

# Aria User Guide

Prescribers

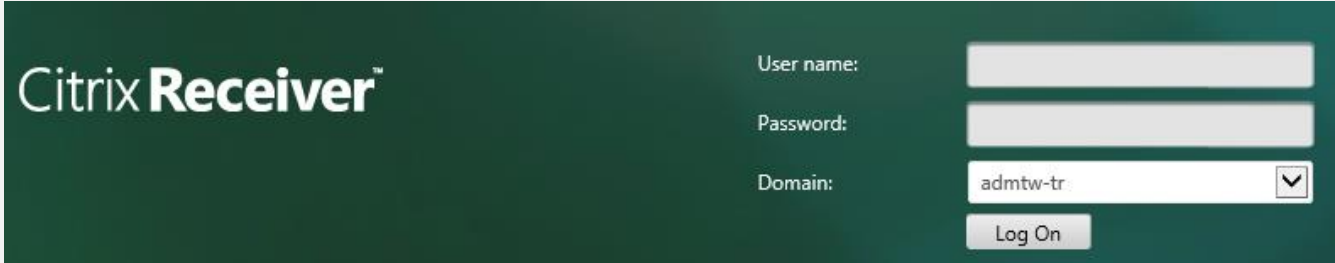
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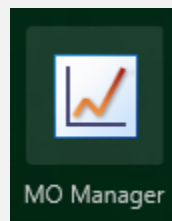
## SECTION 1: LOGGING IN TO MANAGER AND OPENING PATIENT RECORDS

Enter your user name and password. These are usually, but not always, the same as your windows details.

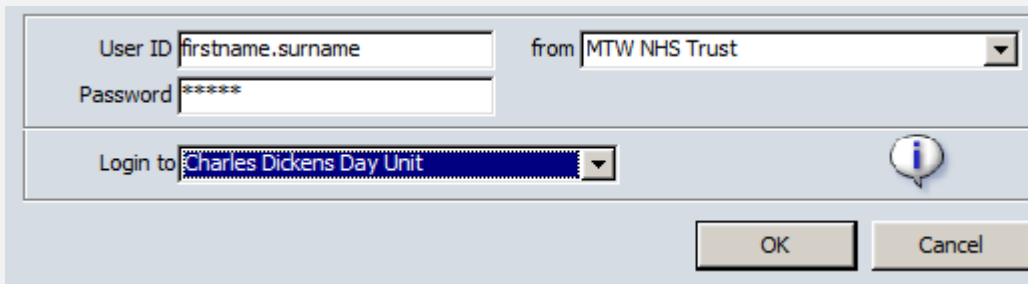


The image shows the Citrix Receiver login interface. It features the Citrix Receiver logo on the left. On the right, there are three input fields: 'User name:', 'Password:', and 'Domain:'. The 'Domain:' dropdown menu is set to 'admtw-tr'. Below these fields is a 'Log On' button.

Select MO Manager



Enter your username as **User ID**. This is usually **firstname.surname** format. **From** should always be MTW NHS Trust. **Log into** should be the area where the patient will be treated and should always be at ward/department level. Your password must be between 6 and 10 characters long, start with a capital letter and be mixed case. It should contain at least 2 numbers, no special characters and be unique from the previous 5 passwords.



The image shows the MO Manager login dialog box. It has a light blue background and contains the following fields: 'User ID' with the text 'firstname.surname', 'from' with a dropdown menu set to 'MTW NHS Trust', 'Password' with masked characters '\*\*\*\*\*', and 'Login to' with a dropdown menu set to 'Charles Dickens Day Unit'. There is an information icon (i) to the right of the 'Login to' dropdown. At the bottom right, there are 'OK' and 'Cancel' buttons.

Downs, Helen TEST LOCATION - OUTPATIENT Mar 8, 2023 11:32

Your name should be displayed. If it isn't click on the name displayed and select **Switch Users**. **DO NOT USE** Lock Application.

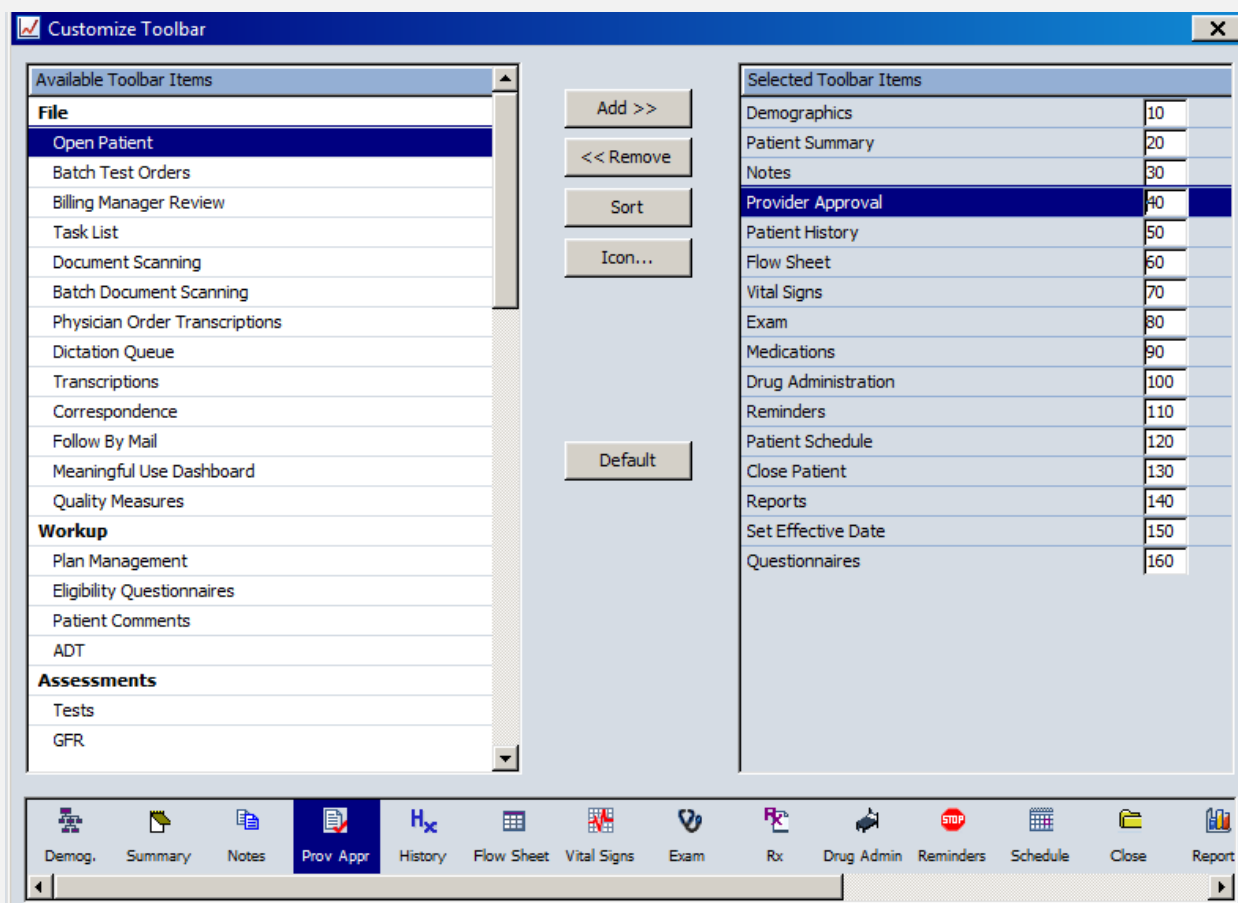
Ensure you are working in the correct area. This should show the department where the patient will be treated. Click on the location displayed to change.

Use **File** and **Exit** to close programme. **DO NOT** use **X** as this will close the window but will not log you off.

## CUSTOMISE TOOLBAR

### System Admin → Security → Customise Toolbar

Select an item from the menu on the left by clicking on it once then select '**Add**' to add to your toolbar. Select an item on the right then select '**Remove**' to remove it from your toolbar. Click on an item on the right then select '**Icon**' to change the picture of that icon. Change the numbers to change the sequence in which the icons will appear on your toolbar, item 10 will be on the far left, item 20 second from left and so on. Select **Sort** to put in numerical order once re-numbered.

