

Research ID Med Orders *Training Materials*

Provider In Basket for Signing-Medications

1. Log into Epic and click **In Basket** (In Toolbar, usually 2nd option)
2. Click **CC'd Charts** to find orders needing to be signed

The screenshot shows the Epic In Basket interface. The 'In Basket' toolbar is visible at the top, with 'In Basket' highlighted by a red box. The left sidebar contains a navigation menu with 'CC'd Charts' highlighted by a red box. The main content area displays a table of CC'd Charts with columns for Status, Signed O., Encounter Type, and Visit. The first row is highlighted by a red box. Below the table, the 'Requested Medications' section shows a medication order for ID-oseltamivir/ ribavirin/ amantadine/ placebo. The 'Unsigned Orders' section is also highlighted by a red box and contains the following data:


ID	Description	Pended By
1918365	ID-oseltamivir/ ribavirin/ amantadine/ placebo (2014P001873) 75/200/100/0 mg capsule-2 times daily	Study Staff Two Bwh/F Phs Rsch
When: 02/06/16 1652		



3. Double click the Patient chart and it will open
4. Go to Unsigned Orders and click Sign


Training Materials



Unsigned Orders new orders, reorders, and modifications

After Visit Medications (1 Order)



ID-oseltamivir/ ribavirin/ amantadine/ placebo (2014P001873) 75/200/100/0 mg capsule  [Remove](#)


  Take 5 capsules by mouth 2 (two) times a day.
Normal, Disp-50 capsule, R-0
Please include the Medication Kit number in the order

 This medication will not be e-prescribed. Invalid items: [Provider](#) [Details](#)

 [Mark All Taking](#)  [Mark as Reviewed](#) Last Reviewed by Stefanie Michael, RN on 1/11/2016 at 1:53 PM

[Rx](#) [Click here to select a pharmacy](#) [Order Entry](#)

 [Associate](#) [Research Association](#) [Edit Multiple](#) [Phases of Care](#) [Providers](#)  [Sign](#) [Pend](#)

 [Associated Diagnoses](#) [click to open](#)

Provider In Basket for Co-Signing (For Labs, etc)

1. Click **Cosign Clinic Orders** to find non-med orders needing to be signed