## **Record MAR Data**

Users assigned with the *MAR Data Submit* role can record new Medication Administration Records (MARs). Users assigned with the *MAR Data Update* role can update existing MAR data in **Detailed Mode**.

**Terap**Global

Person-Centered. Data-Driven.

1. Click on the **Record Data** link beside the **Data** option under the **Health** tab.

To Do	Medication	Administration Record
Individual	Configuration	New   Search
Health	Data	Record Data   Due Medications   Search   Report
Agency	Не	ealth Tracking

2. Select the appropriate program from the **Program List** page.

## **Program List** B C D E F G H I J K L M N O P Q R S T U V W X Y Z All A ~ Records Filter 15 **Cost Center** Program \$ Program Name Site Name Program Type Number ID (Demo) Academic Therap Global Demonstration Provider Preschool 02 Activities (Demo) Education and (Demo) TG Center for Children With Individualized Skills 123 Development Special Needs Development



3. Select the Individual name from the **Select Individual** list page.

Program: (Demo) Educa	ation and De	evelopment ((D	emo) TG C	enter for	Childre	n With	Spec	al Ne	eds)			
All A B C D E	F G H	I J K L	M N O	P Q	R S	T U	V	w x	Y Z			
Filter										15	∽ Reco	
Last Name	▲ Firs	t Name	\$	Individu	ial ID			ŧ	Birth	Date		
Abraham	Isaa	С							02/01	/2011		
Basnet	Sim	а					01/01	01/01/2014				
Chowdhury	Nilo	у							01/01	/2010		
Maria	Putr	i							01/01	/2010		
Mary	Ang	ela							05/01	/2010		

4. After you have selected the appropriate program and individual name from the lists, the **Medication Administration Record Configuration** page of that individual for that particular month will be displayed. Users then may either record data in **Quick Mode** or **Detail Mode** on the MAR.







- The **Due** cells will be green when a medication or treatment is scheduled.
- In the **Quick mode**, the newly administered cell will display orange, while the **Administered** cell will appear light green.
- **Missing/Refused** cells will be displayed in red, while cells that are **On hold** will be displayed in blue.
- The **Leave of absence (LOA)** cells will display in a light pink tint, whereas cells that have been **Deleted** will display in a white color.

Medication Administration Record Data - June , 2023	
Individual Name: Putri Maria Birth Date: 01/01/2010 Created By: Mariam Hossain, Special Educator on 06/01/2023 10:47 AM Approved By: Mariam Hossain, Special Educator on 06/01/2023 10:51 AM Form ID: MAR-DEMOTPHL-M7Z4NE6Z78334 Time Zone:Asia/Manila	
Legend Administered(New) Administered Missed/ Refused Due LOA(Leave of absence) On hold Deleted *** User with no Initial	Putri Maria
T-Notes Add T-Note	
Filter Medications         Record Bulk Data         Open This Form in           Scheduled Medication(s)         Scheduled Medication(s)         Scheduled Medication(s)         Scheduled Medication(s)	n Configuration Mode
	Detail Mode Jump to
Astemizole     - Tablet, Oral (mouth), Scheduled (Medication)     Switch to I	Detail Mode Jump to
Strength: 5mg Prescriber: Ahmad Imam / Dr. (Demo Hospital)	
Give Amount / Quantity: Once a day Tablet Frequency: 1 X DAILY Begin Date & Time: 05/31/2023 2:00 pm End Date & Time: 08/31/2023 Schedule Repeat: Every Day 1 time(s) a day Schedule Time Slot(s): 2:00 pm Instruction: Give medicine once a day. 0+1+0	
Time 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 20	5 27 28 29 <b>30</b>
THU FRI SAT SUN MON TUE WED THU FRI SAT SUN MON TUE WED THU FRI SAT SUN MON TUE WED THU FRI SAT SUN MO	N TUE WED THU FRI
	N
<ul> <li>Indication/Purpose</li> <li>To cure, halt, or prevent Allergic rhinitis, unspecified.</li> </ul>	
- Instruction/Comments Give the medicine once at day.	



5. To switch to quick mode, click the **Switch to Quick mode** link. To enter data in **Quick mode**, click on the appropriate slot that corresponds to the relevant schedule time.

If a cell is clicked to enter data in **Quick mode**, then the Administer Time is automatically set as the Scheduled Time, and the name of the user entering the medication is set by default in the Administered By field.

stemizole -	- Tab	let.	Oral	l (m	out	n). S	Sche	dule	-d (	Med	licati	ion)											- Г	Swi	tch	to O	uick	cmo	ode	Jump
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stemizole	- Tab	olet,	Ora	ıl (m	nout	h), :	Sche	edule	ed (	(Med	licat	ion)												Swi	tch	to D	etai	l Mo	ode	Jump
							-			(5																				
rength: 5	mg F	res	crit	)er:	Ahr	nad	Ima	am /	Dr	r. (D	emo	Hos	pita	il)																
Give Amou																														
Begin Date Schedule I																		nm												
Instruction											leut	ne i	IIII	2 30	orts	<b>)</b> ; 2	.00	pn												
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Time	1	2	3	4	5	6	1	8	9			12																		
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2:00 pm	MHN	M/R	MHN	мни	MHN	MHN	M/R	MHN	LOA	а мни	I MHN	MHN	мни	он	MHN	мни	мни	мни	он	M/R	мни	MHN	MHN	мни		MHN	MHN			
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6. Users can access the **Detail mode** by clicking the **Switch to Detail Mode** link in the upper right corner of the MAR.

To enter data in **Detail Mode**, click on the appropriate cell that corresponds to the relevant schedule time. This will open the **Detail Data** pop up window. Record types can be entered as **Missed**, **Refused**, **LOA**, **On Hold**, **Deleted** and **Administered**. Other details such as **Administer Date**, **Administer Time**, **Administered By**, and **Comments** can be entered.



Clicking on the **Save** button will save the entry.

7. To submit the data, click the **Save** button at the bottom of the form. A success message will appear once the MAR data has been successfully submitted.



The form MAR-DEMOTPHL-M8T4NBVZ984ZA has been successfully saved