



22.1 Prescription Writer- Ashern Physician Training Guide

Prepared by Justin Mandell, March 25 2026

Prescription Writer:



Prescription writer is an integrated feature within the Clinical EPR for physicians to place medication and supply orders at retail pharmacies.



Prescriptions may be printed and handed to the patient or faxed directly to the pharmacy of the patient's choice.

Using Prescription Writer

- With your patient in context, click the  icon in the Patient Header.

Altera Gateway | My Applications | Clinical EPR

My Applications Clinical EPR Patient List

File Registration View GoTo Actions Preferences Tools

Prescription Writer icon

Prescription Writer, Adam
LSH-Emer-ER01-1
Singh, Renate
Allergies: opioid-like analgesics

Patient List Orders Results Patient Info Documents Flowsheets My Schedule eChart Clinical Summary Fetal Monitoring Medical Devices Visit Record Timeline

Status Board

Current List: Ashern ED Select All Patients 21 Visit(s) Save Selected Patients...

Patient Name	Patient ID / Visit Number	Birthdate	Current Location	Visit Status	Admit Date	Admit Time	Provider	To Sign	To Verify	Unack Alerts
BCS Test Patient1, Crystal Only	30005/3086256	25-Feb-1975	LSH-Xray	ADM	25-Feb-2...	10:30	Reimer, Joss			
LSH-UAT-TW, TestPatient-15 TestMi...	29973/3086223	20-Apr-1972	LSH-Emer-EMS Stretche...	ADM	18-Feb-2...	16:02	Bemment, Mark			
LSH-UAT-TW, TestPatient-16 TestMi...	29974/3086224	20-Apr-1972	LSH-Emer-EMS Stretche...	ADM	18-Feb-2...	16:06	Bemment, Mark			
EPRTST1 DEMO, Patient03	29996/3086247	18-Nov-1997	LSH-Emer-ER01-1	PTR	23-Feb-2...	07:23	Bemment, Mark			
Prescription Writer, Adam	30013/3086265	25-Mar-1971	LSH-Emer-ER01-1	ADM	20-Mar-...	13:43	Singh, Renate			
Test, Toddler	29989/3086239	11-May-2025	LSH-Emer-ER02-1	ADM	21-Feb-2...	10:45	Gair, Iris			
Testing Ashern, Stephanie	29975/3086225	12-Oct-1975	LSH-Emer-ER02-1	ADM	19-Feb-2...	08:26	Test User - IERHA, IRHA...			
Tester, Kyle	30004/3086255	12-Feb-1982	LSH-Emer-ER03-1	ADM	23-Feb-2...	16:10	Emergency Provider			
Testing-Ashern, KN-Test	29979/3086257	01-Jan-2001	LSH-Emer-ER03-1	ADM	25-Feb-2...	13:59	Staff, Provider			
LSH-UAT-TW, TestPatient-18 TestMi...	29998/3086249	20-Apr-1972	LSH-Emer-ER06-2	ADM	23-Feb-2...	09:57	Bemment, Mark			
LSH-UAT-TW, Jackie TestMiddle	29963/3086213	20-Apr-1972	LSH-Emer-ER07-1	ADM	17-Feb-2...	18:07	Bemment, Mark			
LSH-UAT-TW, TestPatient-07 TestMi...	29962/3086212	20-Apr-1972	LSH-Emer-ER07-1	ADM	17-Feb-2...	17:48	Bemment, Mark			

Using Prescription Writer

- Prescription Writer opens on the Medication List tab, displaying a profile of current and past outpatient orders for the patient.

Prescription Writer

BCS Test Patient1, Crystal Only
LSH-Emer-EMS Stretcher 1
Allergies: acetaminophen, Celery, Latex ***Use Latex Precautions**
HCD Advance Care Planning Goals: Medical Care

(LSH-Xray) Reimer, Joss 30005 / 3086256 51y (25-Feb-1975) Female
CARE Alert: No Risk

Medication List Medication List

Add Rx Search for medications in list Group by Therapeutic Class: Filter by Status Instructions, Pre...

Add Home Medications PREFERRED PHARMACY: (0 of 1 selected)

Medication Details	Status	Original Date	Renewal Date	No Refills After	Last Fill Date
metoprolol tartrate 25 mg oral tablet 1 tab(s) orally	Active	17-Mar-2026			

Prescriber: Test User - IERHA, IRHA Physician One(MD)
Supervising MD:
Refills: None Quantity: 30 Tablet
Package Size: Days:
Schedule: 0 Therapeutic Class: beta-adrenergic blocking a...
Transmit Method: Print Transmit Status: Printed
Entry Type: Rx Reference #: 543
Pharmacy:
Health Issues: [No Health Issues]
Note To Pharmacy:
Internal Note:

metoprolol tartrate 25 mg oral tablet
1 tab(s) orally

Active

17-Mar-2026

Prescriber: Test User - IERHA, IRHA Physician One(MD)

Supervising MD:

Refills: None

Quantity: 30 Tablet

Package Size:

Days:

Schedule: 0

Therapeutic Class: beta-adrenergic blocking a...

Transmit Method: Print

Transmit Status: Printed

Entry Type: Rx

Reference #: 543

Pharmacy:

Health Issues: [No Health Issues]

Note To Pharmacy:

Internal Note:

Using Prescription Writer

- Click 'Add Rx' and the Ordering Window will display.

