

## **Charting Medications**

Go to the URL:

**Step 1.** The BlueStep Charting home page will display Alerts, MAR, and Reports

BlueStep Charting						Cara Crane 🗸
\Lambda Alerts	0	R MAR		Reports		
			Y	our name appears here.		
			If	f you select your name, you	u can :	
				• View your profile ad	ccount	
				<ul> <li>Navigate to the mai</li> <li>Sign Out</li> </ul>	in HQ page	

**Step 2.** Select the MAR tab and then select "Settings" to choose a Group, to Sort by Resident or Room or to view Med List or Hide Med list

BlueStep Charting			Cara Crane 🗸
\land Alerts	1 R MAR	Reports	
Groups: Cities, Harbors, Mus	ic, Western Sort By: Resident View By:	Time Med List: Show	🌣 Settings 🗸
Groups	Cities Harbors	Music 🖉 Western	
Sort By	Resident     Room #		
View By	Time     Resident		
Med List	Hide Show		
	Done		

**Step 3.** When you've chosen your group(s), Select the MAR tab to view your group to administer medication.





**Step 4.** Record a medication administration by touching/clicking the staff signature button for each medication. You may also record a PRN administration. PRN's will always display on the bottom of a residents list of active scheduled medications.

lueStep Charting			
Required			
A.	Jackie Andersor	ı	😗 Dashboa
	Age: Birth Date: Room #: Admission Date:	75 November 21, 1939 108 November 25, 2014	Med Group:WesternADL Group:(No Data)Primary Physician:(No Data)Physician Phone:(No Data)
ode Status: Resuscitate rug Allergies: Tetracyclir	Medication Alert: Crush me, Hydrocodone	edications before administering, Take BP while	in bed, DO NOT ADMINISTER Tetracycline, Hydrocodone
:00pm Medications	for December 3, 2014	4	
	Divalproex Sodium		Instructions:
-			Administer 500 mg Rectal/vaginal (R) at 6:00am 2:00pm
Staff signature	Dosage: 500 mg	Diagnosis: seizure	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm
Staff signature	Dosage: 500 mg	Diagnosis: seizure	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm
Staff signature	Dosage: 500 mg	Diagnosis: seizure	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm
Staff signature	Dosage: 500 mg or December 3, 2014 Bacitracin Zinc	Diagnosis: seizure	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm Instructions: Administer 500 units Topical as needed
Staff signature  RN Medications for Staff signature	Dosage: 500 mg or December 3, 2014 Bacitracin Zinc Dosage: 500 units	Diagnosis: seizure Diagnosis: skin abrasion/tear	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm Instructions: Administer 500 units Topical as needed
Staff signature  PRN Medications for Staff signature	Dosage: 500 mg or December 3, 2014 Bacitracin Zinc Dosage: 500 units Ibuprofen	Diagnosis: seizure Diagnosis: skin abrasion/tear	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm Instructions: Administer 500 units Topical as needed This PRN can be given again at 3:29 PM
Staff signature  PRN Medications for Staff signature  Staff signature	Dosage: 500 mg or December 3, 2014 Bacitracin Zinc Dosage: 500 units Ibuprofen Dosage: 200 mg	Diagnosis: seizure Diagnosis: skin abrasion/tear Diagnosis: pain/fever	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm Instructions: Administer 500 units Topical as needed This PRN can be given again at 3:29 PM Instructions: Administer 200 r/g Oral (PO) as needed no more than on per 6 hours. Follow up after 1 hour.
Staff signature  RN Medications for Staff signature  Staff signature	Dosage: 500 mg or December 3, 2014 Bacitracin Zinc Dosage: 500 units Ibuprofen Dosage: 200 mg	Diagnosis: seizure Diagnosis: skin abrasion/tear Diagnosis: pain/fever	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm Instructions: Administer 500 units Topical as needed This PRN can be given again at 3:29 PM Instructions: Administer 200 mg Oral (PO) as needed no more than on per 6 hours. Follow up after 1 hour.
Staff signature  PRN Medications for Staff signature  Staff signature  Medications Pre	Dosage: 500 mg or December 3, 2014 Bacitracin Zinc Dosage: 500 units Ibuprofen Dosage: 200 mg	Diagnosis: seizure Diagnosis: skin abrasion/tear Diagnosis: pain/fever ered Today	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm Instructions: Administer 500 units Topical as needed This PRN can be given again at 3:29 PM Instructions: Administer 200 mg Oral (PO) as needed no more than on per 6 hours. Follow up after 1 hour.
Staff signature  PRN Medications for Staff signature  Staff signature  Medications Pro Time	Dosage: 500 mg or December 3, 2014 Bacitracin Zinc Dosage: 500 units Ibuprofen Dosage: 200 mg eviously Administ Medication	Diagnosis: seizure Diagnosis: skin abrasion/tear Diagnosis: skin abrasion/tear Diagnosis: pain/fever ereed Today Admin Time	Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm 10:00pm Instructions: Administer 500 units Topical as needed This PRN can be given again at 3:29 PM Instructions: Administer 200 rg Oral (PO) as needed no more than on per6 hours. Follow up after 1 hour.

