all the items listed on the window.

- Check the button placed on the right of the rows corresponding to the items to be selected (Fig 101 **A**).

The **SIGN** button will be this way enabled (Fig 101 **A**).

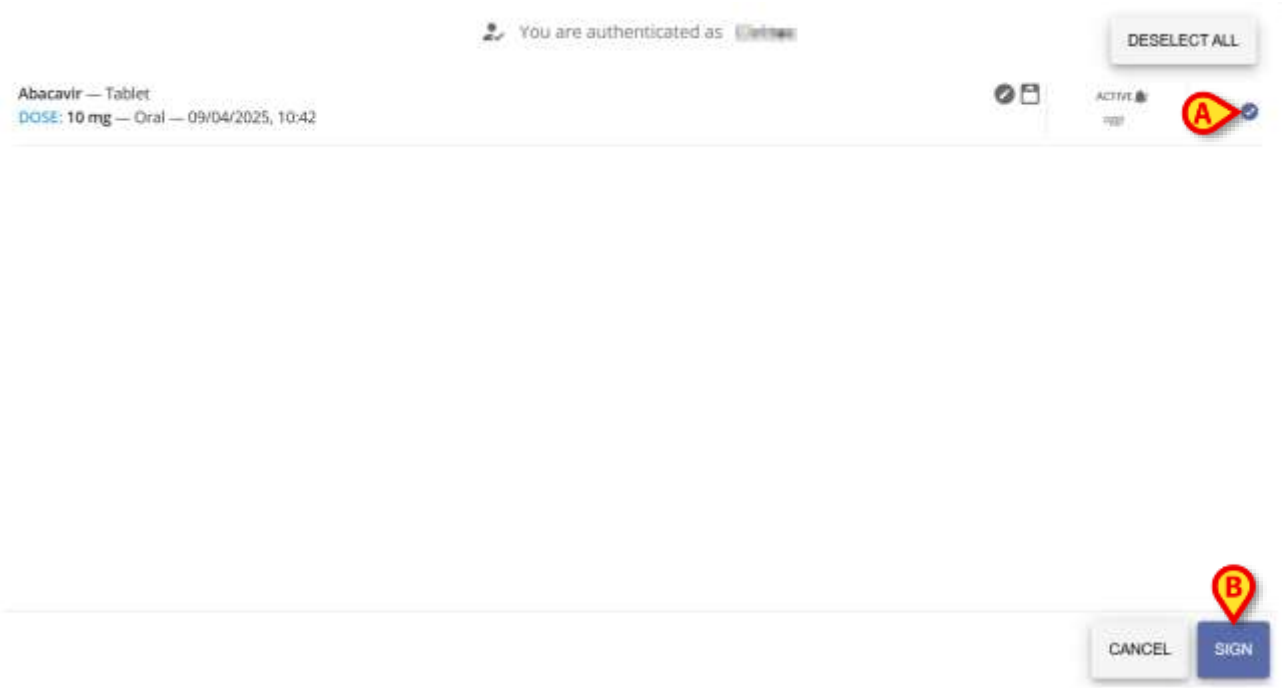


Fig 101

- Click the **SIGN** button (Fig 101 **B**).

The selected prescriptions will be this way double-signed.

4.16.2. Signature on the same Digistat session

In Fig 102 the Abacavir treatment is prescribed. In the current configuration, Abacavir requires a double signature (Fig 102 **A**).

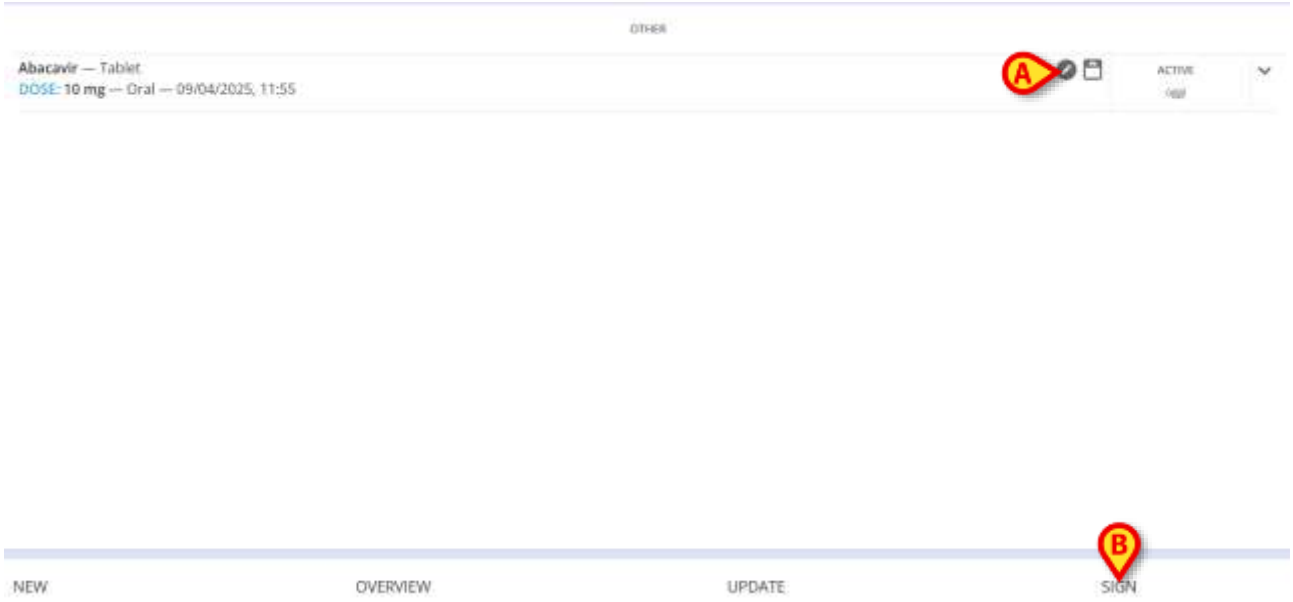


Fig 102

If the *PrescriptionSignMode* system option is set to 1, the **SIGN** button on the command bar is enabled (Fig 102 **B**).

- Click the **SIGN** button (Fig 102 **B**).

The following window opens (Fig 103).

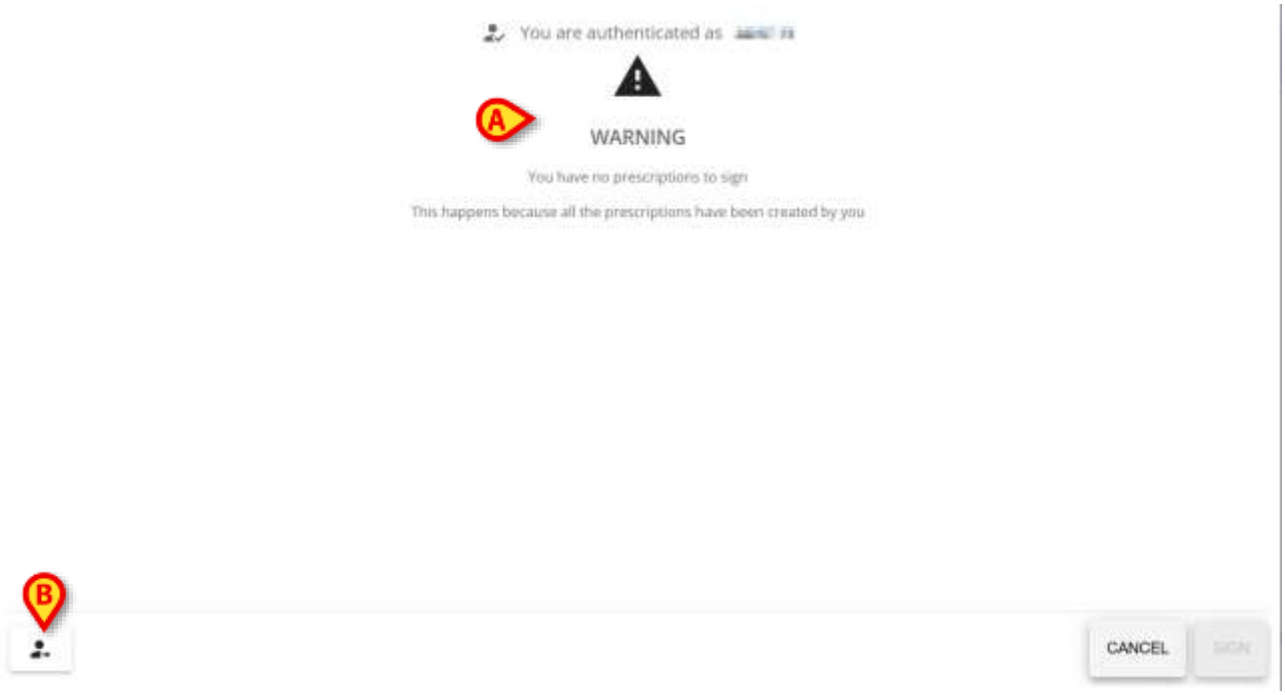


Fig 103

The window warns the logged user that the prescriptions requiring a double signature must be signed by a different user (Fig 103).

To insert the credentials of a different user

- Click the icon indicated in Fig 103 **B**.

The screen changes in the following way (Fig 104).

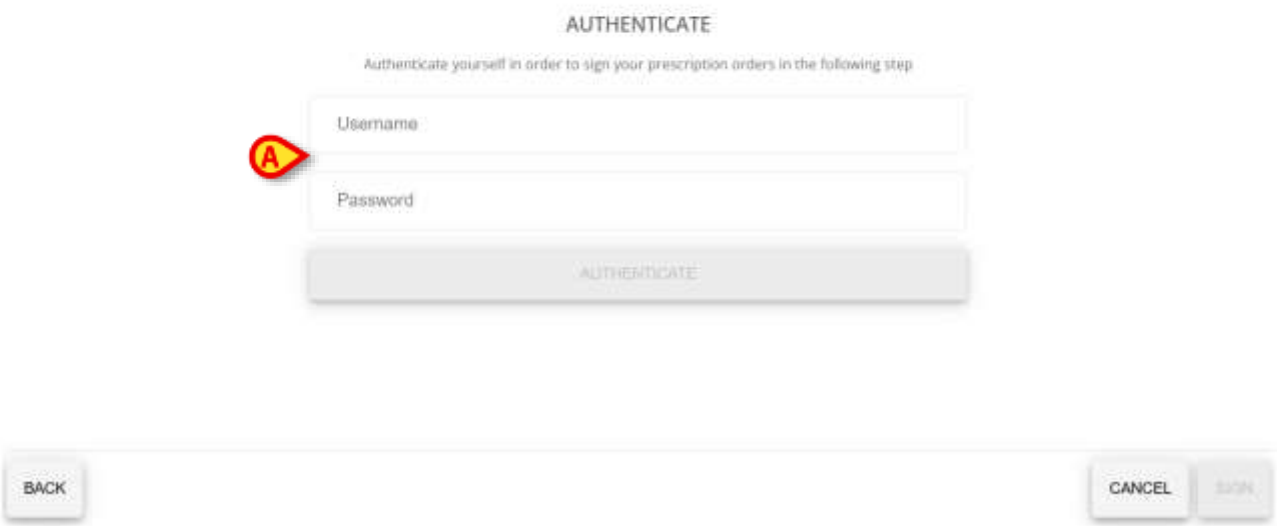


Fig 104

- Insert the credentials of the second user in the “Username” and “Password” fields (Fig 104 **A**).

The **Authenticate** button will be enabled (Fig 105).

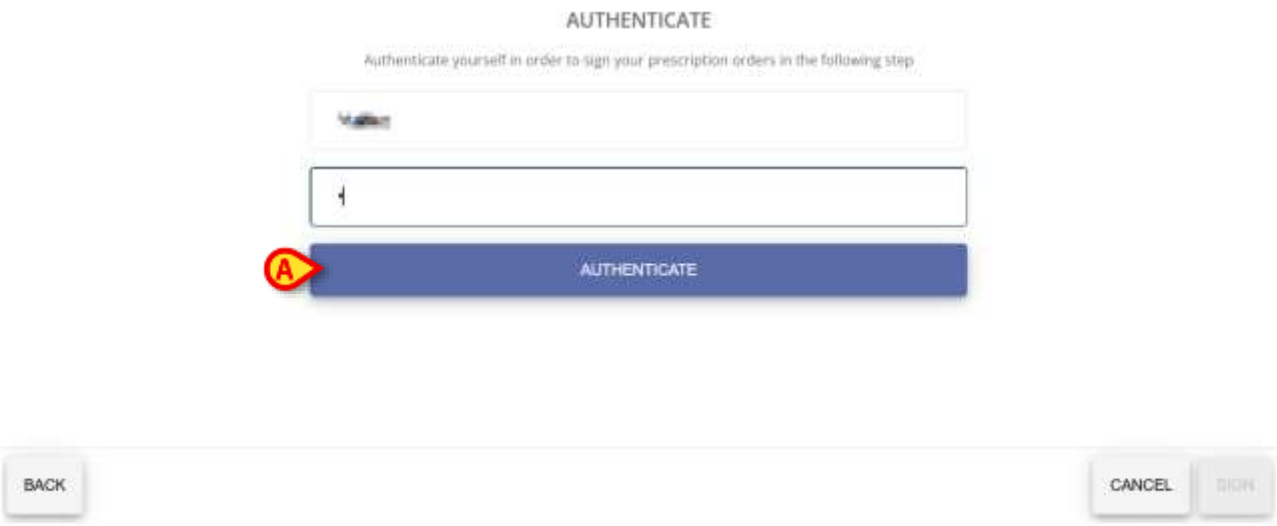


Fig 105

- Click the **Authenticate** button (Fig 105 **A**).

The following window opens (Fig 106).