Prescription Writer, Adam
LSH-Emer-ER01-1
Allergies: opioid-like analgesics

Singh, Renate

30013 / 3086265

54y (25-Mar-1971)

Male

Medication List

- Add Rx**
- Add Home Medications

Add Prescriptions

[Add Free Text Prescription](#)

ALL SEARCH RESULTS

No records available.

ORDERED BY: START DATE:

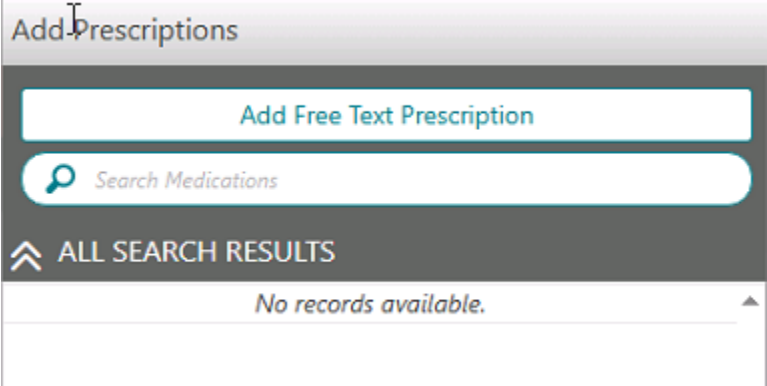
PROVIDER LOCATION:

SUBMIT METHOD: PREFERRED PHARMACY:


(0 of 0 selected)

Your prescriptions will build in this stage area.

Using Prescription Writer



Free Text for supplies, Search Medications for prescriptions

ORDERED BY:	Mandell, Justin (Application Admin) ▼	START DATE:	20-Mar-2026 
PROVIDER LOCATION:	▼		
SUBMIT METHOD:	Print ▼	PREFERRED PHARMACY:	▼
(0 of 0 selected)			

Provider location- leave blank

Submit method- select default submit method for orders. Can be changed within the order

Preferred pharmacy- Patient's selected pharmacy. Details on next slide

Using Prescription Writer

- Selecting a pharmacy:

PREFERRED PHARMACY:

NO DATA FOUND

Click settings

Manage Pharmacy

Build in this stage area.



Manage Pharmacies For Prescription Writer, Adam

Search Pharmacy [Add Custom Pharmacy](#)

Enter search criteria

Pharmacy Name: City: State: Zip: Phone: Pharmacy Type:

Pharmacy Name	Address	City	State	Zip	Phone	Type	Contracted	
Ashern Pharmacy	Box 490	Ashern	Manitoba	ROC 0E0	(204) 768-2824 912-047682084 (f)	Manual		<input type="button" value="Add to Preferred"/>
Northern Wellness Pharmacy	8 MB-6 Unit 4	Ashern	Manitoba	ROC 0E0	(204) 768-2037 912-047680472 (f)	Manual		<input type="button" value="Add to Preferred"/>
Peter's Pharmacy	18 Main Street	Ashern	Manitoba	ROC 0E0	(204) 768-2935 912-047682945 (f)	Manual		<input type="button" value="Add to Preferred"/>

Then select 'Add to Preferred'

Using Prescription Writer

The system will remember previous preferred pharmacies

If the patient prefers a different pharmacy, click the settings button, then 'Remove' and select a new preferred pharmacy.

Pharmacies can also be changed during order entry

Prescription Writer, Adam

LSH-Emer-ER01-1

Allergies: opioid-like analgesics



Add Prescriptions



Add Free Text Prescription



levothy|



ALL SEARCH RESULTS

levothyroxine (56)

levothyroxine 100 mcg oral tablet



levothyroxine 100 mcg/mL injectable solution



levothyroxine 112 mcg oral tablet



levothyroxine 125 mcg oral tablet



levothyroxine 137 mcg oral tablet



Using Prescription Writer

Ordering medications

- Begin typing the name of the medication. Click the + symbol to the right of the medication to open the order entry window.

levothyroxine 100 mcg oral tablet



Using Prescription Writer

- The order entry window will open with some information pre-populated. Confirm it is correct and amend if necessary.

^ ☆ levothyroxine 100 mcg oral tablet

1 tab(s) orally
Refills: None

Dose: 1 tab(s) × ▾

Route: oral - orally × ▾

Frequency: ▾

Days:

Reason for PRN: **Must enter a reason for medication to save as PRN**

Additional Instructions: Free text ▾

Auto-Complete (toggle)

Auto-Complete (toggle)

Show Days in SIG (toggle)

Free Text SIG only (toggle)

Using Prescription Writer

Quantity Refills (max 11)

Auto-Calculate Brand Necessary

Qty *may* populate with frequency and days supply

Health Issues (Max of 2)

Pharmacy Submit Method

Print not available

Start Date

Notes to Pharmacy

Internal Note

Using Prescription Writer

- Choose a method of submission- Print or Fax. If faxing, ensure preferred pharmacy is selected as it contains the fax number in the appropriate outgoing format for your facility.
- 'Leave Unsubmitted' means the order is saved and can be returned to later.
- 'Add to med list only' means create a record of the order for documentation reasons.

Submit Method

Print



Print



Fax

Add to Med List Only

Leave Unsubmitted

Using Prescription Writer

- Once all required fields are populated, the Submit button will become active and the order can be placed.

The screenshot displays a software interface with the following elements:

- Submit Method:** A dropdown menu currently showing "Print".
- Internal Note:** A large, empty text input field.
- Buttons:** Three buttons are located at the bottom right: "Cancel", "Save", and "Submit". The "Submit" button is highlighted with a red rectangular border, indicating it is the active or intended action.

Using Prescription Writer