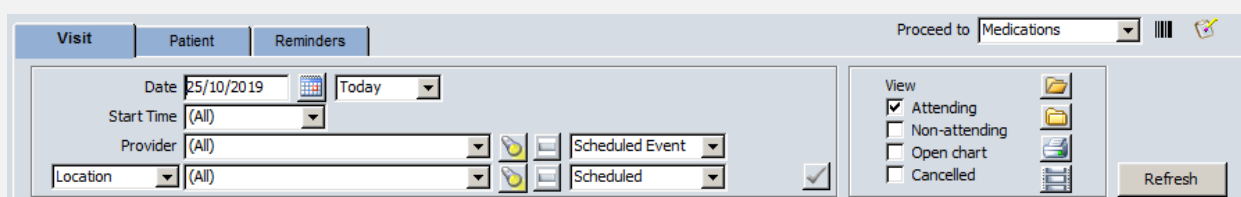


The items listed as 10 – 160 above, show from left to right in the order defined by their numbers



## OPEN PATIENT – VISIT TAB


Ensure only the **Attending** box is ticked to view a list of patient appointments that match the selected criteria for the location currently logged into.



## OPEN PATIENT – PATIENT TAB

To search for a patient enter at least the first 2 letters of their first and last names or select their primary ID type from the drop down list and enter in the box to the right then click **Search**. To select patient from list, highlight line by clicking once then select **Open** or double click on line.

Select an option from the **Proceed to** menu and whenever you open a patient record it will go directly to the area selected. For prescribers it is recommended to set this as 'Medications' to make reviewing the Provider Approvals easier (see page 28).

Selecting  displays the last 20 patients you have viewed in the department selected

Select **View** to view patient demographics. This information is fed through from KOMS so if amendments are required they should be performed in KOMS which will then update the ARIA record too

## PATIENT DETAILS

### Open Patient Window → View Patient

All information in the demographics tabs is imported from KOMS however the patient's Provider (Consultant) will need to be added manually. To add the Provider, select the **Providers** tab.

Select **Modify** then **New**. Type the surname of the required consultant then select **Search**. Highlight the relevant consultant then select **OK**

From the **Relationship** menu, always select **Consultant**. Select **OK** to complete




Once added, the nominated consultant will remain in the patient record



## SECTION 2: PATIENT HISTORY

### DRUG ALLERGIES

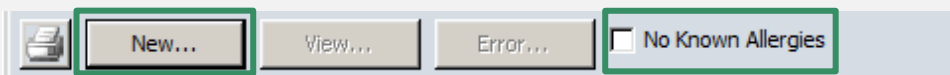
#### Patient History → Allergies Tab


Allergies already entered are displayed here. Highlight and click **View** to see details.  
Icon is added to EMR for allergy information:

 = Allergy status not completed       = NKDA       = Documented allergy

Reaction Type	Response	Type	Onset Date	
<b>Allergies</b>				
CYCLIZINE	Photosensitivity (Mild)	Drug	Unknown	
DOMPERIDONE	Nausea/Vomiting/Diarrhea (Moderate)	Drug	Unknown	

Check **'No Known Allergies'** if appropriate or select **New...** to add



Always select **Drug** from **Type** drop down menu and not drug class. For drug allergies click  to search

**DO NOT FREE-TYPE DRUG NAMES** as these won't then be linked to inputted information. Always select from list.

Ensure the **Formulary Only** box is unchecked then type the first few letters of the drug; this will then display a list of matching agents.

Highlight the drug you require from the list then select **OK** to add

Tick the box(es) beside the correct reaction description then select the severity from the drop-down menu

Select **Save-New** to complete current entry then add another or select **OK** to complete task

## OTHER MEDICATIONS

### Patient History → Medications Tab

Do not enter concomitant medications in Aria, Tick **No External Medications**

## SECTION 3: PATIENT VITAL SIGNS

### ENTER VITAL SIGNS

#### Vital Signs → New

Enter Vital signs in the right hand box next to the unit of measure. Once height and weight are entered, the system will calculate BSA & BMI. Range parameters are provided for reference

Height			180.00	cms	(180.0 - 180.0)			<input type="checkbox"/>
Weight			100.00	kg	(100.0 - 100.0)			<input type="checkbox"/>
BSA			2.24	sq.m	( - )			<input type="checkbox"/>
BMI			30.86		(18.0 - 30.0)			<input type="checkbox"/>
Pulse				/ min	(60.0 - 100.0)			<input type="checkbox"/>
Respiration				/ min	(12.0 - 28.0)			<input type="checkbox"/>
Temperature				Celsius	( - )			<input type="checkbox"/>
Systolic				mm(hg)	(90.0 - 140.0)			<input type="checkbox"/>
Diastolic				mm(hg)	(65.0 - 90.0)			<input type="checkbox"/>
O2 Sat				%	(96.0 - 100.0)			<input type="checkbox"/>
Pain					(0.0 - 10.0)			<input type="checkbox"/>

Select **All Approve** to complete

## SECTION 4: ENTER PATIENT DIAGNOSIS

### ENTER DIAGNOSIS

Exam → Diagnosis / Problems Tab

Select **New** to enter a diagnosis

Click on the magnifying glass to enter diagnosis

Check the **Keywords** and **Cancer Codes Only** boxes then enter the first few letters of the diagnosis.  
All matching codes will populate the list below.

Code	Clinical Description
C50	Malignant neoplasm of breast
C50.0	Malignant neoplasm: Nipple and areola
C50.1	Malignant neoplasm: Central portion of breast
C50.2	Malignant neoplasm: Upper-inner quadrant of breast
C50.3	Malignant neoplasm: Lower-inner quadrant of breast
C50.4	Malignant neoplasm: Upper-outer quadrant of breast
C50.5	Malignant neoplasm: Lower-outer quadrant of breast
C50.6	Malignant neoplasm: Axillary tail of breast
C50.8	Malignant neoplasm: Overlapping lesion of breast
C50.9	Malignant neoplasm: Breast, unspecified

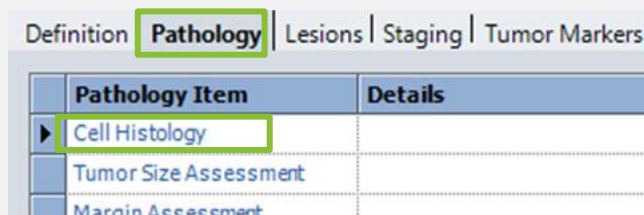
Select the appropriate clinical description from the list then **OK** to complete

Once a diagnosis has been selected, further tabs appear. **Pathology** and **Staging** must be completed.



## ARIA USER GUIDE FOR PRESCRIBERS

Select the **Pathology** tab then click on the words **Cell Histology**



Complete the top three drop down menus then select **OK** to complete

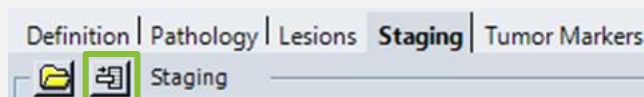
Cell Histology

Cell Category

Cell Type

Cell Grade

Select the **Staging** tab then click on the white symbol to the left of the word Staging



Click on the letter **T** to open up list of tumour classifications then check box for appropriate code. Follow this procedure for **N**, **M** and **G** classifications as appropriate. Other grading schemes are displayed as appropriate for the diagnosis but the process for adding the staging is the same. Add the date of the staging via the calendar.

