HRST
HEALTH RISK SCREENING TOOL

Common Diagnoses and Medication Entry Errors

Noting the information below will help avoid some of the more common diagnoses and medication entry errors.

Diagnoses

Consider these points when entering diagnoses into the HRST:

▶ Entering the ICD-10 code of the diagnosis is the ideal mode of diagnosis entry and should be used if at all possible. The dropdown method can be used if the ICD code is unknown. Typing in a diagnosis by hand is not recommended due to the likelihood of spelling errors.

▶ It is best practice to add a diagnosis Note/Comment to all diagnoses regarding severity, symptoms experienced by that person, treatments for the conditions, and the effect on the person's life, if known. For example, many people may have cerebral palsy, but the way this condition manifests and the support needed to manage and support it may vary greatly.

▶ When a diagnosis ends, a resolve date should be entered.

▶ Acute diagnoses, such as: Urinary Tract Infections or Upper Respiratory Infections should always have a resolved date, even if they have recurrent episodes, each episode should be listed separately.

▶ If the diagnosis has resolved, enter as much of the date that is known, but if you are completely unsure, use "Unknown."

▶ If the diagnosis has been present since birth, click the box next to "Birth" for onset.

▶ If the diagnosis date is unknown, select "Unknown".

▶ Remember to include Diagnosing Healthcare Provider information, when possible. It is also acceptable to add the name of the healthcare provider who is currently managing the diagnosis.

IntellectAbility
REPLACING RISK WITH HEALTH AND WELLNESS

877-748-4778 | ReplacingRisk.com

Medications

The following is a list of the five specific medication purposes identified by the HRST. Included for each is a description of the types of medications that would be included, followed by a list of the most common medication entry errors.

Psychotropic - Medications taken on a regularly prescribed basis that are used to control anxiety, mood, mental status, behavior, mental health disorder, sleep, or dementia. The most common error is entering the medication purpose as OTHER and entering the purpose of:

▶ Anxiety/anti-anxiety/panic disorder/panic attack/agitation
▶ PTSD/premenstrual syndrome (PMS)/premenstrual dysphoric disorder (PMDD)
▶ ADHD/bipolar disorder/addiction/Axis I/alcoholism/impulse control disorder
▶ Anti-depressant/depression/mood disorder/personality disorder/behavior
▶ Alzheimer's/dementia/memory
▶ Sleep aid (daily)/insomnia/dream control/tranquilizer
▶ Obsessive compulsive disorder (OCD)/Tourette's syndrome/Autism/pica
▶ Schizophrenia/psychosis/inappropriate sexual urges

When selecting OTHER as the Purpose and then manually typing any of the above, the HRST displays an alert that you may have entered a medication's purpose as OTHER when in fact it is being used to control anxiety, mood, mental status, behavior, mental health disorder, sleep or dementia.

When entering these medications please select PSYCHOTROPIC from the purpose dropdown list. In the medications section, all fields such as dosage, units, route, and frequency, should be filled in. If a Rater selects "Other" for dosage, units, route or frequency, a medication Note/Comment must be entered in the medication Note/Comment section to explain what "Other" means.

It is important to include the start date of the medication, if known. The start date of the medication reflects when the medication was actually started, not when the person started receiving support.

Antiepileptic – Medications taken on a regularly prescribed basis to treat seizure disorders. Common errors include entering the med as OTHER and entering the purpose of:

▶ Anti-convulsant
▶ Seizures/seizure disorder/partial seizures/generalized seizures/epilepsy
▶ Petite-mal/Grand-mal seizures (or other description of seizure type)

When entering these medications please select ANTIEPILEPTIC from the purpose dropdown list. In the medications section, all fields such as dosage, units, route, and frequency, should be completed. If a Rater selects "Other" for dosage, units, route or frequency, a medication Note/Comment must be entered in the medication Note/Comment section to explain what "Other" means.

