

PREPARED BY:

Nebraska Department of Health and Human Services and  
CyncHealth

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NEBRASKA

# PDMP Clinician User Guide



PRESCRIPTION DRUG  
MONITORING PROGRAM

NEBRASKA  
Good Life. Great Mission.  
DEPT. OF HEALTH AND HUMAN SERVICES



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## Program Overview

The Nebraska Prescription Drug Monitoring Program (PDMP) is authorized by Nebraska Rev. Statutes §§ 71-2454 through 71-2455. It gives healthcare providers the ability to monitor the use of patient medications, provides information to improve the health and safety of patients, and helps to prevent the misuse of prescribed controlled substances.

The Nebraska PDMP is administered in collaboration between the Nebraska Department of Health and Human Services (DHHS) and the statewide health information exchange through CyncHealth to provide a medication query functionality available to all prescribers and dispensers in Nebraska at no cost to providers. Medications are one of the leading causes of healthcare errors and hospitalizations. Additionally, controlled substances can present a hazard to the public due to the increased possibility of misuse or abuse. All states have PDMPs that seek to reduce the misuse or abuse of controlled substance prescriptions. Nebraska requires pharmacies and other dispensers to submit information on all dispensed prescriptions including non-controlled prescriptions and controlled substances at least daily to provide a comprehensive medication history that gives providers more information to make better informed clinical decisions and improve patient safety.

The Nebraska PDMP is accessible through the state's DHHS website or the CyncHealth homepage. Those who submit or receive information from the Nebraska PDMP must provide reasonable privacy protections in accordance with the Health Information Portability and Accountability Act (HIPAA).

## Nebraska Law

Effective as of July 2022, all Nebraska providers who prescribe controlled substances to a Medicaid client must check the PDMP before prescribing a Schedule II medication or when adjusting dosing. A provider may, however, use a delegate to check the PDMP. Exemptions to this requirement include beneficiaries receiving cancer treatment, hospice/palliative care, and long-term care facilities. If not able to check the PDMP, then the provider is required to document a good faith effort, including reasons why they are unable to conduct the check, and may be required to submit documentation to the state upon request.

For more information, PDMP mandatory check requirements are available under Section 5042 of the SUPPORT for Patients and Communities Act, consistent with section 1944 of the Social Security Act, beginning October 1, 2021.

## About RxGov

RxGov is a software developed by NIC that records and tracks prescribed medication dispenses. PDMPs can use RxGov to monitor the dispensing of prescriptions in their state.

RxGov is designed to be a comprehensive PDMP system. It facilitates communication between multiple user groups to ensure patient confidentiality, data security, and the presentation of accurate information. It does all this in an online environment that does not require any special hardware or software, allowing users to access their accounts anywhere they have access to the internet.

## How Does RxGov Work?

RxGov works by being a universal point of contact at all steps of the prescription dispensing process. This is accomplished using different types of accounts.

**Prescriber Account-** This account allows a provider to look up a patient’s medication history. The PDMP works as a tool before prescribing to reduce therapeutic duplications, drug interactions, or potential misuse. After prescribing, it can be useful to assess patient prescription fill compliance. It can also be used before surgery to identify unreported medications from the patient’s medication history.

**Dispenser Account-** A pharmacist can review a patient’s PDMP record before dispensing to identify potential medication errors or misuse attempts. The pharmacy is critical for identifying patients who see multiple providers or use more than one pharmacy.

**Submitter Account-** The submitter is responsible for reporting information to the PDMP. By accurately submitting data on at least a daily basis, they can guarantee that the RxGov database is current for providers and pharmacists using it.

**Veterinarian Account-** A veterinarian can both query a patient and submit dispensed medications that they prescribe. This account is limited to only animals and cannot view a human patient’s record.

**Delegate Account-** Prescribers, dispensers, and veterinarians can delegate access to the PDMP to an individual under their supervision. A delegate cannot view a patient’s record without being linked to a supervisor’s account. To be authorized as a delegate, you must be licensed according to the Uniform Credentialing Act. (Medication aides are not allowed to be delegates)



## Request PDMP Access

For credentialed healthcare professionals to create an account for access to view the PDMP, they must complete the steps below.

1. Visit the Nebraska DHHS website: <http://dhhs.ne.gov/Pages/Drug-Overdose-Prevention-PDMP-Access.aspx> and click on the PDMP User Access and Training Acknowledgement Form.


## Nebraska PDMP Registration Information



- PDMP User Access and Training Acknowledgement Form 
- PDMP Clinician User Guide 

**OR** visit the CyncHealth website: <https://cynchealth.org/> and click on the “PDMP User Registration Form” located in the blue box labeled Login Access.

We're innovating the way health information is collected, shared, and used in order to make healthier possible for all people.



## Login Access


Please take note of the new login access menu in the top right of this page.

HEALTHSHARE CLINICAL VIEWER	PRESCRIPTION DRUG MONITORING PROGRAM (PDMP)	SOCIAL DETERMINANTS OF HEALTH (SDOH)
Iowa Clinical Viewer Login Nebraska Clinical Viewer Login  If you have transitioned to MFA with Clinical Viewer (on or after 6.13.22) – <b>NEW</b> Nebraska login link: <a href="https://secure.cynchealth.org">https://secure.cynchealth.org</a>	PDMP Login PDMP Submitter Login <b>PDMP User Registration Form</b> PDMP Exemption Form	SDOH Login

- The PDMP New User Request form will open with a link to the [PDMP Training Video](#).

### PDMP New User Request

To request access to the Nebraska Prescription Drug Monitoring Program.



**Have you viewed the training video?**

Please be aware that your request cannot be approved until you complete the Training Video. If you have not viewed it please stop now and use the link below.

- [PDMP Training Video](#)

**\* Training Attestation**

I agree I have watched the training

I have previously watched the training

**Welcome to the NE PDMP User Access Request and Training Acknowledgement Form.**

Before beginning the registration process please be prepared with the following:

- Professional license number
- Unique email address
- Copy of state professional license, wallet card, or diploma (for non-Nebraska license holders only)

If you have additional questions regarding this form or the registration process please refer to the PDMP User Access and Training Acknowledgement Form Instructions.

If you are having issues accessing your Nebraska PDMP account; **do not submit a new request for access**; instead please contact support at [SUPPORT@CYNCHHEALTH.ORG](mailto:SUPPORT@CYNCHHEALTH.ORG) or 402-506-9900 option 1.

- Watch the training video.
- Check the Training Attestation box.
  - \* Training Attestation**
  - I agree I have watched the training
  - I have previously watched the training

- 5. Complete the user form and enter your Nebraska license. For Users who do not have a Nebraska License, a scan of a current State license must be uploaded as proof of license. Click on Next.

If you are having issues accessing your Nebraska PDMP account, do not submit a new request for access; instead please contact support at [SUPPORT@CYNCHHEALTH.ORG](mailto:SUPPORT@CYNCHHEALTH.ORG) or 402-508-9900 option 1.

\* First Name (Name of person requiring PDMP access)

\* Last Name

\* Personable and Portable email address (will become the user ID)

\* Phone

\* User Designation  
--None--

\* Is the person requesting PDMP access licensed in Nebraska?  
 Yes  
 No

\* State License Number

\* In what state is the professional license held?  
--None--

By checking the box below, you attest that you have a treatment relationship with a Nebraska resident (Neb. Rev. Stat. § 71-2454) 2) and that your license is active and in good standing.

I agree to the above information

Please attach proof of State license as proof (for Out of State License holders only)

or drop files

\* Are you submitting this PDMP request on behalf of another person?  
 No  
 Yes

- 6. A request summary is generated from the information entered, please verify this is accurate. If the information is accurate, please click on Submit. If changes are required, click on Previous.

PDMP New User Request  
To request access to the Nebraska Prescription Drug Monitoring Program.



Please verify the information provided prior to submitting. To make corrections, use the "Previous" button below.

NOTE: Returning to the Previous screen will remove previously uploaded proof of out-of-state license. Please reattach proof of out-of-state license.

Training Attestation: I agree I have watched the training

First Name: [Redacted] Last Name: [Redacted]

Personable and Portable email address (will become the user ID): [Redacted] Phone: [Redacted]

User Designation: [Redacted]

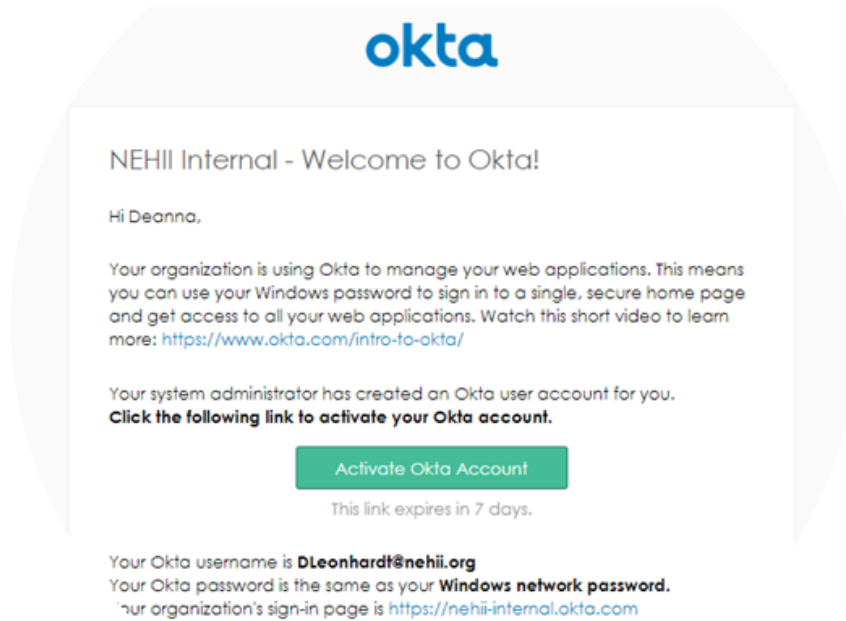
Facility or Healthcare Organization: [Redacted]

State License Number: [Redacted]

In what state is the professional license held? [Redacted]

Out of State License Attachment: [eLicense Portal.pdf]

- 7. This access request will be reviewed and, when approved, the prescriber, dispenser, or delegate will receive an email from [cynchealth.org](http://cynchealth.org) to log into OKTA to complete the account setup.



