Aria User Guide

Prescribers
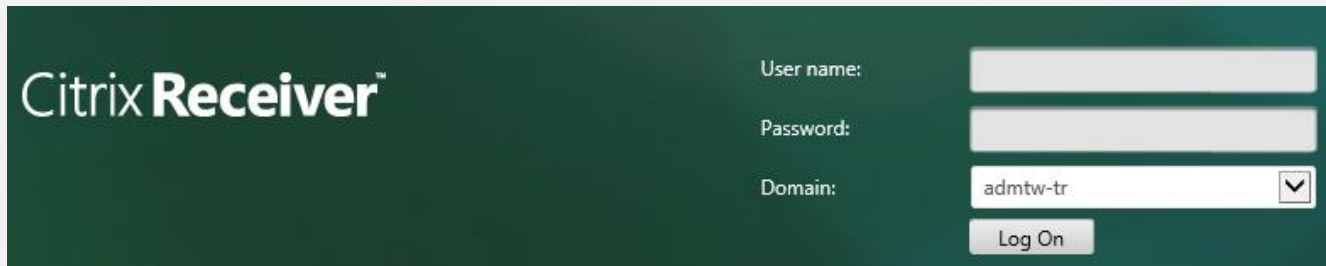
TABLE OF CONTENTS

| SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 2 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
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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.
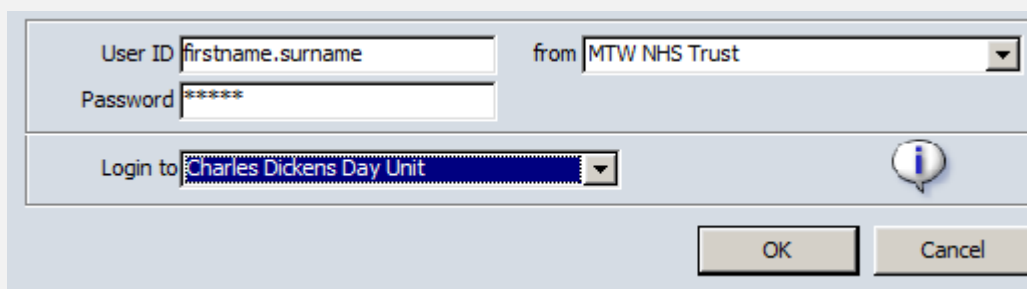
Select MO Manager
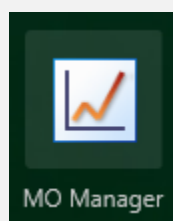
Enter your username as **User ID**. This is usually **firstname.surname** format. **From** should always be MTW NHS Trust. **Log into** should be the area where the patient will be treated and should always be at ward/department level. Your password must be between 6 and 10 characters long, start with 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.

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.

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 3 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.						

