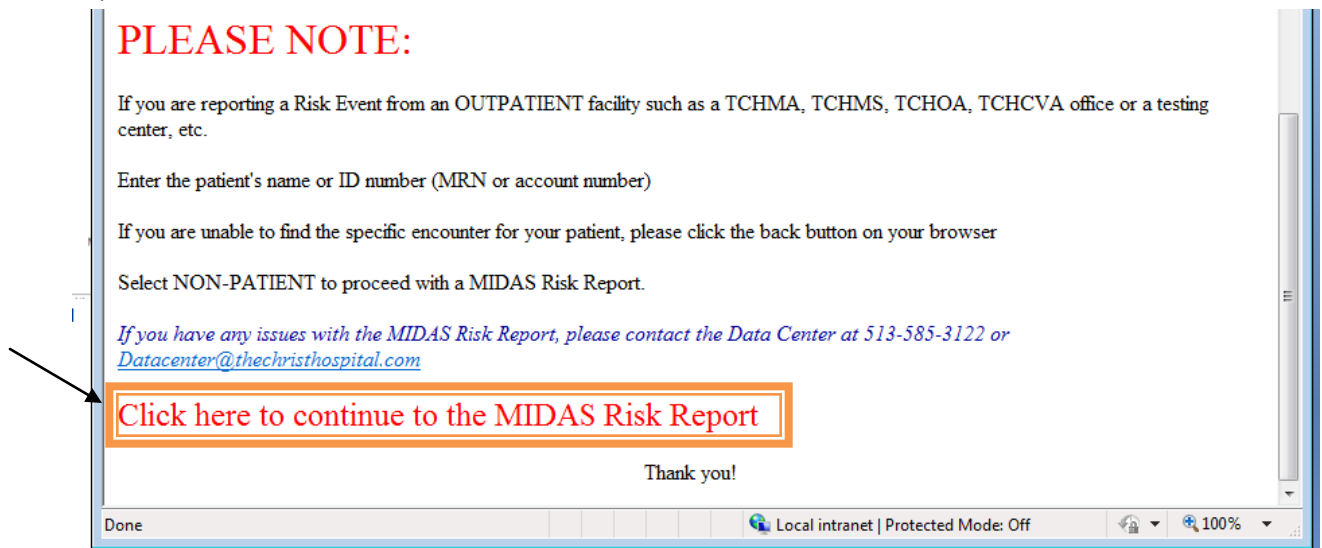


How to fill in a MIDAS report


1. Log-in to Citrix desktop or when logging in to Epic click Midas Incident Reporting instead of Epic (see below).



2. Scroll to the bottom of the pop-up and click on “Click here to continue to the MIDAS Risk Report”.



3. Next screen click “Medication Incident Report”. Next screen enter patient name.
4. Next screen is the last screen. Enter all info that you have. Bolded boxes are required. For Entered by box please enter either MD and hit tab or enter 196 and hit tab (should populate as MD, Physician). Enter your name below, but don't worry if it doesn't save it. Try your name and the attending, but glitch as of the time of creation of this form. Fill in blanks and hit submit! Example of the form below.


Read Mail
Remote Data Entry

Form: MEDICATION INCIDENT REPORT

Name:

Facility:

Facility:	<input type="text" value="The Christ Hospital"/>	...	<input type="button" value="Submit"/> <input type="button" value="Description"/> <input type="button" value="Cancel"/>
Report Date:	<input type="text"/>	...	
Event Date:	<input type="text" value="3/23/2016"/>	...	
Event Time:	<input type="text"/>	...	
Entered by:	<input type="text"/>	...	
Entered By Physician:	<input type="text"/>	...	
Event Location:	<input type="text"/>	...	
Event No.:	<input type="text" value="16-826"/>	...	
Event Type:	<input type="text"/>	...	
Medication Name:	<input type="text"/>	...	

5. Info needed for the report: Patient name, date of incident, location (ex: 4 south), does the patient have a hx of kidney transplant (don't ask, no idea why this is relevant), physician notified (one of us), and brief description of the event.
 Optional info: action taken following the event (patient transfer, etc), notification after event (called charge RN, etc).
6. Questions: Call 585-3122.