8. The user will set up two-factor authentication for additional security. This can be used with the OKTA Verify mobile device app, email, or SMS text.



## Getting Started

1. Visit the Nebraska DHHS website: <http://dhhs.ne.gov/Pages/Drug-Overdose-Prevention-PDMP-Access.aspx> and click on the “Current User Nebraska PDMP Login” link.

### Current User Nebraska PDMP Login

OR visit the CyncHealth website <https://cynchealth.org/> and click on “PDMP Login” in the Login Access section.

**Login Access**

Please take note of the new login access menu in the top right of this page.

HEALTHSHARE CLINICAL VIEWER	PRESCRIPTION DRUG MONITORING PROGRAM (PDMP)	SOCIAL DETERMINANTS OF HEALTH (SDOH)
Iowa Clinical Viewer Login Nebraska Clinical Viewer Login	<b>PDMP Login</b> PDMP Submitter Login PDMP User Registration Form PDMP Exemption Form	SDOH Login

If you have transitioned to MFA with Clinical Viewer (on or after 6.13.22) – **NEW** Nebraska login link: <https://secure.cynchealth.org>

2. Sign into OKTA.

**CyncHealth**

Sign In

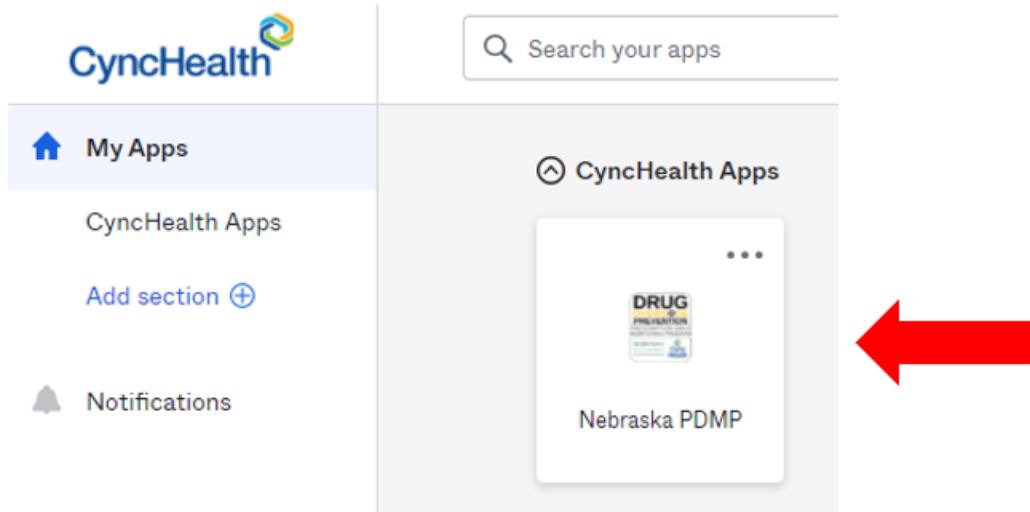
Username  
Your username is your EMAIL

Remember me

Next

Need help signing in?

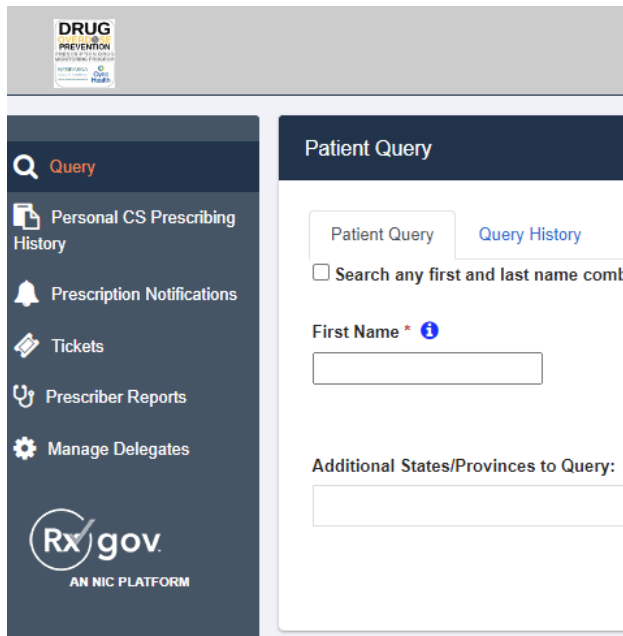
3. Select the PDMP app tile.



## Clinician Menu

The **Clinician Menu** provides easy access to RxGov tools for managing PDMP compliance and PDMP prescriptions. It defaults to the **Patient Query** screen. For optimal results, RxGov should be run on a PC with the window maximized to full screen.

Please note that not all Left Menu items are available to all roles or user types, but rather items are based on the type of registration through DHHS (e.g., a pharmacist will not see Personal CS Prescribing History or Prescriber Reports).



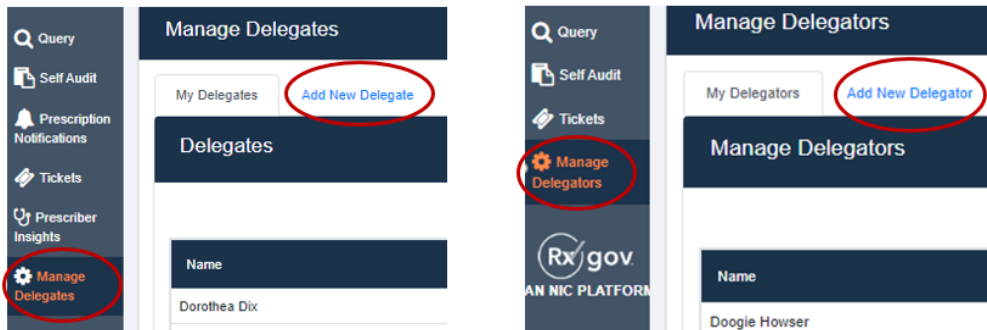
## Manage Delegators/Delegates

Prescribers and Prescriber Delegates; Dispensers and Dispenser Delegates can establish relationships that allow the delegate to view patient queries and prescription notifications on the delegator's behalf.

To set up a relationship, both the Delegator and Delegate must be registered and authorized to use the PDMP.

### Add a Delegate/Delegator

1. Select *Manage Delegates* from the Left Side Menu.
2. Select *Add New Delegate or Delegator*.



3. Search for the delegate/delegator by *partial or complete first/last name* or *email*. If the delegate/delegator is not found in this search, make sure he/she has completed the PDMP registration process before proceeding.

**Manage Delegates**

My Delegates [Add New Delegate](#)

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**Delegate Query**

First Name:       Last Name:       Email Address:

**Manage Delegates**

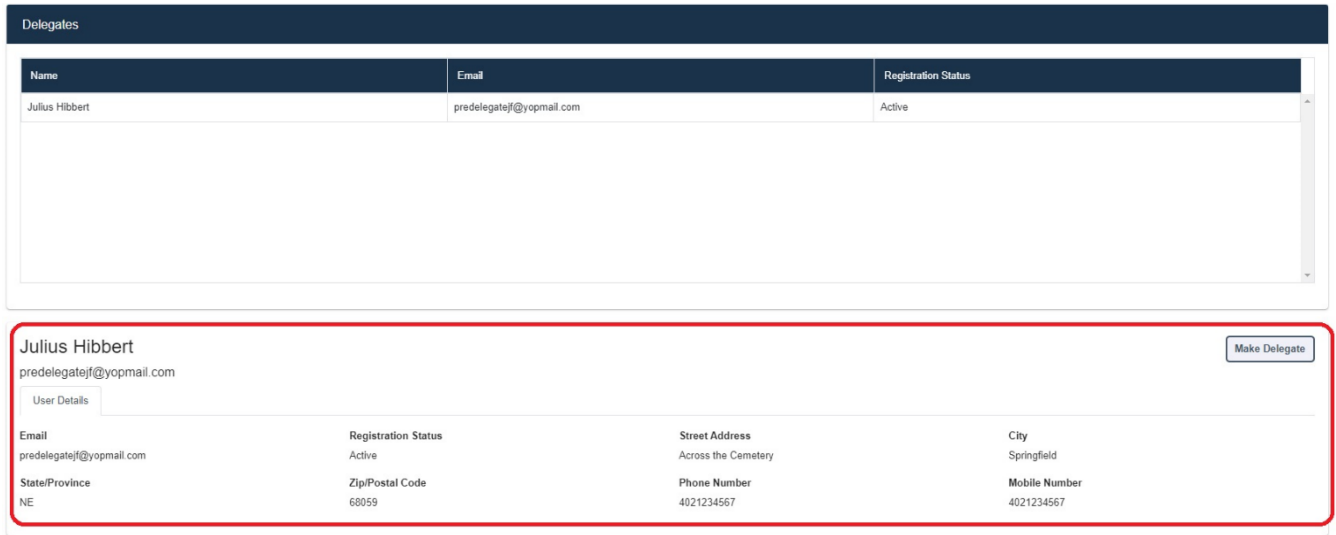
My Delegates [Add New Delegate](#)

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**Delegate Query**

First Name:       Last Name:       Email Address:

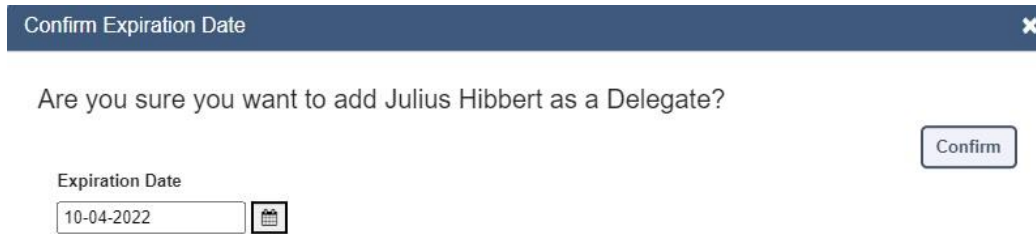
4. Select the intended delegate/delegator from the list by clicking anywhere in the row. The delegate/delegator's information will display below.