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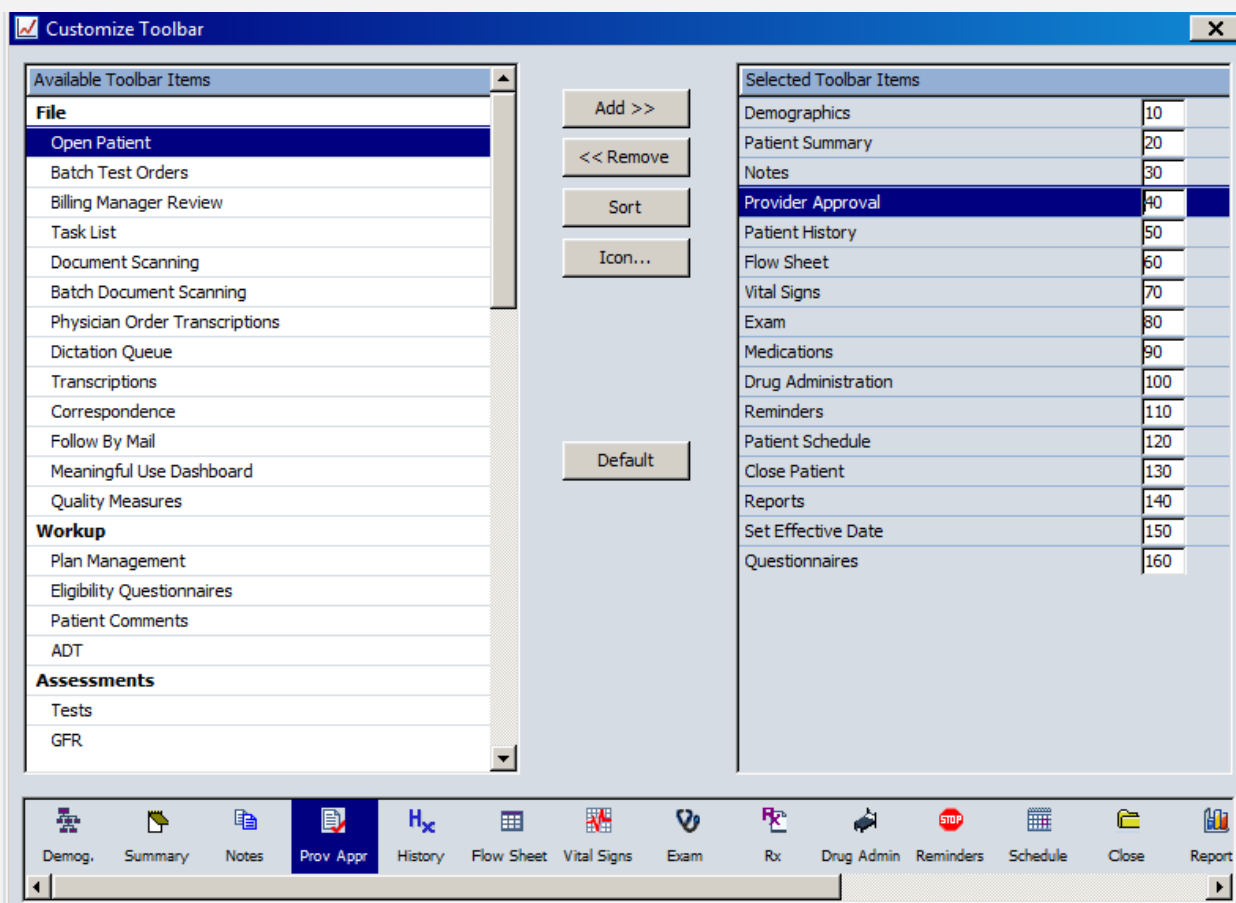
The items listed as 10 – 160 above, show from left to right in the order defined by their numbers

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.

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 4 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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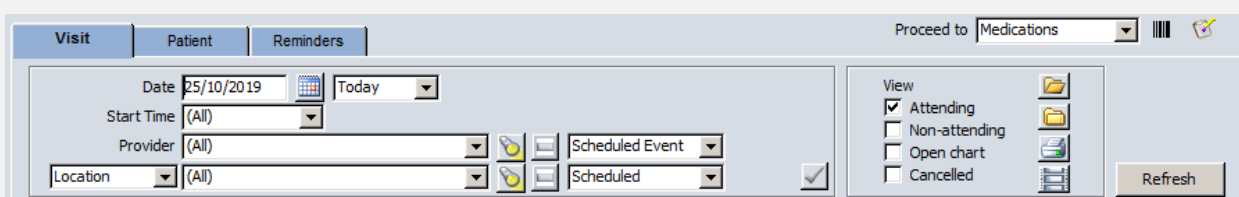
OPEN PATIENT – PATIENT TAB

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 [icon] 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

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 5 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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

Questionnaires	Comments	Tests	Photographs	Infection Control	Chief Complaint / HPI	Impression / Plan
Medical	Procedure / Surgical	Gynecologic	Family	Social	Allergies	Medications	Diagnoses / Problems

☐ Show Errors

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

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

[New…]   [View…]   [Error…]   ☐ No Known Allergies

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

⦿ Allergy   ○ Adverse Reaction
Type [Drug   ▾]
Allergy [   ]

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

Agent Name [penici]
☐ Formulary Only

Agent	Number of Matching Entries 7
G	PENICILLAMINE - (oral liquid Oral)
G	PENICILLAMINE - (tablet Oral)
G	PENICILLIN V - (capsule Oral)
G	PENICILLIN V - (oral liquid Oral)
G	PENICILLIN V - (tablet Oral)

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

[Save - New]   [OK]   [Cancel]

⦿ Allergy   ○ Adverse Reaction
Type [Drug   ▾]
Allergy [PENICILLIN V]
Onset Date [   ] [Unknown ▾] Form [tablet ▾]

Response	Description	Severity
☐	Skin Rashes/Hives	
☐	Shock/Unconsciousness	
☐	Asthma/Shortness of Breath	
☐	Nausea/Vomiting/Diarrhea	
☐	Anemia/Blood Disorders	
☐	Photosensitivity	
☐	Swollen-lips	
☐	Chest Pains/Irregular Heart Rate	
☐	Other	

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 6 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.						