Select **Approve** to complete

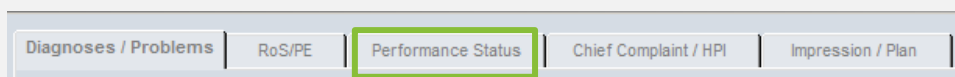
Details for C50.9 Malignant neoplasm: Breast, unspecified

Basis Pathologic Date Staged 2023 Working Stage

Dx Site Breast Scheme AJCC 8th Ed. Stage Stage X Stage Timing

Criteria	Criteria Code	Classification Definition
- PRIMARY TUMOR (T)		
<input type="checkbox"/>	TX	Primary tumor cannot be assessed
<input type="checkbox"/>	T0	No evidence of primary tumor
<input type="checkbox"/>	Tis (DCIS)	Ductal carcinoma in situ
<input type="checkbox"/>	Tis (Paget)	Paget disease of the nipple NOT associated with invasive carcinoma and/or carcinoma in situ (DCIS) in the underlying breast parenchyma. Carcinomas in the breast parenchyma associated with Paget disease are categorized based on the size and characteristics of the parenchymal disease- although the presence of Paget disease should still be noted.
<input type="checkbox"/>	T1	Tumor less than or equal to 20 mm in greatest dimension

Click on the **Performance Status** tab



Select **Assess** then select the appropriate WHO performance status from the drop down menu. Select **Approve** to complete

Asmt Date 22/05/2020 Time 13:32

Scale WHO Perf. Status 1

Desc. Restricted in physically strenuous activity, but able to walk and do light work.

Impression

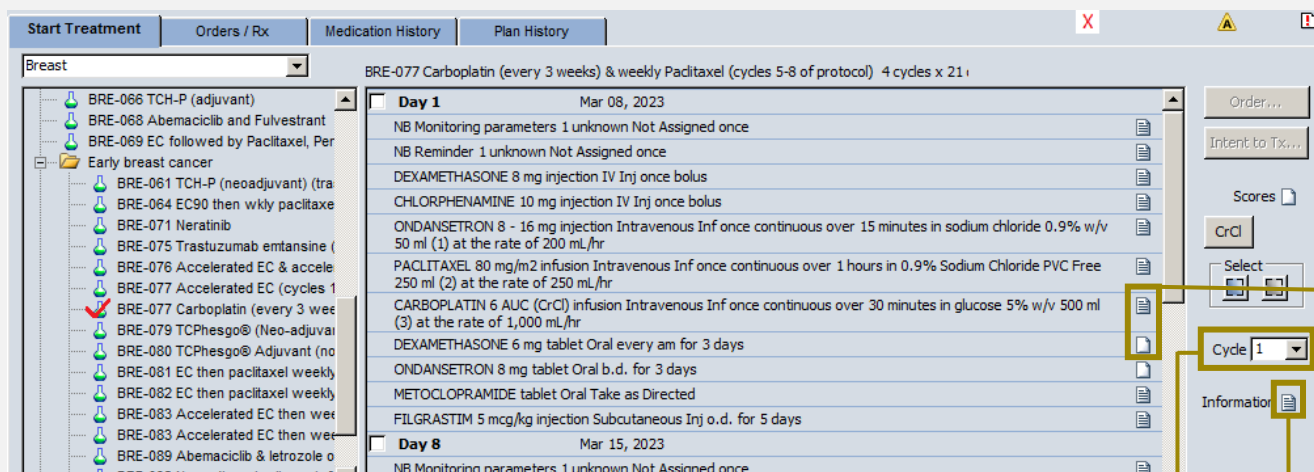
Approve OK Cancel

## SECTION 5: PRESCRIBING

### INITIATE CHEMOTHERAPY REGIMEN

#### Medications → Start Treatment Tab

The regimens folder displayed will be relevant to the diagnosis entered. Click once on a regimen from the list on the left to view the details in the middle panel.



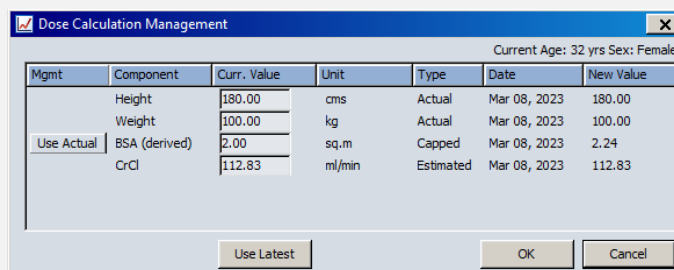
Change the number in the **Cycle** drop-down menu to start treatment at a cycle number other than 1. This is the only point at which the starting cycle number can be changed so ensure the correct cycle number is selected before proceeding.

Information lined paper contains the regimen summary

Lined paper beside each drug entry contains further information click to view

Plain paper is empty

Check the box(es) next to each treatment day(s) of the cycle that you wish to order then select **Order** to proceed



The **Dose Calculation Management** window will appear before the prescription can be viewed.

Height, Weight and BSA used to calculate doses will be displayed.

All dose calculations will be capped at a maximum BSA of 2m<sup>2</sup> as standard. To override this, click on **Use Actual** to recalculate doses at actual BSA stated in the **New Value** column. To revert to cap, select **Use Cap** (button toggles between these 2 options)

**When viewing this window after the prescription has been approved by the prescriber, the values displayed may have changed if newer results are available so this view should not be used the check doses against. Values available at the time of prescribing can be viewed in the Flow Sheet**

## ARIA USER GUIDE FOR PRESCRIBERS

Order / Rx Medications Cum. Dose Alerts Allergies/Adverse Reactions Scores BRE-077 Carboplatin (every 3 weeks) weekly Paclitaxel (cycles 5-8 of protocol)

Ordered by Varian, Dr. MD on Mar 08, 2023 at 12:37 Completed Line of Tx Tx Intent Tx Use

Order ID 402100002 Start on 08/03/2023 PENDING 1

**Internal**

Administration Start Date Mar 08, 2023 BRE-077 Carboplatin (every 3 weeks) & weekly Paclitaxel (cycles 5-8 of protocol) - Cycle 1 Day 1

1 NB Monitoring parameters 1 unknown Not Assigned once

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

Select the golden Rx symbol to re-open the dose calculation management window. When reviewing a prescription order, this box must not be used to check doses as once the order has been approved, the information contained within it will change as newer values become available

## VIEW AND AMEND PRESCRIPTION

### Medications → Order/Rx

Ensure a name appears in the 'Ordered by' drop-down list (should auto-populate for prescribers who are logged in to a location they have access to, if not, please contact your user administrator) and only 1 drug is highlighted, to enable the function buttons on the right-hand side

Order / Rx Medications Cum. Dose Alerts Allergies/Adverse Reactions Scores BRE-077 Carboplatin (every 3 weeks) weekly Paclitaxel (cycles 5-8 of protocol)

Ordered by Varian, Dr. MD on Mar 08, 2023 at 12:37 Completed Line of Tx Tx Intent Tx Use

Order ID 402100002 Start on 08/03/2023 PENDING 1

**Internal**

Administration Start Date Mar 08, 2023 BRE-077 Carboplatin (every 3 weeks) & weekly Paclitaxel (cycles 5-8 of protocol) - Cycle 1 Day 1

1 NB Monitoring parameters 1 unknown Not Assigned once

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

2 NB Reminder 1 unknown Not Assigned once

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

3 DEXAMETHASONE 8 mg injection IV Inj once bolus

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

4 CHLORPHENAMINE 10 mg injection IV Inj once bolus

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

5 RANITIDINE 50 mg injection IV Inj once bolus

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

6 ONDANSETRON 8 - 16 mg injection Intravenous Inf once continuous over 15 minutes in sodium chloride 0.9% w/v 50 ml (1) at the rate of 200 mL/hr

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

7 PACLITAXEL 162 mg (at 80 mg/m<sup>2</sup>) infusion Intravenous Inf once continuous over 1 hours in 0.9% Sodium Chloride PVC Free 250 ml (2) at the rate of 250 mL/hr

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

8 CARBOPLATIN 700 mg (at 6 AUC (CrCl)) infusion Intravenous Inf once continuous over 30 minutes in glucose 5% w/v 500 ml (3) at the rate of 1,000 mL/hr

Plan - Opt 100 % Admin Instructions Approve Last Ordered: None Dose Mod. Reason

\* Additional administration instructions have been entered

**Internal:** Administered on the ward/day unit

**Pick-up Internal:** Given to the patient to take home (TTOs)

**Plan-Opt** = Part of regimen

**Non-Plan** = Added from favourites

### Key to function buttons on the right hand side:

**Favorites:** to add an item to the prescription

**Modify:** to make modifications to a drug except dose changes

**Delete:** to delete a drug, select again to undelete (button toggles between the two actions)

**Screen:** to view screening tool. This function should not be relied upon, a manual screening of the prescription should always be performed

**Adjust Dose:** to perform a dose adjustment

## MODIFY A DRUG

Medications → Order/Rx → Modify

**Format Type:** Change to either Simple or Take as directed. Simple will enable drop down boxes to complete frequency, duration etc. Take as directed will disable all drop down menus and only enable information to be added into the admin instructions. **When changing from one format type to the other, any admin instructions already present will be deleted so ensure they are highlighted and copied before changing the format type**

**Type:** Internal for drugs administered on the ward/day unit, Pickup-Internal for any drug given to the patient to take home. Pickup-External should not be used.

