

## **CARE4 MODULE NAME: PCS/PHA**

### **Leave of Absence LOA – Patient Returns Early, Changes after order, After Pharmacy Hours, Last Minute Leaves,**

#### **Patient Returns Early**

- Medications on eMAR on hold
- If there are medications that need to be given before the hold would come off automatically, call Pharmacy to inform that the patient has returned early
- Pharmacy will take the medications off hold
- If after hours and the medication is not in an ADU, the nurses would administer using the remaining LOA medications
- Call dietary for tray

#### **Changes to LOA after the order is sent but before the patient leaves**

- If there are any edits or changes to the LOA after the order has been entered to the medications, start date or time, providers edit the LOA order and change
- The edited order will reprint in Dietary and Pharmacy

#### **LOA's After Pharmacy Hours**

- Nursing prepares the medications and labels using the LOA prescription
- No medication list provided by PHA
- Inpatient medications on the eMAR will not be on hold
- Nurses will need to document "Not Given" for any medications until they are held
- Send LOA prescription to Pharmacy
- When open, pharmacy places medications on hold

#### **Last Minute LOA's**

- Nursing prepares the medications and labels using the LOA prescription
- No medication list provided by Pharmacy
- Inpatient medications on the eMAR will not be on hold
- Nurses will need to document "Not Given" for any medications until they are held
- Send LOA prescription to Pharmacy
- When open, Pharmacy places medications on hold.
- On return, the nurse will document not given, reason Patient on LOA for doses missed prior to pharmacy processing order