

RxTask Update – Winter 2017

With the winter 2017 update, RxTask has some exciting new features. RxTask users have often requested for additional tools to document various types of measurements such as relative humidity, room pressure, isolator/hood pressure, surface samples, air samples, gloved fingertip samples, etc. In response, RxTask now has a new enhancement, and new database tables, for documenting these various types of metrics. This new tool is referred to as: “**Samples**”.

RxTask Samples:

Within RxTask there are two basic types of samples:

1. **Type I:** Samples that are measured and reported all at once. (i.e. Humidity checks, pressure checks)
 2. **Type II:** Samples that are collected, incubated, and then results are documented at a future date. (i.e. gloved fingertip sampling, surface sampling, viable air sampling)
- The screen print below is an example of a **Type I** sample. This example below is a humidity check where the results are documented all at once via the “**Sample Results**” panel.

Tasks Completed Today (1)
View Tasks Scheduled by Date (1/12/2017)(52)

Selected Task

Selected Task Assigned to: 'IV Room'

Category: USP 797 Tasks
Task: **Daily Humidity Check**
Start Date: 1/12/2017 12:00 AM
Due Date: 1/12/2017 8:00 PM
Status: Not Started
Minutes: 45

[Print Task Worksheet](#)

Sample Results

Sample Type:
Humidity Check

Sample Collected By:
john doe

Sample List:

#	Sample Description	Min	Max	Results	Results Unit	Comments:
1	Compounding Area Humidity	0.00	60.00	35	%RH	
2	Main Pharmacy Humidity Check	0.00	60.00	38	%RH	

Comment:

Save Changes Complete Task Terminate Task

- To submit the results the user would simply document the humidity for each location in the “**Results**” text boxes, then click the “**Complete Task**” button. If any of the samples collected are outside of the min and max ranges for the sample line item, then an email alert can be sent to team members that are configured to get the alerts (See the email alerts table section).

- This example in the screen print below is an example of a **Type II** sample, where the task first prompts for the collection of the sample. This example is also a **“Person Specific”** sample type where it is assigned to a specific employee to be tested/sampled. This one below is a **“Gloved Fingertip Sampling”** example.

View Tasks Scheduled by Date (1/12/2017)(51)

Selected Task

Selected Task Assigned to: 'aalfrey'

Category: USP 797 Tasks
 Task: **Gloved Finger Tip Sampling**
 Start Date: 12/31/2016 12:00 AM
 Due Date: 1/31/2017 11:59 PM
 Status: Not Started
 Minutes: 45

[Print Task Worksheet](#)

Sample Collection

Sample Type: **Gloved Finger Tip Sampling** Lot#: **ABC-123**
 Name of Employee: **aalfrey** Exp Date: **12/31/2020**
 Sample Collected By: **john doe**

Sample List: [Uncheck All](#)

#	Sample Description	Comments:	Submitted
1	Left Hand		<input checked="" type="checkbox"/> Submitted
2	Right Hand		<input checked="" type="checkbox"/> Submitted

Incubate for as instructed in kits and document results once they are available.

Comment:

- **Name of Employee:** This field will display the name of the employee being sampled / tested.
- **Lot # / Exp Date:** The lot and expiration date fields are optional and can be used to document the lot and expiration date of the sampling kit used for testing.
- **Sample Collected By:** The sampled collected by field documents who the user was that collected the sample to be tested.
- **Comments:** The comments field may be used to document any comments necessary to store with the sample record.
- **Submitted:** The submitted checkbox should be checked for each sample line item collected. The default setting is checked.