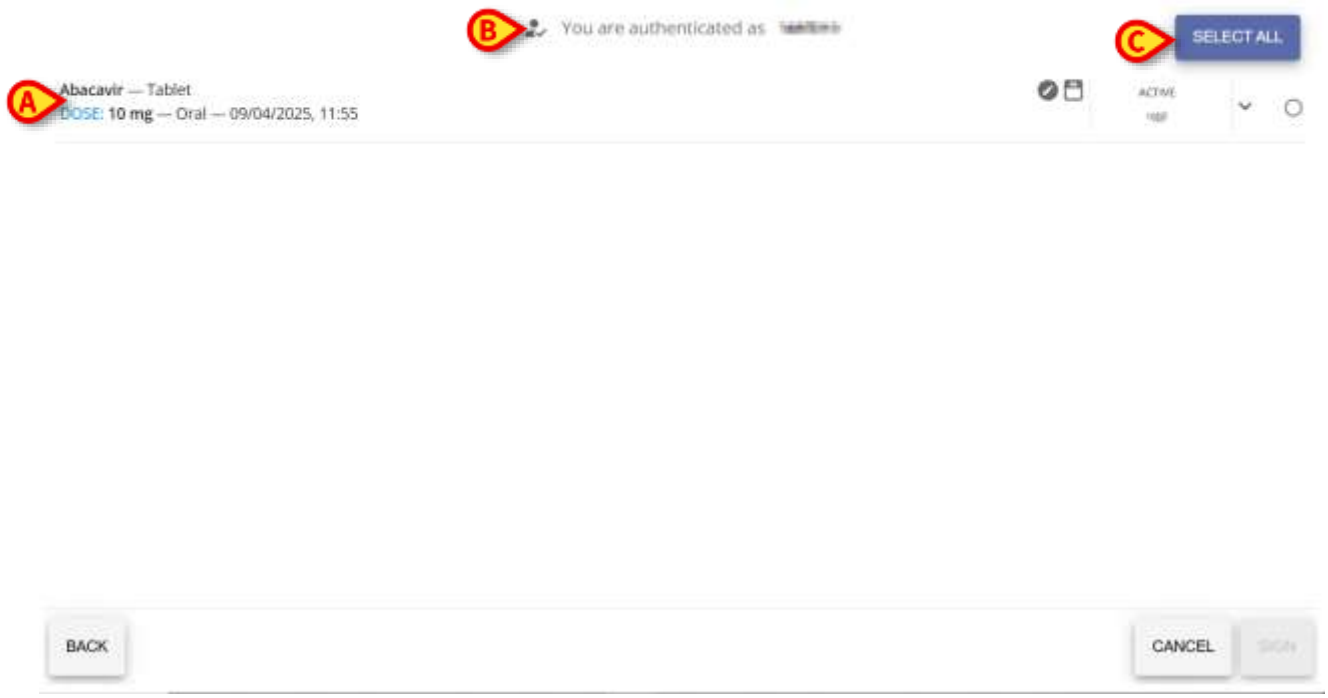


Fig 106

The window lists all the prescriptions requiring a signature. In the figure only the Abacavir prescription is present (Fig 106 **A**).
The user currently logged is indicated on top (Fig 106 **B**).
The **Select All** button (Fig 106 **C**) allows to select all the items listed on the window.

- Check the button placed on the right of the rows corresponding to the items to be selected (Fig 107 **A**).

The **SIGN** button will be enabled (Fig 107 **B**).

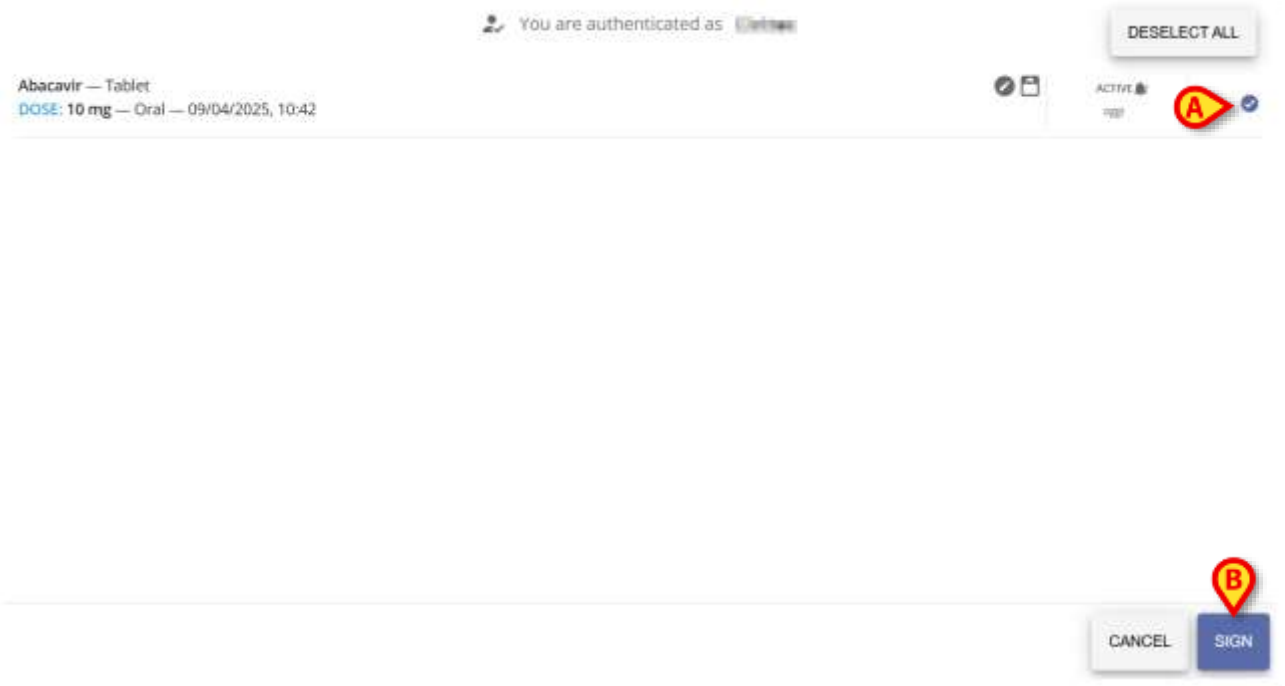


Fig 107

- Click the **SIGN** button (Fig 107 **B**).

The selected prescriptions will be this way double-signed.

4.17. Overview the created Prescriptions

Fig 108

The second button provided on the command bar is the **Overview** one (Fig 108 **A**).
Clicking on it, a window opens containing a **summary** of all the active prescribed treatments and the **statuses** of the corresponding orders on a calendar view.

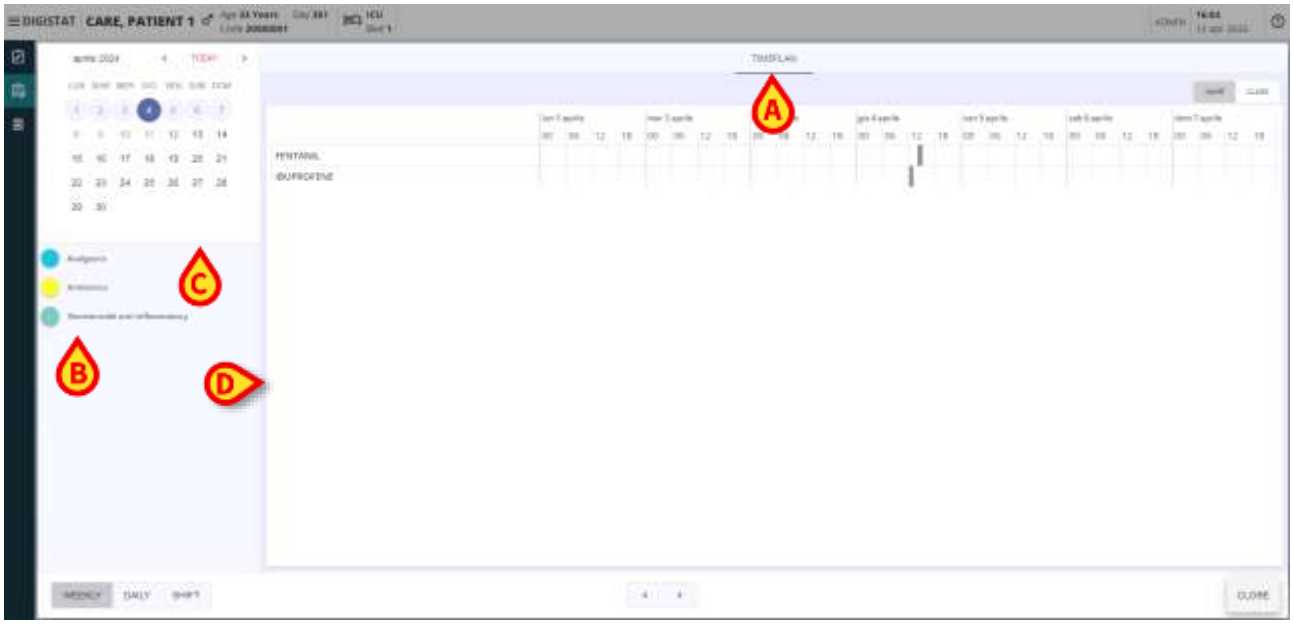


Fig 109

The page opens to the TimePlan tab (Fig 109 **A**).
Filters related to the classes of drugs prescribed in the therapy are displayed on the left (Fig 109 **A**). By clicking on one or more button filters, only the timeplan related to the prescription drugs belonging to that class will be displayed (Fig 109 **D**).
A calendar (Fig 109 **C**) is provided on the left part of the page. The current date is highlighted, but it is possible to scroll through the calendar to select days in the past and future directly by clicking on them. As a day is selected, the corresponding time plan (Fig 109 **D**) for that day is displayed in the central part of the screen.

4.17.1. Overview – Timeplan view

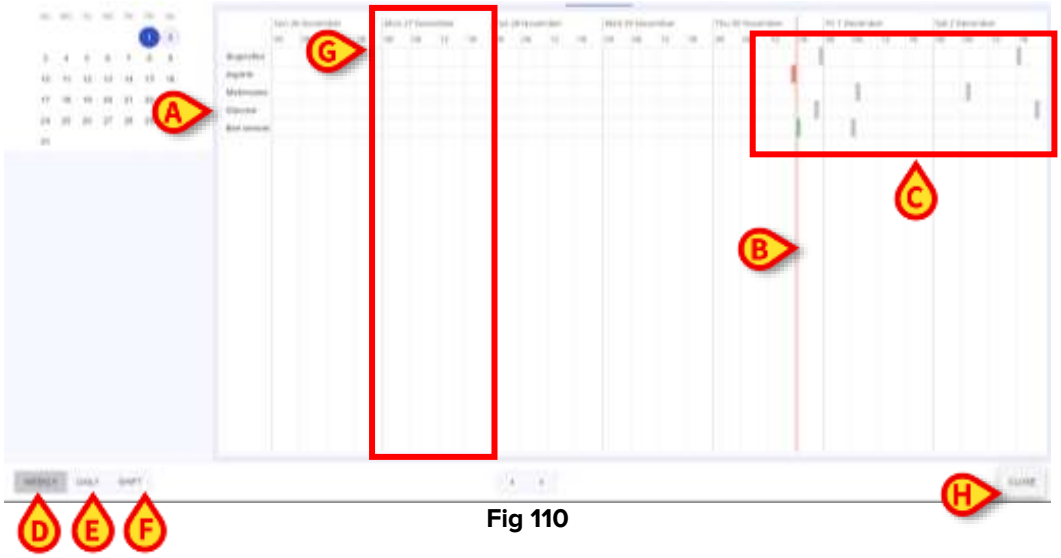


Fig 110

In the **timeplan** view, the schedule of administered orders or to be administered orders for each prescribed treatment is shown in a grid. Treatments are listed as individual rows in the grid (Fig 110 **A**). A **red vertical bar** (Fig 110 **B**) marks the "now" moment, and the orders scheduled for each treatment are represented as **cells** (Fig 110 **C**) that can display different colors:

- **Gray**, if it is an order to be administered in the future;
- **Green**, if it is a "ready" order, an order to be executed at the present time, i.e., within the time frame configured as the "tolerance interval";
- **Red**, in case of an unexecuted and overdue order;
- **Black**, in case of a correctly executed order;
- **Cyan**, in case of running administrations.

Durative administrations are displayed as a cyan bar connecting a starting point and an end point. See Fig 111 for an example.

Fig 111

It is possible to change the time plan display using the three buttons available at the bottom left part of the Overview page. Those same buttons are also provided in case the **Summary** view is selected and they are:

- **Weekly** button (Fig 110 **D**), to show the entire week from Sunday to Saturday (days when no orders are prescribed are also shown). Each day is divided into 4 time slots (00-06, 06-12, 12-18, 18-00), represented as separate cells (Fig 110 **G**) within which the

orders are represented as colored portions of the cell placed at the corresponding time;

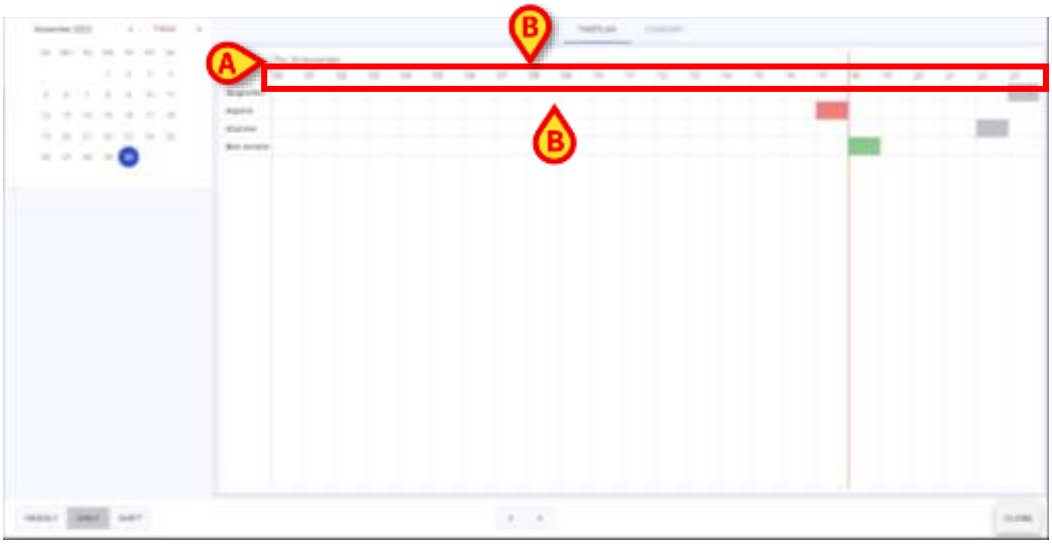


Fig 112

- **Daily** button (Fig 110 **E**), to show the full day in detail: the day is shown at the top left of the grid (Fig 112 **A**), while 24 cells are provided (Fig 112 **B**), one for each full hour;

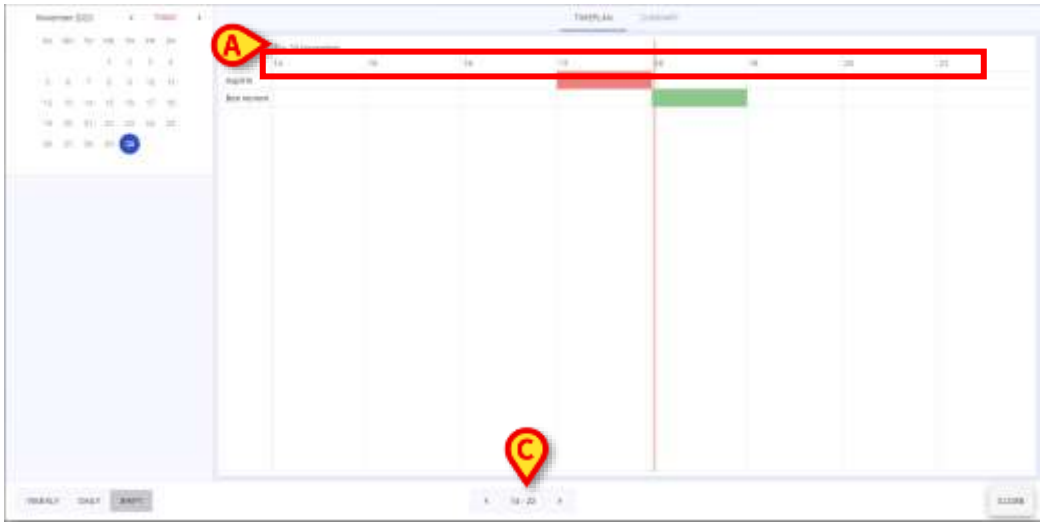


Fig 113

- **Shift** button (Fig 110 **F**), to show administered or to be administered orders within an 8-hour shift. The day is shown at the top left of the grid (Fig 113 **A**), while 8 cells are provided (Fig 113 **B**), one for each full hour of the displayed shift.