5. Select *Make Delegate* or *Make Delegator* in the right-hand corner.



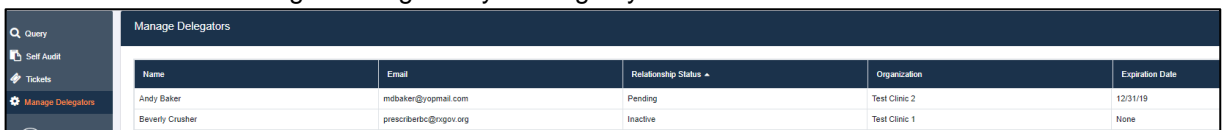
6. The Delegator may select a date for the relationship to end (function only available to Delegates).
  - a. Removing the date information inside the Expiration Date field, will establish a permanent relationship with the delegate.
7. Select *Confirm*.



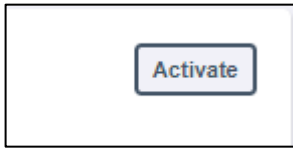
8. The delegate/delegator's request must be accepted by their counterpart to complete the process.
9. Delegates can then view the PDMP on the delegator's behalf.

### Delegate/Delegator Accepts Invitation

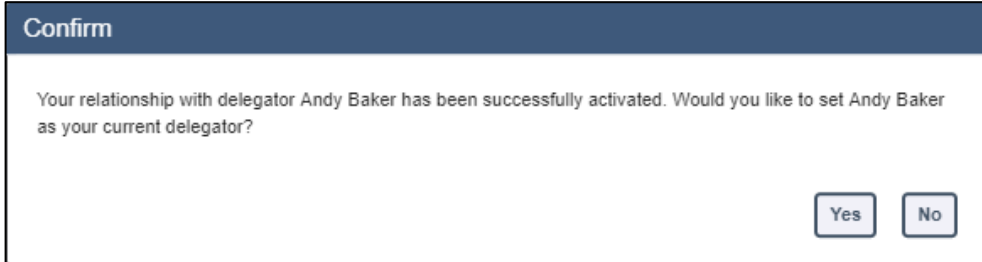
1. Select *Manage Delegates* or *Manage Delegators*.
2. Relationships can be sorted by selecting the row header.
3. Select the intended delegate/delegator by clicking anywhere in the row.



4. Select *Activate* in the right-hand corner.



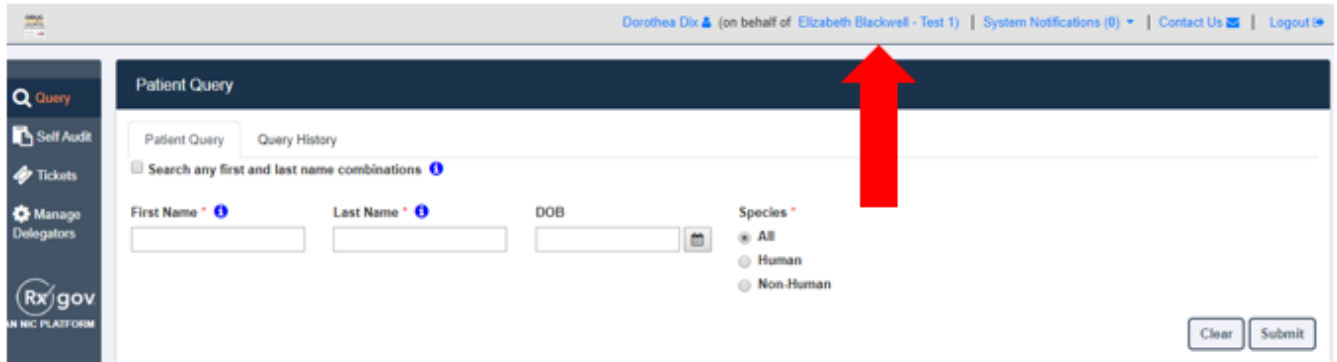
5. Confirm your decision to activate the relationship.



## Delegate switching between Delegators

If a delegate has more than one delegator relationship, the delegate must indicate the clinician by which they are being supervised. This is done by switching between delegators either at log on or during Patient Query.

1. Click the Clinician name displayed to the right of "on behalf of" on the top menu bar.

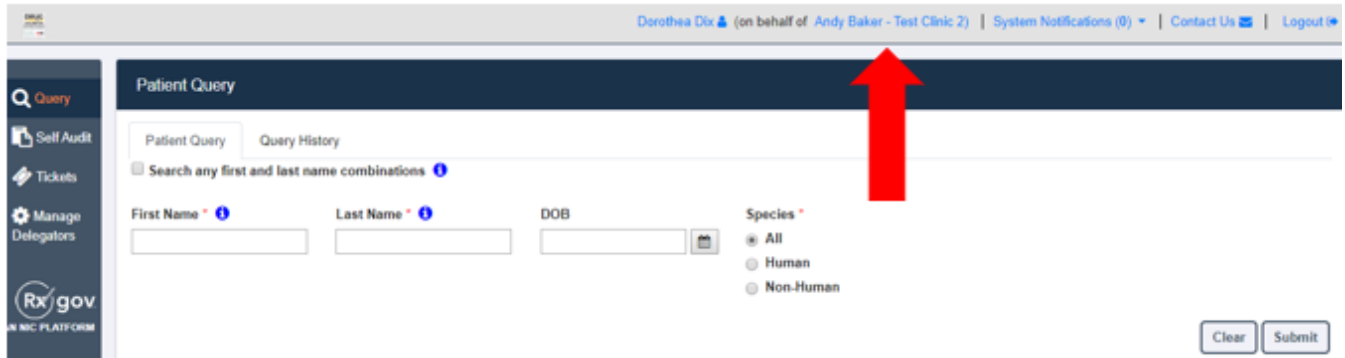


- The screen that the Delegate initially used to complete their log-on will appear again to change the Clinician.



- Select and highlight the Delegator and click on **Select Delegator**.
  - Note that the relationship is not just between the Delegate and Delegator, but specifically between the Delegator and the designated Organization.

- The new prescriber's name will now appear in the top menu to the right of "on behalf of."



## Deactivating a Delegate/Delegator, Editing Expiration Date

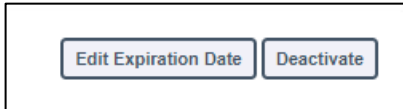
- Select *Manage Delegates* or *Manage Delegators*.
- Relationships can be sorted by selecting the row header.

- Select the intended delegate/delegator by clicking anywhere in the row.

My Delegates <a href="#">Add New Delegate</a>			
Delegates			
Name	Email	Relationship Status	Expiration Date
Dorothea Dix	nursedd@rxgov.org	Active	12/31/19

- Delegators may select either *Edit Expiration Date* or *Deactivate* to terminate the delegate relationship.

- Delegates may only *Deactivate* the relationship



- Please confirm the Deactivation of the delegate/delegator.

**Confirm**

Are you sure you want to deactivate Dorothea Dix

- If a delegator does not change the delegate expiration date, the relationship will expire.

- If a delegate/delegator relationship has expired, the status will become Active – Expired.

nursecb@rxgov.org	Active - Expired	12/30/19
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- To make this relationship active again, the Delegator must select the Delegate and *Edit Expiration Date*.

nursecb@rxgov.org	Active - Expired	12/30/19
prescriberdelegate@yopmail.com	Inactive	None

- Enter an expiration date in the future and then select Save.

Confirm Expiration Date
✕

Enter new Expiration Date or leave blank for no expiration.

Expiration Date

📅

- The Delegator will see a notice that the Delegate's status has changed to Active.



Expiration Date for Delegate Clara Barton has been successfully changed.

- The relationship is now Active and the delegate can resume patient queries under the delegator.

## Patient Query

Clinicians can view prescription medications dispensed to individual patients by performing a query within the PDMP. Dispense detail results are available to view, download, or print. If no dispenses are found, RxGov will display the message “**Query returned no results.**” For individuals not found in RxGov, the message displayed will be “**No patients found.**”

The Query function is the same for Prescribers/Dispensers and their Delegates except a Delegate must have an assigned Delegator to view PDMP data. See the Manage Delegator/Delegate section.

### Searching for a Patient

Q Query

Personal CS  
Prescribing History

Prescription  
Notifications

Tickets

Prescriber Reports

Manage Delegates

Rxgov

AN NIC PLATFORM

Patient Query

Patient Query
Query History

Search any first and last name combinations ⓘ

First Name \* ⓘ

Last Name \* ⓘ

DOB

📅

Species \*

All

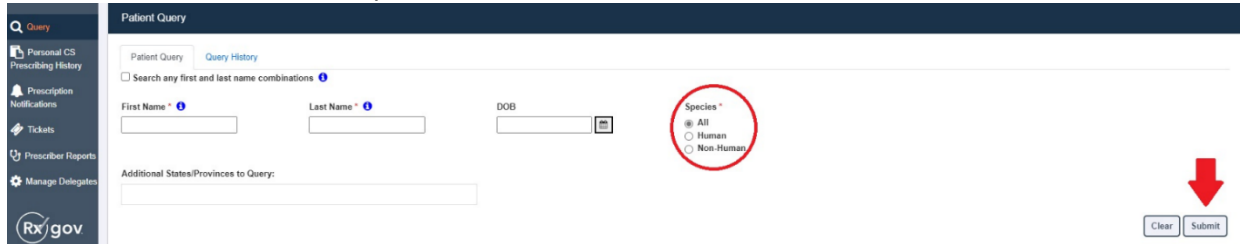
Human

Non-Human

Additional States/Provinces to Query:

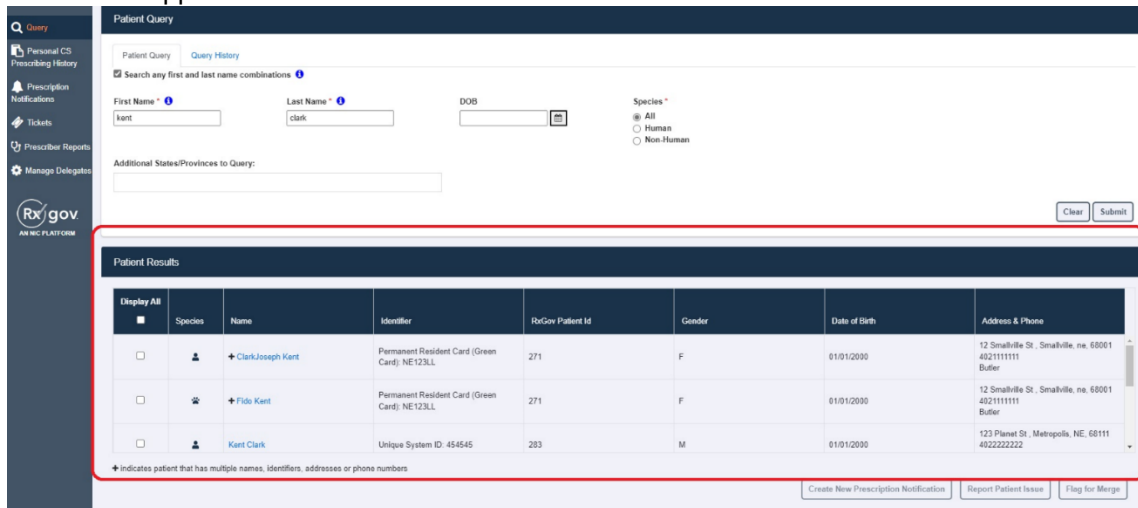


1. First and Last Names are required
  - a) A search of partial name is allowed; however, full name is encouraged to provide the most accurate results.
  - b) To enter a partial name search, a wildcard (i.e., asterisk (\*)) must be entered.
  - c) Selecting the option of “Search any first and last name combinations” will search for first and last names that may be entered by dispensers in reverse order (e.g., Clark Kent and Kent Clark)
2. Date of Birth is optional for search criteria but is highly recommended to provide accurate results.
3. Patient Query searches are limited to 25 results, so the system may give you a message to make your search more specific if too many potential patient matches are found.
4. Patient dispenses can be filtered to view only **Human** or **Non-Human** dispenses. The default setting is to view **All**. To select a different option, click on the circle to the left of the desired filter.