It is important to include the start date of the medication if known. The start date of the medication reflects when the medication was actually started, not when the person started receiving support.

IntellectAbility
REPLACING RISK WITH HEALTH AND WELLNESS

877-748-4778 | ReplacingRisk.com

PRN (taken as needed) medications for status epilepticus are NOT routine, scheduled, seizure medications. PRNs for status epilepticus should be entered with the purpose of OTHER. In such cases, an explanation of the number of times the medication has been given within the past 12 months should be included in the medication Note/Comment section.

Gastrointestinal - Medications used to treat ANY disorder of the GI tract, other than those used to treat constipation or diarrhea (which are entered as BOWEL drugs). Common errors include entering the med as OTHER and entering the purpose of:

▶ GERD/acid reflux/heartburn/indigestion/histamine receptor antagonist/stomach acid
▶ Anti-emetic/nausea/vomiting/anti-nausea
▶ Hiatal hernia/stomach pain/cramps/gas relief
▶ Ulcer/anti-ulcer/gastritis

When entering these medications please select GASTROINTESTINAL from the purpose dropdown list. In the medications section, all fields such as dosage, units, route, and frequency, should be completed. If a Rater selects "Other" for dosage, units, route or frequency, a medication Note/Comment must be entered in the medication Note/Comment section to explain what "Other" means.

Bowel - Medications used to treat constipation or diarrhea. Common errors include entering the med as OTHER and entering the purpose of:

▶ Stool softener
▶ Constipation
▶ Diarrhea
▶ Hard stool

When entering these medications please select BOWEL from the purpose dropdown list. In the medications section, all fields such as dosage, units, route, and frequency, should be completed. If a Rater selects "Other" for dosage, units, route or frequency, a medication Note/Comment must be entered in the medication Note/Comment section to explain what "Other" means.

Emergency – As needed (PRN) medications used to affect mood, mental status, behavior, or sleep. Common errors include entering the med as OTHER and entering the purpose of:

▶ Calm before dental/medical visit
▶ Sleep (intermittent)/insomnia
▶ Behavioral episode

When entering these medications please select EMERGENCY from the purpose dropdown list. In the medications section, all fields such as dosage, units, route, and frequency, should be completed. If a Rater selects "Other" for dosage, units, route or frequency, a medication Note/Comment must be entered in the medication Note/Comment section to explain what "Other" means.

An example comment for the emergency medication Ativan would be, "1 tablet by mouth 30 minutes prior to dental or medical appointments for treatment of anxiety. Has required 2 times in past year."

General Errors in Medication Entry

"Other" selected for Units, Routes and Frequency. The routes and frequency drop-down lists the abbreviation for the route/frequency as well as provides the description in laymen's terms; ex: PO: By mouth or Topical: Applied to the skin. If "Other" is selected for units, route, or frequency, be sure that the medication Note/Comment section includes information that explains why the drop-down list was not used.

New, changed, or discontinued medications should be entered as soon as possible, at a minimum follow your agencies protocol for updating the HRST. If a medication dose has changed, that medication should be discontinued by entering the end date and noting why it was discontinued i.e., dose change. The medication should be added again with the updated information. If a medication is prescribed that has different doses throughout the day, the medication should be listed individually based on the schedule i.e., Inderal 10mg every morning and Inderal 20mg at bed, would each be listed separately. PRN medications should have the dosing schedule in the medication Note/Comment section as well as the average frequency of use within the last 12 months, when updating annually.

If a medication is discontinued for any reason, put in as much of the end date as possible and indicate in the medication Note/Comment section why it was discontinued such as: "side effects or dosage changed".

Medication information may be researched online. IntellectAbility suggests using Drugs.com or epocrates. com for this purpose. If you are still unable to find the necessary information, please contact IntellectAbility Clinical Support for assistance. If you have questions about information found in this document, contact Clinical Support via the HRST by selecting "Contact Support" found at the bottom of every page in the HRST.