Two arrows (left and right arrows) are provided in the command bar, to move between **time slots** and **days** of the week, **hours** of the day, and **shifts** (they can be configured, in the example the programmed shifts are as follows: 14-22, 22-06, 06-14), respectively.
Finally, a **Close** button (Fig 110 **H**) is provided to exit the Overview page.

4.17.2. Overview – Summary view

- Click the “Summary” tab (Fig 114 **A**) to display the **Summary** view (Fig 114).

Fig 114

The Summary view displays all the treatments administered in a given time span. Two modes are available. Use the buttons indicated in Fig 114 **B** to switch from one mode to another.

1 - **Aggregated mode** (left button -).

In aggregated mode the amounts for the same treatment are considered all together, as global amounts. Different prescriptions of the same treatment are calculated all together.

- Select the period using the options available on the bottom-left corner (Fig 114 **C** – Weekly/Daily/Shift). The selected period is highlighted on the calendar (Fig 114 **D**).
- Click the row corresponding to a treatment to display the administration values in the specified period (Fig 114 **E**).

The following view is displayed (Fig 115).

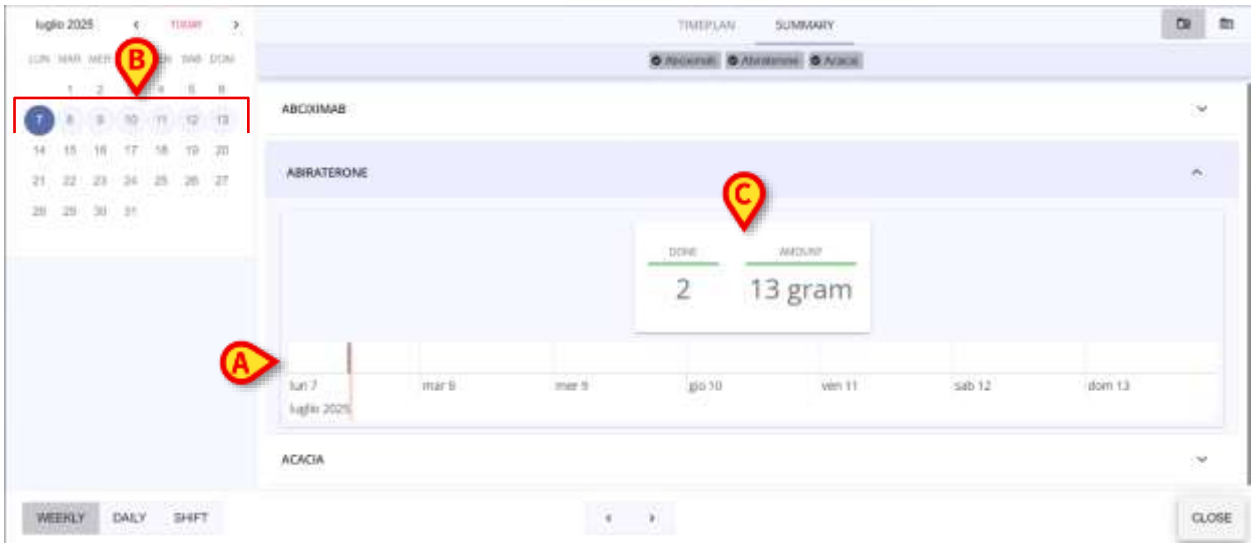


Fig 115

The timeline indicated in Fig 115 **A** shows, for the specific treatment, all the orders in time span selected on the calendar (Fig 115 **B**). The red bar corresponds to the present moment. The orders are placed on the timeline in the position corresponding to their time of administration (scheduled time for future orders, actual time for past orders). They are colored according to the general color code within "Digistat Therapy Web" (see above, paragraph 4.17.1).
The squares indicated in Fig 115 **C** and enlarged in Fig 116 display in an aggregate way the number of administrations of the same treatment and the administered volumes. "Aggregate" means that different prescriptions of the same treatment are here considered all together.

Fig 116

The squares shown in Fig 116 can refer to

- Total administerd orders and administered volume
- Administerd volume of (possible) current ongoing administration.
- Cancelled orders and corresponding total amount.
- Planned orders and corresponding total amount.

1 - **Single prescription mode** (right button -).

In "Single prescription mode" the different prescriptions are separated, and the displayed amounts refer to a single prescription (Fig 117 **A**).

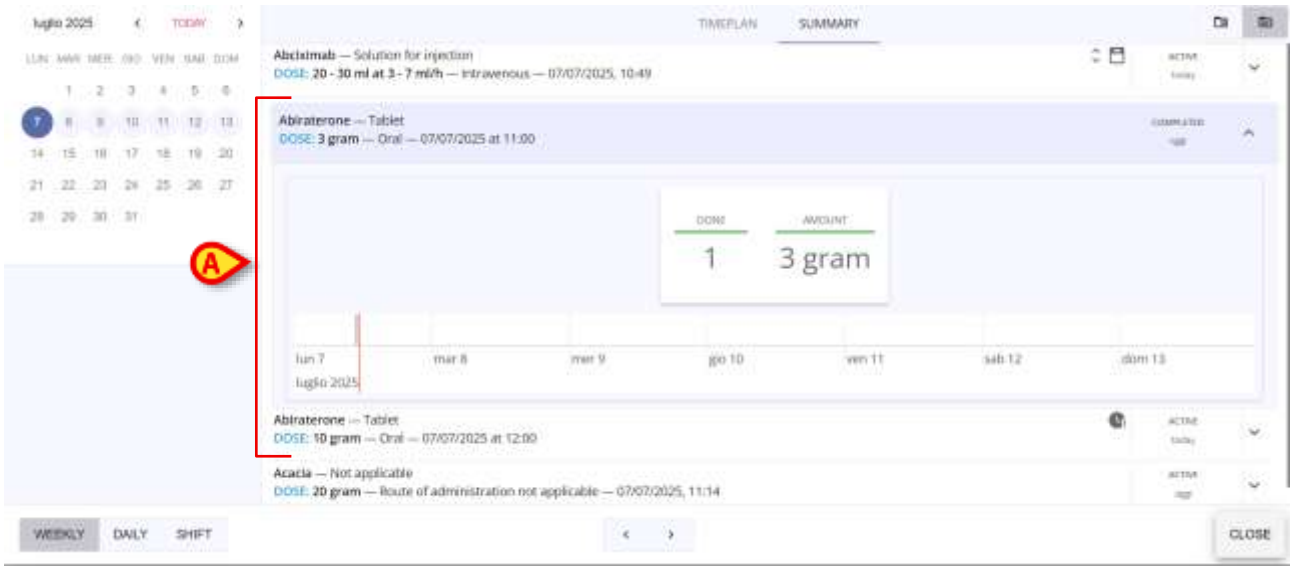


Fig 117

The screen layout and working procedures are the same described for the aggregated mode (see above).

4.18. Update the Therapy Cycle

Fig 118

The treatment plan update procedure allows to update the prescriptions' orders and to delete the expired orders or the orders to be removed.
To update the treatment plan:

- Click the **Update** button on the command bar (Fig 118 **A**).

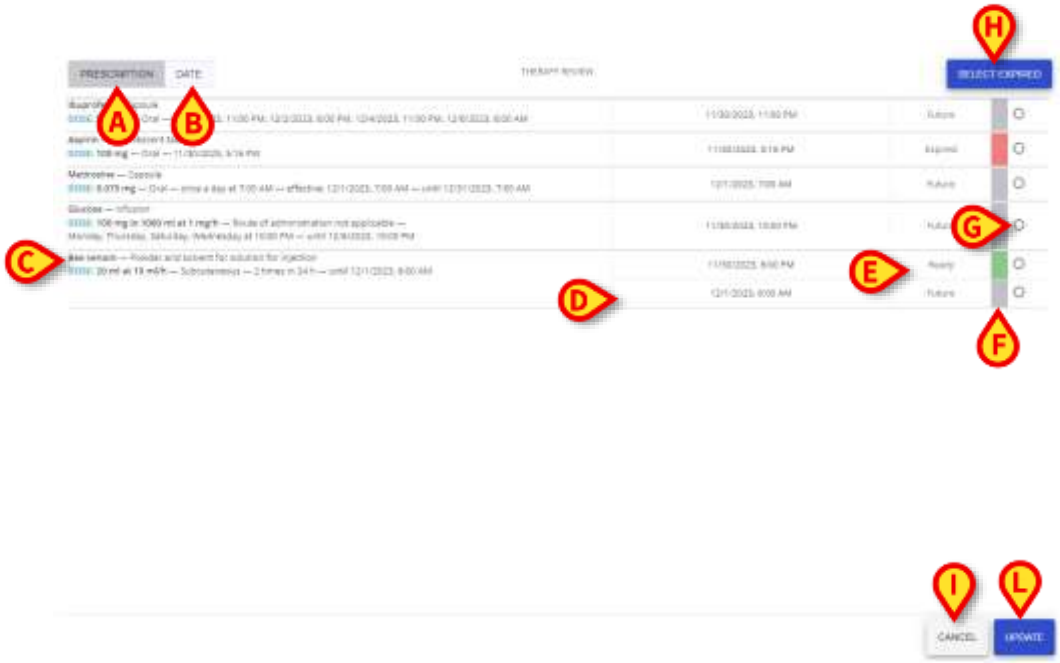


Fig 119

The **Therapy Review** window opens on the **Prescription** tab (Fig 119 **A**) showing all the created prescriptions' orders grouped by prescription names. Clicking on the **Date** tab (Fig 119 **B**), the prescriptions' orders will be displayed by prescription order date and time and their status (**In progress** orders first, then **Ready**, then **Future**, then **Expired**).

The prescription orders window contains the following information:

- Full **prescription strings** (Fig 119 **C**);
- **Scheduled date-time** (Fig 119 **D**) for each order;
- **Status** (Future, Expired or Ready) (Fig 119 **E**);
- **Colored cells** (Fig 119 **F**) depending on the status of the order (gray for Future, red for Expired, green for Ready, cyan for "In progress");
- **Buttons** (Fig 119 **G**) to select/deselect the prescriptions' orders.

Fig 120

To delete expired orders:

- Manually select the expired orders one by one or click on **Select Expired** blue button (Fig 119 **H**) provided to select all the expired orders at a time;

All the expired orders are automatically selected and marked with a **bin** icon (Fig 120 **A**).

- Click the **Update** button (Fig 119 **L**). The **Therapy Review** window is automatically closed.

Fig 121

It is also possible to delete not-expired orders (Fig 121 **A**):

- Manually select the orders to be removed;
- Click the **Update** button. The **Therapy Review** window is automatically closed.

Orders “In progress” cannot be removed (i.e. they are not selectable).

The orders selected in the **Therapy Review** window for removal won’t be present anymore in the patient’s prescriptions list.

A **Cancel** button (Fig 119 **I**) is provided to close the window without performing any update.

4.19. Closed Therapy

If the Therapy is closed, a “lock” icon - - is displayed on top of the Prescription module. See Fig 122 **A** for an example.

Fig 122

For closed therapies it is only possible to display the History (4.3) or the Overview (4.17). No action is allowed.

The therapy is closed outside of the Therapy Web application, on other modules.

4.20. QR code display

A system option enables the possibility to generate a QR code for a treatment. If the functionality is enabled, a **Show QRcode** button is present on the prescription window (Fig 123 **A**).

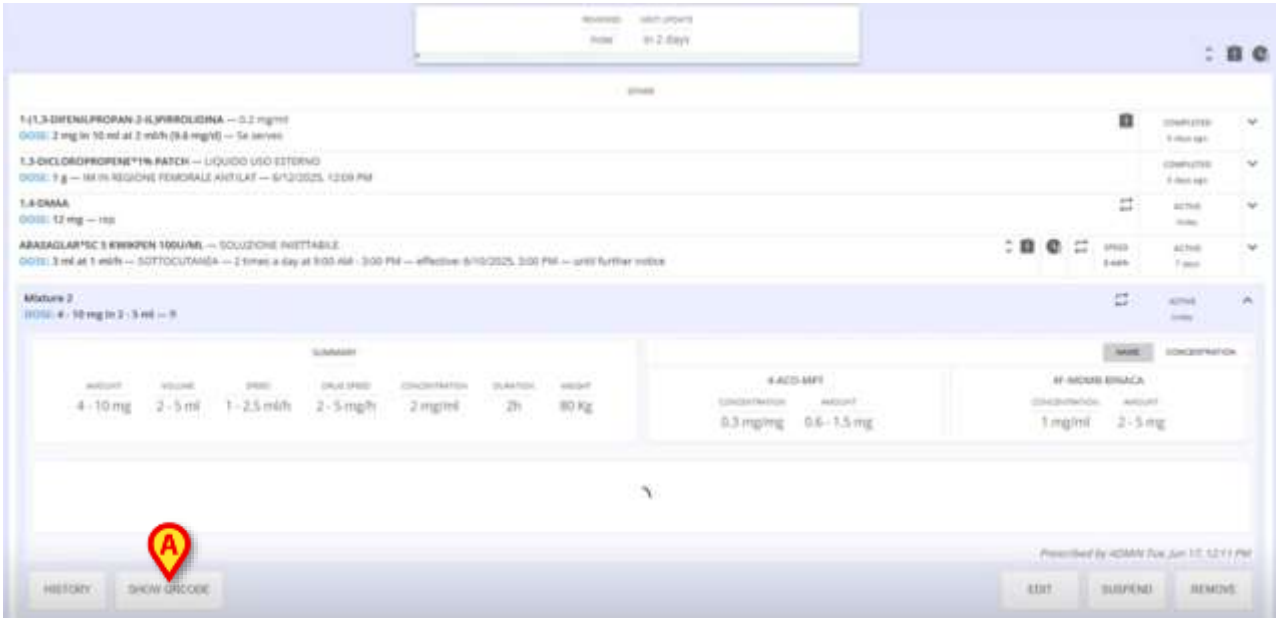


Fig 123

- Click the **Show QRcode** button (Fig 123 **A**) to display the following window (Fig 124).

Fig 124

- Click the button indicated in Fig 124 **A** to download the QR code.
- Click the Close button (Fig 124 **B**) to close the window.

5. The “Therapy Execution” module

“Therapy Execution” is an application aimed at assisting the nursing staff in the tasks related to the documentation of the administration of the prescribed treatments.
The administration orders are generated according to the treatment plan specified by the physician on the “Therapy Prescription” module (see section 4). The generated orders are displayed as rectangles and placed on the “Therapy Execution” module’s main screen, on a “treatment schedule” table. The nursing staff can use the available tools to document the administration of the prescribed treatments.

