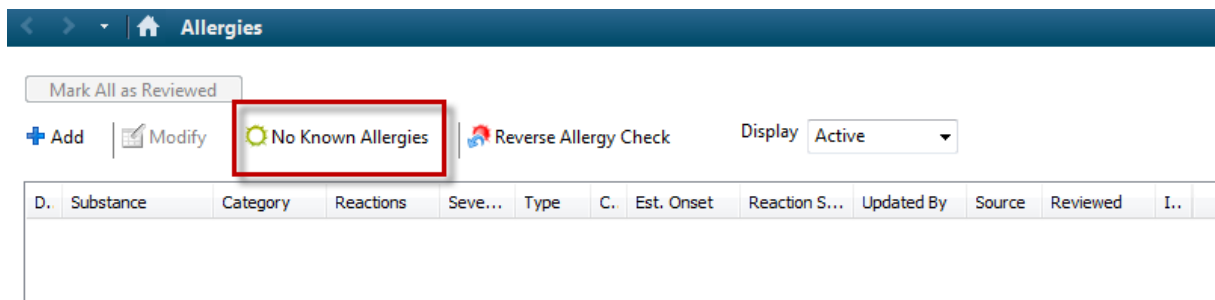


## Documenting Allergies

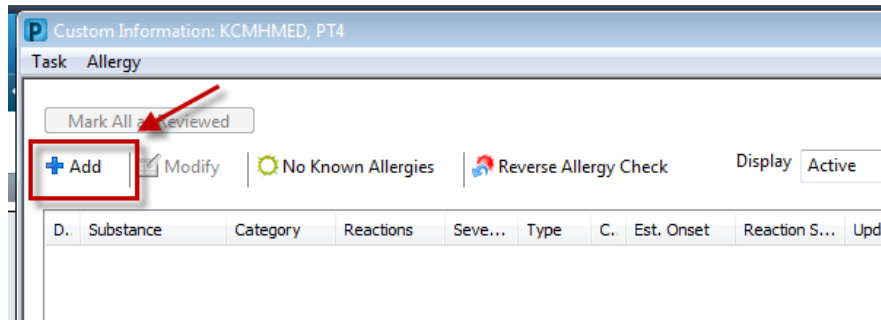
### To Document “No Known Allergies”

Click on the “No Known Allergies” button.