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)
Weight	100.00	kg	(100.0 - 100.0)
BSA	2.24	sq.m	(-)
BMI	30.86		(18.0 - 30.0)
Pulse		/ min	(60.0 - 100.0)
Respiration		/ min	(12.0 - 28.0)
Temperature		Celsius	(-)
Systolic		mm(hg)	(90.0 - 140.0)
Diastolic		mm(hg)	(65.0 - 90.0)
O2 Sat		%	(96.0 - 100.0)
Pain			(0.0 - 10.0)

Select **All Approve** to complete

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 7 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.						

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SECTION 4:
ENTER PATIENT DIAGNOSIS

ENTER DIAGNOSIS
Exam → Diagnosis / Problems Tab

Select **New** to enter a diagnosis

New...	Modify...	Error...	Lesion Assessments...	Disease Response...	☑ Show Interface Diagnoses	Plan...	Disease Hx...	Stage...
					☐ Show Historical - *			

Click on the magnifying glass to enter diagnosis

Definition

Dx Date 08/03/2023

Code [   ] 🔍

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 Type
ICD-10 ▼

Search Criteria
○ Code [   ]
⦿ Keywords breast
  ☑ Show Sub-Categories   ☐ First Letters of Word
☑ Cancer Codes Only

Search
17 matches

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.

Definition | **Pathology** Lesions **Staging** Tumor Markers |

Dx Date 08/03/2023

Code C50.9 🔍   ☑ Cancer Dx   ⦿ Diagnosis ○ Problem

Code Type ICD-10 ▼   Code Desc Malignant neoplasm: Breast, unspecified

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 8 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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

Pathology Item	Details
Cell Histology	
Tumor Size Assessment	
Margin Assessment	
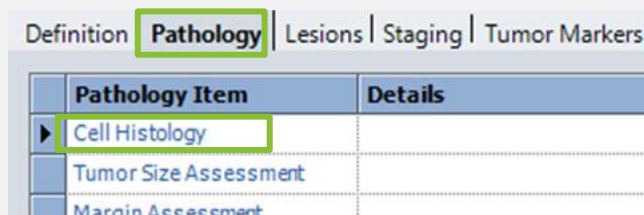
Complete the top three drop down menus then select **OK** to complete

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

Definition | Pathology | Lesions | **Staging** | Tumor Markers

Staging
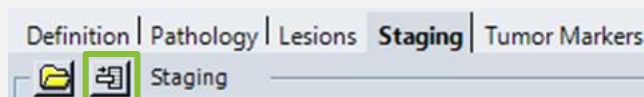
Click on the letter **T** to open up list of tumour classifications then check box for appropriate code. Follow this procedure for **N**, **M** and **G** classifications as appropriate. Other grading schemes are displayed as appropriate for the diagnosis but the process for adding the staging is the 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
T			PRIMARY TUMOR (T)
N		TX	Primary tumor cannot be assessed
M		T0	No evidence of primary tumor
G		Tis (DCIS)	Ductal carcinoma in situ
HER2		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.
ER			
PR			
Oncoty...		T1	Tumor less than or equal to 20 mm in greatest dimension

Click on the **Performance Status** tab

Diagnoses / Problems | RoS/PE | Performance Status | Chief Complaint / HPI | Impression / Plan
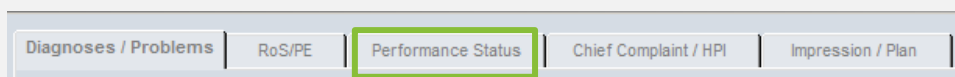
Select **Assess** then select the appropriate WHO performance status from the drop down menu. Select **Approve** to complete

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

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 9 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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
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 2m² 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)

Select the golden Rx symbol to re-open the dose calculation management window

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 10 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

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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 |

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 ▾   ▾   ▾   R𝓍

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/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
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

Buttons: Favorites... | Add... | Modify... | Adjust Start... | Discontinue... | Delete | Screen... | Adjust Dose...

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 <u>not</u> be relied upon, a manual screening of the prescription should always be performed

Adjust Dose: to perform a dose adjustment

| SOP No | KMCCEP027 | Version | 3 | Supersedes version | 2 | Page 11 of 24 |
| Written By | H Downs | Authorised by | SACT Governance Group | Date | October 2023 | |

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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.