5.1. “Therapy Execution” module selection

To select the “Therapy Execution” module

- Click the corresponding button  on the lateral bar.

5.2. Main screen

The module’s main screen is displayed. See Fig 125 for an example.

Fig 125

5.3. Prescribed orders representation

The treatments prescribed on the “Prescription” module are displayed as rows.

Fig 126

The color on the left of the row provides information on the prescription status and/or type. See section 5.3.1 for the colors legenda.

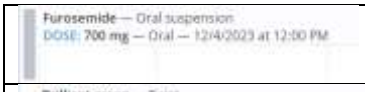
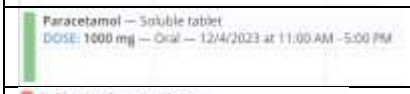
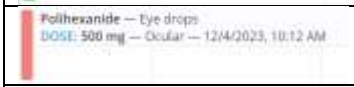
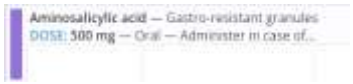
On the left of the row the available information for the prescription is specified. In Fig 126 **A**, for example, the information available is: treatment name and type, dose, administration route, administration schedule).
The rectangles on the route represent the single administration orders (Fig 126 **B**). See section 5.4 for the description of the administration chart.

The upper half of the row - ⌄ - can be clicked to open the administration details and commands.
For the treatments that belong to a specified class, the class is indicated in the upper-right corner of the row (Fig 126 **D** – "Paracetamol" belongs to the "Analgesic" class. The class of a treatment is specified during configuration.

5.3.1. Colors legenda

The different colors provide information on the prescription status and/or type.

There are 6 possible colors:

	Grey characterizes active prescriptions whose orders must be administered in the future.
	White characterizes completed prescriptions.
	Green characterizes prescriptions having an order "ready to be administered".
	Red characterizes prescriptions having at least one "late" order.
	Cyan characterizes durative prescriptions having one order in progress (see paragraph 3.3 for a description of durative prescriptions).
	Purple characterizes conditional prescriptions; these are treatments to be administered only if specific conditions occur.

The boxes are displayed "by urgency" on the "Administration" screen. The "late" orders are on top, then the "ready" ones, then the "durative" orders in progress, then the "conditional" ones, then those to be executed in the future. In the end are the boxes corresponding to completed prescriptions.
Therefore, the colors appear in this order, from the top of the screen:

1. *red*
2. *green*
3. *cyan*
4. *purple*
5. *light grey*
6. *white*

The treatments can be sorted otherwise using the buttons on the bottom-right corner (Fig 127 **E**, *described in paragraph 5.11).*

5.4. The orders chart

The administration screen displays on a chart all the orders already generated (the already executed ones, the future ones and the “in progress” ones - Fig 127).

Fig 127

The orders are positioned in a grid, made of rows and columns. The orders corresponding to the same treatment are on the same row (in Fig 127 there are six prescribed treatments on the left - Fig 127 **A**); the columns correspond to the hours of the day.

The red bar (Fig 127 **B**) indicates the present time. The screen scrolls left as time goes by, thus the bar indicates the present moment on each row. In Fig 127 it is 2:30 PM approximately. The time can be read on top (Fig 127 **C**). The date is displayed in the top left corner (Fig 127 **D**).

5.4.1. Graphic representation of the orders

The colored rectangles represent the different orders, positioned in the place corresponding to their prescribed administration time (or execution time if already executed).

5.4.1.1. Administration tolerance period

The length of the rectangles is proportional to the period that was indicated as “tolerance period for the administration” when the order was prescribed (see section 4.15).

For instance: if the treatment is prescribed at 13:00 and the administration tolerance period is set to 30 minutes, the administration time indicated on the chart is a period going from 12:30 to 13:30.
The position of the rectangles corresponds to the prescribed administration times. The rectangles length is proportional to the tolerance period.

5.4.1.2. Order status

The rectangle color indicates the status of the order.

Fig 128

Green means that the order is to be administered immediately, i.e.: it means that it is within the administration tolerance period. When the rectangle is green the vertical time bar intersects the rectangle (Fig 128 **A**).
Light grey means that the order is to be executed in the future. When the rectangle is light grey the vertical time bar is on the left of the rectangle (Fig 128 **B**).
When a treatment is administered, a vertical grey bar is positioned on the prescription row, in the place corresponding to the exact administration time. The administered dose is specified nearby. The vertical time bar is on the right (Fig 128 **C**).

The length of the boxes corresponding to an executed order is reduced to indicate the exact administration time. The tolerance period is not displayed anymore. When the prescription is durative (a drip, for instance) the administration duration is fully displayed in grey. See paragraph 5.5.2 for the durative orders administration procedure.

Red means that the administration of the order is late, i.e.: the tolerance period is over (Fig 129 **A**). When the rectangle is red the vertical time bar is on the right of the rectangle.

Cyan characterizes durative administrations in progress (Fig 129 **B**). The vertical time bar in these cases coincides with the rectangle right side. The administered dose is specified inside the rectangle, on the left. A “Stop” order can be generated for durative administration if the administration duration is specified at prescription time. The “Stop” order is positioned according to the scheduled duration of the administration (Fig 129 **C**).

Fig 129

The duration of an administration is displayed in cyan. When the administration is stopped the duration becomes grey (Fig 130). Possible changes in the administration dose are specified inside the rectangle.

Fig 130

When the icon is displayed on the left of a rectangle (Fig 131), it means that the order has not been validated yet or is expired. See section 3.3.3 for the explanation of the "order validation" concept. The non-validated orders can be administered using a specific procedure. This procedure is described in section 5.5.7.

Fig 131

"Late" orders (the red ones) expire after a time that is defined by the ExpiredOrderTimeoutHours system option (see the document DSO ENG System Options for more information).

5.5. How to record the treatment administration

5.5.1. Punctual treatment administration

To record the administration of a treatment,

- Click the upper half of the row corresponding to the treatment to be administered (Fig 132 **A**).

Fig 132

The row enlarges to show the prescription summary and the administration commands (Fig 133).

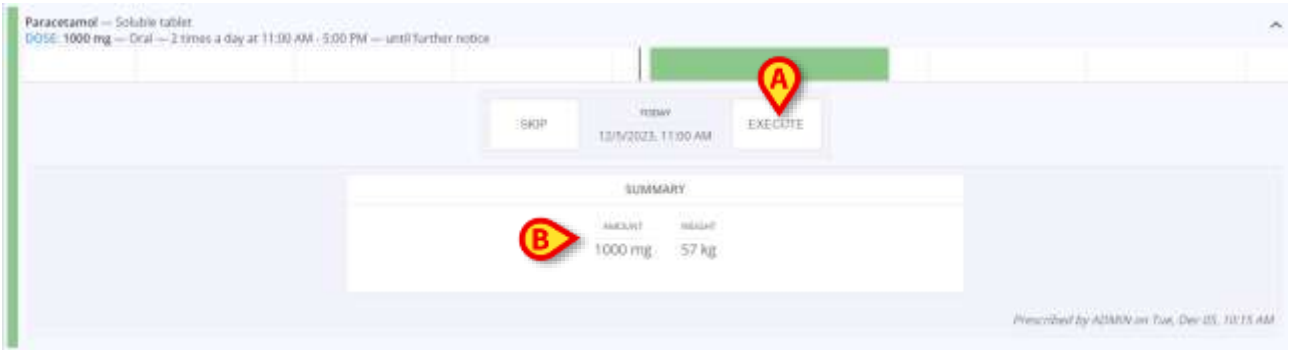


Fig 133

- Click the **Execute** button (Fig 133 **A**).

---

*The "summary" indicated in Fig 133 **B** refers to the prescription values, not to the values of a specific administration. Therefore, if the values of an administration change, the summary values remain the same.*

The following window is displayed, making it possible to confirm or change the administration values. The window is described in section 5.8.

Fig 134

- Click the **Administer** button to record the administration of the treatment (Fig 134 **A**).

The rectangle corresponding to the specific order changes in the following way (Fig 135 **A** – a vertical grey bar remains in the position corresponding to the administration time; a label indicates the administered amount).

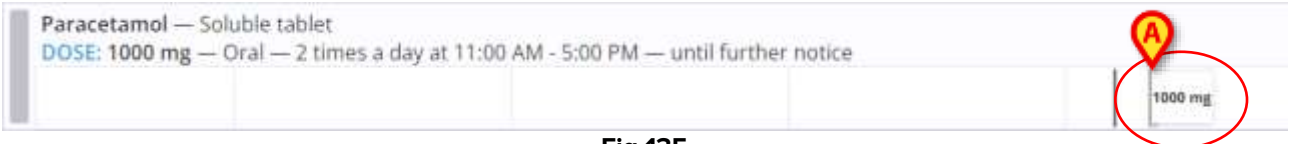


Fig 135

The treatment administration is this way recorded.

The order does not need to be in "Ready" status (green color) to be administered. The administration can be recorded before (or after) the prescribed administration time (light grey or red). Specific user permissions are required to perform these tasks. The reason for anticipating or delaying the administration must be explained in a note (see section 5.5.7).

5.5.2. Durative treatment administration

For durative treatments, it is necessary to record the beginning and the end of the administration.

To record the administration of a durative treatment:

- Click the upper half of the row corresponding to the treatment to be administered (Fig 136 **A**).

Fig 136

The row enlarges to show the prescription summary and the administration commands (Fig 137).

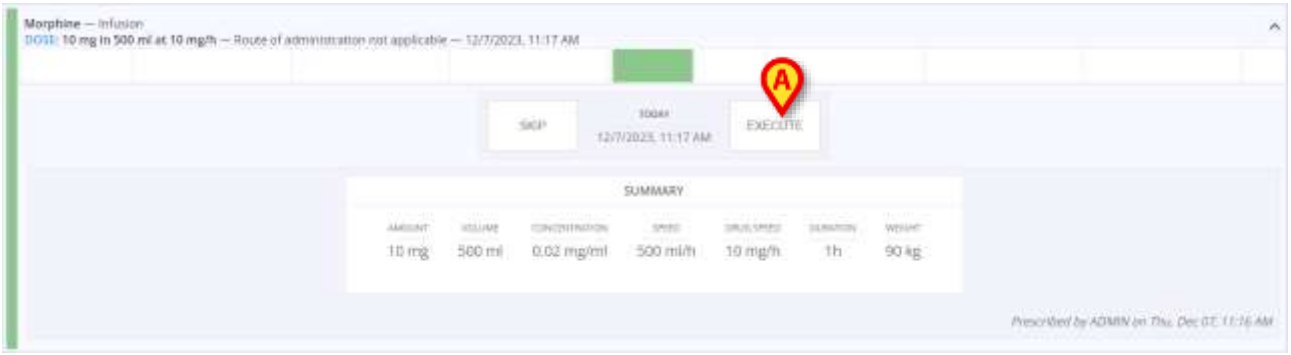


Fig 137

- Click the **Execute** button (Fig 137 **A**).

The following window is displayed, making it possible to confirm or change the administration values. The window is described in paragraph 5.8.

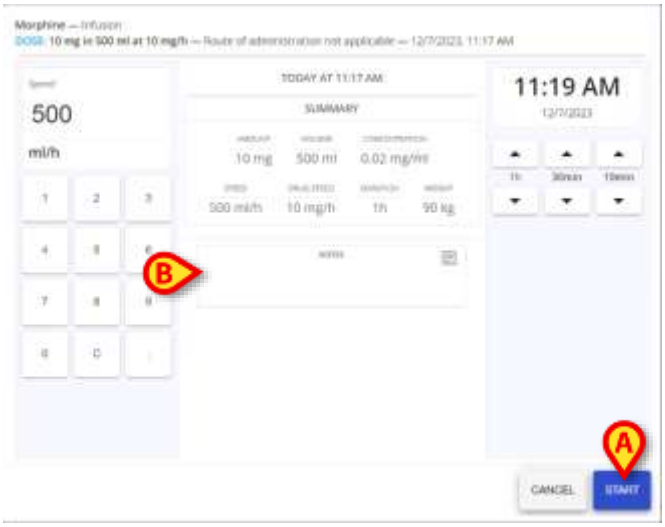


Fig 138

- Click the **Start** button to record the beginning of the administration (Fig 138 **A**).

The rectangle corresponding to the specific order becomes cyan. A cyan bar is drawn on the chart while the administration goes on; a label indicates the infusion rate (Fig 139 **A**).

If, at prescription time, a duration is indicated for the administration, a stop indication is created on the row according to the indicated values. The "Stop" rectangle, if present, is positioned according to the infusion total duration (Fig 139 **B**). If the exact duration of the administration is not indicated, then the "Stop" rectangle is not present. The administration procedure remains the same.

Fig 139

The prescribed administration values are displayed on the left (Fig 139 **C** - Summary). The administered values are displayed on the right (Fig 139 **D** – Amount, Volume, Duration – these values are updated in real time).

*The "summary" indicated in Fig 139 **C** refers to the prescription values, not to the values of a specific administration. Therefore, if the values of an administration change, the summary values remain the same.*

If the "Stop" rectangle is present, when the red "now" bar intersects it, it turns green, meaning that user action is required (Fig 140 **A**). From this moment on, the "Change" button

is not available anymore. Only the **Stop** button is available (Fig 140 **B**). The tolerance period for stopping the infusion “in time” is 15 minutes (configurable).
If the “Stop” rectangle is not present, the “Change” option remains present.

Fig 140

In both cases:

- Click the **STOP** button to stop the durative administration.

An administration window is displayed (Fig 141). If required, it is here possible to insert notes or operate on the recorded administration time (see paragraph 5.8).

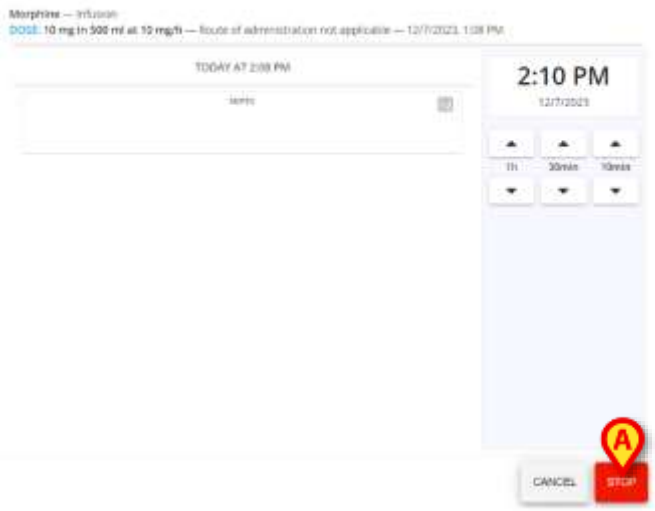


Fig 141

- Click the **Stop** button on the administration window (Fig 141 **A**).

The administered order remains as a dark grey rectangle on the chart, its length corresponding to the actual duration (Fig 142 **A**).

Fig 142

5.5.3. Drugs interactions

If there are interactions between the current administration and other prescribed treatments, a warning is displayed below the summary, indicating the involved treatments and the interaction type. See, for example, Fig 143 **A**. Drug interactions are defined during configuration.