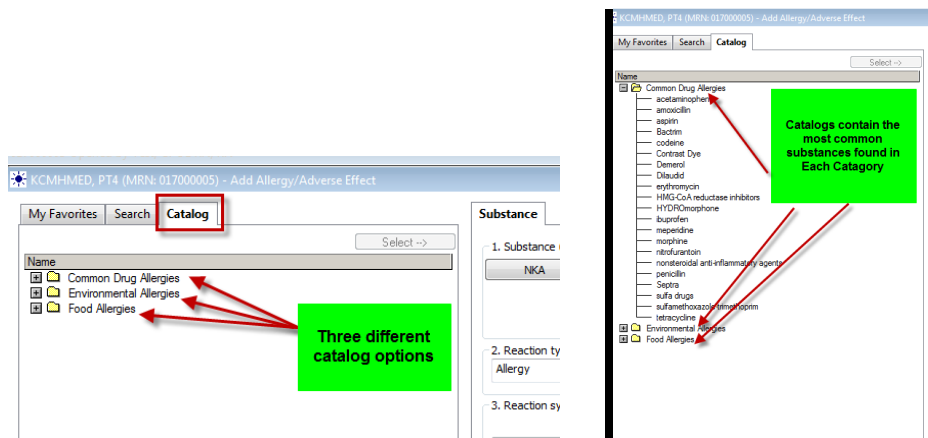
### To add an Allergy

- Click on the Add button

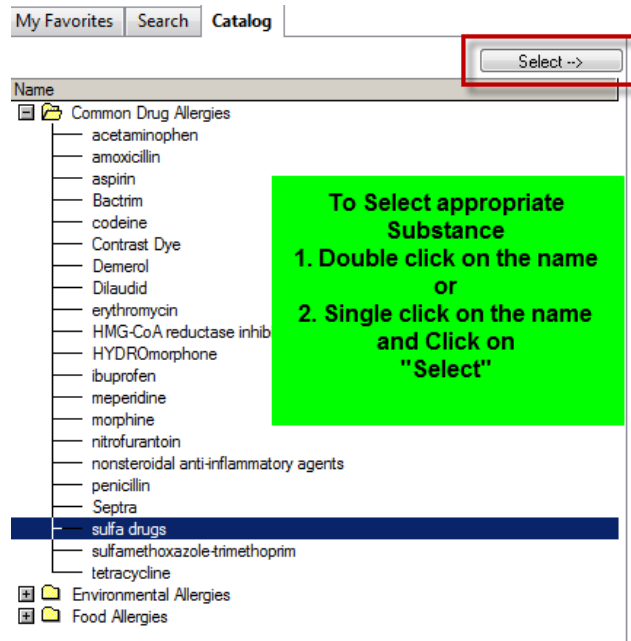


### Through the Catalogue option:

- Open the appropriate catalogue - Drug, Environmental or Food. Each catalogue contains common substances



- Select the appropriate substance. You can double click on the name or single click to highlight the name and click on select



This will populate to the right side of the window.

Substance

1. Substance (required)

NKA  ☐ Free text \*Category:

Required Fields

2. Reaction type

Allergy  Hypersensitivity to an agent caused by an immunologic response to an exposure.

3. Reaction symptoms

Add Free Text

4. Allergy details

Status: Active ☐ Mark As Reviewed

Reason:  Reviewed: 2017-Apr-11 11:07

\*Severity: <not entered> Recorded on behalf of:

Info source: <not entered>

Onset: <not entered> <not entered>

5. Comments

Add Comment

☐ Chronological ☒ Reverse chronological

OK Cancel Apply New...

**Note\*\*\* Allergies substances must be selected from the catalogue or the Search function. Only Pharmacy has the ability to free text allergies substances.**

1. Select the appropriate **Category-**

**Drug, Food, Environmental or Other**

Substance

1. Substance (required)

NKA sulfa drugs Free text

\*Category:

Drug  
Food  
Environment  
Other

2. Reaction type

Allergy

Hypersensitivity to an agent caused by an immunologic response to an exposure.