Note: you will also be given a warning if a PRN has previously been administered and not enough time has elapsed between intervals

## Option: To chart an exception or add a note to a medication Administration

* Required	Jackie Andersor	n	🕜 Dashboa	rd 🔳 Edit Info	Touch/Click the Option
	Age: Birth Date: Room #: Admission Date:	75 November 21, 1939 108 November 25, 2014	Med Group:         Western           ADL Group:         (No Data)           Primary Physician:         (No Data)           Physician Phone:         (No Data)		<ul><li>dropdown to show hidden</li><li>fields for Notes or to select</li><li>an exception.</li></ul>
Code Status: Resuscitate Drug Allergies: Tetracycline	Medication Alert: Crush m e, Hydrocodone	nedications before administering, Take BP while in bec	I, DO NOT ADMINISTER Tetracycline, Hydrocodone		
2:00pm Medications	for December 3, 201	4			
Staff signature	Divalproex Sodium Dosage: 500 mg	Diagnosis: seizure	Instructions: Administer 500 mg Rectal/vaginal (R) at 6:00am, 2:00pm, 10:00pm	Options -	
	Admin Time	Enter Notes	Select Exception		Select Exception  Select Exception Refused Med on hold
	Order a fill/refill of	this script from Pharmacy			PRN not needed Absent Sieeping Modication unavailable Other



## Addressing Alerts

## Step 1. Touch/click on the Alerts tab

BlueStep Charting	
\Lambda Alerts 🛛 🗿	R MAR

Step 2. All alert for your charting group will be displayed (set up under MAR settings)

Sort By: Resident		🌣 Setti
Sam Carter Room #105	Billy Cosby Room #	George Hammond Room #104
<b>WITAMIN C Missed at AM</b>	Seroquel Missed at Bedtime	Percocet 10/325 (C2) Missed at Bedtime
VITAMIN C Missed at PM		R Percocet 10/325 (C2) Missed at PM
Test 1 Missed at AM	Select an alert to address. The	ne link will Percocet 10/325 (C2) Missed at AM
Singulair Missed at Bedtime	take you to the appropriate p	page to
R Test Med Missed at AM	address the Alert or to view t	the details
🔞 Singulair Missed at Bedtime	of the alert	
Test 1 Missed at PM		
Test Med Missed at PM		
AM Med	ications for December 3, 2014 ignature Test 1 Dosage: Test Diagnosis: Test	Instructions:
🗷 Staff s	ignature Test Med Dosage: 100g Diagnosis: 100g	Instructions: 題 Options - Administer 1 Tablet (100g) Oral (PO) at AM, PM
@ 010#s	VITAMIN C	Instructions: Administer 1 Tablet (500MG) Oral at AM, PM (国) Options 🗸
<ul> <li>Staff si</li> </ul>	Dosage: 500MG Diagnosis: Test	