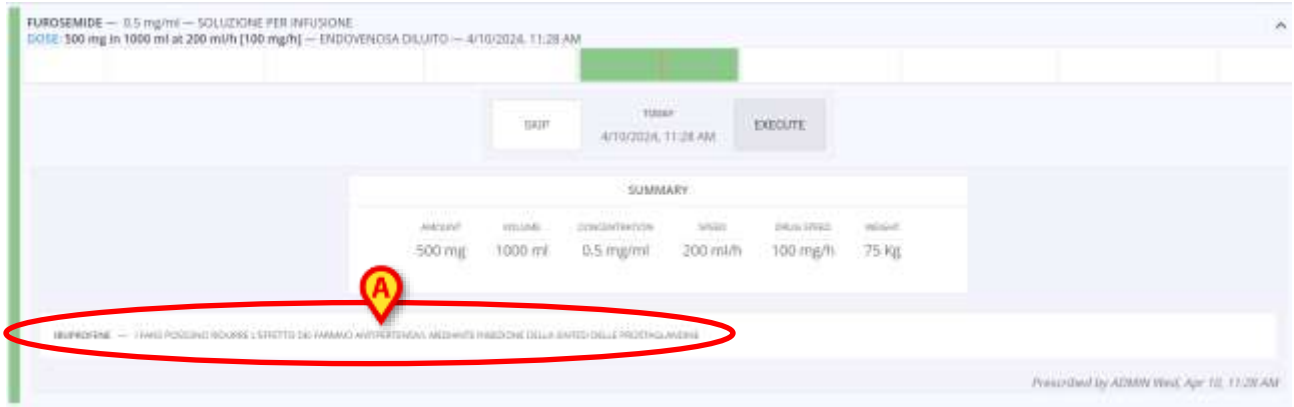


Fig 143

5.5.4. Allergies

If allergies are indicated for the patient, a flag is present on top of the Execution page (Fig 144 **A**). If a treatment which the patient is allergic to is administered, the “Allergy” is notified before the administration (Fig 144 **B**). It is here possible, not mandatory, to add a note. Patient allergies are indicated outside of the Therapy Web application, on other modules.

Fig 144

5.5.5. End a durative administration before or after the scheduled time

If there is not a “Stop” rectangle, the system does not provide any indication on the administration stop. If there is a “Stop” rectangle, there are cases in which the administration is stopped before or after the scheduled time.
If the administration is stopped before the scheduled time (i.e. when the “Stop” rectangle is grey, positioned on the right of the red “now” bar – see for an instance Fig 141 **A** and **B**), then, after clicking on **STOP**, the user is required to specify in a note the reason for anticipating the end of the administration. The note is then displayed in the administration window (Fig 141).
The tolerance period for stopping the durative administration “in time” is 15 minutes (configurable). After 15 minutes, the “Stop order” is late and the “Stop rectangle” turns red (Fig 145 **A**). The administration goes on.

Fig 145

To stop an administration after the scheduled time, also, the user is required to specify in a note the reason for delaying the end of the administration. The note is then displayed in the administration window (Fig 141).
In both cases, the administered orders remain as a dark grey rectangle on the chart, their length corresponding to their actual duration.

5.5.6. Changing the administration values

It is possible to change the administration values of a durative administration while the administration is in progress. To do that:

- Click the upper half of the row (Fig 146 **A**).

The administration details and commands are displayed (Fig 146 **B**).

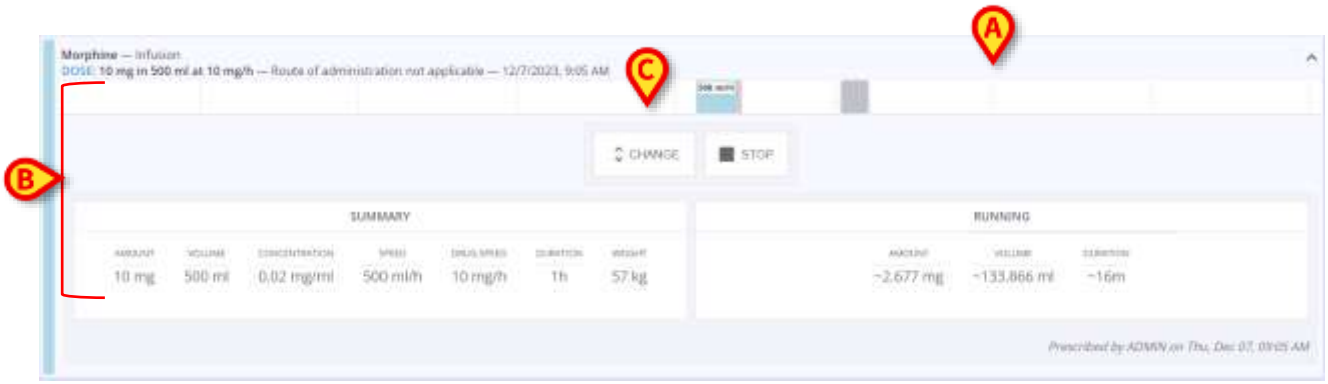


Fig 146

- Click the **CHANGE** button (Fig 146 **C**).

The administration details window is displayed (Fig 147).

Fig 147

- Use either the virtual keyboard or the workstation keyboard to insert the new value in the field indicated in Fig 147 **A**.

The window changes as shown in Fig 148. The user is required to indicate in a note the reason for changing the administration values (Fig 148 **A**).

Fig 148

- Click the **CHANGE** button (Fig 148 **B**).

The administration chart changes as follows. The new speed is indicated in a label (Fig 149 **A**).

Fig 149

The change is signaled on the "Prescription" module by the icon on the prescription table.

5.5.7. Prescribed changes of a running administration

The necessity to either change the values of a running durative administration or to stop it can be prescribed on the Prescription module (see paragraph 4.8). In these cases, a "Change" or "Stop" order is created on Execution, on the administration row.

"Change" order

See, for example, Fig 150.

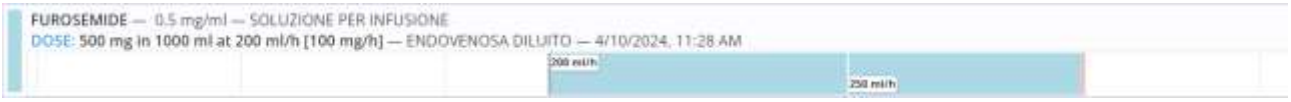


Fig 150

In Fig 150 the administration of Furosemide is running with a speed of 250 mL/h. On Prescription, the physician prescribes to change the speed to 300 mL/h. A green rectangle, with 15 minutes tolerance, is displayed on Execution, informing the nursing staff that an action is required for that treatment. The treatment status turns to “ready” again (green). See Fig 151 **A**.

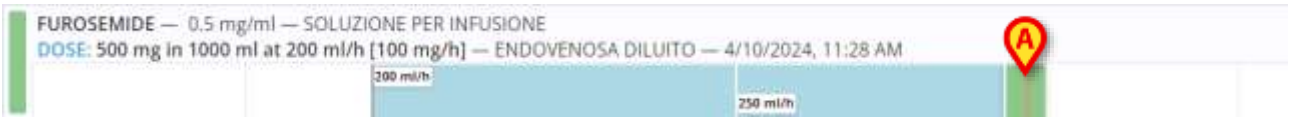


Fig 151

To document the administration change:

- Click the upper half of the row (Fig 152 **A**).

The administration details and commands are displayed (Fig 152 **B**).

Fig 152

- Click the **UPDATE** button (Fig 152 **C**).

The administration details window is displayed (Fig 164).

Fig 153

The new administration values are read-only (Fig 164 **A**). It is possible to adjust the execution time and to add a note, if necessary (Fig 164 **B** – **C**).

- Click the **CHANGE** button (Fig 164 **D**).

The administration chart changes as follows. The new speed is indicated in a label (Fig 165 **A**).

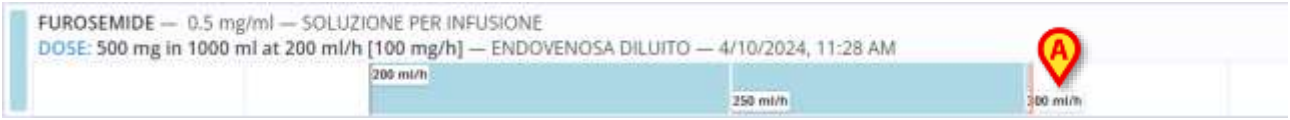


Fig 154

If the prescribed change is not performed in time (i.e. within the tolerance period), the green "change rectangle" turns red, meaning that there is a prescribed action that is late (Fig 155 **A**). The treatment status turns to "late" (red); the infusion goes on with the current values. Then, when the change is made, it is mandatory to specify in a note the reasons for not performing the action when prescribed.

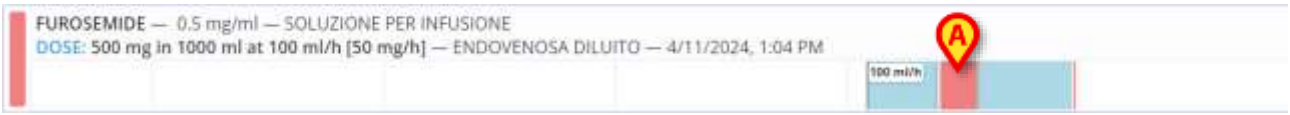


Fig 155

If the prescribed change in the administration value is not performed, the user can document the fact that the action was skipped.

To do that:

- Click **SKIP** instead of **UPDATE** on the administration chart (Fig 152 **D**).

It is then mandatory to specify in a note the reasons for not performing the prescribed action (Fig 156 **A**).

Fig 156

- Click **NEXT** (Fig 156 **B**).

Further confirmation is required. The window changes in the following way (Fig 157).

Fig 157

- Click **DO NOT UPDATE** (Fig 157 **A**).

The prescribed update is not performed, the reason for not updating is recorded. The administration chart returns to the original state (Fig 150).

"Stop" order

See, for example, Fig 158.

Fig 158

In Fig 158 the administration of Furosemide is running with a speed of 1000 mL/h. On Prescription, the physician prescribes to stop the administration. A green rectangle is displayed on Execution, informing the nursing staff that an action is required for that treatment. The treatment status turns to “ready” again (green). See Fig 159.

Fig 159

To document the administration stop:

- Click the upper half of the row (Fig 160 **A**).

The administration details and commands are displayed (Fig 160 **B**). Only the “Stop” button is available (Fig 160 **C**).

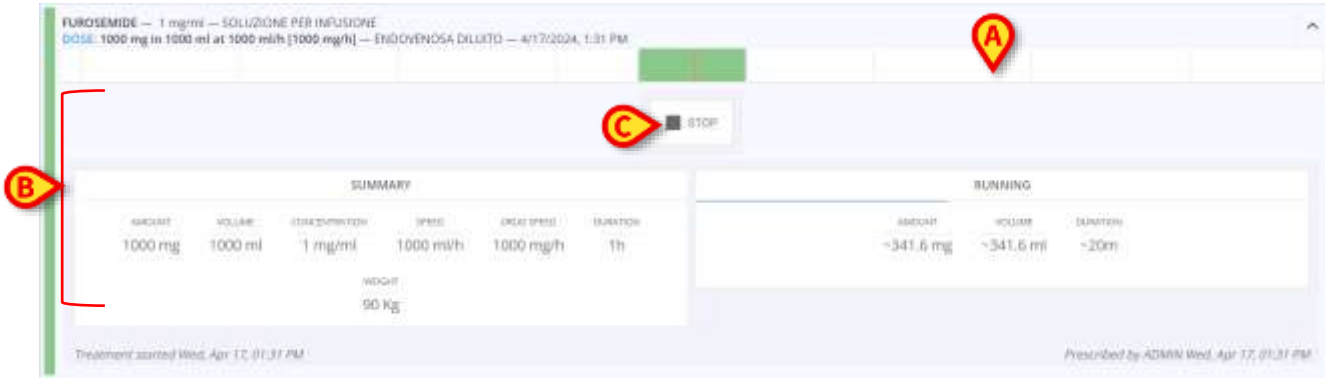


Fig 160

- Click the **STOP** button (Fig 160 **C**).

The administration details window is displayed (Fig 161).

Fig 161

It is possible to adjust the stop time and to add a note, if necessary (Fig 161 **A** – **B**).

- Click the **STOP** button (Fig 161 **D**).

The administration chart changes as follows. The length of the grey rectangle corresponds to the actual duration of the administration (Fig 162 **C**).

Fig 162

5.5.8. Administration of an order either expired or not-yet-validated

The order validity expires after a certain time (see paragraph 3.3.4 for more information). An expired order can be administered anyway but requires specific user permissions and a specific procedure. Expired orders are characterized by the ✋ icon (Fig 163).

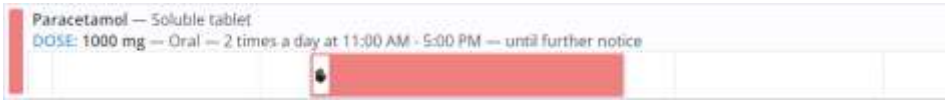


Fig 163

To administer an expired order (or not yet valdated):

- Click the upper half of the row. The administration details and commands are displayed (Fig 164).

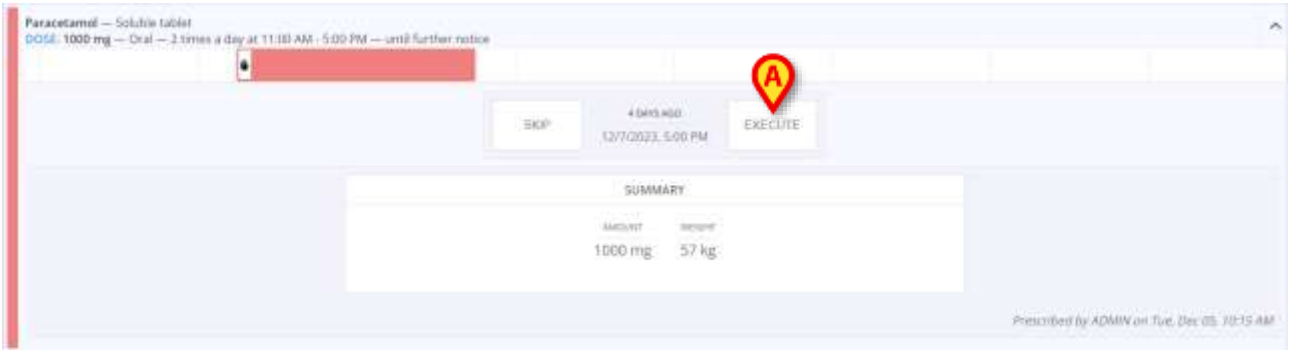


Fig 164

- Click the **Execute** button (Fig 164 **A**).

A window opens, requiring the user to insert the reason why an expired order is administered.

- Specify, in a note, the reason for administering an expired order.

- Click **Next**.

The administration detail window is then displayed. The note is displayed on the window (Fig 165 **A**).