3. Reaction symptoms

4. Allergy details

Status: Active Mark As Reviewed

2. Select **Reaction type –**

**Allergy or Side Effect / Intolerance**

2. Reaction type

<not entered>

<not entered>

Allergy

Side Effect/Intolerance

4. Allergy details

Status: Active Mark As Reviewed

3. From the left hand side of the window , select the appropriate allergic reaction

KCMHMED, PT4 (MRN: 017000005) - Add Allergy/Adverse Effect

My Favorites Search Catalog

Select -->

Name

Common Allergy Reactions

Abdominal pain

Anaphylaxis

Anorexia

Anxiety

Asthma

Confusion

Constipation

Convulsion

Decreased blood pressure, not hypotension

Diarrhea

Double vision

Edema of oral soft tissues

Edema, generalized

Eye swelling

Fever

Hallucination

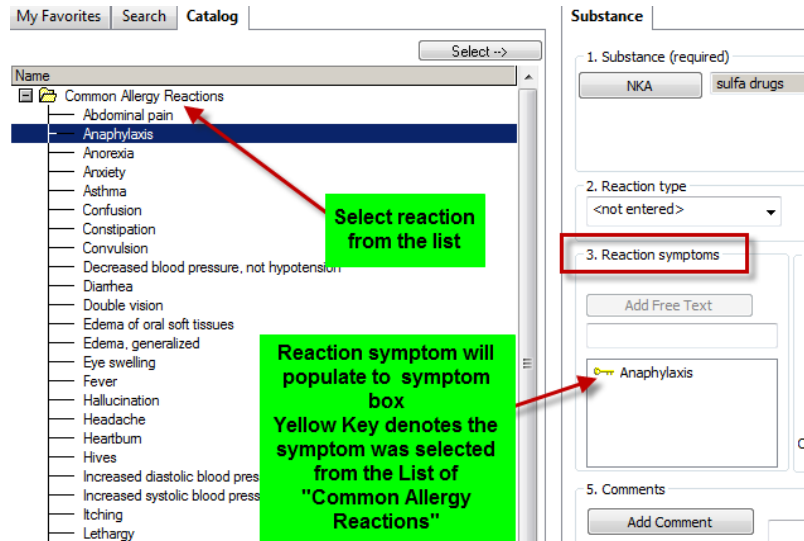
Headache

Heartburn

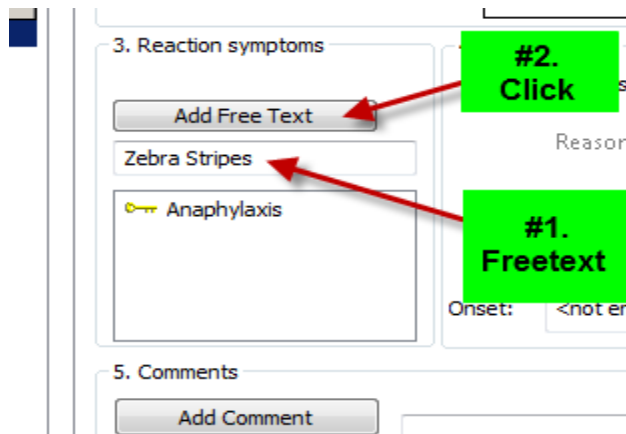
Ulcers

4. Double click on the reaction or single click to highlight the reaction and then click on **Select**.

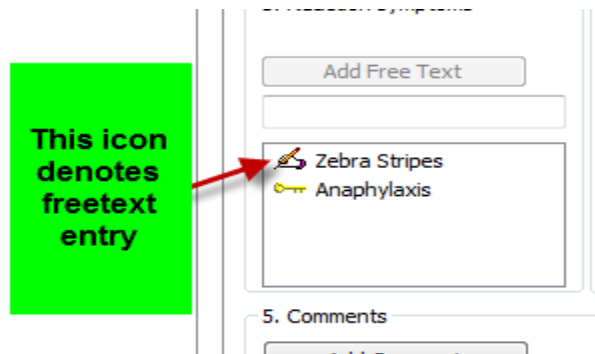
The reaction will populate to the right side of the window. The reaction will have the icon of a key in front of the reaction



You can free text an allergy reaction by typing in the data box Then click on Add Free Text.



The free text allergy reaction will display a hand with a pen icon.



In Step 4 there is the ability to select from whom the information is being obtained.

4. Allergy details

Status: Active ☒ Mark As Reviewed

Reason:  Reviewed: 2017-Apr-11 11:48

\*Severity: <not entered> Recorded on behalf of:

Info source: Patient

Onset: <not entered>

Select from drop down menu

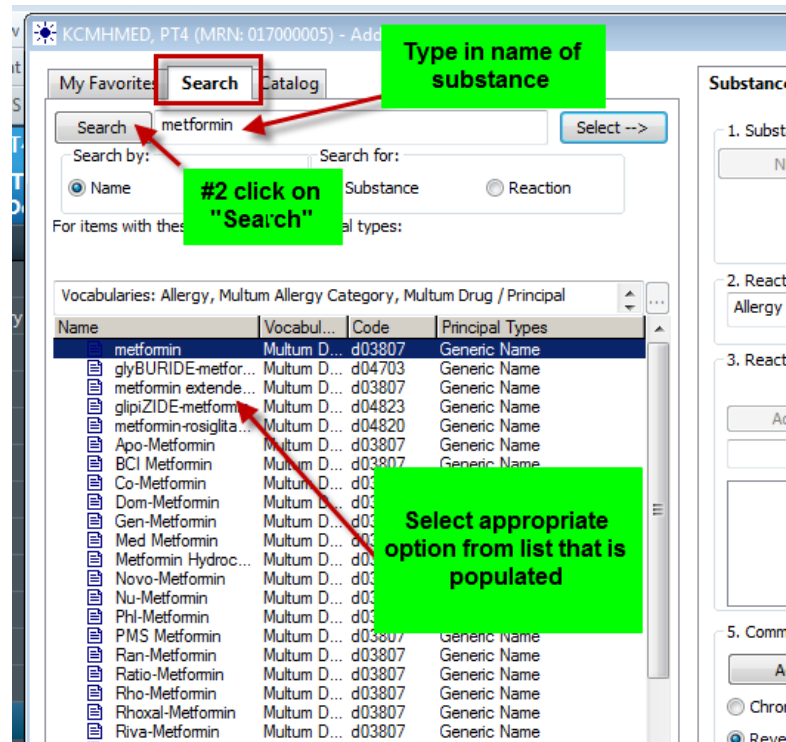
- DIS
- Family
- MAR
- Physician
- MAR/DIS
- Nurse
- Parent
- Patient
- Patient/Med list
- Patient/med vial/blister pa
- Patient/DIS
- Patient/Community Pharm
- Patient/Family Physician o
- Patient/Discharge summar
- Patient/Patient chart
- Patient/Other
- <not entered>
- Other