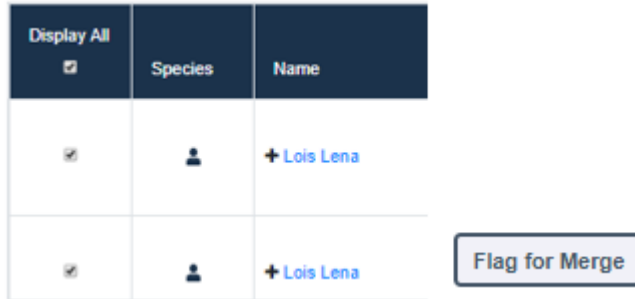
5. Enter the required fields and select **Submit**.

6. Results will appear in the lower half of the screen.



7. If multiple patients potentially meet the search criteria, they are displayed in a picklist. (**Please note:** the icon in the Species column will indicate if the patient is a veterinary patient or a human patient.)
  - a) Select “Display All” to choose all the listed patients in the search.
  - b) Select specific patients within the list to restrict the view to only certain patients who are the same person.
  - c) If the clinician feels the patients displayed in the picklist are the same person, the clinician may request that the patients be merged.

- i) To do this, select the desired patients from the picklist and then select Flag for Merge.

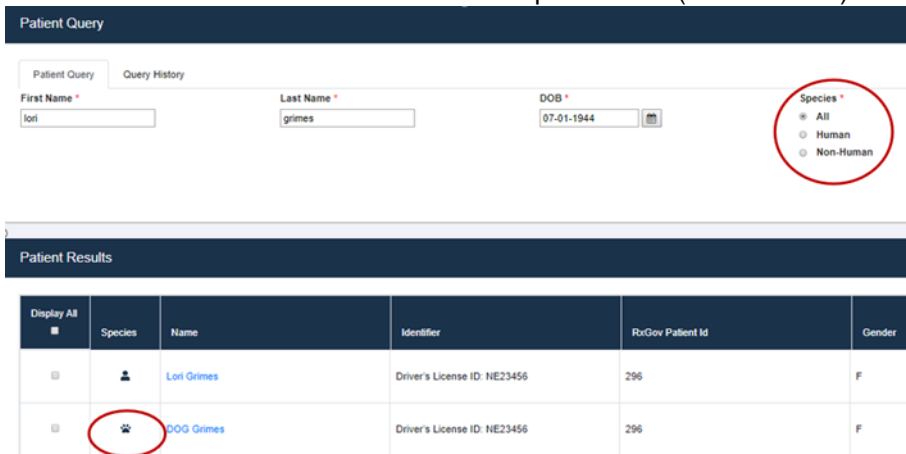


- ii) The clinician must provide a comment to be reviewed by the PDMP Administrator; then select Submit.

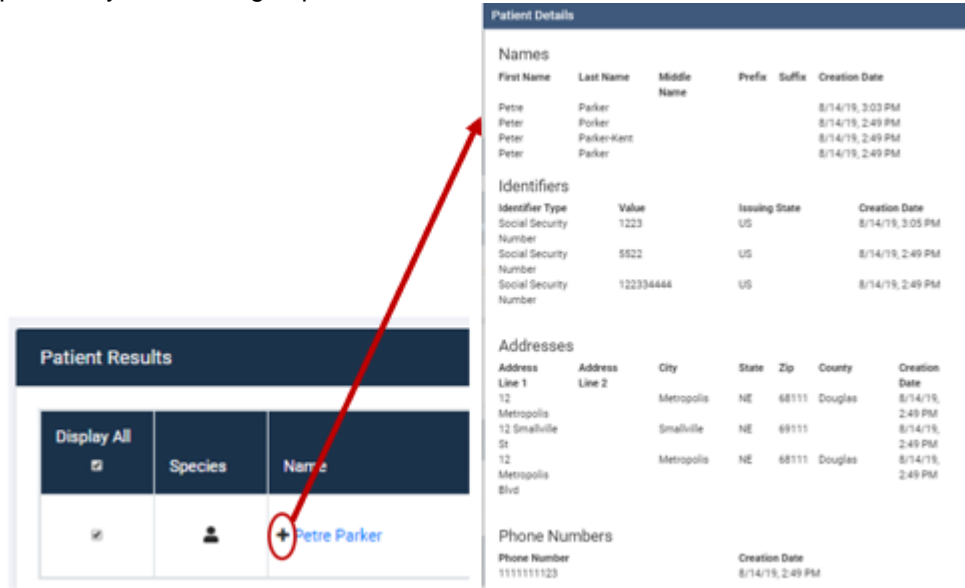


8. Patients who have dispenses for pets.

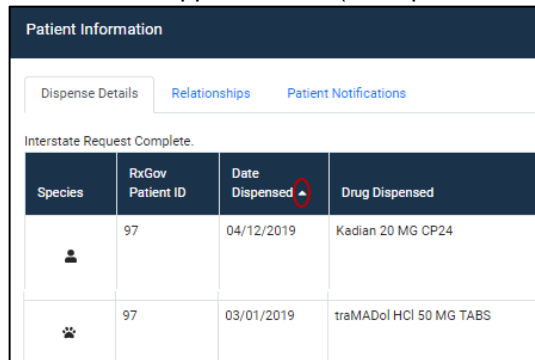
- a) The pet may be listed within the patient picklist, or you may need to search by the pet's name depending on how the pharmacy enters the pet's first name.
- b) If the patient is an animal, the Species field will display a Paw Print icon (shown below).
- c) Clinicians can choose to include or exclude veterinarian dispenses by changing the selection from "All" to "Human or Non-Human" in the Species filter (shown below).



9. When variations of patient information exist but the identity of the patient has been confirmed, these accounts will be automatically linked.
  - a) This is indicated by a “+” plus sign beside the patient’s name.
  - i) Select the patient’s name to expand the patient detail screen where you will see a list of any previously linked/merged patient information.







10. Results are displayed in the Patient Information section.
  - a) The default timeframe displays the last 18 months of dispenses.
    - i) Clinicians may filter the timeframe to 3, 6, 12, 18, or 24 months.
  - b) Columns may be sorted by selecting the column header.
    - i) An arrow will appear to sort (example: Date Filled will sort chronologically).



11. Dispenses over the time period that matches the generic name, strength, and dosage form are grouped to yield more concise and readable results.

a) Dispenses collapsed into one line are indicated by a + to the left of the medication dispense line.

	Species	RxGov Patient ID	Date Filled	Drug Dispersed
		755	03/01/2019	Pregabalin (Lyrica) 300 MG CAPS
		755	04/11/2019	Alprazolam (ALPRAZolam) 1 MG TABS
		755	05/01/2019	Alprazolam (Xanax XR) 1 MG TB24

b) To review all dispenses of this medication, select the + sign.

		755	04/11/2019	Alprazolam (ALPRAZolam) 1 MG TABS
		755	04/01/2019	Alprazolam (ALPRAZolam) 1 MG TABS
		755	03/11/2019	Alprazolam (Xanax) 1 MG TABS
		755	03/01/2019	Alprazolam (Xanax) 1 MG TABS



12. To view/see more detailed information, select anywhere on a dispense row to open the **Dispense Details**.

a) This displays the information reported by the pharmacy or other dispenser.

Dispense Details
✕

<b>Drug Name:</b> clonazepam 0.5 MG TABS	<b>Date Written:</b> 8/1/19	<b>Date Filled:</b> 8/2/19	<b>Date Sold:</b>
<b>Quantity Dispensed:</b> 80	<b>Days Supplied:</b> 30	<b>Refill Number:</b> 0	<b>Refills Authorized:</b> 0
<b>Payment Type:</b>			
<b>Prescriber:</b>	<b>Prescriber DEA:</b> 52263	<b>Prescriber Organizations:</b> Johns Hopkins,Dante Medical	
<b>Dispenser:</b>	<b>Dispenser DEA:</b>	<b>Dispenser Address:</b>	<b>Dispenser City:</b>
<b>Dispenser State:</b>	<b>Dispenser Zip:</b>	<b>Dispenser County:</b>	<b>Dispenser Phone:</b>
<b>Patient First Name:</b> Robert	<b>Patient Last Name:</b> Smith	<b>Patient Middle Name:</b>	<b>Patient DOB:</b> 3/3/77
<b>Patient Gender:</b>	<b>Patient Address:</b> 102 Bird Lane	<b>Patient City:</b> Columbia	<b>Patient State:</b> MD
<b>Patient Zip:</b> 21046	<b>Patient County:</b> Howard	<b>Patient Phone Number:</b>	<b>Patient Identifier Type:</b>
<b>Patient Identifier Value:</b>			

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Transaction History

<b>Date:</b> Aug 23, 2019, 2:43:48 PM	<b>Information Source:</b> Universal Claim Form	<b>Status:</b> New Record
--	--	------------------------------


b) To find the directions for use (Rx SIG), clicking on “View Full ASAP History” is required.