Height	180.00 cms	
Weight	100.00 kg	
BSA	2.00 sq.m	Capped
CrCl	112.83 ml/min	Estimated
Creatinine	100.00 umol / L	

* - Not Most Recent

Format Type: ○ Simple ● Complex ○ Take as Directed

Type Internal

Substitutes Allowed

Agent: PACLITAXEL

Strength

Ordering Dose   80 mg/m2

Last Ordered: None

Dose / Range: 162 to   Unit: mg

Form: Infusion   Route: Intravenous Inf

Infusion Mode: continuous   Duration: 1 hours

Diluent: 0.9% Sodium Chloride PVC Free   New

Bag Volume: 250   Rate: 250 mL/hr

Frequency: once to   Duration: 1 doses

Agent Volume

□ PRN   Days of Week: (none)   Weekly Frequency: [none]

Quantity   Volume   Unit

Start Date 08/03/2023

Admin Instructions:
* Use non-PVC administration set
* Give via in-line 0.22 microns filter.
* Flush with sodium chloride 0.9%

□ Sync. Dur/Qty

Reset   OK

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

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

ENTER AN EDTA RESULT
Medications ➔ Order/Rx ➔ Highlight Carboplatin line ➔ Modify

Height	162.00 cms	
Weight	75.00 kg	
BSA	1.84 sq.m	
CrCl	68.27 ml/min	Estimate
EDTA	50.00 ml/min	

EDTA

* - Not Most Recent

Format Type: ○ Simple ● Complex ○ Take as Directed

Type Interna

Agent: CARBOPLATIN

Dose / Range: 5 to   Unit: AUC (EDTA)

EDTA   ml/min

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.

| SOP No | KMCCEP027 | Version | 3 | Supersedes version | 2 | Page 12 of 24 |
| Written By | H Downs | Authorised by | SACT Governance Group | Date | October 2023 | |

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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 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

PRESCRIBING VINCRISTINE

All Vincristine doses are built as a flat dose of 2mg. For patients with a BSA of 1.4m² 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

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 13 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.
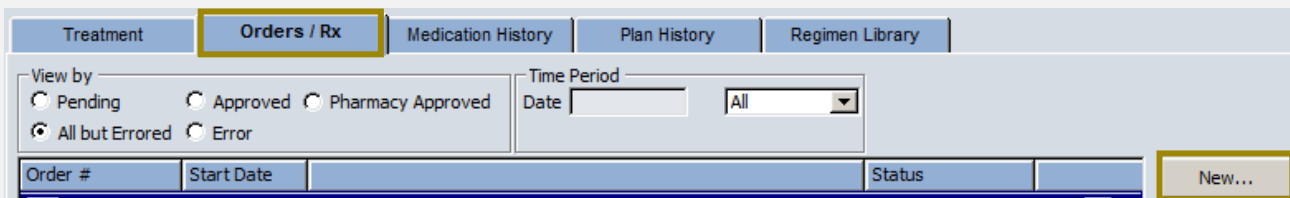
ADDING DRUGS TO A PRESCRIPTION
Medications window

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

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
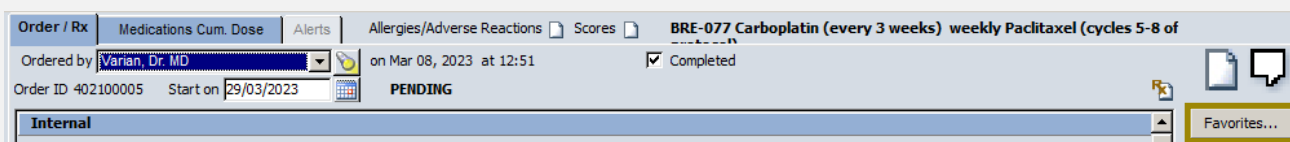
C: In the favourites tab, click on the bold folder name to expand then highlight the required item and click **Add**. Administration details can be modified once the drug has been added to the prescription so as long as the displayed drug name, form and route is correct, all other details can be amended
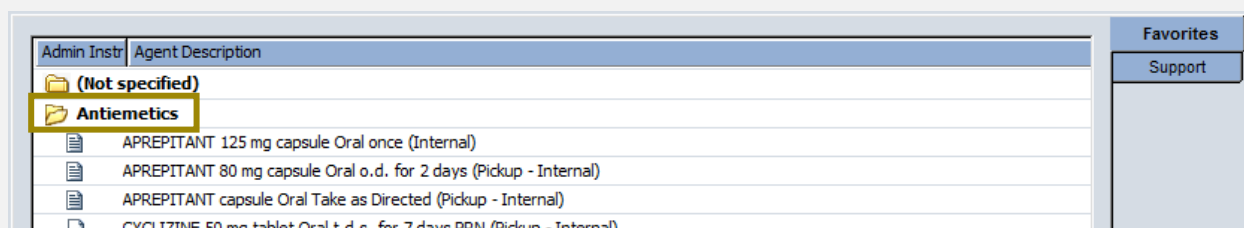
The added drug is now on the prescription. The sequence of drugs in the regimen is the order in which they will be administered so ensure added Internal drugs are positioned correctly on the order. To move a drug, highlight it by clicking on the line once then use the up and down arrows in the bottom right-hand side of the window ⬆⬇. To amend the added item, highlight then select **Modify**. See page 13