- The screen print below is another example of a Type II sample. This one is not person specific so you will notice that the assigned employee field is not present:

Selected Task

Selected Task Assigned to: 'Central IV Room'

Category: USP 797 Tasks
 Task: **Monthly Compounding Areas Surface Sampling**
 Start Date: 1/4/2017 12:00 AM
 Due Date: 1/31/2017 11:59 PM
 Status: Not Started
 Minutes: 200

[Print Task Worksheet](#)

Status	Description	Comments / Results
Completed	Complete sample section indicating that each sample was submitted	

Sample Collection

Sample Type: **QI Medical Envirotest #ET1000**

Lot#: **ABC-123**
 Exp Date: **12/31/2020**

Sample Collected By: **john doe**

Sample List: [Uncheck All](#)

#	Sample Description	Comments:	Submitted
1	Ante Chamber Left Inside Surface		<input checked="" type="checkbox"/> Submitted
2	Ante Chamber Left Outside Handle		<input checked="" type="checkbox"/> Submitted
3	Checking Counter Surface in Compounding Area		<input checked="" type="checkbox"/> Submitted
4	Ante Chamber Right Inside Surface		<input checked="" type="checkbox"/> Submitted
5	Ante Chamber Right Outside Handle		<input checked="" type="checkbox"/> Submitted
6	ISO 5 Compounding Surface Left Chamber		<input checked="" type="checkbox"/> Submitted
7	ISO 5 Compounding Surface Right Chamber		<input checked="" type="checkbox"/> Submitted

(Incubate for 48-72 hours at 30-35 deg. C)

- Upon completion of the task and the “**Sample Collection**” section, RxTask will then automatically schedule a second follow-up task in the future (based on Sample Type settings, see **Sample Types table** section for more details) to document the sample results. You can see the two tasks above scheduled in the future in the screen print below:

Select		USP 797 Tasks	Monthly Compounding Areas Surface Sampling	1/22/17	23:59	Central IV Room
Select		USP 797 Tasks	Gloved Finger Tip Sampling	1/26/17	23:59	aalfrey

Tasks Completed Today (4)

[View Tasks Scheduled by Date \(1/12/2017 \)\(51\)](#)

Selected Task

- After selecting the example “**Gloved Finger Tip Sampling**” task the “**Sample Results**” panel will display for documenting the results of the testing.

- In this example, the measurement is the number of CFUs measured following incubation of two samples (Left and Right Hand).

Selected Task

Selected Task Assigned to: 'aalfrey'

Category: USP 797 Tasks
 Task: **Gloved Finger Tip Sampling**
 Start Date: 1/12/2017 12:00 AM
 Due Date: 1/26/2017 11:59 PM
 Status: Not Started ▼
 Minutes: 45 ▼

[Print Task Worksheet](#)

Sample Results

Sample Type:
Gloved Finger Tip Sampling

Name of Employee (If applicable):
aalfrey

Sample Collected By:
john doe

Sample List:

#	Sample Description	Min	Max	Results:	Results Unit	Comments:
1	Left Hand	0.00	3.00		CFUs	
2	Right Hand	0.00	3.00		CFUs	

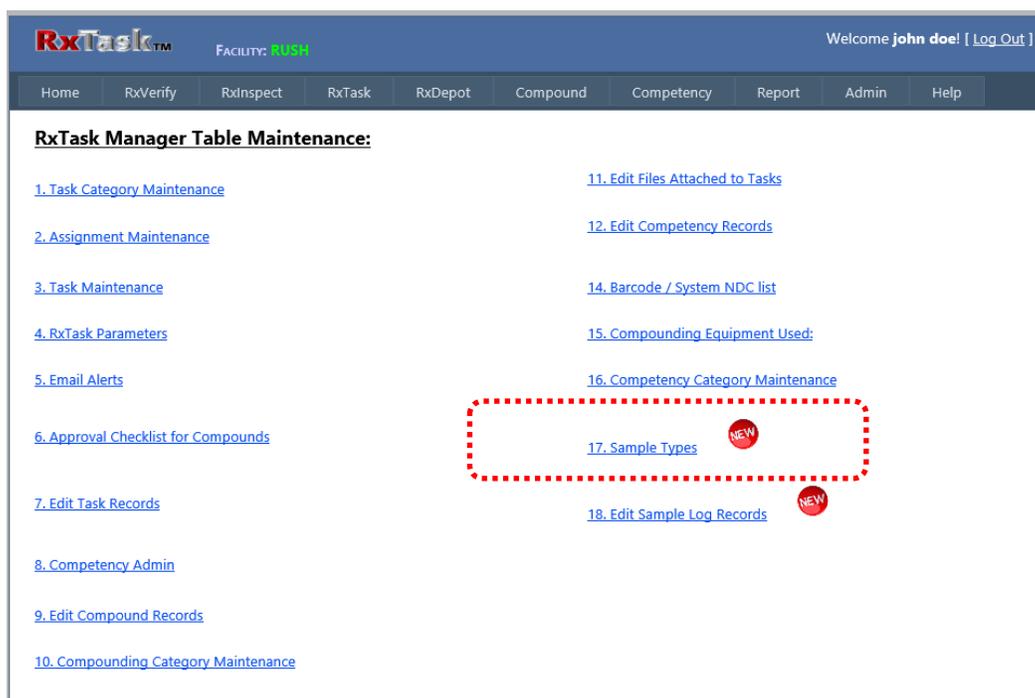
Incubate for as instructed in kits and document results once they are available.