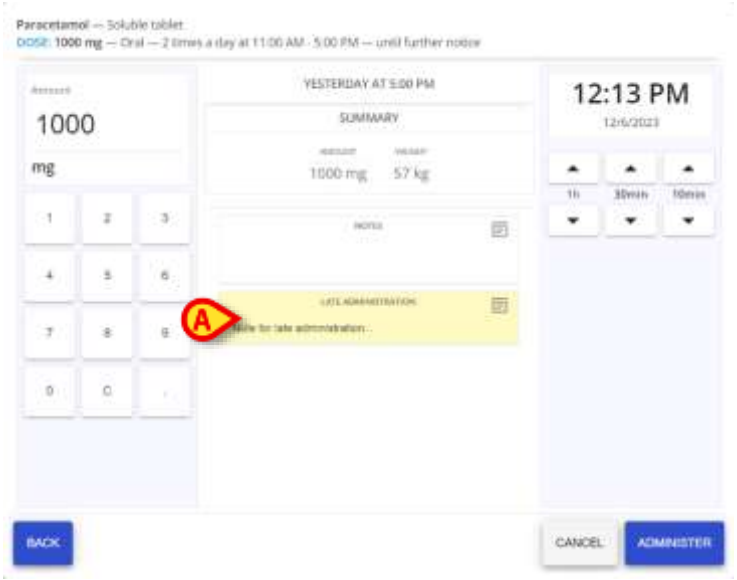


Fig 165

- Click **Administer** to administer the order.

The same procedure can be used to record the administration of a future not-yet-validated order.

5.5.9. Skip administration

To document the fact that a certain treatment was not administered:

- Click the upper half of the row. The administration details and commands are displayed (Fig 166).

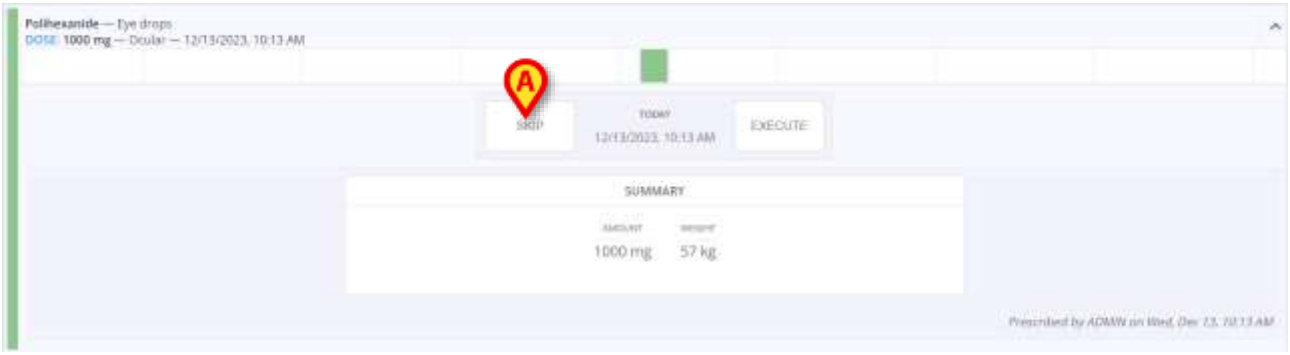


Fig 166

- Click the **Skip** button (Fig 166 **A**).

- Specify, in a note, the reason for not administering the treatment (Fig 167 **A**).

Fig 167

- Click **Next** (Fig 167 **B**).

The administration detail window is displayed. The note is displayed on the window (Fig 168 **A**).

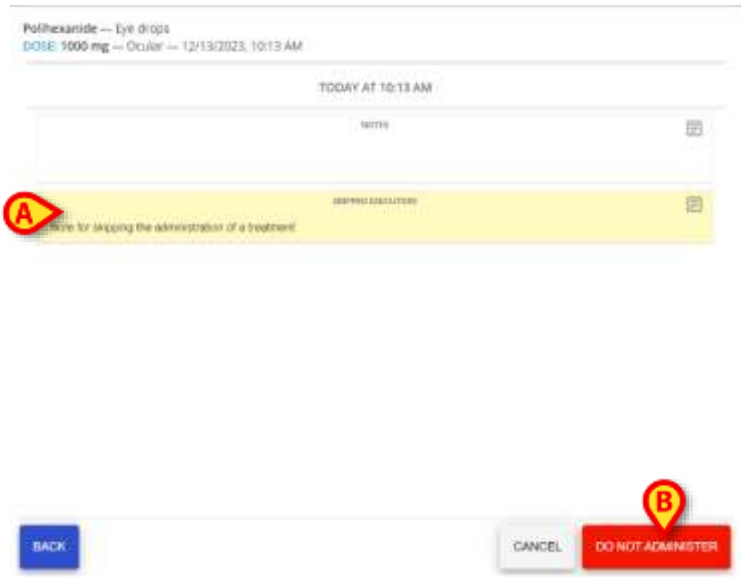


Fig 168

- Click **Do Not Administer** to skip the administration (Fig 168).

5.5.10. External resources (Help)

If the “Info” icon is present on the top-right corner of the “Summary” area of the treatment administration row (Fig 169 **A**), a link is available to configured external resources (an external URL or a file - the drug leaflet, for example).).

Fig 169

- Click the icon to access the external resource.

The resource accessed is the same triggered by the same icon on the Therapy Prescription module (see paragraph 4.14).

5.6. “Range” administration

If the treatment was prescribed using the “Range” option (see paragraph 4.15.2), the prescribed ranges are indicated on the administration row.

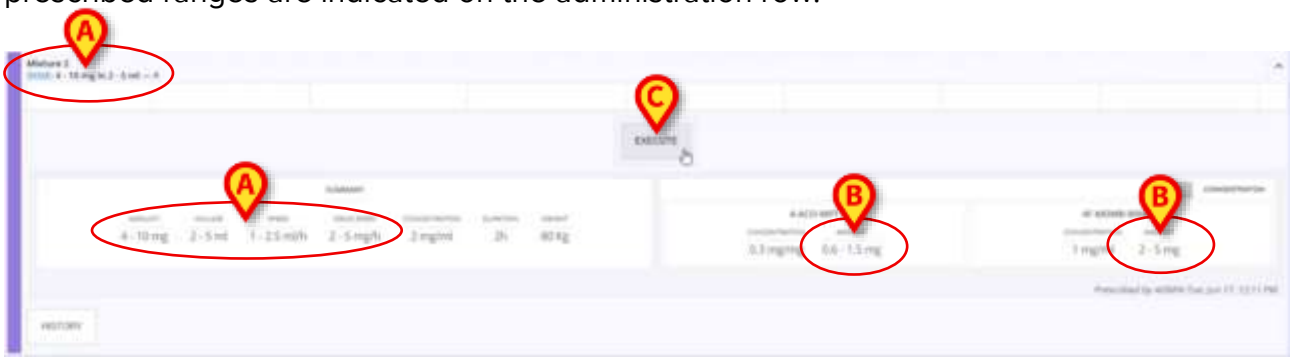


Fig 170

The global ranges are indicated in Fig 170 **A**. In case of mixtures, the ranges of every component are displayed on the right (that is the case indicated in Fig 170 **B**).

- Click **Execute** to administer the treatment (Fig 170 **C**).

The administration detail window opens (Fig 171). The range is indicated in Fig 171 **A**.

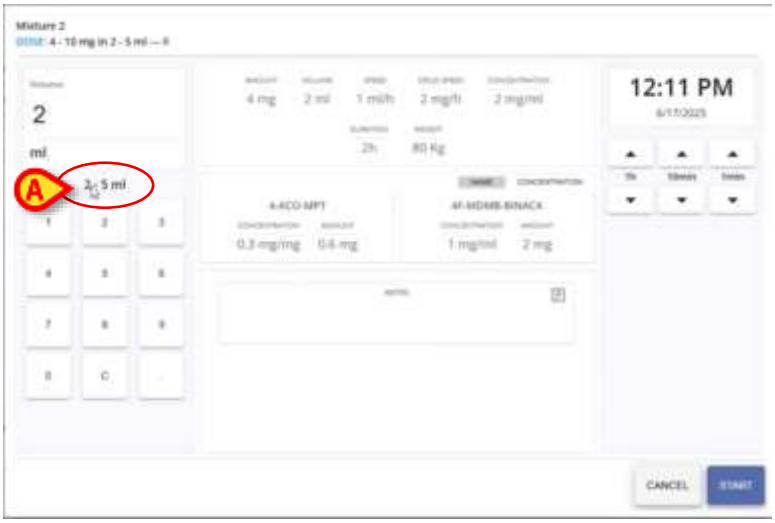


Fig 171

Use the administration procedure as described in the previous paragraphs to administer the treatment. If the administration values are changed within the prescribed range, the “Value changed” note is not required (if it was, according to configuration).

5.7. Administration with double signature

A treatment can be configured to require a double signature at prescription time and/or at administration time. For administrations, it is necessary that a second user, different from the one that is administering the treatment, validates the administration. The administration procedure is the same described in paragraph 5.5 but, if a double signature is required for the administration, a specific icon - - is displayed on the rectangle representing the order on the Execution plan (Fig 172 **A**).

Fig 172

Before signature, the rectangle representing the order can be characterized by two icons (Fig 173).

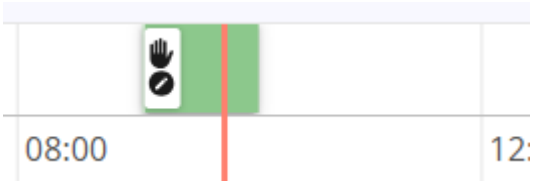


Fig 173

The icon indicates that the prescription requires a signature.
The icon indicates that the execution requires a signature.

For the signature procedure at prescription time see paragraph 4.16.
Two different procedures can be configured to allow a second user to sign the administration, depending on the *ExecutionSignMode* system option.
If *ExecutionSignMode* = 0 the signature must be performed on another Digistat session. That means that the administration must be signed by another user logged on a different Digistat session.
If *ExecutionSignMode* = 1 the signature must be performed within the same Digistat session, where the credentials of a different user are requested.

Both cases are described below.

5.7.1. Signature on a different Digistat session

In Fig 174 the Abacavir administration is indicated. In this configuration, Abacavir requires a double signature (Fig 174 **A**).

Fig 174

If the *ExecutionSignMode* system option is set to 0, use the usual administration procedure, described in paragraph 5.5.

The double-signature mandatory requirement is indicated on top of the administration window (Fig 175 **A**).

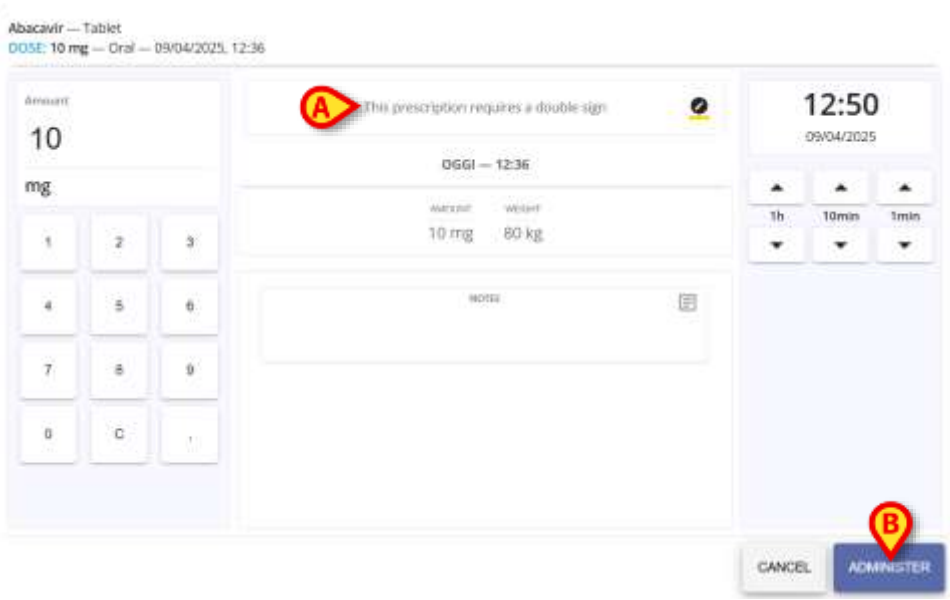


Fig 175

- Click the **Administer** button (Fig 175 **B**).

The following window opens, warning that a second signature is required (Fig 176).

Fig 176

To sign the administration it is necessary to log in with different credentials on a different Digistat session and select the same patient.

On the row corresponding to the administration to be signed, the **SIGN** button will be displayed for the second user. See Fig 177 **A**.

On the bottom-right corner, are displayed the details of both the prescription and the related signature (if a signature is required at prescription time, if not, only the prescription details are displayed - Fig 177 **B**).

Fig 177

- Click the **SIGN** button (Fig 177 **A**).

An administration summary window is displayed (Fig 178).

Fig 178

- Click the **SIGN** button (Fig 178 **A**).

The order will be this way signed and displayed as administered on the Therapy Execution plan (Fig 179 **A**).

Fig 179

5.7.2. Signature on the same Digistat session

In Fig 180 an Abacavir order is indicated. In this configuration, the administration of Abacavir requires a double signature (Fig 180 **A**).

Fig 180

If the *ExecutionSignMode* system option is set to 1, use the usual administration procedure, described in paragraph 5.5.

The double-signature mandatory requirement is indicated on top of the administration window (Fig 181 **A**).

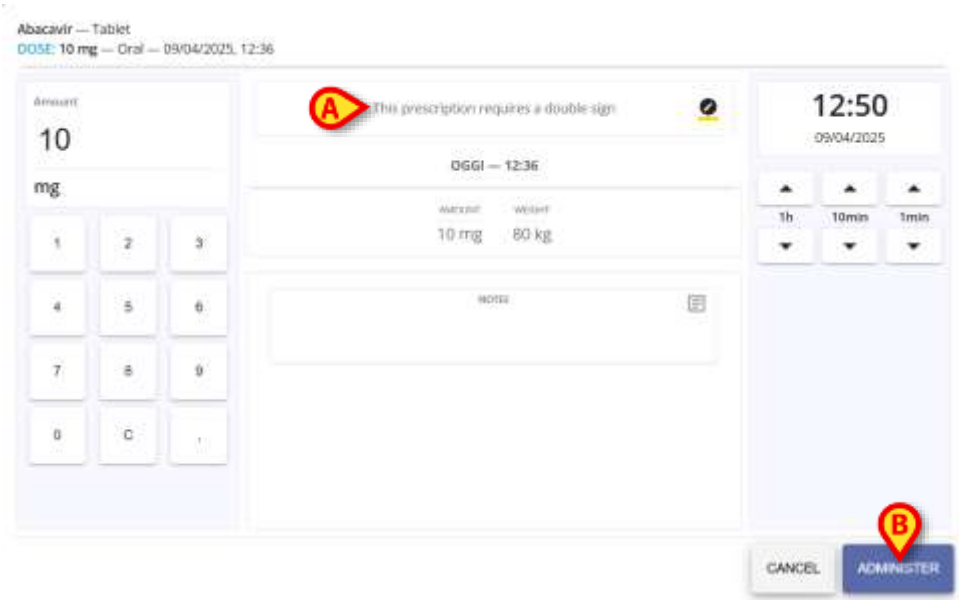


Fig 181

- Click the **Administer** button (Fig 181 **B**).

