



TEXAS
Health and Human
Services

**Texas Department of State
Health Services**

Assign Pharmacy and Drug Regimen



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Learning Objectives

In this module, you will learn:

- How to view or add a drug regimen for a client
- Steps to add or change a client pharmacy assignment



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Drug Regimen

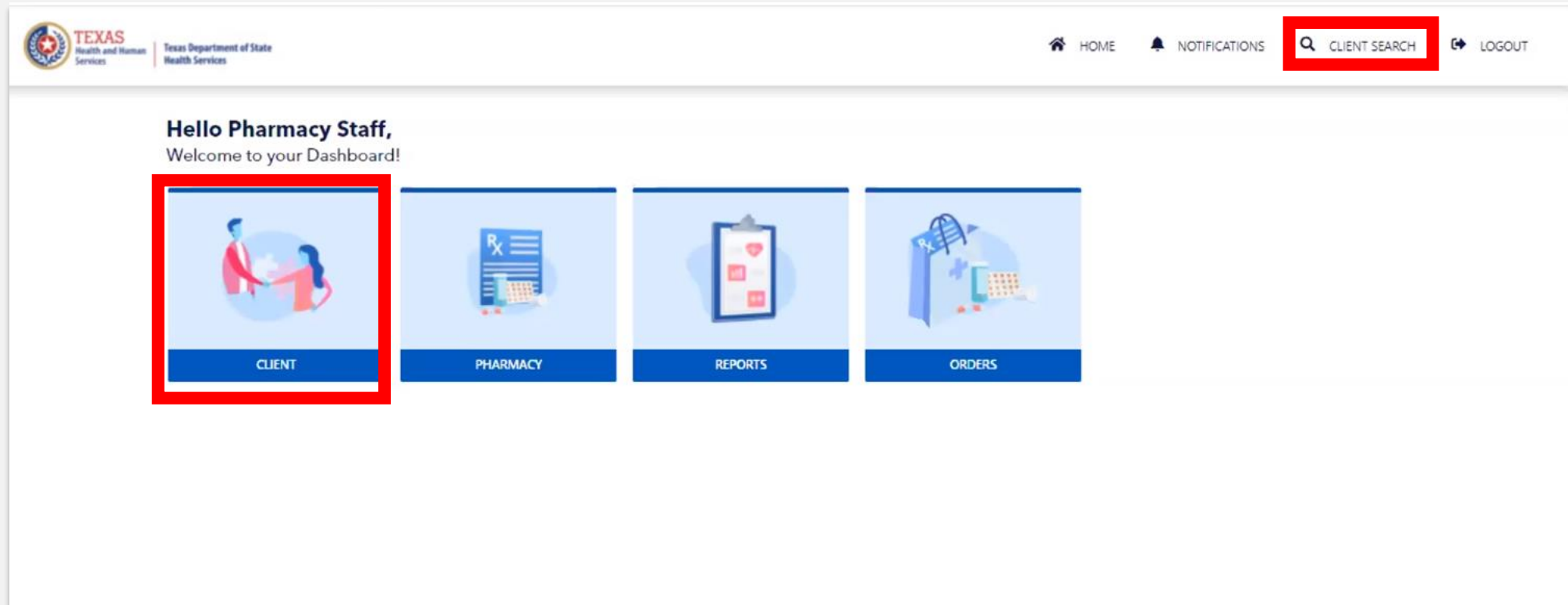


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Client Tile

- To access information about a client's drug regimen, select the **Client** tile or **Client Search** in the TCT Dashboard. Search for the client you are looking for.



Change Regimen

To confirm the drug has been added to the client, select Drug Regimen on the left panel of the screen. Confirm the drug is now listed on the **Prescribed Drugs** page.

Any changes to a client's medication can be made from this page. To remove medications, select the drop button on the item. You will need to do this before adding medications or changing the days' supply.

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Prescribed Drugs

TX MD/DO License # *

Doctor Name:

[Search Doctor](#) [Add Prescription](#)

Status

X

W

P

Trade Name	Generic Name	Dosage Strength	Measure	Form	Count As	Day Supply	Dosage Frequency	TX MD/DO License #	New Drug to Client?	Status	Approval Date	Regimen Drop Date	Drop?
ABACAVIR (60/btl)	Abacavir	300	MG	TAB	1	30		1		Approved	08/17/2023	--	Drop

50 ▾ Showing rows 1 to 1 of 1

[Add Notes](#)



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Adding Prescribed Medications

- From the left navigation bar, navigate to **Pharmacy** and view **Drug Regimen** to populate the Prescribed Drugs page.
- The Prescribed Drugs page should open with the client's current drug regimen. From here, you can drop or add a current medication from the client's drug regimen.

