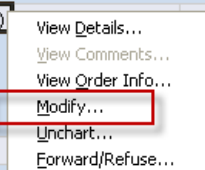




Modifying a Charted Task

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.

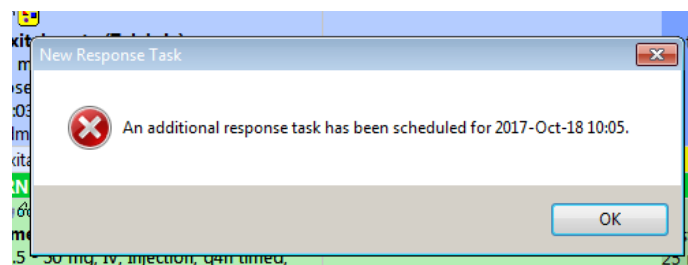
Medications	2012-Nov-06 17:00	2012-Nov-06 16:00	20
hydrochlorothiazide 25 mg, Oral, Tab, BID, Start: 2012-Nov-05 16:00			
hydrochlorothiazide	25 Auth (Verified)		
lisinopril 20 mg, Oral, Tab, QID, Start: 2012-Nov-05 10:46			
lisinopril			



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 .

Medications	2012-Nov-06 15:00
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