Comment: ▲▼

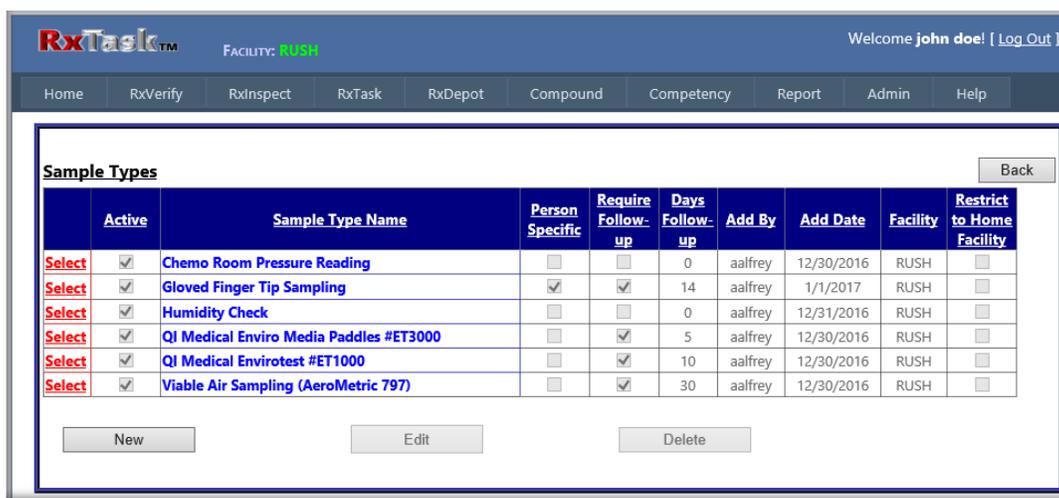
Save Changes
Complete Task
Terminate Task

RxTask Tables:

- + **Sample Types:** A new RxTask table called “**Sample Types**” was added. Sample types table allows the administrator to define basic categories, or types, of measurements that will be linked to tasks.



- After selecting this table option the screen below will display showing all the various types of sample types that have been created in the database:



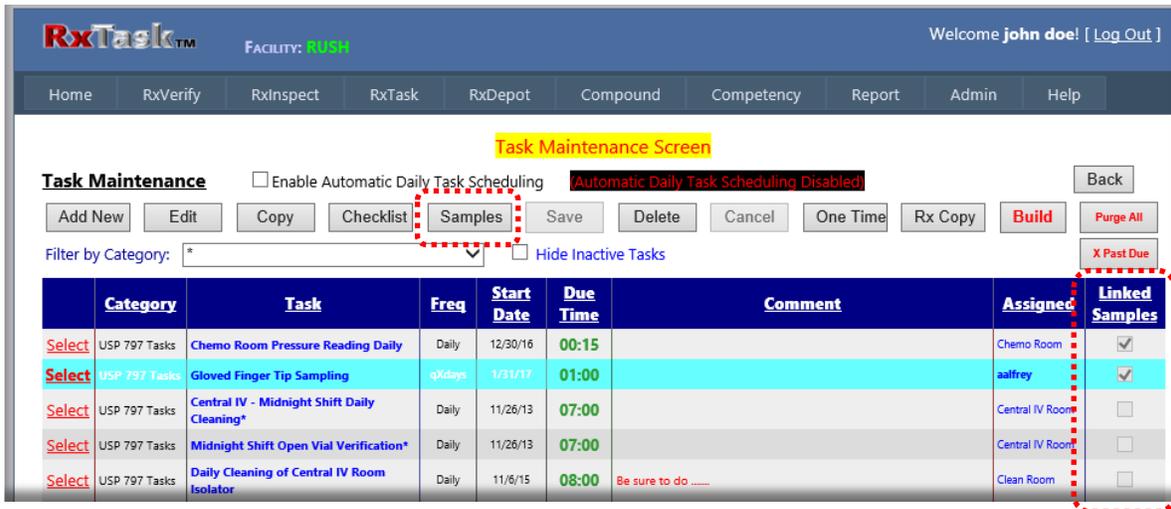
- **Back:** Back button returns you to the RxTask tables screen
- **New:** Click the “**New**” button to add a new sample type. After clicking the following screen will display:

The screenshot shows the 'Add New Sample Type' form in the RxTask application. The form is titled 'Add New Sample Type' in a yellow header. It contains several fields and checkboxes: 'Active' (checked), 'Sample Type Name' (text input), 'Sample Comments' (text area), 'Person Specific Sample?' (unchecked), 'Requires Follow-up?' (unchecked), 'Follow Up Days' (dropdown menu), and 'Restrict to Home Facility?' (unchecked). At the bottom are 'Save' and 'Cancel' buttons. The top navigation bar includes 'Home', 'RxVerify', 'Rxinspect', 'RxTask', 'RxDepot', 'Compound', 'Competency', 'Report', 'Admin', and 'Help'. The user is logged in as 'john doe!'.

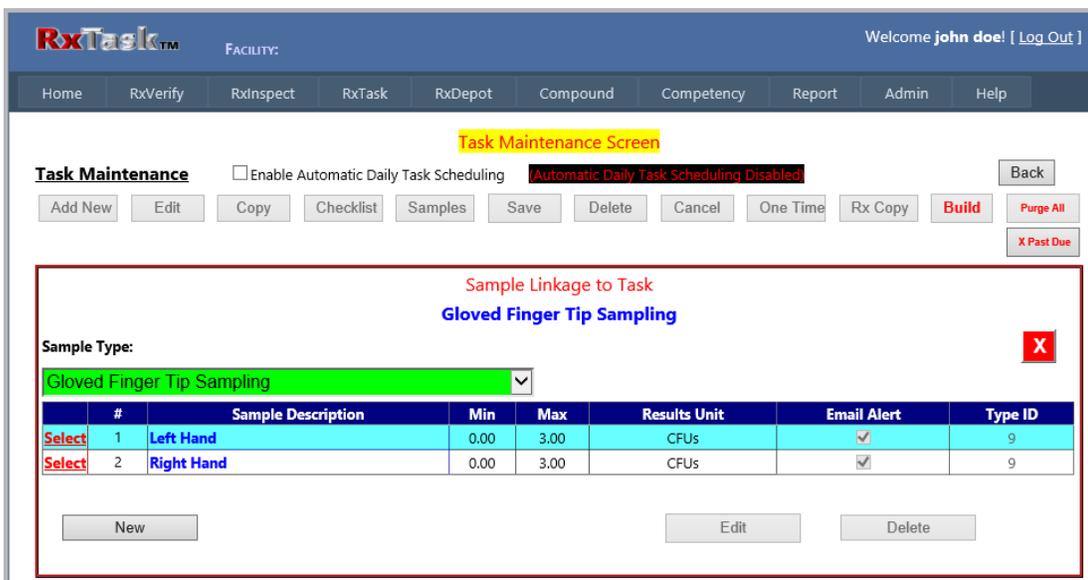
- The **“Active”** checkbox can be used to activate or inactivate a sample type.
 - The **“Sample Type Name”** field is used to enter the new Sample Type name.
 - The **“Sample Comments”** provides a field to describe the sample type.
 - The **“Person Specific Sample?”** checkbox should be checked if this sample type is linked to a specific RxTask user (Example would be gloved fingertip sampling).
 - The **“Requires Future Follow-up”** checkbox is checked if this is a sample that must be collected and then submitted for future follow-up (Future reading). Example would be surface samples that are collected initially, submitted to the incubator, and then read at a future date.
 - The **“Follow-up Days”** field is only applicable when the “Requires Future Follow-up” checkbox is checked. This field indicates how many days after submitting the samples that the results should be documented. If samples take 7 days to incubate, then the follow-up days should be at minimum 7 days.
 - **“Restrict to Home Facility”** checkbox can be checked if the Sample Type is only applicable to the currently selected facility. If unchecked, then the sample type will display as available to other facilities in the health system. This is only applicable to RxTask accounts with multiple pharmacies/facilities.
 - **Save:** The save button saves information for new, or edited, sample type.
 - **Cancel:** The cancel button cancels the adding, or editing, of a sample type.
- **Edit:** The edit button allows the system administrator to edit an existing sample type. The sample type must first be selected on the grid in order to edit.
 - **Delete:** The delete button allows the system administrator to delete any selected sample types.