Cancel Apply New...

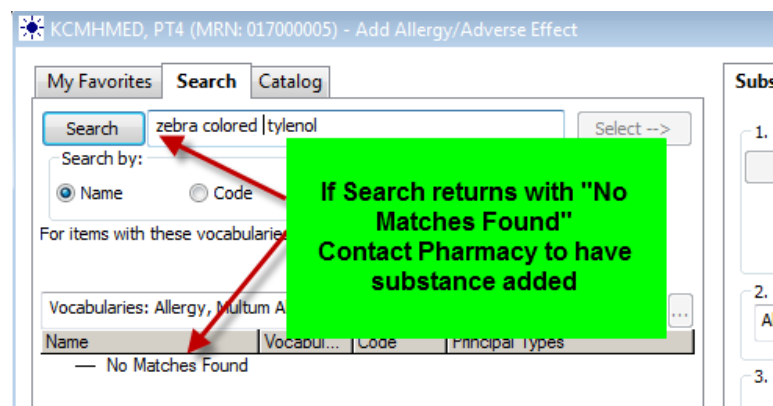
Click on **Ok** to complete this allergy or if there is a second allergy to document click on **New**.

## How to add an Allergy substance using the Search option

1. Click on the Search tab.
2. Type in the first 3 - 4 letters of the allergy.
3. Click on **Search**.
4. Select the appropriate option.