The following window opens, containing a “Sign” area that makes it possible to double-sign the administration (Fig 182 **A**).

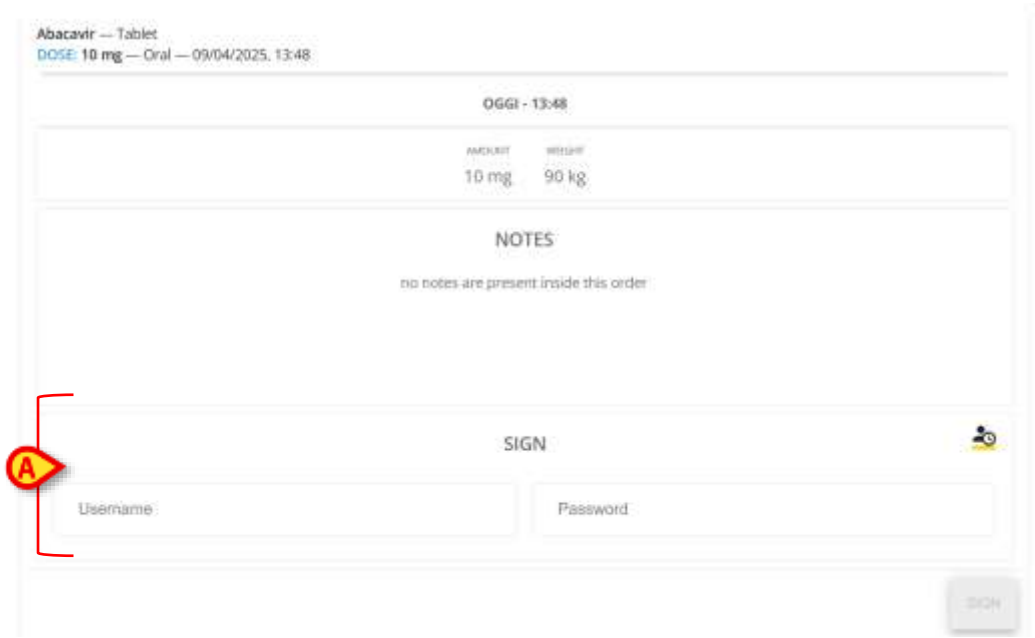


Fig 182

Insert the credential of a second user (different from the one currently logged) in the Username and Password fields (Fig 183 **A**). The **SIGN** button will be enabled (Fig 183 **B**).

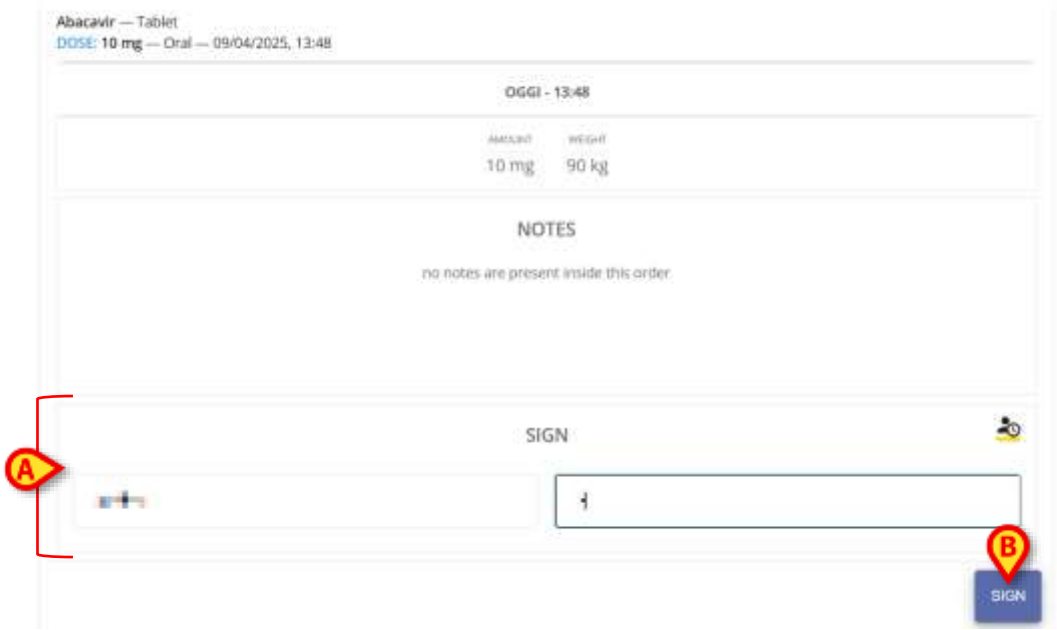


Fig 183

- Click the **SIGN** button (Fig 183 **B**).

A confirmation window is displayed (Fig 184).

Fig 184

- Click the **CLOSE** button to close the window (Fig 184 **A**).

The order will be displayed as administered on the Therapy Execution plan (Fig 185 **A**).

Fig 185

5.8. The administration window

The treatment administration window (Fig 186) allows to edit some of the values of the administration on the “Therapy Execution” module.

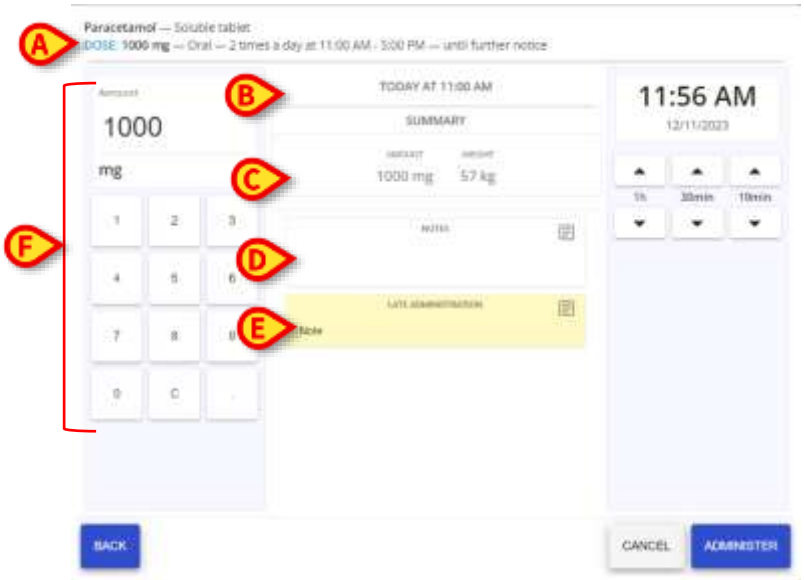


Fig 186

The prescribed values are indicated on top (Fig 186 **A**).

In the central area of the window the following information is displayed:

- Administration scheduled time (Fig 186 **B**).
- Administration summary (Fig 186 **C** – Note: the values specified in this area depend on the treatment type).
- Generic user notes (Fig 186 **D**).
- Notes related to: late/early administrations; changes in the administration values; changes in the administration time (Fig 186 **E**).

On the left, a numeric keyboard allows to change the administered quantities (Fig 186 **F**).

---

*Which parameter is displayed on the treatment administration window depends on the configuration of the treatment (for infusions, for example, it could be volume, speed, drug speed etc.). If "Speed" is chosen as main parameter, then the "Drug speed" value is also displayed below. If "Drug speed" is chosen as main parameter, then the "Speed" value is also displayed below (*Fig 187 ***A****).*

Fig 187

To change the administration amounts:

- Use the virtual keyboard to specify the new amount. The window changes as shown in Fig 188.

- Type a note explaining the reason for the changes, if required (Fig 188 **B**).

The treatment administration mode can be configured to require a mandatory note, an optional note or to not allow the amount change.

- Click the **Administer** button (Fig 188 **C**).

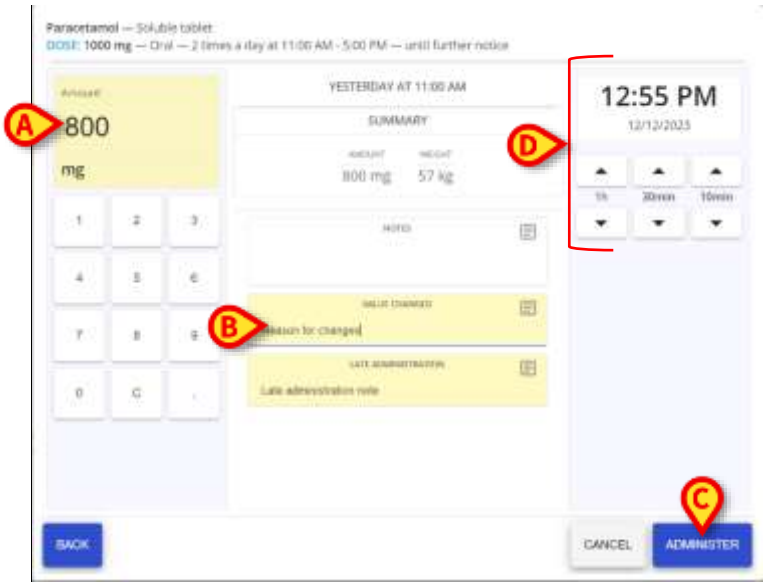


Fig 188

The time display on the right (Fig 188 **D**) should indicate the time at which the treatment is actually administered. The time displayed by default is the time at which the administration window opens. If the administration of an order is documented at a time that is different from the time of the actual administration, it is possible to change the displayed time and indicate the correct administration time.

To do that:

- Use the arrow buttons placed below the time display (Fig 188 **D**).

The upward arrows add 1 hour (left arrow), 30 minute (center), 10 minutes (right) to the time displayed.
The downward arrows subtract 1 hour (left arrow), 30 minute (center), 10 minutes (right) to the time displayed.

The window changes in the following way (Fig 189).

Fig 189

- Type a note, if required, explaining the reason for the time changes (Fig 189 **B**).

The treatment administration mode can be configured to require a mandatory note, an optional note or to not allow the time change.

- Click the **Administer** button (Fig 189 **C**).

The administered order bar or rectangle (in case of durative administration) is placed in the chart according to the time and values specified on the administration window (Fig 190).

Fig 190

A configuration option allows to display, for infusions, a “Delivered by a connected pump” flag. If the flag is checked, it means that the treatment is administered by a pump that is already connected to the “Digistat Fluid Balance Web” application and, therefore, the administered quantities will not be exported for the fluid balance calculation. If not checked, the pump is not connected to the “Digistat Fluid Balance Web” application and the administered quantities will be exported for the fluid balance calculation (Fig 191 **A**).

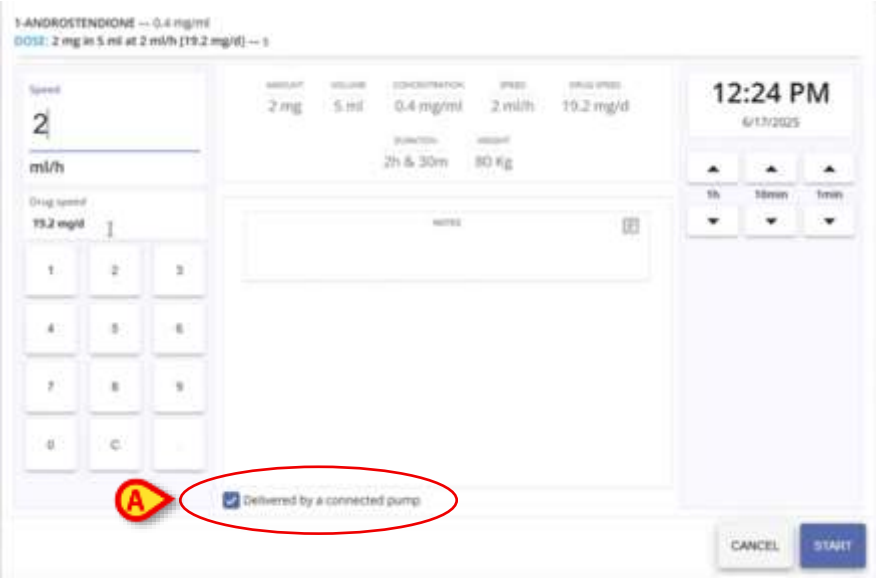


Fig 191

5.9. “Execution” module prompts

On the upper left corner of the “Execution” screen different icons can be displayed as prompts for the user relating to the overall status of the treatment plan (Fig 192 **A**).

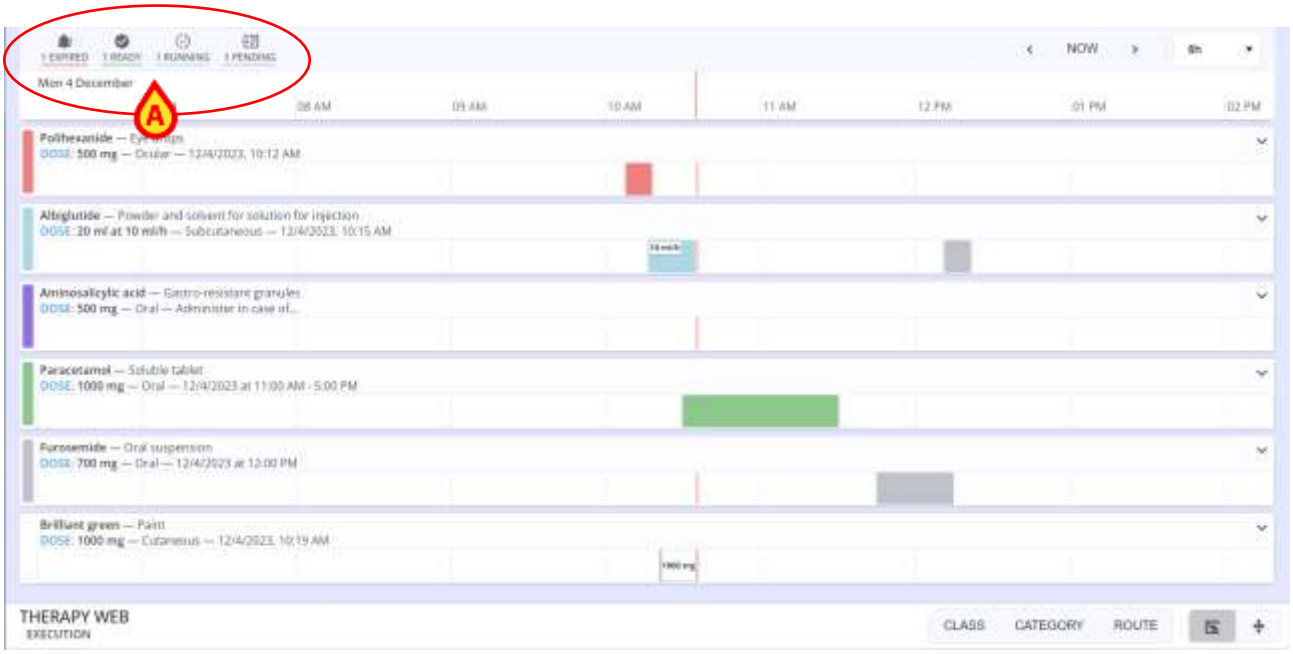


Fig 192

In Fig 192 **A**, for example, the icons indicate that on the treatment plan there are:

- 1 order expired (red)
- 1 order ready (green)
- 1 order running (cyan)
- 1 order pending (grey)

See, in Fig 193, an enlarged view.