Task Maintenance: To link a sample to a task, you must first select the task using the table “[3. Task Maintenance](#)”.

- After selecting [3. Task Maintenance](#) the screen below will display listing all tasks defined in the facility. Note that there is a new button called “**Samples**”. The button is enabled once a task is selected on the grid by clicking the red “**Select**” button.



- The grid also has a new column called “**Linked Samples**”. This column’s checkbox is checked if the task has linked samples defined.
- To add new or edit existing linked samples simply click the “**Samples**” button and the following screen will display:



- Select the “**Sample Type**” from the green drop down list.

- Click the **“New”** button to add new samples to be collected/recorded. Once clicked the following screen will display:

The screenshot shows the RxTask Task Maintenance screen. At the top, there is a navigation bar with the RxTask logo and a user welcome message: "Welcome john doe! [Log Out]". Below the navigation bar, there are tabs for Home, RxVerify, RxInspect, RxTask, RxDepot, Compound, Competency, Report, Admin, and Help. The main content area is titled "Task Maintenance Screen" and includes a checkbox for "Enable Automatic Daily Task Scheduling" (which is disabled) and a "Back" button. A toolbar contains buttons for Add New, Edit, Copy, Checklist, Samples, Save, Delete, Cancel, One Time, Rx Copy, Build, Purge All, and X Past Due. The central part of the screen is a "Sample Linkage to Task" window for "Gloved Finger Tip Sampling". It shows a dropdown menu for "Sample Type" set to "Gloved Finger Tip Sampling" and a table of samples:

	#	Sample Description	Min	Max	Results Unit	Email Alert	Type ID
Select	1	Left Hand	0.00	3.00	CFUs	<input checked="" type="checkbox"/>	9
Select	2	Right Hand	0.00	3.00	CFUs	<input checked="" type="checkbox"/>	9

Below the table are buttons for New, Edit, and Delete. At the bottom, there is a "Create New Sample" form with the following fields:

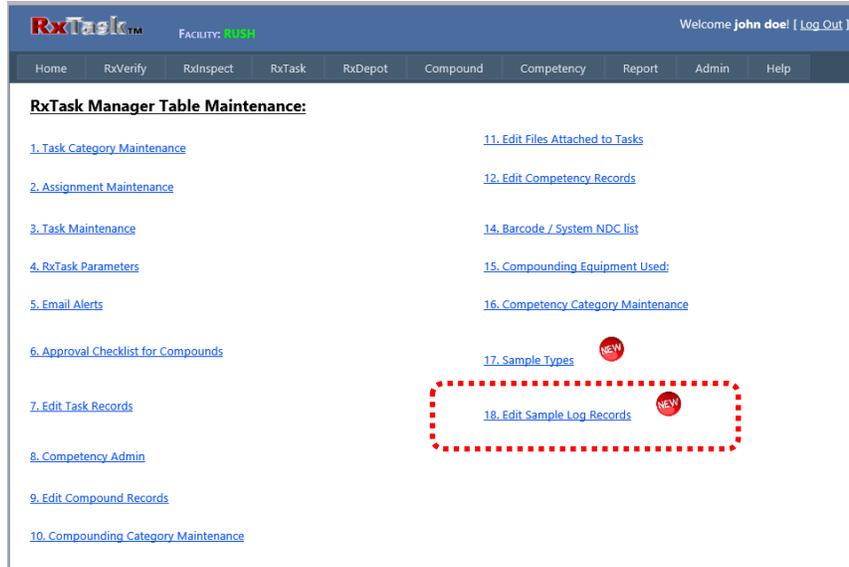
- Sample Name/Description: **Left Hand**
- Minimum Acceptable Value: **0.00**
- Maximum Acceptable Value: **3.00**
- Unit: **CFUs**
- Email Alert when Outside Range? (Checked = True)

Buttons for Save and Cancel are at the bottom of the form.

- Enter the sample to be collected name in the **“Sample Name/Description”** text box.
- Enter the **“Minimum Acceptable Value”** for the sample (numeric values only)
- Enter the **“Maximum Acceptable Value”** for the sample (numeric values only)
- Enter the **“Unit”** that is being measured (i.e. CFUs, %RH, mmHg)
- **“Email Alert when Outside Range?”** checkbox should be checked if an email alert is desired to be sent automatically anytime a measurement occurs that is outside of the minimum or maximum value for the sample. See the **“Sample Alerts”** option in the email alerts table for adding specific users to be notified.
- **Save:** Click the **“Save”** button to save the sample and link it to the selected task.
- **Cancel:** Click the **“Cancel”** button to cancel adding the new sample.
- **Edit:** Click the **“Edit”** button after selecting an already defined sample from the grid to edit. Click **“Save”** button once you have finished editing the sample.
- **Delete:** Click the **“Delete”** button after selecting an already defined sample in order to delete the sample.

Edit Sample Log Records:

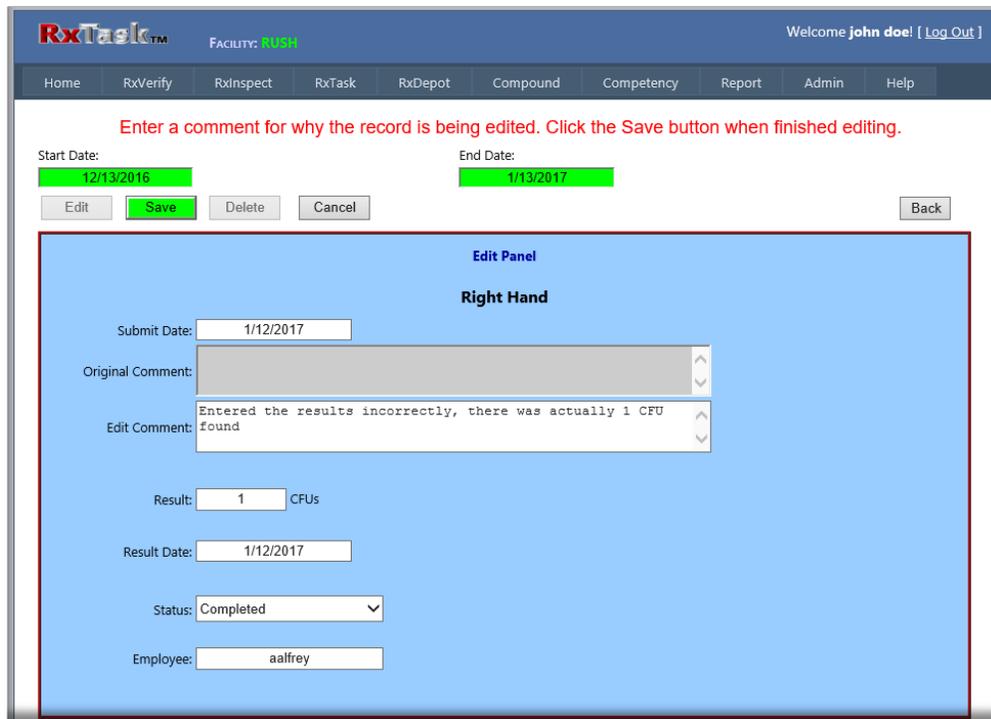
- The “Edit Sample Log Records” is a tool that was added to allow the system administrator to edit sample records that have already been submitted.