The screenshot displays the 'Client Application Dashboard' interface. On the left, a navigation sidebar contains links such as 'Back to dashboard', 'Back to client dashboard', 'Case', 'Medical', 'Pharmacy' (highlighted with a red box), 'Assessment', 'Eligibility', and 'Client Services'. The 'Pharmacy' menu is expanded, showing 'Assign/Change Pharmacy', 'Drug Regimen', and 'Client Medication History'. The main content area is titled 'Client Application Dashboard' and includes a 'Start an Application Update' section with a 'Due Date' of 12/31/21. Below this, there are sections for 'HIV Medications', 'Food and Nutrition Assistance', and 'Other Care Services', each with a 'Program: CARE-RW Care' label. The 'Returning to Care' section is partially visible. To the right, the 'Prescribed Drugs' page is shown, featuring input fields for 'TX MD/DO License #' and 'Doctor Name', a 'Status' dropdown set to 'Active', and buttons for 'Search Doctor' and 'Add Prescription'. A table lists the prescribed drugs, with one row for 'ABACAVIR' (Abacavir, 300 MG, TAB, 1 Count, 31 Day Supply) showing an approval date of 12/08/2021 and a 'Drop?' button. The table has columns for Trade Name, Generic Name, Dosage Strength, Measure, Form, Count As, Day Supply, Dosage Frequency, TX MD/DO License #, New Drug to Client?, Approval Date, Regimen Drop Date, and Drop?. A '50' dropdown and 'Showing rows 1 to 1 of 1' text are at the bottom of the table. An 'Add Notes' button is located at the bottom right of the page.

Client Application Dashboard

Start an Application Update

The following programs are ready to be recertified. Click

Due Date: 12/31/21

HIV Medications

Program: CARE-RW Care

Food and Nutrition Assistance

Program: CARE-RW Care

Other Care Services

Program: CARE-RW Care

Returning to Care

Prescribed Drugs

TX MD/DO License # * Doctor Name:

Status: Active

Search Doctor **Add Prescription**

Trade Name	Generic Name	Dosage Strength	Measure	Form	Count As	Day Supply	Dosage Frequency	TX MD/DO License #	New Drug to Client?	Approval Date	Regimen Drop Date	Drop?
ABACAVIR	Abacavir	300	MG	TAB	1	31		CONV_0002		12/08/2021	--	Drop

50 Showing rows 1 to 1 of 1

Add Notes



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Adding Prescribed Medications

- Next, enter **Doctor License #** with any valid license number e.g., CONV_0002, and select **Search Doctor**. Note: You need to know the Prescriber License number to add a prescription.

Prescribed Drugs

TX MD/DO License # *

Doctor Name:



Search Doctor



Add Prescription

Status



Trade Name	Generic Name	Dosage Strength	Measure	Form	Count As	Day Supply	Dosage Frequency	TX MD/DO License #	New Drug to Client?	Approval Date	Regimen Drop Date	Drop?
ABACAVIR	Abacavir	300	MG	TAB	1	31		CONV_0002		12/08/2021	--	Drop

50 ▾

Showing rows 1 to 1 of 1

1



Add Notes



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Add Medication

- To add a new medication, enter the doctor license number and select **Add Prescription**. The Add Prescribed Drug page will open. From here, you can search the new drug by entering the **Drug Code**, **Trade Name**, or **Generic Name**. Select **Search** to populate the drug below. A list of the drug(s) associated to the drug code will populate on the page.

Prescribed Drugs

TX MD/DO License # *

Doctor Name:

 Search Doctor

 Add Prescription

Status

Active

Add Prescribed Drug

Please Note: All medications require prescriptions written by an authorized prescriber, regardless of who enters the information in TCT. The prescriptions must be sent to the assigned pharmacy.

Search for drugs to add to client's drug regimen. Note: upon clicking add, the screen refreshes and saves to the regimen. If you wish to see the current regimen, click 'Rx Back'

Drug Code

Trade Name ⓘ

Generic Name ⓘ

 Back

 Search

No drugs found matching your search criteria.



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Add Medication

The drug will temporarily disappear from the screen. To view it and the allotted day supply, select the **Rx Back** button.

Enter the appropriate amount under the Day Supply, Dosage Frequency, and answer if the client is new to this drug. Once done, select Add.

Note: The day supply is a mandatory field and should always be a value equal or greater to the minimum day supply.

 Back

 Search

Search Results



Drug Code	Trade Name	Generic Name	Dosage Strength	Measure	Form	Count As	Day Supply	Min Day Supply	Dosage Frequency	Status	Is the client new to this Drug?	Add Drug
67	ABACAVIR (60/btl)	Abacavir	300	MG	TAB	1	Day Supply *	30	Dosage Frequency	Active	Is the client new to this Drug? Select	+ Add