**Dose/Range:** This should only be changed if modifying an agent from favourites or entering an EDTA. For all other dose changes this should be done via the **Adjust Dose** button

**Frequency and Duration:** Select from drop down menus

**Infusion mode:** Select **Continuous** for infusions or **bolus** for boluses  
**Diluent:** To change or add, select **New**, then select diluent and volume from drop down menus. **DO NOT** change the diluent without first clicking **New**  
**Admin Instructions:** Free type any administration instructions into this box

## ENTER AN EDTA RESULT

Medications → Order/Rx → Highlight Carboplatin line → Modify

Select AUC (EDTA) from the drop down list under **Unit** then enter AUC value in **Dose/Range** box. This will prompt the EDTA button to appear. Select this button to enter EDTA result.

Enter EDTA result in the right hand box next to the unit of measure then select **All Approve** to close window and **OK** on the next screen to complete change.

## ADJUST DOSE

Medications → Order/Rx → Adjust Dose

To adjust a dose by percentage, either select a value from the drop-down list or free-type the required figure.  
The entered value must be % of regimen standard dose not % dose adjustment.

: The drug is dose-banded, click on the symbol to view the table  
 3.3 : The drug is rounded up to the nearest 3.3(mg)

Dose Modification

100% 
  75% 
  50% 
  25% 
  Other 
  Same as Last 
 


 
 Modification Reason

Agent	Full Dose	Ordering	%	Calculation/Rounding	Admin	Last Ordered	Reason
<b>HAEM-NHL-063 R-Mini BEAM - Cycle 1 Day 1</b>							
NB Monitoring parameters	1		100	1	1		
PARACETAMOL	1,000		100	1,000	1,000 mg		
CHLORPHENAMINE	10		100	10	10 mg		
DEXAMETHASONE	8		100	8	8 mg		
NB Reminder	1		100	1	1		
RITUXIMAB	375	375 mg/m2	100	690	700 mg		
ONDANSETRON	8		100	8	8 mg	8	
CARMUSTINE	60	60 mg/m2	100	110.4	108.9 mg		
ITRACONAZOLE	200		100	200	200 mg		
ACICLOVIR	400		100	400	400 mg		
OMEPRAZOLE	20		100	20	20 mg		
ALLOPURINOL	300		100	300	300 mg		
CO-TRIMOXAZOLE (trimethoprim and sulfam)	480		100	480	480 mg		

Dose adjusted drug appears with percentage of full dose figure a red. This figure is the percentage of full dose before banding or rounding is applied.

Actual dose to be given can be entered here. The system will then round or band if applicable

Select the reason for dose adjustment from drop-down list. Further detail can be documented in the note paper

6 **DACARBAZINE** 500 mg (at 333.3333 mg/m2) injection Intravenous Inf once short over 30 minutes in sodium chloride 0.9% w/v 500 ml (3) at the rate of 1,000 mL/hr  
 Plan - Opt 89% Admin Instructions Last Ordered: None Dose Mod. Reason Infusion Rate Over

## PRESCRIBING VINCRIStINE

All Vincristine doses in regimens for adults are built as a flat dose of 2mg. For patients with a BSA of 1.4m<sup>2</sup> or less, or if a dose reduction is needed this will need to be amended via the **adjust dose** window. The original regimen standard dose calculation can be found in the admin details of the drug

9 **VINCRIStINE SULFATE** 2 mg injection Intravenous Inf once continuous in sodium chloride 0.9% w/v 50 ml (3)  
 Plan - Opt 100% Admin Instructions Approve Last Ordered: None Dose M

**Administration Instructions**

Protocol dose = 1.4mg/m<sup>2</sup> (max 2mg). Caution if BSA < 1.4m<sup>2</sup> - dose will need amending as a flat dose of 2mg is given on Aria over 5-10 minutes  
**FOR INTRAVENOUS USE ONLY. FATAL IF GIVEN BY ANY OTHER ROUTE.**

## ADDING DRUGS TO A PRESCRIPTION

### Medications window

To add a drug, start with either A or B below, depending on whether the drug will be added to the chemo or support regimen order, or will be a stand-alone item, then continue from step C

#### A: When prescribing as a stand-alone prescription

Select **New...** from the **Orders/Rx** tab

The screenshot shows the 'Orders / Rx' tab selected. Below the tabs, there are filters for 'View by' (Pending, Approved, Pharmacy Approved, All but Errored, Error) and 'Time Period' (Date, All). A table with columns 'Order #', 'Start Date', and 'Status' is visible. The 'New...' button is highlighted in the bottom right corner.

#### B: When prescribing a regimen at the same time

Complete the prescribers name (if not already completed) and the start date, then select **Favourites**. Without completing this information the Favourites button will not be enabled

The screenshot shows the 'Favourites' button highlighted in the bottom right corner. The top of the screen shows 'Order / Rx' tab, 'Medications Cum. Dose', 'Alerts', 'Allergies/Adverse Reactions', 'Scores', and 'BRE-077 Carboplatin (every 3 weeks) weekly Paclitaxel (cycles 5-8 of protocol)'. The 'Favourites...' button is highlighted in the bottom right corner.

C: In the favourites tab, click on the bold folder name to expand then highlight the required item and click **Add**. Administration details can be modified once the drug has been added to the prescription so as long as the displayed drug name, form and route is correct, all other details can be amended

The screenshot shows the 'Favourites' tab with a list of drugs. The 'Antiemetics' folder is highlighted. The list includes: APREPITANT 125 mg capsule Oral once (Internal), APREPITANT 80 mg capsule Oral o.d. for 2 days (Pickup - Internal), APREPITANT capsule Oral Take as Directed (Pickup - Internal), and CYCLIZINE 50 mg tablet Oral t.d.s. for 7 days PRN (Pickup - Internal). The 'Favourites' button is highlighted in the bottom right corner.

The added drug is now on the prescription. The sequence of drugs in the regimen is the order in which they will be administered so ensure added Internal drugs are positioned correctly on the order. To move a drug, highlight it by clicking on the line once then use the up and down arrows in the bottom right-hand side of the window . To amend the added item, highlight then select **Modify**. See page 13

The screenshot shows the 'Pickup - Internal' tab with a list of drugs. The 'Antiemetics' folder is highlighted. The list includes: 9 DEXAMETHASONE 6 mg tablet Oral every am for 3 days, 10 ONDANSETRON 8 mg tablet Oral b.d. for 3 days, 11 METOCLOPRAMIDE tablet Oral Take as Directed, and 12 APREPITANT 80 mg capsule Oral o.d. for 2 days. The 'Favourites' button is highlighted in the bottom right corner.