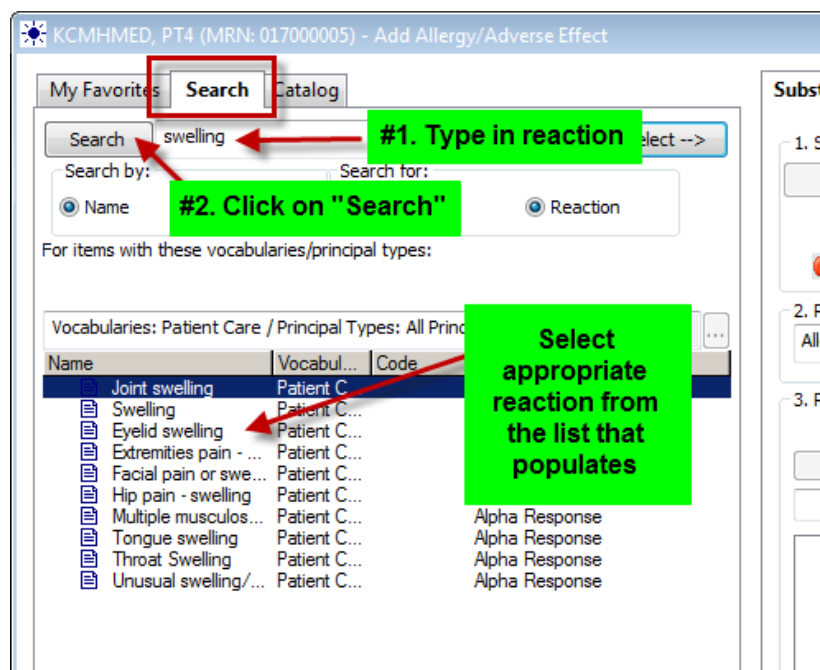


5. If **"No Matches"** found contact Pharmacy to add allergy substance. Pharmacy has the ability to free text allergies.



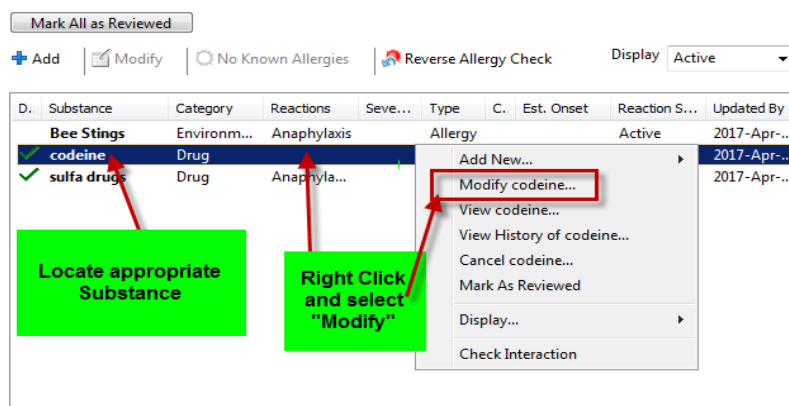
## How to add an Allergy reaction using the Search option

1. Click on Search
2. Type in the first 3 -4 letters of the reaction
3. Select the appropriate reaction from the list that populates.
4. Double click or single click to highlight the reaction and click on Select. This will populate the reaction to the right hand side of the window.



## How to Modify an Allergy

1. Highlight the appropriate allergy
2. Right click and select modify.



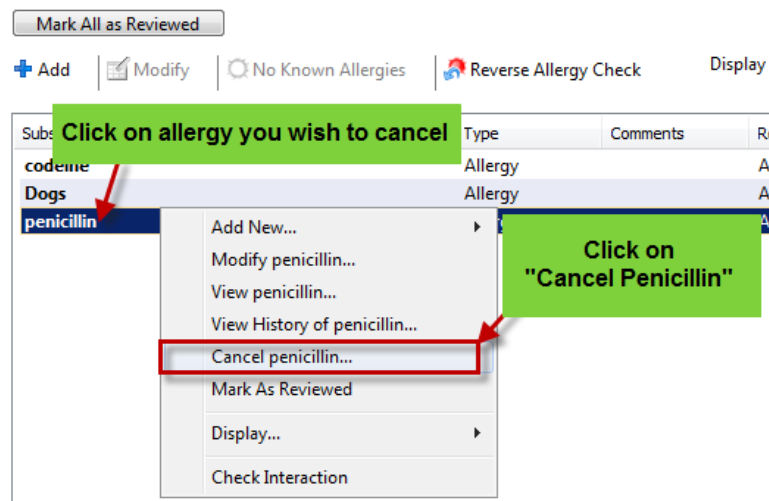
### 3. The allergy window will open

Add Allergy will open. Modify as required then Click "OK" when completed

### 4. Modify as required and then click **OK**.

## How to Cancel an Allergy

1. Highlight the appropriate allergy
2. Right click and select cancel.





- Click on the Add Comment box and type in reason why the allergy is canceled.

The screenshot shows a web-based form for documenting allergies. A red box highlights the 'Add Comment' button under the '5. Comments' section. A red arrow points from a green callout box 'Click on "Add Comment"' to this button. Another red arrow points from a second green callout box 'Type in comment box why you are cancelling the allergy' to the text input field in the 'Comments' dialog box. The dialog box contains the text 'ALWAYS Enter the reason you are cancelling the allergy!' and has 'OK' and 'Cancel' buttons. The background form includes fields for 'Status' (Canceled), 'Reason' (<not entered>), 'Severity' (<not entered>), 'Info source' (<not entered>), 'Mark As Reviewed' (checked), 'Reviewed' (2017-Apr-11 13:06), and 'Recorded on behalf of:'.

### The **Mark All as Reviewed** option

- Allows the clinician to document in the system that the allergies were reviewed
- Will modify the date under the Reviewed column to the current date
- Will modify the name of the clinician under Reviewed By column.
- Will not change “The updated by” which reflects the original date and name of the clinician who entered the allergy.

**Allergies** Print 0 minutes ago

Allergies

Display: All

D...	Substance	Category	Reactions	Severity	Type	Comments	Est. Onset	Reaction S...	Updated By	Source
	NKA	Drug			Allergy			Active	2011-Nov...	Physi...
✓	Percocet	Drug			Allergy			Canceled	2011-Nov...	Patic...