Dispense Details
✕

Nick, Riviera	BA2345672	Walk-In Clinic	
<b>Dispenser:</b> Goldmans Pharmacy	<b>Dispenser DEA:</b> BA6543210	<b>Dispenser Address:</b> 123 Krusty Lane	<b>Dispenser City:</b> Springfield
<b>Dispenser State /Province:</b> NE	<b>Dispenser Zip /Postal Code:</b> 68059	<b>Dispenser County:</b> SARPY	<b>Dispenser Phone:</b> 4027654321
<b>Patient First Name:</b> Bart	<b>Patient Last Name:</b> Simpson	<b>Patient Middle Name:</b>	<b>Patient DOB:</b> 02/23/1979
<b>Patient Gender:</b> M	<b>Patient Address:</b> 742 Evergreen Terrace	<b>Patient City:</b> Springfield	<b>Patient State /Province:</b> NE
<b>Patient Zip /Postal Code:</b> 68059	<b>Patient County:</b> sarpy	<b>Patient Phone Number:</b> 9395550113	<b>Patient Identifier Type:</b> State Issued ID
<b>Patient Identifier Value:</b> NE9876541			

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Transaction History



<b>Date:</b> 06/30/2022 09:31 AM (CDT)	<b>Information Source:</b> SpeciesTest	<b>Status:</b> New Record
--	---	------------------------------

View Full ASAP History

- c) Scroll down to the Dispensing Record to find the field labeled Rx SIG: if the directions for use are provided by the pharmacy, they will be located here.

Dispense Details		
Refill Number: 00	Product ID Qualifier: 01	Product ID: 16714048101
Quantity Dispensed: 30	Days Supply: 30	Drug Dosage Units Code: 01
Transmission Form of Rx Origin Code: 05	Partial Fill Indicator: 00	Pharmacist National Provider Identifier (NPI):
Pharmacist State License Number:	Classification Code for Payment Type: 01	Date Sold: 20220630
RxNorm Product Qualifier:	RxNorm Code:	Electronic Prescription Reference Number: MME1perCap
Electronic Prescription Order Number:	Quantity Prescribed:	<b>Rx SIG: Take 1 Tablet by mouth daily</b>
Treatment Type :	Diagnosis Code:	DSP_DrugName: traMADol HCl
DSP_Strength: 50	DSP_UnitsOfMeasure: MG	DSP_DosageForm: TABS
DSP_RouteOfAdministration: PO	DSP_DeaSchedule: 4	DSP_MME: 5
DSP_GPI:	DSP_GenericDrugName:	

## Patient Relationships

The Relationships tab displays how many prescribers and dispensers the patient has visited within the timeframe selected within the **Patient Query**.

1. Select the Relationships tab from the Patient Query/Dispense Details section

Patient Information

Dispense Details **Relationships** Patient Notifications

MME Assessment ⓘ  
0  
\* 7 day average

Drug Type

Patient Information

Dispense Details Relationships Patient Notifications

Merge Patients  Grid View  Show only compliance dispenses ⓘ

Dispenser Relationships	Prescriber Relationships
<p>4</p>	<p>5</p>

2. To restrict the view to only controlled substance dispenses, check the box next to “Show only compliance dispenses” above **Dispenser Relationships**.

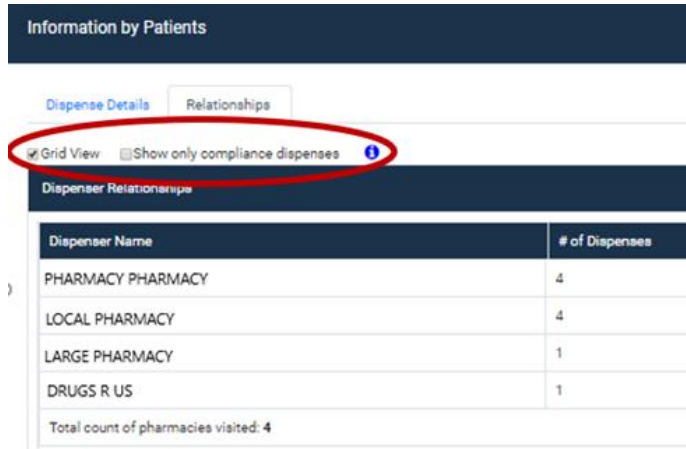
Patient Information

Dispense Details Relationships Patient Notifications

Merge Patients  Grid View  Show only compliance dispenses ⓘ

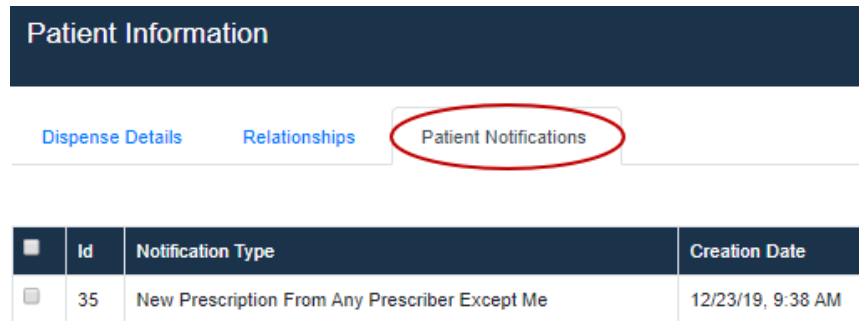


3. Check the box next to **Grid View** to view the information in a table format.



### Patient Notifications within Patient Query

Notifications for prescriptions dispensed to the patient selected from the query results are available to view in the **Patient Notifications** tab. For additional information on Notifications, see **Prescription Notifications**.



Prescription Notifications can alert a prescriber to a selected patient's prescription activity. This enables prescribers to monitor both their own prescribing as well as other dispensed prescriptions the patient has received.

There are four Notification Types:

- New prescriptions dispensed from any prescriber, including the prescriber
- New prescriptions dispensed by the prescriber only
- New prescriptions dispensed from any other prescriber only
- New prescriptions dispensed from a new dispenser

1. To create a notification for a patient, click the **Create New Prescription Notification** button.

The screenshot shows a table titled "Patient Results" with the following columns: Display All, Species, Name, Identifier, RxGov Patient Id, Gender, Date of Birth, and Address & Phone. There are three rows of patient data. The "Create New Prescription Notification" button is highlighted with a red box at the bottom right of the table.

Display All	Species	Name	Identifier	RxGov Patient Id	Gender	Date of Birth	Address & Phone
<input type="checkbox"/>	+	Clark Kent	Unique System ID: 123455	301	M	02/12/2000	123 Metropolis Ave., Alton, IA, 51003 111123355 Sloux
<input type="checkbox"/>	+	Veterinary Patient (Unnamed)	Unique System ID: 123455	301	M	02/12/2000	123 Metropolis Ave., Alton, IA, 51003 111123355 Sloux
<input type="checkbox"/>	+	Kent Clark	Social Security Number: XXX-XX-6789	2244	M	02/12/2000	123 Metropolis Ave., Smallville, KS, 67524 111123355

At the bottom right of the table, there are three buttons: "Create New Prescription Notification" (highlighted in red), "Report Patient Issue", and "Flag for Merge".

2. A pop-up screen will appear to select the **Notification Type** and set the number of months expiration for the notification to be active.

The screenshot shows a pop-up window titled "Subscribe to receive notifications on your patient's prescription activity". It contains a "Notification Type" dropdown menu with "New Prescription From Any Prescriber" selected, and an "Expires In (Months):" input field with the value "6". An "Add Notification" button is located at the bottom right.

3. Select the notification type from the dropdown menu.

This screenshot shows the "Notification Type" dropdown menu open, displaying several options: "New Prescription From Any Prescriber", "New Prescription From Me", "New Prescription From Any Prescriber Except Me", and "Prescription From New Dispenser". The "Expires In (Months):" field still shows "6" and the "Add Notification" button is visible.

4. Set the number of months for the notification. The default number of months is 6, but that can be changed by clicking in the box and either typing in a new number or using the up/down arrows to select a different number of months.
5. Click the **Add Notification** button.
6. Notifications created are visible in **Prescription Notifications**.

## Query History

Query History is a log of all recent queries, whether performed by the Delegator or the Delegate. Clinicians may use the Query History as a quick method to repeat patient searches.

Query History					
Patient Query		Query History			
First Name	Last Name	DOB	Additional Information	Date Run	Run By Delegate
JUDY	yellow		-	12/18/19, 9:37 AM	
captain	marVEL		-	12/18/19, 9:37 AM	
john	watson		-	12/18/19, 9:36 AM	Dorothea Dix
judy	yellow		-	12/18/19, 9:36 AM	Dorothea Dix
captain	marvel		-	12/18/19, 9:35 AM	Dorothea Dix
Lori	grimes		-	12/4/19, 8:22 AM	Prescriber Delegate

- 1) Delegators can track the date/time that a delegate viewed a patient.
- 2) To re-run a query, click anywhere on the line and then select **Submit**.

## Interstate Data Sharing

With interstate data sharing, clinicians can conduct a more thorough medication history review by expanding their search in the PDMP to query other states' information.

(Note: Only controlled substance prescription dispense information will be viewable)

1. From the **Patient Query** tab, input the first and last name of the patient (must include the date of birth) and select the desired state in the "Additional States to Query" field. Click **submit**.

Patient Query

Patient Query
Prescriber Query
Dispenser Query
Query History

Search any first and last name combinations ⓘ

First Name \* ⓘ

Last Name \* ⓘ

DOB

Additional States to Query:

Additional States to Query:

Colorado

Iowa

Kansas

Maryland

South Dakota

West Virginia

2. “Show Interstate Data” should be auto-selected.

Display All	Species	Name
<input checked="" type="checkbox"/>		Gilbert Grape

+ Indicates patient that has multiple names, ident

Show Interstate Data

3. Medications from other states are indicated in the “State” column.

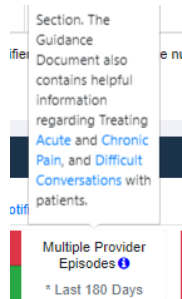
State	Payment Type
Maryland	
Maryland	
Nebraska	Commercial Insurance

## Clinical Alerts

There are three clinical alerts that may be triggered when performing a patient query:

- 1) Morphine Milligram Equivalent (MME) Assessment
- 2) Multiple Provider Episodes
- 3) Overlapping Benzodiazepine/Opioid Prescriptions

Hovering over the alert will present basic information about the alert and provide useful links. Clicking on the alert will produce more detailed information specific to the patient including interactive graphs.