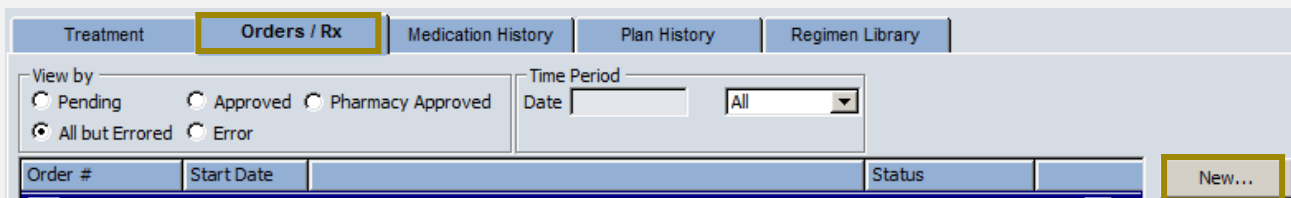
## PRESCRIBING A SUPPORT REGIMEN

### Medications window

To add a support regimen, start with either A or B below, depending if you would like the regimen included in the chemo regimen order, or as a stand-alone item then continue from step C

#### A: When prescribing as a stand-alone regimen

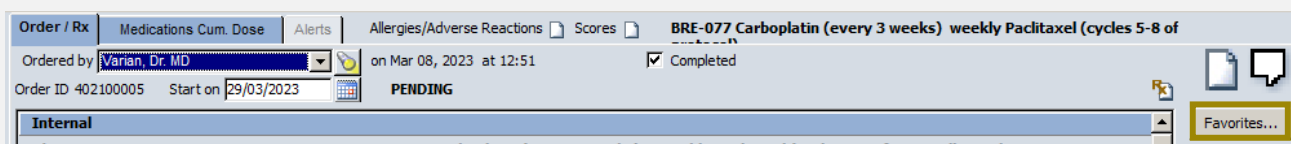
To add a drug, select **New...** from the **Orders/Rx** tab



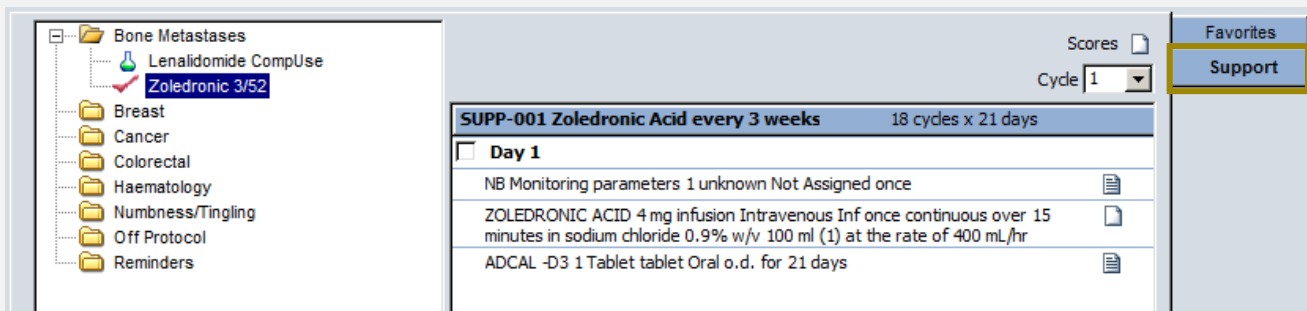
#### B: When prescribing another regimen at the same time

Complete the prescribers name and the start date then select **Favorites**.

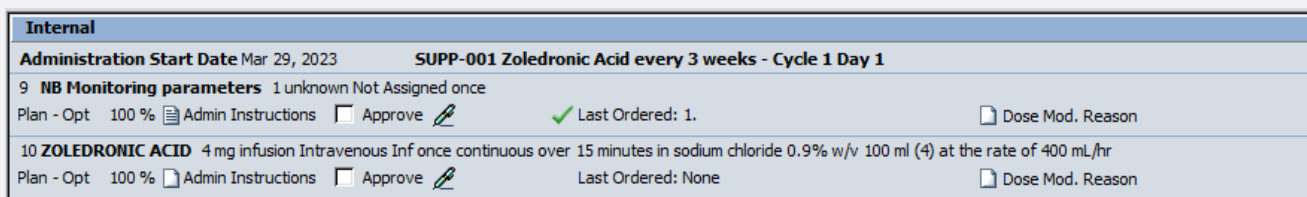
NB: Without completing this information the Favorites button will not be enabled



C: Click on the **Support** tab, expand the folder you require then click once on the required regimen to show the detail in the right-hand panel. Select starting cycle number and check box beside day to be ordered then **Add**.



The support regimen is now on the **Orders/Rx** tab and can be amended and completed in the same way as a chemotherapy regimen.



## REVIEWING THE ORDER OF ADMINISTRATION OF ADDED INTERNAL DRUGS

Added Internal drugs from either the favourites or a support regimen, will appear at the bottom of the selected day's list of Internal drugs when first prescribed, then at the top of the list of Internal drugs from the second order onwards. As the order that the drugs appear in on the prescription, is the order of administration, any added favourite or support regimen drugs must be moved into an appropriate position. To do this, highlight the drug then select the arrows in the bottom right-hand side of the window to move the drug up or down. This will need to be repeated each time the drug is on the prescription as ARIA will not retain the position of the added drug from one cycle to another.

Order / Rx Medications Cum. Dose Alerts Allergies/Adverse Reactions Scores HAEM-NHL-063 R-Mini BEAM

Ordered by Varian, Dr. MD on Mar 07, 2023 at 10:59 Completed Line of Tx Tx Intent Tx Use

Order ID 402100676 Start on 07/03/2023 PENDING 31

Internal	Administration Start Date	HAEM-NHL-063 R-Mini BEAM - Cycle 1 Day 1
1	NB Monitoring parameters	1 unknown Not Assigned once
2	PARACETAMOL	1,000 mg tablet Oral once
3	CHLORPHENAMINE	10 mg injection IV Inj once bolus over 1 minutes
4	DEXAMETHASONE	8 mg tablet Oral once
5	NB Reminder	1 unknown Not Assigned once
6	RITUXIMAB	700 mg (at 375 mg/m <sup>2</sup> ) infusion Intravenous Inf once continuous in sodium chloride 0.9% w/v 500 ml (1)
7	ONDANSETRON	8 - 16 mg injection Intravenous Inf once continuous over 15 minutes in sodium chloride 0.9% w/v 50 ml (2) at the rate of 200 mL/hr
8	CARMUSTINE	108.9 mg (at 60 mg/m <sup>2</sup> ) infusion Intravenous Inf once continuous over 1 hours in glucose 5% w/v 500 ml (3) at the rate of 500 mL/hr

\* Additional administration instructions have been entered

Print... Print Label Checked Approve All Approve OK Cancel

Pick-up Internal drugs need not be moved as they are not listed in administration order.



## COMPLETING AND APPROVING THE PRESCRIPTION

### Medications → Order/Rx

Once all changes have been applied, select **All Approve** to complete or **OK** to leave the order pending

Item	Name	Dose	Frequency	Status	Last Ordered	Actions
1	NB Monitoring parameters	1 unknown	Not Assigned once	Plan - Opt 100%	1	Admin Instructions, Approve, Dose Mod. Reason
2	NB pre-meds 30 mins pre chemo	1 unknown	Not Assigned once	Plan - Opt 100%	1	Admin Instructions, Approve, Dose Mod. Reason
3	DEXAMETHASONE	12 mg injection IV	once bolus	Plan - Opt 100%	12. mg	Admin Instructions, Approve, Dose Mod. Reason
4	RANITIDINE	50 mg injection IV	once bolus	Plan - Opt 100%	50. mg	Admin Instructions, Approve, Dose Mod. Reason
5	CHLORPHENAMINE	10 mg injection IV	once bolus	Plan - Opt 100%	10. mg	Admin Instructions, Approve, Dose Mod. Reason
6	METOCLOPRAMIDE	20 mg injection IV	once bolus	Plan - Opt 100%	20. mg	Admin Instructions, Approve, Dose Mod. Reason
7	NB Check accuracy of % dose reductions	1 unknown	Not Assigned once	Plan - Opt 100%	1	Admin Instructions, Approve, Dose Mod. Reason
8	PACLITAXEL	378 mg (at 175 mg/m2) infusion Intravenous Inf	once continuous over 3 hours in 0.9% Sodium Chloride PVC Free 500 ml (1) at the rate of 167 mL/hr	Plan - Opt 100%	None	Admin Instructions, Approve, Dose Mod. Reason
9	GEMCITABINE	2,700 mg (at 1,250 mg/m2) infusion Intravenous Inf	once continuous over 30 minutes	Plan - Opt 100%	2,700. mg (at 1,250 mg/m2)	Admin Instructions, Approve, Dose Mod. Reason

The screening window appears following selection of the approve button. The ARIA screening tool must not be relied upon. A manual evaluation of drug interactions and allergies must be performed.

