Modifying a Charted Task

Note: Only the provider who has charted the medication administration can modify the task.

1. Right-click on the charted result and select "Modify" from the options.

Medications	2012-Nov-06	2012-Nov-06 16:00	20
60 hydrochlorothiazide 25 mg, Oral, Tab, BID, Start: 2012-Nov-05 16:00	11.00	10.00	
hydrochlorothiazide ेष्टे lisinopril 20 mg, Oral, Tab, QID, Start: 2012-Nov-05 10:46	25 Auth (Verified)'	View <u>D</u> etails <u>Vi</u> ew Comments View <u>O</u> rder Info <u>M</u> odify	
lisinopril ®		Eorward/Refuse	

- 2. The charting window will open and the necessary modifications can be made.
- 3. Comments can be entered by clicking the "Comment" button.
- 4. Click the green check mark [✓] to complete the administration documentation.
- 5. The modified result is displayed. Modified results are preceded by (c).

Medications	2012-Nov-06 15:00
ød hydrochlorothiazide 25 mg, Oral, Tab, BID, Start: 2012-Nov-05 16:00	
hydrochlorothiazide	(c) 12.5 Modified

If the date or time of an intervention that will generate a follow up task (PRN response task) has been modified, the "**Proposed Modifications**" dialog box is displayed, stating that the system has proposed a new date and time for the PRN Response to be charted based on the modified date and time:



- 1. If the proposed date and time are appropriate, single-click on the proposed change to highlight it and then click "**OK**".
- 2. The task for charting the PRN response appears in the new date and time cell.
- 3. Right click choose Option "Not Done". Choose reason of Task Duplication