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 14 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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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

Treatment	Orders / Rx	Medication History	Plan History	Regimen Library

View by
○ Pending   ○ Approved   ○ Pharmacy Approved
● All but Errored   ○ Error

Time Period
Date [   ]   [All ▼]

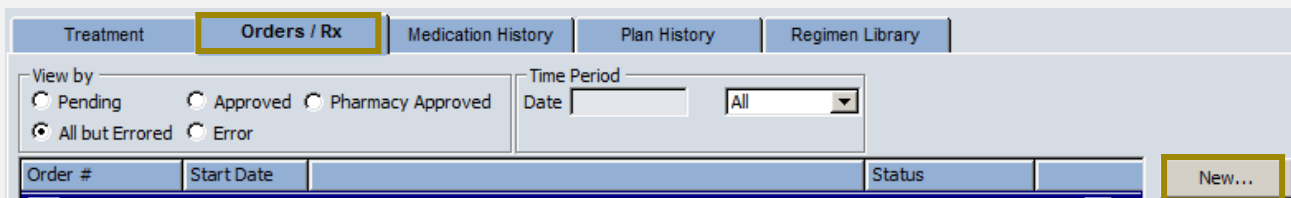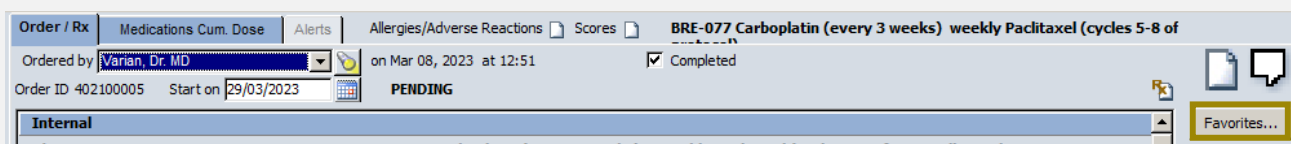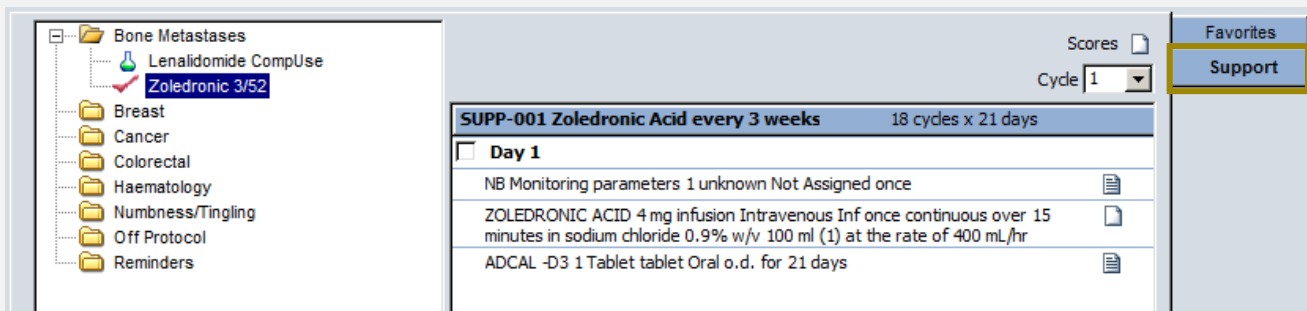| Order #	Start Date		Status		New…

B: When prescribing another regimen at the same time
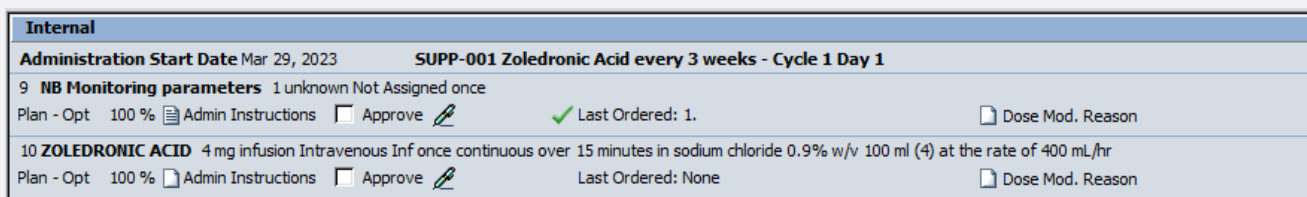Complete the prescribers name and the start date then select **Favorites**.
NB: Without completing this information the Favorites button will not be enabled

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

Ordered by [Varian, Dr. MD ▼] on Mar 08, 2023 at 12:51   ☑ Completed
Order ID 402100005   Start on [29/03/2023] 🗓   **PENDING**

Internal   Favorites…

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**.