If an alert is triggered (positive) the alert displays red instead of green:

This screenshot shows the 'Information by Patients' section of the PDMP interface. Three alert cards are displayed, all with green backgrounds, indicating they are not triggered. The cards are: 'MME Assessment' with a value of 0 and a note '\* 7 day average'; 'Multiple Provider Episodes' with a value of 0 and a note '\* Last 180 Days'; and 'Overlapping Prescriptions' with a value of 'No' and a note '\* Last 45 Days'. Below the cards are search filters for 'Start Date' (11-27-2019), 'End Date' (05-27-2020), and 'Drug Type' (All, CDS, Non-CDS), along with a 'Search' button.

This screenshot shows the 'Information by Patients' section of the PDMP interface. Three alert cards are displayed, all with red backgrounds, indicating they are triggered. The cards are: 'MME Assessment' with a value of 316 and a note '\* 7 day average'; 'Multiple Provider Episodes' with a value of 5 and a note '\* Last 180 Days'; and 'Overlapping Prescriptions' with a value of 'Yes' and a note '\* Last 45 Days'. Below the cards are search filters for 'Start Date' (11-27-2019), 'End Date' (05-27-2020), and 'Drug Type' (All, CDS, Non-CDS), along with a 'Search' button.

## Morphine Equivalents

- 1) MME converts the strength and amount of a prescribed opioid into an equivalent amount of morphine in milligrams.
- 2) MME Alert – PDMP Portal
  - a. The MME Alert in the PDMP portal displays the average MME for the previous 7 days.
- 3) MME Drill Down – PDMP Portal
  - a. In the MME Alert drill-down there is an option to toggle the last 30-days or 7-days filter on the upper right-hand corner.
  - b. The bar graph is interactive and clicking on the bars will expand their respective details.
- 4) MME Alert – HIE Medication History (If viewed through Clinical Viewer)
  - a. The MME Alert in the HIE displays the average MME for the previous 90 days
  - b. The # of days the MME has been over 90 within the previous 90 days
  - c. The highest MME value within the previous 90 days

### PDMP Portal



### HIE Medication History

**MME Alert Last 7-days**  
**Average daily MME: 13**  
**# days daily MME over 90: 0**  
**Highest daily MME: 21**

Last Updated: 7/16/2020 12:50:17 PM

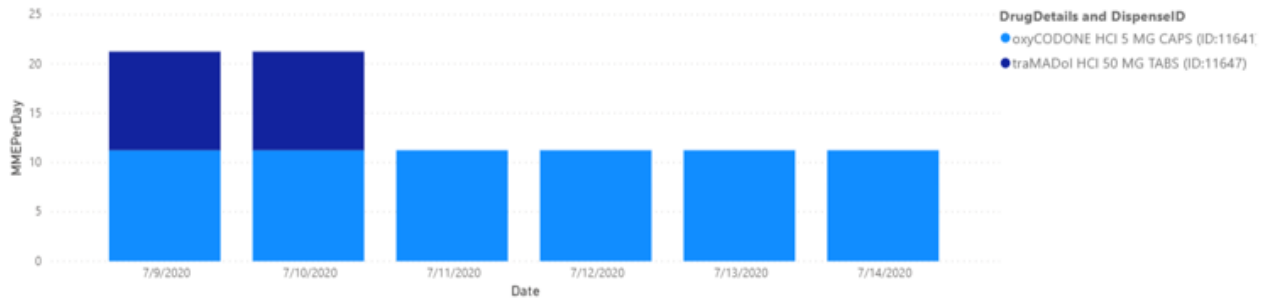
MME Assessment: Last 7 Days

2

Total Prescriptions

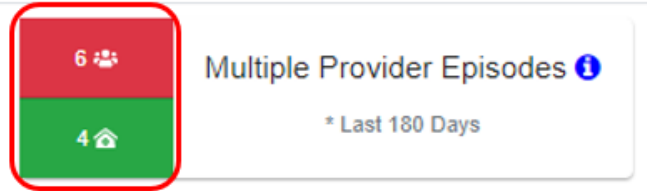
Show Last 30 Days	Show Last 7 Days
23.3 <small>Average MME Per Day</small>	12.5 <small>Average MME Per Day</small>

MME Alert Drill-Down



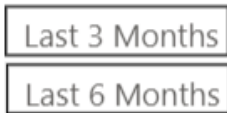
## Multiple Provider Alert

- 1) The multiple provider alert is triggered when there are dispenses of opioid prescriptions by 5 or more prescribers or pharmacies within the last 180 days (6 months)
  - a) Multiple provider episode alerts are accompanied by two boxes in which the top represents prescribers, and the bottom represents pharmacies.



- 2) Multiple Provider Drill Down
  - a) Click on the alert to view the report.
  - b) See the upper right-hand corner to toggle between viewing the last 3 or 6 months of data.

Select Time Period:



- c) There is the option to expand or collapse the provider details.

### Multiple Provider Episode Alert Report - Last 6 Months

Pharmacies(4):



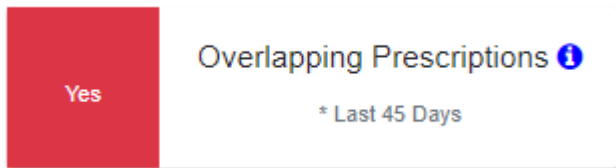
Pharmacy Name
<input type="checkbox"/> Big Box Pharmacy
<input type="checkbox"/> Kevin's Pharmacy
<input type="checkbox"/> Newbie Pharmacy
<input type="checkbox"/> Out Of Town Pharmacy

Prescribers(6):

Prescriber Name
<input type="checkbox"/> Blackwell, Elizabeth
<input type="checkbox"/> Crusher, Beverly
<input type="checkbox"/> Greene, Hershel
<input type="checkbox"/> House, Gregory
<input type="checkbox"/> Howser, Doogie
<input type="checkbox"/> Welby, Marcus

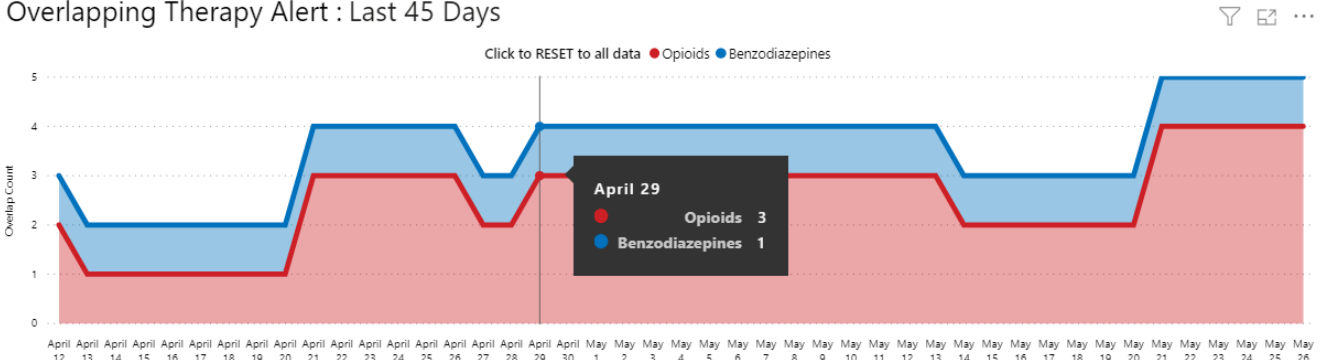
## Opioid/Benzo Overlap Alert

- The overlapping prescriptions alert will display overlapping opioid and benzodiazepine therapy within the last 45 days. If there is an overlap in dispense days for opioids and benzos, the alert turns red and states 'Yes'.



- Click anywhere on the interactive graph to expand a more detailed table that will appear below the line graph.
  - In both the line graph and the details table, opioids are represented in red, and benzodiazepines in blue.

Overlapping Therapy Alert : Last 45 Days



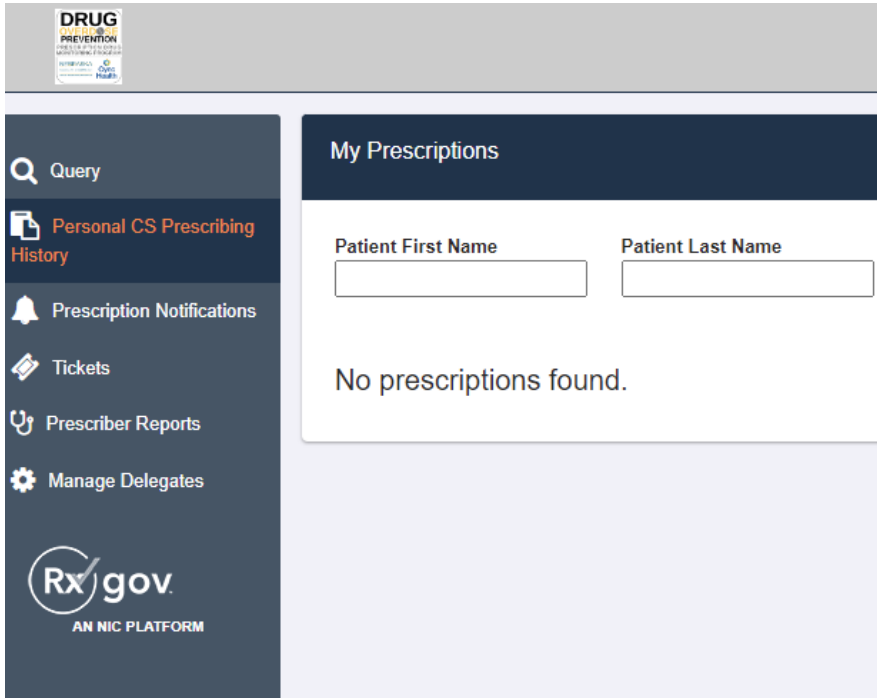
Overlapping Medications :

