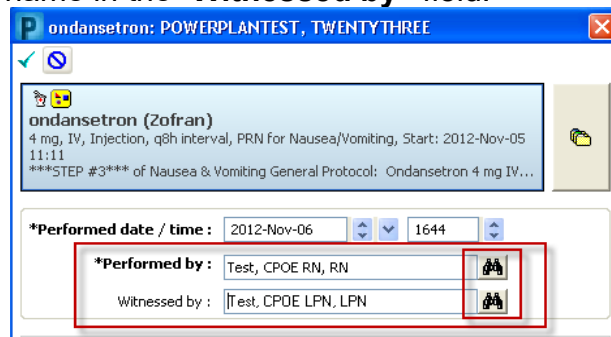


Charting by Proxy

If the medication was administered by another clinician and witnessed by you, you will need to enter the name of the person who performed the task.

Note: Only the clinician whose name displays in the performed by field can modify or unchart the task.

1. Enter the appropriate name in the **“Performed by”** field or click on the **“Binoculars”** icon to search for the individual.
2. Enter your name in the **“Witnessed by”** field.



3. Verify the administration details are correct.
4. Enter any comments if necessary.
5. Click on the green check mark to sign ✓ .
6. The witness verification window opens.
7. Enter your password and click OK.



View of administration information when you right click and “**View Details**” on the completed task:

Result History

Value	Valid From	Valid Until
500 mg	2013-Aug-01 10:34	Current

Medication Result **Action List** Intake and Output

Action	Performed By	Performed Date	Action Status	Comment	Proxy Personnel
Order	Unknown Physician, Physician,	2013-Jul-11 11:16	Completed		
Perform	Test, CPOE RN Student Nurse, RNSTUDENT	2013-Aug-01 10:34	Completed		Test, CPOE RN, RN
Witness	Test, CPOE RN, RN	2013-Aug-01 10:34	Completed		
VERIFY	Test, CPOE RN, RN	2013-Aug-01 10:34	Completed		