📂 Bone Metastases
   🧪 Lenalidomide CompUse
   ✓ Zoledronic 3/52
📁 Breast
📁 Cancer
📁 Colorectal
📁 Haematology
📁 Numbness/Tingling
📁 Off Protocol
📁 Reminders

Scores 🗋   Favorites
Cycle [1 ▼]   Support

SUPP-001 Zoledronic Acid every 3 weeks	18 cycles x 21 days
☐ **Day 1**	
NB Monitoring parameters 1 unknown Not Assigned once	🗋
ZOLEDRONIC ACID 4 mg infusion Intravenous Inf once continuous over 15 minutes in sodium chloride 0.9% w/v 100 ml (1) at the rate of 400 mL/hr	🗋
ADCAL -D3 1 Tablet tablet Oral o.d. for 21 days	🗋

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

Internal
Administration Start Date Mar 29, 2023   **SUPP-001 Zoledronic Acid every 3 weeks - Cycle 1 Day 1**
9 **NB Monitoring parameters** 1 unknown Not Assigned once
Plan - Opt   100 % 🗋 Admin Instructions ☐ Approve 🖊   ✓ Last Ordered: 1.   🗋 Dose Mod. Reason
10 **ZOLEDRONIC ACID** 4 mg infusion Intravenous Inf once continuous over 15 minutes in sodium chloride 0.9% w/v 100 ml (4) at the rate of 400 mL/hr
Plan - Opt   100 % 🗋 Admin Instructions ☐ Approve 🖊   Last Ordered: None   🗋 Dose Mod. Reason

SOP No	KMCCEP027	Version	3	Supersedes version	2	**Page 15 of 24**
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

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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.

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

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 16 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.						

COMPLETING AND APPROVING THE PRECRIPTION
Medications → Order/Rx

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

Internal	

Administration Start Date May 07, 2020   BRE-014 Paclitaxel & Gemcitabine - Cycle 2 Day 1

1 **NB Monitoring parameters** 1 unknown Not Assigned once
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 1.   📄 Dose Mod. Reason

2 **NB pre-meds 30 mins pre chemo** 1 unknown Not Assigned once
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 1.   📄 Dose Mod. Reason

3 **DEXAMETHASONE** 12 mg injection IV Inj once bolus
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 12. mg   📄 Dose Mod. Reason

4 **RANITIDINE** 50 mg injection IV Inj once bolus
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 50. mg   📄 Dose Mod. Reason

5 **CHLORPHENAMINE** 10 mg injection IV Inj once bolus
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 10. mg   📄 Dose Mod. Reason

6 **METOCLOPRAMIDE** 20 mg injection IV Inj once bolus
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 20. mg   📄 Dose Mod. Reason

7 **NB Check accuracy of % dose reductions** 1 unknown Not Assigned once
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 1.   📄 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 % 📄Admin Instructions ☐ Approve ✏️   Last Ordered: None   📄 Dose Mod. Reason

9 **GEMCITABINE** 2,700 mg (at 1,250 mg/m2) infusion Intravenous Inf once continuous over 30 minutes
Plan - Opt   100 % 📄Admin Instructions ☐ Approve ✏️   ✔️ Last Ordered: 2,700. mg (at 1,250 mg/m2)   📄 Dose Mod. Reason

※ Additional administration instructions have been entered

Print...   Print Label   Checked Approve   All **Approve**   **OK**

The screening window appears following selection of the approve button. <u>The ARIA screening tool must not be relied upon. A manual evaluation of drug interactions and allergies must be performed.</u> 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 — Screening Results
Interactions 6   Sensitivities/Allergies 0   **Contraindications** 3   **Warnings** 7   **Precautions** 1
☑ View Results for Current Prescription/Current Agent(s) Only   ☑ View Patient Specific Results Only

Agent Name	Form		Reaction Type	Response
Agents on Current Prescription				
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				
METOCLOPRAMIDE	injection			

Code	Clinical Description
Primary	
C50.9	Malignant neoplasm: Breast, unspecified

※ - Excluded from screening

Reason [▼] 📄   Print   **Accept**   Cancel
Multilex DDF

SOP No	KMCCEP027	Version	3	Supersedes version	2	**Page 17 of 24**
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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Cancer Collaborative

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

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

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

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 18 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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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

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

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.