Category	Drug Name	Fill Start Date	Fill End Date	Sold Date	Days Supply	Quantity	Prescriber	Pharmacy
Opioids	oxycodone HCl	04/21/2020	04/26/2020		6	30	zzTest 5 zzPrescriber	zzTest Pharmacy 5
Opioids	oxycodone HCl	05/21/2020	05/26/2020		6	30	zzTest 5 zzPrescriber	zzTest Pharmacy 5
Opioids	HYDROcodone-Acetaminophen	04/21/2020	04/30/2020		10	40	zzTest 4 zzPrescriber	zzTest Pharmacy 4
Opioids	HYDROcodone-Acetaminophen	05/21/2020	05/30/2020		10	40	zzTest 4 zzPrescriber	zzTest Pharmacy 4
Opioids	tramadol HCl	03/29/2020	04/12/2020		15	30	zzTest 1 zzPrescriber	zzTest Pharmacy 1
Opioids	tramadol HCl	04/29/2020	05/13/2020		15	30	zzTest 1 zzPrescriber	zzTest Pharmacy 1
Benzodiazepines	ALPRAZolam	04/01/2020	04/30/2020		30	120	zzTest 1 zzPrescriber	zzTest Pharmacy 1
Benzodiazepines	ALPRAZolam	05/01/2020	05/30/2020		30	120	zzTest 1 zzPrescriber	zzTest Pharmacy 1
Opioids	OxyCONTIN	04/01/2020	04/30/2020		30	60	zzTest 3 zzPrescriber	zzTest Pharmacy 3
Opioids	OxyCONTIN	05/01/2020	05/30/2020		30	60	zzTest 3 zzPrescriber	zzTest Pharmacy 3
Opioids	tramadol HCl	05/01/2020	05/30/2020		30	60	zzTest 2 zzPrescriber	zzTest Pharmacy 2

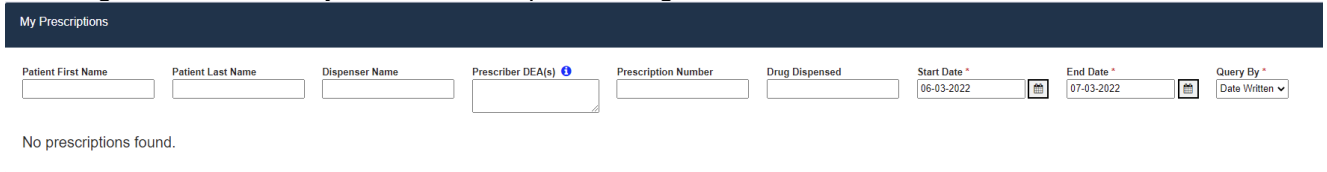


# Personal CS Prescribing History

The **Personal CS Prescribing History** screen displays a list of a prescriber’s dispensed prescriptions within the date range selected (30 days initially).



- 1) The range can be filtered by a different time period using the Start Date and End Date boxes.



- 2) Columns can be sorted by clicking into the header and clicking on the white arrow that appears.

Patient Name	Gender	Date of Birth	Address	Date Written	Date Filled	Date Sold	Days Supply	Drug Dispensed	Quantity Dispensed	Dispenser Name	Dispenser Address	Prescription Number	Remaining Refills	Prescriber DEA
DERRAL BOOK	M	07/10/1945	130 Overland Way, Shiley, NE, 68103, douglas	05/20/2022	05/23/2022	05/24/2022	30	Isentropyl 25 MCG/HR P172	10	The Station Drug Emporium	2433 Miranda Plack, Shiley, NE, 68111, Douglas	3930	0	DA0000000
Jean-Ralpho Soperstein	M	11/01/1975	4000 Pine Street, Paumes, NE, 68112, douglas	02/15/2022	02/14/2022	02/15/2022	30	Abuprotinal 300 MG TABS	60	PAR Tasty Pharmacy	456 2nd Ave, Paumes, NE, 68111, Douglas	862389	0	DA0000000
Leslie Knoop	F	07/25/1977	658 4th Street, Paumes, NE, 68111, douglas	02/08/2022	01/01/2020		30	Etiquin 2.5 MG TABS	30	Paumes Family Pharmacy	123 Main Street, Paumes, NE, 68111, Douglas	738666	99	DA0000000
DERRAL BOOK	M	07/10/1945	130 Overland Way, Shiley, NE, 68101, hall	01/25/2022	01/26/2022	01/27/2022	30	PRP/Rizatriptan HCl 40 MG TABS	30	Big Hoskin Blvd	11412 Centennial, Suite 801 La Vista, NE, 68128, Sapp	2325_01000	0	DA0000000

- 3) Each line provides basic details of the prescription. To view additional patient and dispense details, click the row displaying a dispensed prescription. A **Dispense Details** pop-up will appear:

**Dispense Details**

**Patient**

First Name Robert	Last Name Smith	Middle Name	Date of Birth 3/3/77
Gender	Address 101 Bird Lane	City Columbia	State MD
Zipcode 21044	County	Phone Number	Patient Identifier

**Dispenser**

Name	Address	City	State
Zip	County Anne arundel	Phone Number	

**Dispense**

Product oxyCODONE- Acetaminophen 10-325 MG TABS	Date Written 5/17/19	Date Filled 5/18/19	Quantity Dispensed 30
Days Supply 30	RefillNumber 0	Refills Authorized 0	

## Prescription Notifications

**Prescription Notifications** allows prescribers to view and manage notifications and notification alerts for an individual patient dispense activity.

**Notification Information**

Notifications    Notification Rules

Mark As Read    Mark As Unread    Notification Status: Active    Days Back: 30

ID	Notification Type	Creation Date	Expire Date	Product Name	Prescriber Name	Patient Name	DOB	Dispenser Name	Status
388	New Prescription From Any Prescriber	8/6/19, 10:00 AM	9/5/19	Fentora 100 MCG TABS	Crossingham, Dag	Bradian Dunthorn	12/21/90	Kuvalis Group	Active
386	New Prescription From Any Prescriber	8/6/19, 10:00 AM	9/5/19	Fentora 100 MCG TABS	Crossingham, Dag	Bradian Dunthorn	12/21/90	Kuvalis Group	Active
392	New Prescription From Any Prescriber	8/6/19, 10:00 AM	9/5/19	Details not Available	Cleyne, Godwin	Bradian Dunthorn	12/21/90	Larkin-Wansch	Active
390	New Prescription From Any Prescriber	8/6/19, 10:00 AM	9/5/19	Details not Available	Cleyne, Godwin	Bradian Dunthorn	12/21/90	Larkin-Wansch	Active

- 1) Prescription Notifications defaults to the **Notifications** tab. The default page view shows all notifications received within the past 30 days for Active patient prescription notifications.
- a. Notifications can be filtered by **Notification Status**: All Statures, Active, Expired, or Dismissed.

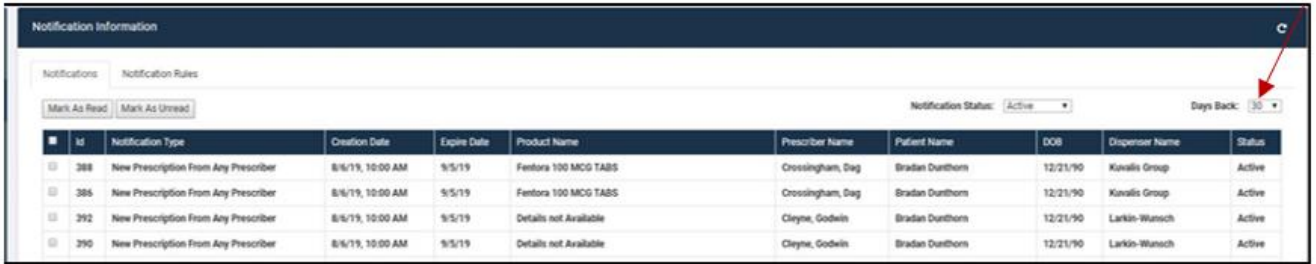
**Notification Information**

Notifications    Notification Rules

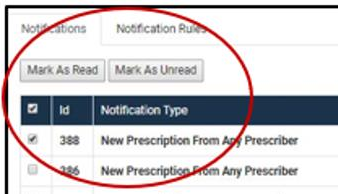
Mark As Read    Mark As Unread    Notification Status: Active    Days Back: 30

ID	Notification Type	Creation Date	Expire Date	Product Name	Prescriber Name	Patient Name	DOB	Dispenser Name	Status
388	New Prescription From Any Prescriber	8/6/19, 10:00 AM	9/5/19	Fentora 100 MCG TABS	Crossingham, Dag	Bradian Dunthorn	12/21/90	Kuvalis Group	Active
386	New Prescription From Any Prescriber	8/6/19, 10:00 AM	9/5/19	Fentora 100 MCG TABS	Crossingham, Dag	Bradian Dunthorn	12/21/90	Kuvalis Group	Active
392	New Prescription From Any Prescriber	8/6/19, 10:00 AM	9/5/19	Details not Available	Cleyne, Godwin	Bradian Dunthorn	12/21/90	Larkin-Wansch	Active

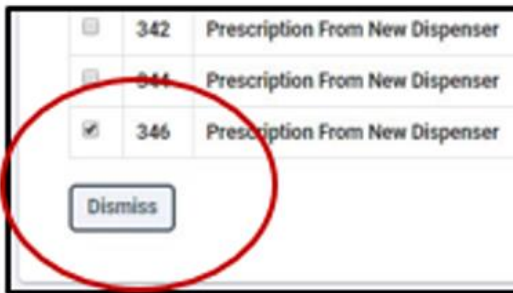
- Notifications can be viewed for the period of the past 30, 60, 90, or 120 days by using the dropdown menu for **Days Back** on the right side of the screen.



- Notifications can be marked as read or unread using the **Mark As Read** or **Mark As Unread** buttons in the left-hand corner at the top of the notifications list by clicking the checkbox to the left of the notification and clicking the appropriate button.

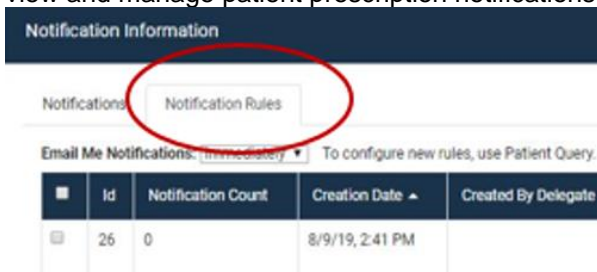


- Notifications can be dismissed by clicking the checkbox to the left of the notification and clicking the **Dismiss** button in the left lower corner of the page.