However, this screen must be acknowledged for the prescription to be approved, select **Accept** to continue. ARIA will then notify of any discrepancies it has found e.g. infusion rate outside set parameters.

Select **Yes** to continue or **No** to return to the prescription and amend the discrepancy.

Summary Interactions Sensitivities/Allergies Contraindications Warnings Precautions Disclaimer

Screening Results for All Drugs: Interactions 6, Sensitivities/Allergies 0, Contraindications 3, Warnings 7, Precautions 1

Agents on Current Prescription:

Agent Name	Form
ADCAL -D3	tablet
APREPITANT	capsule
CARBOPLATIN	infusion
CHLORPHENAMINE	injection
DEXAMETHASONE	injection
DEXAMETHASONE	tablet
METOCLOPRAMIDE	tablet
ONDANSETRON	injection
ONDANSETRON	tablet
PACLITAXEL	infusion
RANITIDINE	injection
ZOLEDRONIC ACID	infusion
* NB Monitoring parameters	unknown
* NB Reminder	unknown

Agents not on Current Prescription:

Agent Name	Form
METOCLOPRAMIDE	injection

Reason: [Dropdown] [Print] [Accept] [Cancel]

## SECTION 6: PRESCRIBED REGIMEN MAINTENANCE

### MODIFY, DELAY AND DISCONTINUE REGIMEN

#### Medications → Treatment Tab

Once a cycle has been approved, the prescription will appear on the **Orders/Rx** tab and the full regimen will appear on the **Treatment** tab.

#### Status of Rx:

**Ordered** = Ordered and approved by prescriber

**Pending** = Pending completion by prescriber

**Not Ordered** = Not ordered

Treatment	Orders / Rx	Medication History	Plan History	Regimen Library								
<b>Treatments</b> BRE-077 Carboplatin (every 3 weeks) & weekly Paclitaxel (cycles 5-8 of protocol) 4 x 21 days SUPP-001 Zoledronic Acid every 3 weeks 18 x 21 days	<b>Mar 08, 2023 Cycle 1 - Day 1 BRE-077 Carboplatin (every 3 weeks) &amp; weekly Paclitaxel (cycles 5-8 of protocol)</b> NB Monitoring parameters 1 unknown Not Assigned once 0/1 Given <span style="float: right;">Ordered </span> NB Reminder 1 unknown Not Assigned once 0/1 Given <span style="float: right;">Ordered </span> DEXAMETHASONE 8 mg injection IV Inj once bolus 0/1 Given <span style="float: right;">Ordered </span> CHLORPHENAMINE 10 mg injection IV Inj once bolus 0/1 Given <span style="float: right;">Ordered </span> RANITIDINE 50 mg injection IV Inj once bolus 0/1 Given <span style="float: right;">Ordered </span> ONDANSETRON 8 - 16 mg injection Intravenous Inf once continuous over 15 minutes in sodium chloride 0.9% w/v 50 ml (1) at the rate of 200 mL/hr 0/1 Given <span style="float: right;">Ordered </span> PACLITAXEL 162 mg (at 80 mg/m2) infusion Intravenous Inf once continuous over 1 hours in 0.9% Sodium Chloride PVC Free 250 ml (2) at the rate of 250 mL/hr 0/1 Given <span style="float: right;">Ordered </span> CARBOPLATIN 700 mg (at 6 AUC (CrCl)) infusion Intravenous Inf once continuous over 30 minutes in glucose 5% w/v 500 ml (3) at the rate of 1,000 mL/hr 0/1 Given <span style="float: right;">Ordered </span> DEXAMETHASONE 6 mg tablet Oral every am for 3 days <span style="float: right;">Ordered </span> ONDANSETRON 8 mg tablet Oral b.d. for 3 days <span style="float: right;">Ordered </span> METOCLOPRAMIDE tablet Oral Take as Directed <span style="float: right;">Ordered </span>											
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Cycle Start</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Mar 08, 2023 </td> </tr> <tr> <td>2</td> <td>Mar 29, 2023</td> </tr> <tr> <td>3</td> <td>Apr 19, 2023</td> </tr> </tbody> </table>	Cycle	Cycle Start	1	Mar 08, 2023	2	Mar 29, 2023	3	Apr 19, 2023				
Cycle	Cycle Start											
1	Mar 08, 2023											
2	Mar 29, 2023											
3	Apr 19, 2023											

Planned treatment cycles and dates for the approved chemotherapy regimen are displayed on the left of the screen. Click each cycle to show the status of the regimen

#### Medications Window → Treatment Tab → Green Pen (on left)

Each regimen that has at least one cycle approved, appears on the **Treatment** tab and has it's own 'Green Pen menu'. Regimen titles in blue are chemotherapy regimens (only one can be prescribed per patient) and regimen titles in black type are support regimens (more than one can be prescribed per patient and in addition to a chemo regimen). Click once on the green pen to view the menu options

<b>Treatments</b> BRE-077 Carboplatin (every 3 weeks) & weekly Paclitaxel (cycles 5-8 of protocol) 4 x 21 days SUPP-001 Zoledronic Acid every 3 weeks 18 x 21 days	Modify... Delay... Discontinue... <hr/> Show/Apply Amendments... <hr/> Show Summary... <hr/> View Regimen Decisions...
--	---

**Modify:** Add or remove cycles, change cycle length or inactivate days/cycles

**Delay:** Delay day or cycle of treatment

**Discontinue:** Discontinue regimen. Select to discontinue ONLY when all required doses have been administered

**Show Summary:** Displays details of the regimen including indication and treatment summary

## MODIFY REGIMEN

Medications → Treatment Tab → Green Pen → Modify

Cycles can be added or removed, or the cycle length can be changed.

To add cycles, always enter the number of the last cycle of the current prescription in the **'repeat starting at cycle'** box to ensure that the regimen is copied and continued from the current setup. Adding cycles from a different cycle starting point may reintroduce loading doses or dose escalations

Modify by Adding or Removing Cycle(s)

Current # Cycles  Standard # Cycles  Add   cycle(s) Repeat Starting at Cycle

\* Cycles added are based upon the approved regimen from Planner (and not based on changes to the cycles for this patient) and all added cycles/days are always active

---

Modify by Changing Cycle Length

Current Cycle Length  Standard Cycle Length  New Cycle Length  Starting Cycle

\* Changes apply to the new and existing cycles

By selecting the option below, all subsequent Day 8 treatments will be Inactive but Day 1 will still be available

Modify by Changing Status of Existing Cycle Days

Remaining cycle days after Cycle 1 Day 8				
Day	Active	Inactive	Custom	Medications
Day 1	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	NB Monitoring parameters, NB pre-meds 30 mins pre chemo, DEXAMETHASONE, RANITIDINE, CHLORPHENAMINE, METOCLOPRAMIDE, NB Check accuracy of % dose reductions, PACLITAXEL, GEMCITABINE, DEXAMETHASONE, METOCLOPRAMIDE
Day 8	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	NB Monitoring parameters, NB Check accuracy of % dose reductions, GEMCITABINE

By selecting the **'Custom'** radio button on day 8 in the picture above, the window shown on the right will appear. This will allow you to inactivate day 8 of the regimen on selected cycles rather than all cycles.