DISCONTINUE REGIMEN
Medications ➔ Treatment Tab ➔ Green Pen ➔ Discontinue

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

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 19 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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 '-'.

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.

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 20 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.						

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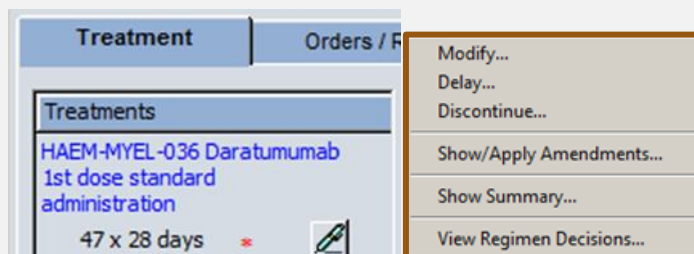
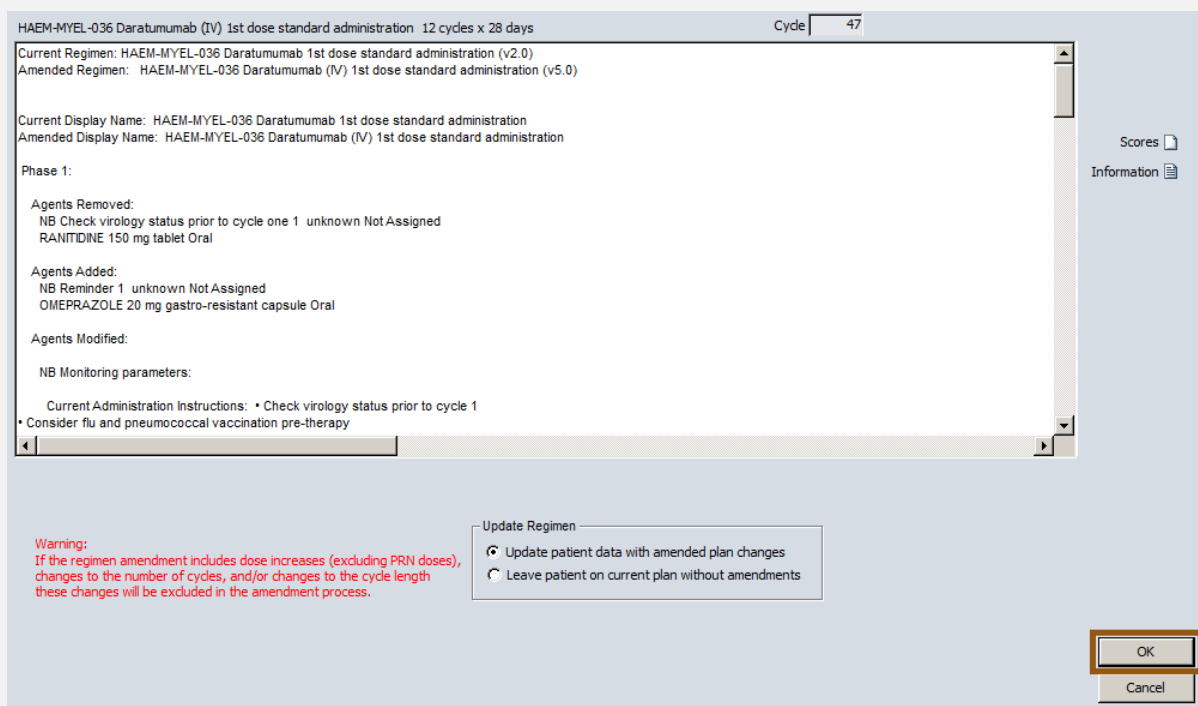The following screen will list some of the amendments made. Ensure the 'Update patient data with amended plan changes' then OK to apply changes.