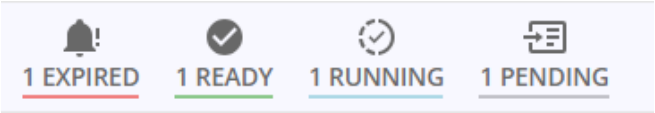


Fig 193

5.10. “Execution” time range display

The commands available in the top-right corner of the “Execution” screen allow to change the time range displayed (Fig 194 **A**).

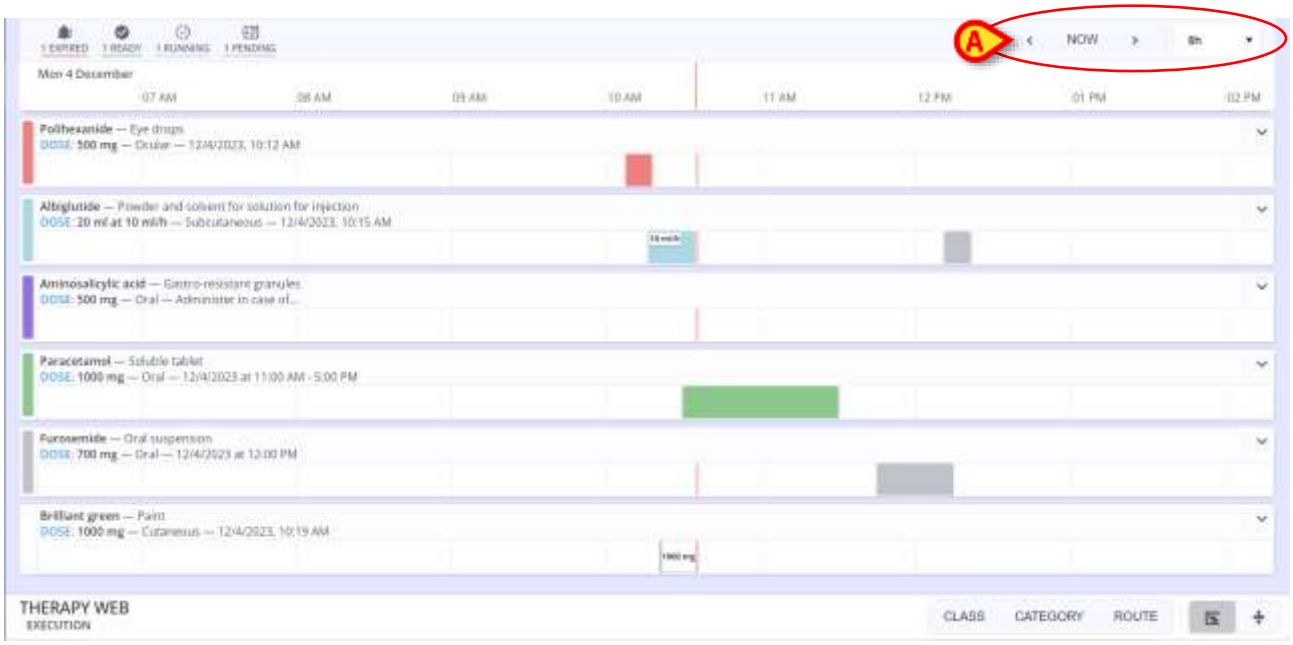


Fig 194

Use the drop-down menu indicated in Fig 195 **A** to change the display mode.

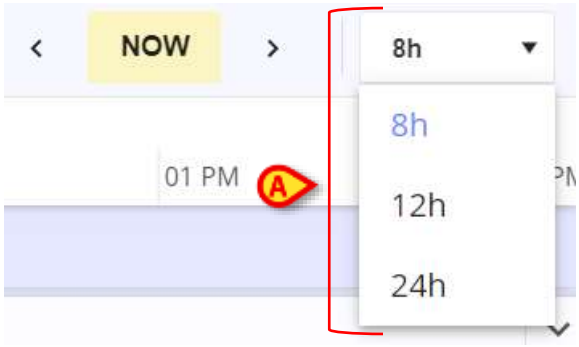


Fig 195

The default display range is 8 hours. Click 12h or 24h to display the corresponding range. Fig 196 shows, as example, a detail of a 24 hours display.

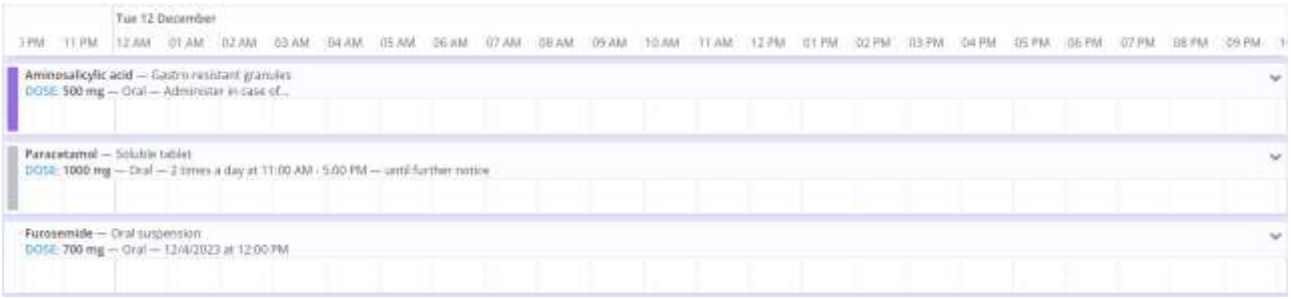


Fig 196 - 24 hours display (detail)

Use the left and right arrows (Fig 197 **A**) to scroll the screen contents back (left) and forward (right).

Fig 197

One click on the arrow button moves the screen for the time range specified in the field (i.e. if 8h is selected - as in the figure -, click the left arrow once to display the previous 8 hours, click the right arrow once to display the following 8 hours; if 12h is selected, the screen moves 12 hours per click).

Use the **NOW** button to display the current time again.

5.11. Treatment sorting buttons

The buttons indicated in Fig 198 **A** allow to sort and group the existing treatments by class, category or administration route.

The class, category and route of a treatment are defined during the configuration of the treatment.

Fig 198

Click a button to sort the treatments according to the related sorting criterion. See, for example, in Fig 199, the treatments sorted by administration route (in the figure: Oral, Ocular, Subcutaneous, Cutaneous).
Click the button again to go back to the original sorting.

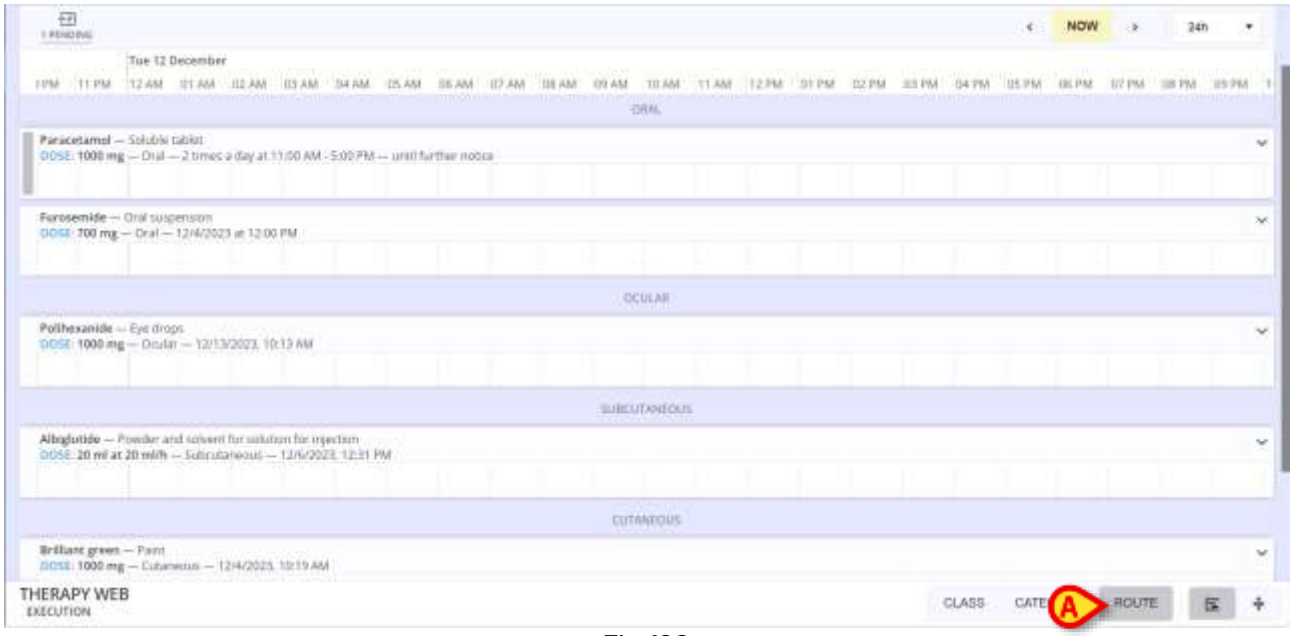


Fig 199

5.12. Compact view

Use the buttons indicated in Fig 200 **A** to switch to a more compact display mode (and back to normal). Fig 200 shows the normal view.

Fig 200

Fig 201 shows the compact view.

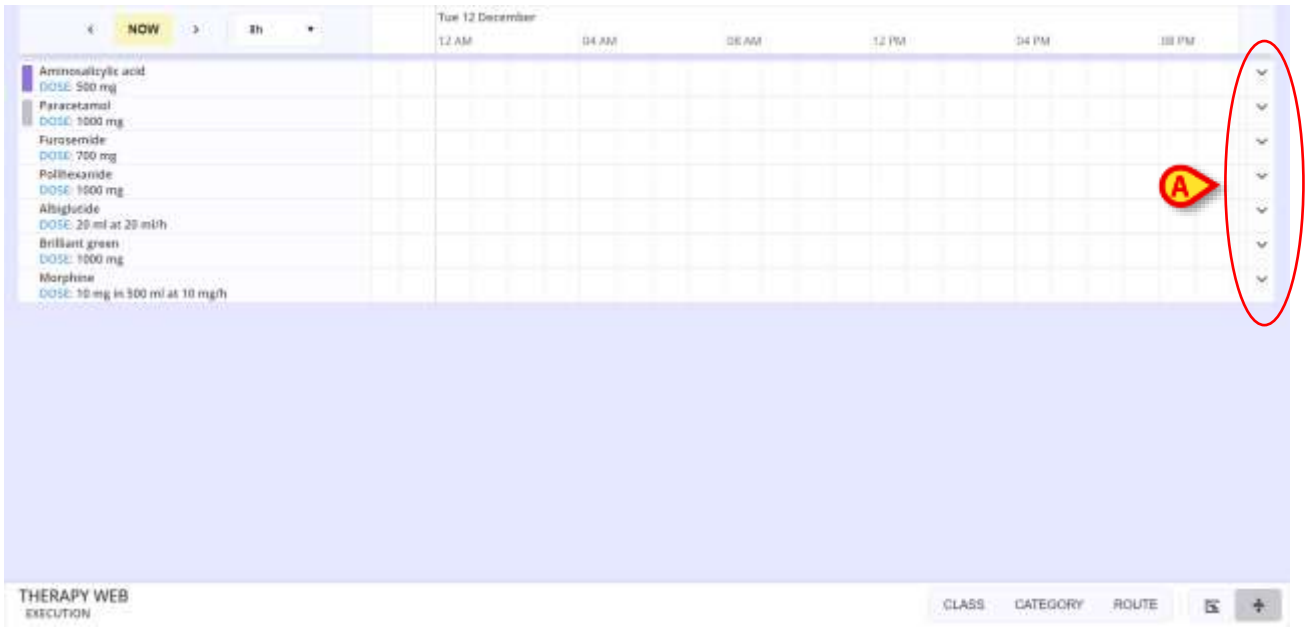


Fig 201

Use the arrows on the right to enlarge the treatment rows and display the administration details and commands (see, for example, Fig 202).

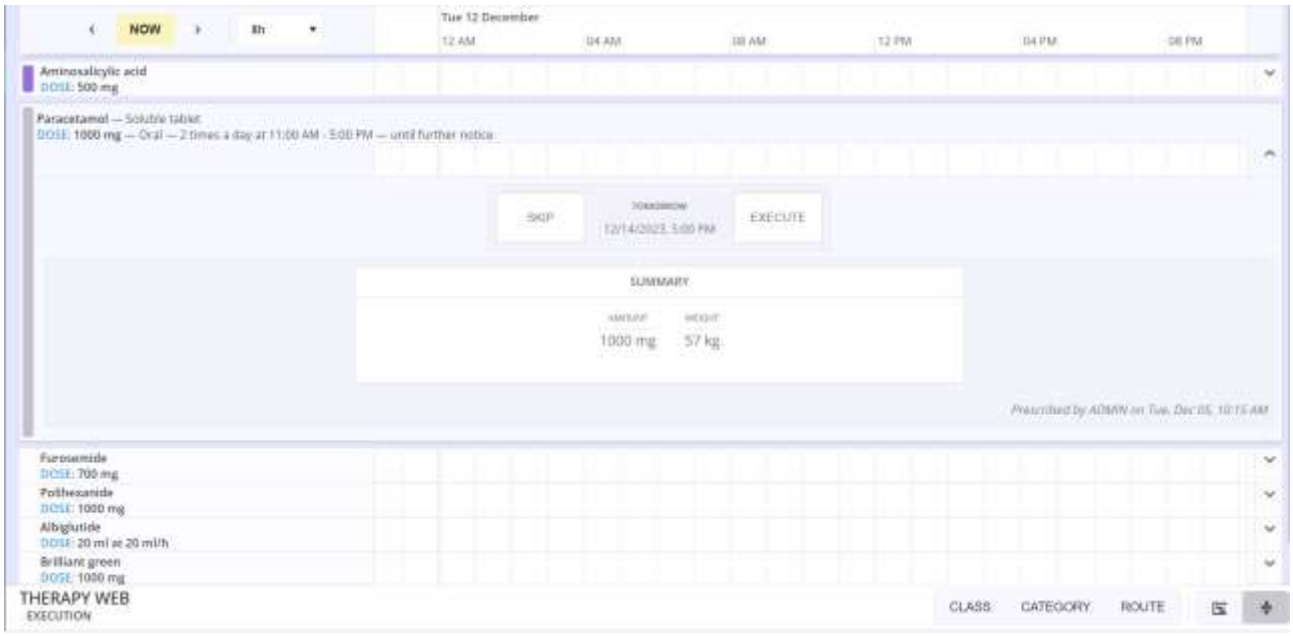


Fig 202

5.13. Closed Therapy

If the Therapy is closed, a “lock” icon - - is displayed on top of the Prescription module. See Fig 122 for an example.

On the Execution module, the only actions allowed on closed therapies are “Stop” and “Update” of running continuative administrations.