**Day 8**

Active	Inactive	Remaining Cycles
<input checked="" type="radio"/>	<input type="radio"/>	Cycle 2
<input checked="" type="radio"/>	<input type="radio"/>	Cycle 3
<input checked="" type="radio"/>	<input type="radio"/>	Cycle 4
<input checked="" type="radio"/>	<input type="radio"/>	Cycle 5
<input checked="" type="radio"/>	<input type="radio"/>	Cycle 6

## DISCONTINUE REGIMEN

Medications → Treatment Tab → Green Pen → Discontinue

Ordered by

Discontinue BRE-077 C5-8

On Mar 08, 2023

Reason

There are pending regimen dose recordings. Select which dose recordings you want to discontinue:

None  
 All  
 Starting from effective date (Mar 08, 2023)  
 Starting after effective date (Mar 09, 2023)

Select the reason for discontinuation from drop down list. Select **Custom** from list to then free-type in box for something not listed. Remember to **first** discontinue any agents added from favourites to that regimen as they won't automatically be discontinued with the regimen

## DELAY REGIMEN

Medications → Treatment Tab → Green Pen → Delay

Treatment can be delayed from 2 points:

**Next to be Given** – Next ordered prescription that has not been administered

**Next to Order** – Next unordered prescription

Enter duration of delay in number of days or weeks then select Approve to complete. To bring treatment forward, prefix number of days/weeks delay with a minus

**Pending orders cannot be delayed therefore Next to be Given and Next to Order may not be consecutive. To delay a pending order, it should be approved first then delayed.**

**If the date of treatment has elapsed then the delay will need to be performed by a user with access to set the effective date (see below)**

## DELAY A PRESCRIPTION FROM AN ELAPSED DATE

Open Patient Window → Security → Set Effective Date

Click on the prescription date from the calendar then select **Set Date** then **Close**.

The date and time at the bottom of the window will now appear in red to indicate the date change to the system

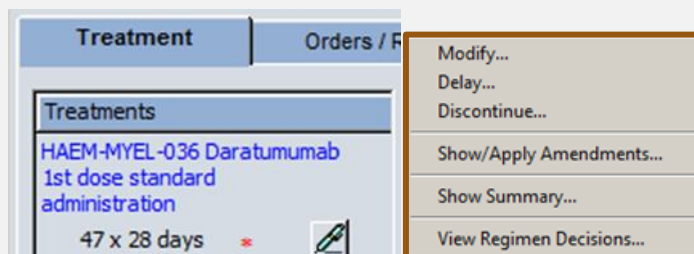
**Jan 13, 2020 11:05 (past)**

Perform the prescription delay as usual. When leaving the patient record, a pop-up will ask to reset effective date. Always select **Yes** to return the system to today's date.

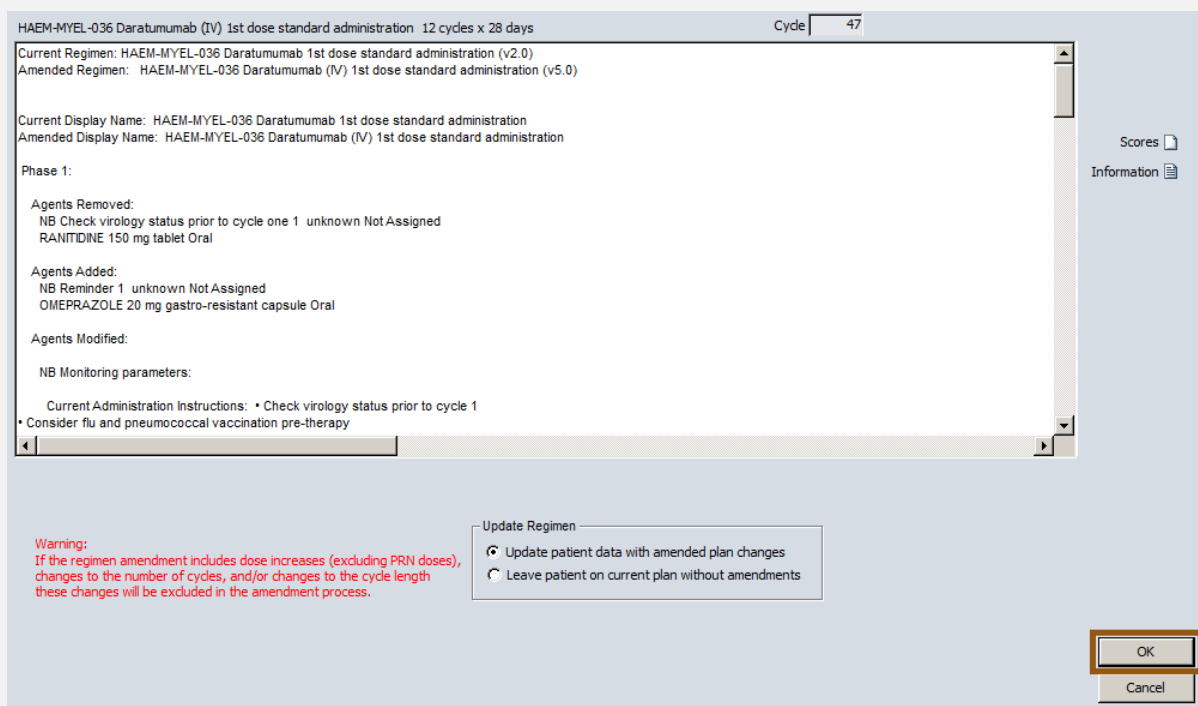
## APPLY REGIMEN UPDATES

Medications → Treatment Tab → Green Pen → Show/Apply Amendments

When an ARIA regimen template has been updated, this will be indicated by a red asterisk next to the regimen name in the Treatment tab. Regimen updates should be applied when available. Click on the green pen then select Show/Apply Amendments.



The following screen will list some of the amendments made. Ensure the 'Update patient data with amended plan changes' then OK to apply changes.



If dose changes were made on the regimen before applying the updated regimen, ensure these have been carried forward.

## SECTION 7: REGIMEN LIBRARY AND HISTORY

### MEDICATION HISTORY

Medications → Medication History Tab

The medication history tab lists the medications prescribed and administered listed under **active chemotherapy** and **active non-chemotherapy** which will show drugs prescribed on the current regimen. Inactive agents shows previously prescribed but now discontinued drugs

Medication	Last Given	Start Date	End Date	Indication
<b>Active Chemotherapy Agents</b>				
<ul style="list-style-type: none"> <li>📁 BORTEZOMIB (injection)</li> <li>📁 Daratumumab (injection)</li> <li>📁 DARATUMUMAB (infusion)</li> </ul>		Dec 12, 2016		[A]
<b>Active Non-Chemotherapy Agents</b>				
<ul style="list-style-type: none"> <li>📁 ACICLOVIR (tablet)</li> <li>📁 ALLOPURINOL (tablet)</li> <li>📁 CHLORPHENAMINE (injection)</li> <li>📁 CO-TRIMOXAZOLE (trimethoprim and sulfamethoxazole) (tablet)</li> <li>📁 DEXAMETHASONE (injection)</li> <li>📁 DEXAMETHASONE (tablet)</li> </ul>		Jul 18, 2016		[A]
		Jul 18, 2016		[A]
	Oct 02, 2019 14:00	Sep 14, 2016		[A]
		Jul 18, 2016		[A]
		Apr 29, 2020		[A]
	Sep 14, 2016 09:00	Jan 12, 2016		[A]

### PLAN HISTORY

Medications → Plan History Tab

The **Plan History** tab lists current and previously prescribed regimens and shows their start date and end date (if appropriate). Click on the blue **Hx** symbol to view decision history e.g. reason for regimen discontinuation

Plan / Version	Start Date	End Date	Diagnosis
SUPP-008CV Daratumumab SC for substitution into M1 [A] <b>Hx Tx Intent:</b> 27646 <b>Tx Use:</b> 27641 <b>Line of Tx:</b> 14 <b>Last Amendment Accepted:</b> v1.0	Apr 28, 2020	May 4, 2020	
HAEM-MYEL-037 Daratumumab, bortezomib (sc) & de [A] <b>Hx Tx Intent:</b> 27646 <b>Tx Use:</b> 27641 <b>Line of Tx:</b> 14	Apr 28, 2020	May 4, 2020	Malignant neoplasm of ovary - C56

### REGIMEN LIBRARY

Medications → Regimen Library Tab

Prior to completing the first cycle of a regimen, the **Start Treatment** tab can be used to view available approved regimens, listed within their tumour site folders. Once a regimen cycle has been approved, the Start Treatment tab became the **Treatment** tab with details of the prescribed regimen only and the **Regimen Library** tab becomes available to view all regimens. Select the tumour site folder from the drop down menu then click once on the regimen to view. Regimen details appear in the middle window and the cycle can be changed using the drop down cycle menu.