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

SOP No	KMCCEP027	Version	3	Supersedes version	2	**Page 21 of 24**
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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 oin the current regimen. Inactive agents shows previously prescribed but now discontinued drugs

Medication	Last Given	Start Date	End Date	Indication
Active Chemotherapy Agents				
BORTEZOMIB (injection)		Dec 12, 2016		A
Daratumumab (injection)		Apr 29, 2020		A
DARATUMUMAB (infusion)		Apr 29, 2020		A
Active Non-Chemotherapy Agents				
ACICLOVIR (tablet)		Jul 18, 2016		A
ALLOPURINOL (tablet)		Jul 18, 2016		A
CHLORPHENAMINE (injection)	Oct 02, 2019 14:00	Sep 14, 2016		A
CO-TRIMOXAZOLE (trimethoprim and sulfamethoxazole) (tablet)		Jul 18, 2016		A
DEXAMETHASONE (injection)		Apr 29, 2020		A
DEXAMETHASONE (tablet)	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 MY [A] **Hx** Tx Intent: 27646 Tx Use: 27641 Line of Tx: 14	Apr 28, 2020	May 4, 2020	**Last Amendment Accepted:** v1.0
HAEM-MYEL-037 Daratumumab, bortezomib (sc) & de: [A] **Hx** Tx Intent: 27646 Tx Use: 27641 Line of Tx: 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.

SOP No	KMCCEP027	Version	3	Supersedes version	2	**Page 22 of 24**
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	

KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.

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)

Modify…

Prescriptions to be Approved for - Varian, Dr. MD						
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 — _ □ X
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 (DVD)

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 Jun 08, 2020   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.   ☐ Dose Mod. Reason
2 **DEXAMETHASONE** 20 mg injection IV Inj once
Plan - Opt 100 % Admin Instructions ☐ Approve   ✔ Last Ordered: 20. mg   ☐ Dose Mod. Reason
3 **PARACETAMOL** 1,000 mg tablet Oral once
Plan - Opt 100 % Admin Instructions ☐ Approve   ✔ Last Ordered: 1,000. mg   ☐ Dose Mod. Reason
4 **CHLORPHENAMINE** 10 mg injection IV Inj once bolus over 1 minutes
Plan - Opt 100 % Admin Instructions ☐ Approve   ✔ Last Ordered: 10. mg   ☐ Dose Mod. Reason
5 **NB Check accuracy of % dose reductions** 1 unknown Not Assigned once
Plan - Opt 100 % Admin Instructions ☐ Approve   ✔ Last Ordered: 1.   ☐ Dose Mod. Reason
6 **DARATUMUMAB** 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)   ☐ Dose Mod. Reason
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)   ☐ Dose Mod. Reason
Pickup - Internal
Administration Start Date Jun 08, 2020   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   ☐ Dose Mod. Reason

※ Additional administration instructions have been entered

Favorites…
Add…
Modify…
Adjust Start…
Discontinue…
Delete
Screen…
Adjust Dose…

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

SOP No	KMCCEP027	Version	3	Supersedes version	2	Page 23 of 24
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.						

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

Visit Date	Mar 10/20 C1- D1	Mar 11/20 Visit	Mar 12/20 Visit	Mar 13/20 Visit	Mar 16/20 C1- D1	Apr 20/20 C2- D1	Apr 21/20 Visit	Apr 22/20 Visit	Apr 23/20 Visit	Apr 24/20 C2- D5	
Vital Signs											**Vital Signs**
Height	166.00							166.00	166.00	166.00	Height
Weight	73.90							67.9		67.90	Weight
BSA	1.85							1.77		1.77	BSA
BMI	26.82							24.6400		24.64	BMI
Temperature	37.7							37.7	37.3	38.1	Temperature
Pulse	65							84	63	67	Pulse
Respiration	15							16	17	14	Respiration
Systolic	166							146	159	148	Systolic
Diastolic	67							77	66	74	Diastolic
O2 Sat	98							97	100	98	O2 Sat
Dose Recordings											**Dose Recordings**
AZACITIDINE	90	90	90	90	90	90	90	90	90	90	AZACITIDINE
NB Check accuracy of % dose reductions	1					1					NB Check accuracy of % dose reductions
NB Monitoring parameters	1					1					NB Monitoring parameters
ONDANSETRON	8	8	Not Given	Not Given	8	8	8	8	8	8	ONDANSETRON

View/Date Range
All Days with Data
Date 21/05/2019
To 20/05/2020

View
(none)
Choose Data...   Edit...

Data
Save As   Print
Refresh

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	10^9/L L	Jun 15 2015 09:30:55	(1.8/7.8)
	1.5	10^9/L L	Jun 15 2015 09:27:05	(1.8/7.8)
	1.5	10^9/L L	Jun 15 2015 09:25:29	(1.8/7.8)

SOP No	KMCCEP027	Version	3	Supersedes version	2	**Page 24 of 24**
Written By	H Downs	Authorised by	SACT Governance Group	Date	October 2023	
KMCC document: No responsibility will be accepted for the accuracy of this information when used elsewhere.						