- After selecting the following screen will display all samples submitted to the database for the specified date range.

	Sample Name	Add Date	Comment	Min	Max	Result Value	Unit	Result Date	Employee	Status	Add User
Select	Ante Chamber Left Inside Surface	12/31/2016		0.00	3.00	0.00	CFU	1/1/2017		Completed	aalfrey
Select	Ante Chamber Left Outside Handle	12/31/2016		0.00	3.00	1.00	CFU	1/1/2017		Completed	aalfrey
Select	Checking Counter Surface in Compounding Area	12/31/2016		0.00	3.00	3.00	CFU	1/1/2017		Completed	aalfrey
Select	Ante Chamber Right Inside Surface	12/31/2016		0.00	3.00	2.00	CFU	1/1/2017		Completed	aalfrey
Select	Ante Chamber Right Outside Handle	12/31/2016		0.00	3.00	1.00	CFU	1/1/2017		Completed	aalfrey
Select	ISO 5 Compounding Surface Left Chamber	12/31/2016		0.00	3.00	0.00	CFU	1/1/2017		Completed	aalfrey
Select	ISO 5 Compounding Surface Right Chamber	12/31/2016		0.00	3.00	0.00	CFU	1/1/2017		Completed	aalfrey
Select	Check Humidity in CFA	1/1/2017		0.00	60.00	26.00	%RH	1/1/2017		Completed	aalfrey
Select	Check Humidity in CFA	1/1/2017	Measured yesterday, but not logged	0.00	60.00	35.00	%RH	1/1/2017		Completed	aalfrey
Select	Left Hand	1/1/2017	Completed 1/1/17	0.00	3.00	0.00	CFUs	1/1/2017	aalfrey	Completed	aalfrey
Select	Right Hand	1/1/2017	Completed 1/1/17 Updating the result value (Edit user: aalfrey, Date: 1/7/2017, Status: Completed.)	0.00	3.00	5.00	CFUs	1/1/2017	aalfrey	Completed	aalfrey

- Click the red “Select” button to choose a record. Once selected, click the “Edit” button to display the edit screen.



- The Edit panel will allow the system administrator to correct any values that were entered in error. Available fields are:
 1. Submit Date
 2. Edit Comment
 3. Results
 4. Result Date
 5. Status
 6. Employee

- Click the **“Save”** button to save edits to the database.

✚ **Email Alerts Table:** The email alerts table has a new alert type added called “**Sample Alerts**”. The users linked to this alert type will get email alerts anytime a sample result is below or above the target range for the measurement.

- To use simply select the alert type “**Sample Alerts**”
- Select a user from the green drop down list
- Click the “**Add User**” button.
- To add additional users repeat the steps above.

	Email	Facility	ID
Select	alan@pharmacyideas.com	RUSH	61
Select	alan@rxideas.com	RUSH	62

✚ **Reports:** There are several new reports related to sample documentation, and there will be more to follow.

Sample Log Activity Report

Printed by: john doe Date: 1/15/17 Date Range: 1/15/17 to 1/16/17

Sample Type	Submit Date	#	Sample Name	Min	Max	Result Value	Unit	Compliant	Result Date	Status	Employee	Facility
Gloved Finger Tip Sampling	1/15/2017	1	Left Hand	0.00	3.00	4.00	CFUs	False	1/15/2017	Completed	aalfrey	RUSH
		2	Right Hand	0.00	3.00	1.00	CFUs	True	1/15/2017	Completed	aalfrey	RUSH
				Total:			5.00					