Non-Hodgkin's Lymphoma

- HAEM-NHL-006 CHOP 21 days (NHL)
- HAEM-NHL-007 CHOP 14 days (NHL)
- HAEM-NHL-011 Cyclophosphamide Mo
- HAEM-NHL-013 DHAP
- HAEM-NHL-017 HDMP (single agent)
- HAEM-NHL-025 RC(IV) D (Truxima)
- HAEM-NHL-026 Rituximab IV (Single ag**
- HAEM-NHL-028 Rituximab IV mainten
- HAEM-NHL-031 Rituximab IV Mainten
- HAEM-NHL-034 Pixantrone
- HAEM-NHL-037 Gemcitabine & Oxalipi
- HAEM-NHL-038 Rituximab SC Maintena
- HAEM-NHL-039 Rituximab SC maintena

HAEM-NHL-026 Rituximab IV (Single agent) (Truxima) 1 cycles x 28 days

Day	Date
<b>Day 1</b>	May 18, 2020
NB Monitoring parameters 1 unknown Not Assigned once	
NB Check virology status prior to cycle one 1 unknown Not Assigned once	
NB Pre-meds given 30-60 mins before Rituximab 1 unknown Not Assigned once	
PARACETAMOL 1,000 mg tablet Oral once	
CHLORPHENAMINE 10 mg injection IV Inj once bolus over 1 minutes	
HYDROCORTISONE 100 mg injection IV Inj once bolus	
RITUXIMAB 375 mg/m2 infusion Intravenous Inf once continuous in sodium chloride 0.9% w/v 500 ml (1)	
<b>Day 8</b>	May 25, 2020
NB Monitoring parameters 1 unknown Not Assigned once	
NB Pre-meds given 30-60 mins before Rituximab 1 unknown Not Assigned once	

Scores [icon]

Cycle **1**

## SECTION 8: PRESCRIBER WORK-LIST

### Provider Approval → Prescriptions

The **Provider Approval List** shows all prescriptions left Pending by prescriber. All prescribers can view and action any other prescriber's list. Registrars should leave prescriptions pending under the consultant name, not their own.

Select the name of the prescriber whose list you wish to view by clicking on the torch or by picking from the top drop-down menu then select (All) from the bottom drop-down menu. Once the list has refreshed with your selection, click on the magnifying glass next to the Prescriptions total to view the current list.

Prescriptions: 105 🔍  
 Test Result Alerts: 0  
 Test Results: 1 🔍  
 Toxicity Assessments: 0  
 Visit Billing Events: 0

Varian, Dr. MD  
 (All)

Patient	Patient ID	Order ID	Order Date	Start Date	Plan	Entered By
XXtraining 1, testpatient	R785412	402100002	Oct 16, 2019	Nov 13, 2019	LUN-036 Pembrolizumab, Carbo & Pemetrexed followed by Pembrolizumab & Pemetrexed	
ZZPatient9, HODU	New9	402100009	Sep 13, 2019	Oct 14, 2019	SUPP-003 Denosumab (Xgeva) every 4/52	
ZZPatient9, HODU	New9	402100011	Sep 13, 2019	Oct 07, 2019	GYN-002 Carboplatin and Paclitaxel	
ZZPatient8, HODU	New8	402100011	Sep 13, 2019	Sep 30, 2019	UGI-058 FLOT	

The list can be sorted by clicking on the column titles. This will sort them by Patient surname (A-Z or Z-A) or Start date (prescription start date). Select the prescription required by clicking once then select the folder icon to open the patient record. By selecting **Medications** in the **Proceed to** menu on the **Open Patient** window, whenever patient records are opened from the Provider Approval menu, it will open to the Medications window.

Open Patient  
 Visit Patient Reminders  
 Proceed to: Medications

Selecting the Modify button will only open the Pending prescription rather than opening the full patient record so you won't be able to put the next cycle in Pending this way.

Order / Rx Medications Cum. Dose Alerts Allergies/Adverse Reactions Scores HAEM-MYEL-037 Daratumumab, bortezomib (sc) dexamethasone  
 Ordered by Varian, Dr. MD on May 27, 2020 at 12:07 Completed  
 Order ID 402100405 Start on 08/06/2020 PENDING

Internal	Administration Start Date	HAEM-MYEL-037 Daratumumab, bortezomib (sc) & dexamethasone (DVD) - Cycle 3 Day 1
1 NB Monitoring parameters	1 unknown Not Assigned once	Plan - Opt 100% Admin Instructions Approve Last Ordered: 1.
2 DEXAMETHASONE	20 mg injection IV Inj once	Plan - Opt 100% Admin Instructions Approve Last Ordered: 20. mg
3 PARACETAMOL	1,000 mg tablet Oral once	Plan - Opt 100% Admin Instructions Approve Last Ordered: 1,000. mg
4 CHLORPHENAMINE	10 mg injection IV Inj once bolus over 1 minutes	Plan - Opt 100% Admin Instructions Approve Last Ordered: 10. mg
5 NB Check accuracy of % dose reductions	1 unknown Not Assigned once	Plan - Opt 100% Admin Instructions Approve Last Ordered: 1.
6 DARATUMUHAB	1,000 mg (at 16 mg/Kg) infusion Intravenous Inf once continuous	Plan - Opt 100% Admin Instructions Approve Last Ordered: 1,000. mg (at 16 mg/Kg)
7 BORTEZOMIB	2.25 mg (at 1.3 mg/m2) injection Subcutaneous Inj once bolus	Plan - Opt 100% Admin Instructions Approve Last Ordered: 2.25 mg (at 1.3 mg/m2)
Pickup - Internal	Administration Start Date	HAEM-MYEL-037 Daratumumab, bortezomib (sc) & dexamethasone (DVD) - Cycle 3 Day 1
8 DEXAMETHASONE	tablet Oral Take as Directed	Plan - Opt 100% Admin Instructions Approve Last Ordered: None

The prescription can then be reviewed and amended as required before approving. Once approved, remember to put the next cycle back into Pending under the consultant's name

## SECTION 9: FLOW SHEET

Flow Sheet will display Vital Signs, Blood results (selected Trusts only) and Drug administrations, with the data dated at the top of the column with the cycle and day number if appropriate

When checking prescription doses, the flow sheet should be used to view values available at the time of prescribing

The screenshot shows a software interface for a flow sheet. At the top, there is a 'Visit Date' header with columns for dates from Mar 10/20 to Apr 24/20. Below this are two main data tables: 'Vital Signs' and 'Dose Recordings'. The 'Vital Signs' table lists parameters like Height, Weight, BSA, BMI, Temperature, Pulse, Respiration, Systolic, Diastolic, and O2 Sat. The 'Dose Recordings' table lists medications like AZACITIDINE, NB Check accuracy of % dose reductions, NB Monitoring parameters, and ONDANSETRON. On the right side, there are control panels for 'View/Date Range' (with date pickers for 21/05/2019 and 20/05/2020), 'View' (set to '(none)'), 'Choose Data...' and 'Edit...' buttons, and 'Data' controls including 'Save As', 'Print', and 'Refresh' buttons.

Select **Choose Data** to customize what is displayed on the flow sheet. Entries with multiple same day results will be indicated by the green square and the most recent entry of the day will appear on the main view of the flow sheet and on any graphs produced. Right click on the relevant result and select **View Details** to view all results for that entry for that day.

Neutrophils (Gran)				
	Result	Unit	Date Collected	Normals
→	1.1	10 <sup>9</sup> /L	L Jun 15 2015 09:30:55	(1.8/7.8)
	1.5	10 <sup>9</sup> /L	L Jun 15 2015 09:27:05	(1.8/7.8)
	1.5	10 <sup>9</sup> /L	L Jun 15 2015 09:25:29	(1.8/7.8)