**Note:** Clicking the checkbox on the top row above the list of notifications will select all visible notifications for inclusion in the actions described above.

- The second tab in **Prescription Notifications** is the **Notification Rules** tab. This provides the ability to view and manage patient prescription notifications created through Patient Query.



- 6) Prescribers can choose to receive email notifications **Immediately**, **Daily**, **Weekly**, or **Never** using the dropdown menu.

Notification Information											
Notifications		Notification Rules									
Email Me Notification		To configure new rules, use Patient Query:									
	Id	Notification	Creation Date	Created By Delegate	Patient First Name	Patient Last Name	Patient Date of Birth	Notification Type	Months for New Dispenser	Expiration Date	Edit
	26	Immediately	8/9/19, 2:41 PM		Rob	Smith	3/3/77	New Prescription From Me	N/A	2/9/20	
	25	Never	8/9/19, 1:38 PM		Robert	Smith	3/3/77	New Prescription From Any Prescriber Except Me	N/A	2/9/20	

- 7) Notification Rules can be edited by clicking on the pencil icon at the end of each row.

- 8) An **Edit Prescriber Notification Rule** popup will appear.

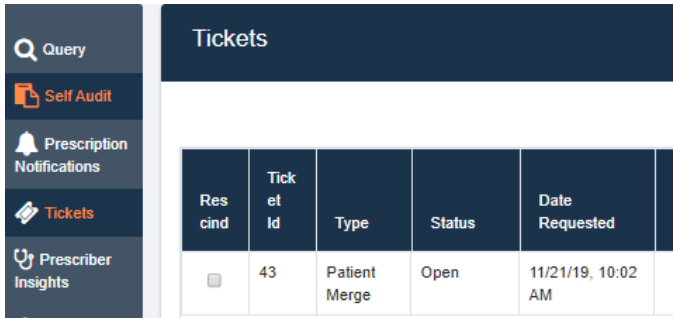
**Edit Prescriber Notification Rule**

<b>Notification Id</b>	26	<b>Notification Creation Date</b>	8/9/19, 2:41 PM	<b>Patient Name</b>	Rob Smith	<b>Patient Date Of Birth</b>	3/3/77
<b>Notification Type</b>	New Prescription From Me		<b>Expires On</b>	2/9/20			
<b>Notification Type</b>	<input type="text" value="New Prescription From Me"/>		<b>Expires In (Months):</b>	<input type="text" value="5"/>			

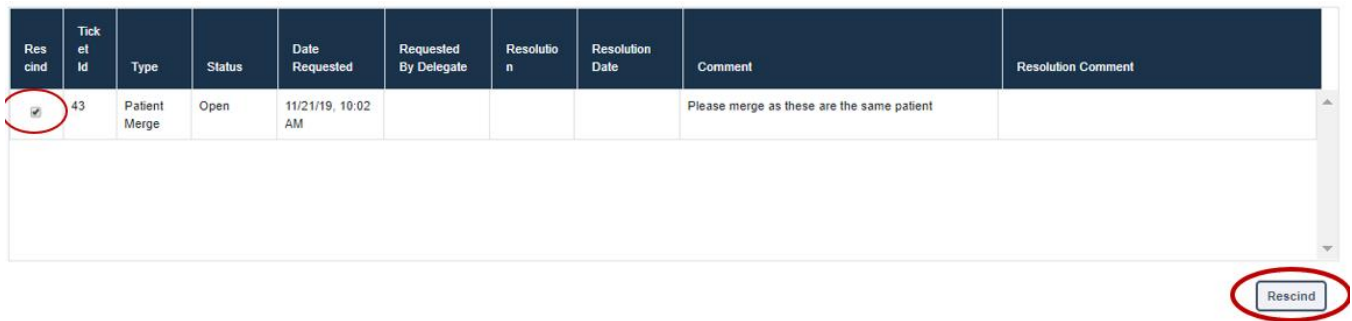
- a. Change **Notification Type** using the dropdown menu.
- b. Change the duration of notification by typing a different number in the **Expires in (Months)** box or use the up/down arrows to set a different length of time for the notification.

## Patient Merge Request Tickets

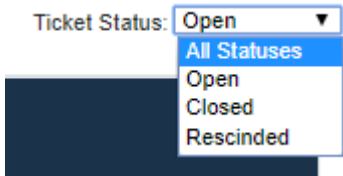
Tickets (i.e., Patient Merge requests) may be monitored in the Tickets section.



- 1) If a ticket is created in error, and an Administrator has not already processed the ticket, a clinician may choose to **Rescind** the ticket by selecting the box to the left of Rescind and then confirming by selecting the Rescind in the bottom right corner.



- 2) The number of tickets displayed in the Tickets list may be limited by using the Ticket Status sort field on the upper right side.



- 3) When an Administrator Approves, Closes, or Rejects ticket requests, the Resolution status, and Administrator Comments are available for the clinician's review.

Ticket Id	Status	Type	Requestor Name	Requestor Type	Requestor Email	Date Requested	Resolution	Comment
39	Open	Patient Merge	PDMP Admin	PdmpAdmin	pdmpadmin@yopmail.com	9/23/19, 2:28 PM		same person thisis why
36	Closed	Patient Merge	Louis Pasteur	Prescriber	prescriberlp@yopmail.com	9/9/19, 2:26 PM	Rejected	asdf
33	Closed	Patient Merge	Louis Pasteur	Prescriber	prescriberlp@yopmail.com	9/9/19, 2:13 PM	Approved	another person identified these as the same person
27	Closed	Patient Merge	Elizabeth Blackwell	Prescriber	prescriberEB@yopmail.com	9/9/19, 1:10 PM	Rejected	These are the same person

## Prescriber Reports

The default tab is the Personal CS Prescribing History. See the section above on Personal CS Prescribing History for more details on using this. The view defaults to the month before the current month.

Patient Name	Gender	Date of Birth	Address	Date Written
Bart Simpson	M	02/23/1979	742 Evergreen Terrace, Springfield, NE, 68059, Sarpy	06/28/2022

The second tab contains **Prescriber Utilization (previously Prescriber Insights) Prescriber Utilization** is a tool that provides valuable information regarding the prescriber’s prescribing and patient usage patterns for selected PDMP focus topics. The **Prescriber Utilization** tab defaults to the current month.

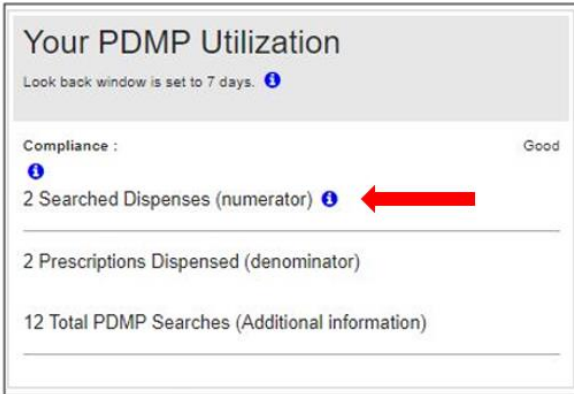
- 1) To change the reporting month.
  - a. Click the link to the right of the month to open a drop-down box allowing you to select the desired time frame.



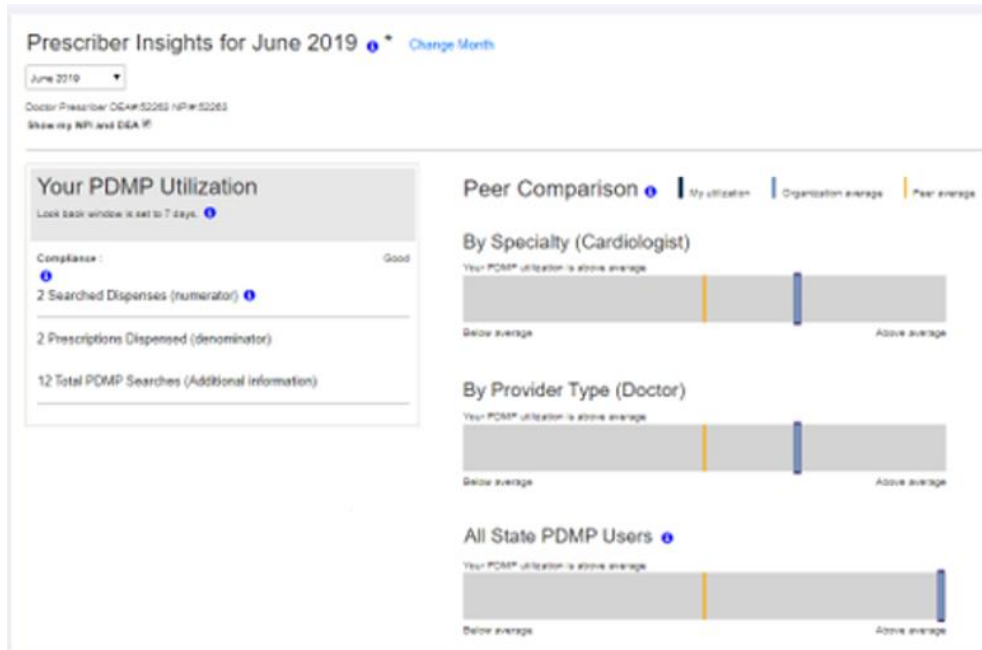
- 2) The Prescriber Identifier number(s) can be displayed by checking the box.



- 3. PDMP Utilization is set for 7 days.



- a) The information icon can be clicked to reveal more information.



## Document Information

### Version History

The version history records the publication history of this document.

Publication Date	Version Number	Comments
9/30/2019	1.0	Initial publication
01/01/2020	1.1	Added features
7/17/2020	1.2	Added features
8/04/2021	1.3	Revised features
09/01/2022	2.0	Updated formatting and revised features

### Change Log

The change log records the changes and enhancements included in each version.

Version Number	Chapter/Section	Change
1.0	N/A	N/A
1.1	Manage Delegates, Patient Notifications, Tickets, and Provider Insights	Sections added or expanded to capture new features and functionality. * Note Delegate now able to initiate a relationship with delegator.
1.2	Interstate Datasharing, Clinical Alerts	Sections added to capture new features and functionality.
1.3	User Registration Process, Logo Change	Updated sections to show new processes and new logos.
2.0	Prescriber Reports	Prescriber Reports replaces Prescriber Insights. Prescriber Utilization moved under Prescriber Reports