

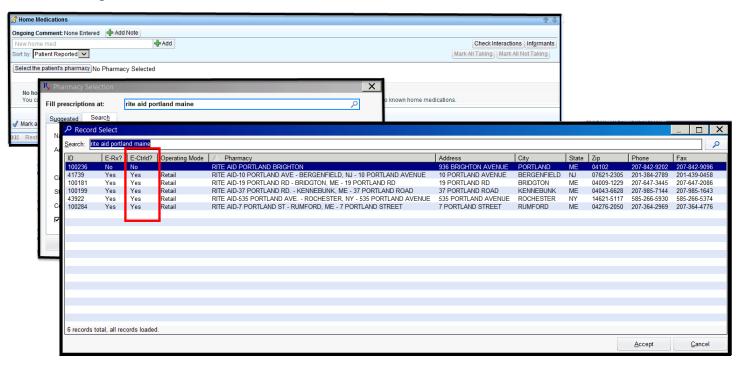
Electronically Prescribing Controlled Substances (EPCS)

Effective May 15, 2017 providers in the MaineHealth system will be electronically prescribing all Controlled Substances to comply with Maine State Law. In order to prescribe, a provider must be enrolled in EPCS by an Enrollment Supervisor and approved by an Access Approver. The Maine State Law carries financial penalties for prescribers that do not follow Maine EPCS rules after July 1, 2017. Use the following steps to ensure patients' medications are electronically transmitted to the pharmacy in a timely manner.

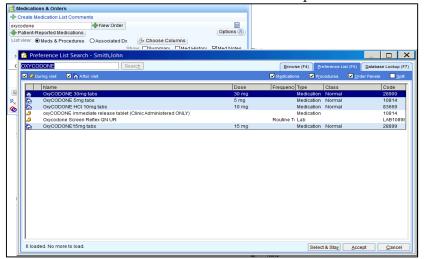


E-Prescribing Controlled Substances

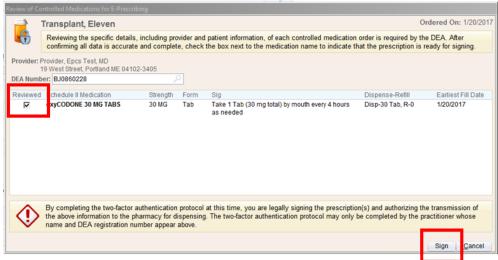
- 1. Verify or enter the patients Preferred Pharmacy on the Home Medications screen
- 2. When selecting the pharmacy, confirm that they accept E-Prescribed Controlled Substances by ensuring the 'E-Ctrld?' column is set to 'Yes'.



3. Access the Medications and Orders section to place an order for the patient.



- 4. Place the Controlled Substance order and associate the appropriate Diagnosis.
- 5. A Review/ Sign box will appear to allow the Provider to review each EPCS medication
- 6. Once the medication has been reviewed click the Reviewed box to the left of the med, then click Sign



7. After clicking Sign, Imprivata will prompt the provider to enter their Network password.



8. Depending on the fingerprint scanner availability, the next verification will require you to enter your RSA Token information or place your finger on the reader. After both password and finger print or token passcode are entered the order is signed and immediately sent to the Pharmacy.

