



## WHERE'S THE MEDICATION?

Follow these three basic steps to ensure staff is aware of available tools and procedures, and to avoid interruption of a resident's medication therapy.

SEARCH	INVESTIGATE	TAKE ACTION
<ul> <li>Determine who is providing the medication</li> <li>Remedi</li> <li>House stock</li> <li>Mail order</li> <li>Other pharmacy</li> </ul>	<ul> <li>Check for notification of:         <ul> <li>Clarification(s) needed</li> <li>Shortfill</li> <li>Backorders</li> <li>Special orders</li> <li>Refill too soon</li> </ul> </li> </ul>	<ul> <li>Use Interim/Emergency Supply for unavailable medications</li> <li>Document a missed dose on MAR</li> <li>Indicate what actions</li> </ul>
<ul> <li>Establish if the order was sent prior to cutoff time</li> <li>Do you know your cutoff times for refills and new orders?</li> </ul>	<ul> <li>Authorization to send required</li> <li>Controlled Substance - determine if new RX is needed</li> </ul>	<ul> <li>you took</li> <li>Know your facility escalation procedure</li> <li>If resident has missed more than one dose</li> </ul>
<ul> <li>Search:</li> <li>Med cart drawers</li> <li>Bulk item storage</li> <li>Medication room</li> <li>Delivery tote</li> <li>Any "hiding" places</li> <li>Check if resident was recently moved</li> </ul>	<ul> <li>Check MyRemedi Order Status</li> <li>Contact Pharmacy</li> </ul>	

## WANT TO LEARN MORE?

Refer to My Remedi reference guide for Medication Order Status or the Tip of the Month for additional instructions.