50 Showing rows 1 to 1 of 1



Assign Pharmacy

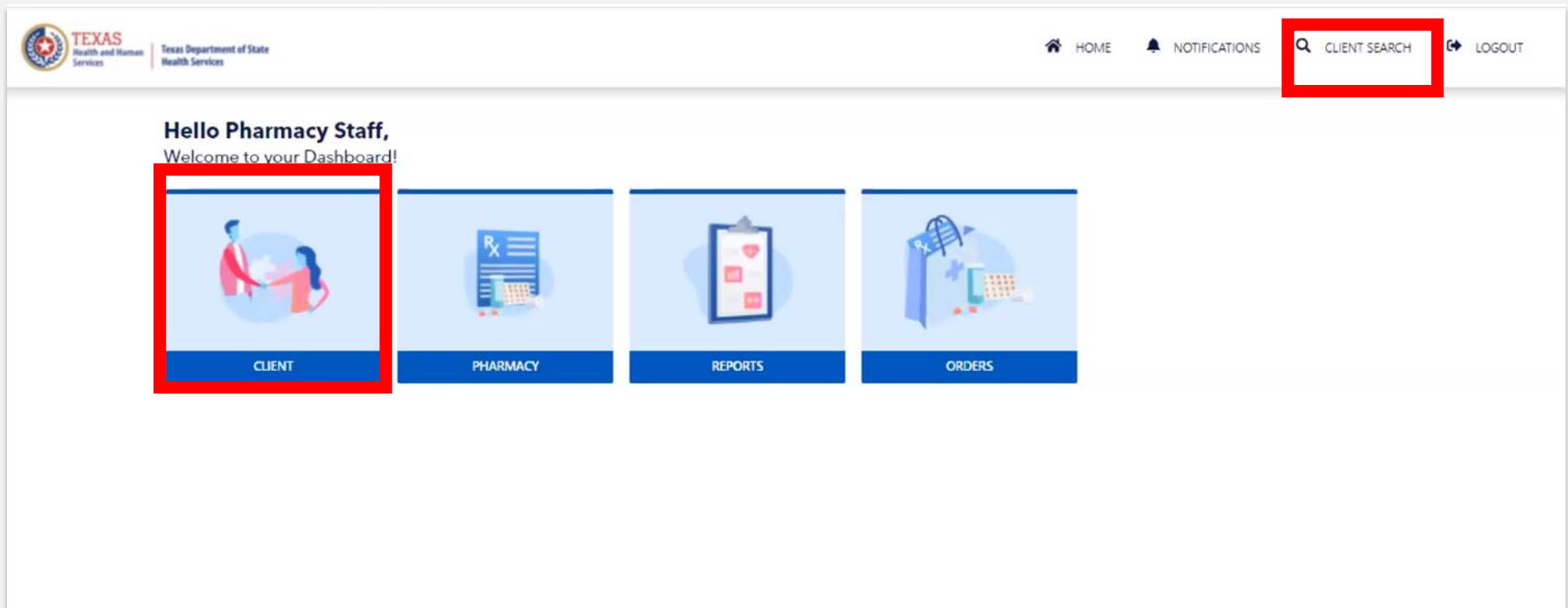


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Client Tile

To access information about a client's drug regimen, select the **Client** tile or **Client Search** in the TCT Dashboard. Search for the client you are looking for if you don't already have them up.



Pharmacy Search

Navigate to the **Assign/Change Pharmacy** link under the Pharmacy section of the left navigation bar. To assign primary pharmacy enter a Pharmacy Name, Code, City or Zip Code to locate the right pharmacy for a client. Select **Search**.

Back to dashboard

Back to client dashboard

Case ▾

Medical ▾

Pharmacy ▴

▸ Assign/Change Pharmacy

Drug Regimen

Client Medication History

Assessment ▾

Eligibility ▾

Client Services ▾

Risk ▾

Pharmacy Search

Primary Pharmacy Search

Use this section to choose the primary pharmacy for normal medication ordering. This will be your regular pickup location. Only one Primary Pharmacy can be assigned at a time.

Primary Pharmacy Code

Primary Pharmacy Name ⓘ

City

Zip Code

Q Search

No pharmacies found matching your search criteria.

Secondary Site Search

This section is for medications with special administration requirements and can only be assigned by THMP. This is not intended for vacation supplies. Please contact THMP at 1-800-255-1090 if you believe you need a Secondary Site for your medications.

Secondary Site Code

Secondary Site Name ⓘ

City



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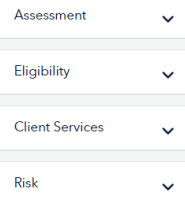
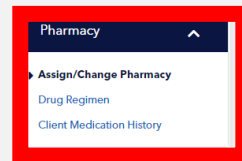


Pharmacy Search

Navigate to the **Assign/Change Pharmacy** link under the Pharmacy section of the left navigation bar. To assign secondary site enter a Secondary Site Name, Code, City or Zip Code to locate the right pharmacy for a client. Select search. A secondary site may only be assigned once a medication requiring it has been added to the client regimen and approved by THMP staff.



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Primary Pharmacy Search Form

Three input fields for Pharmacy Name, Address, and Zip Code.

Zip Code

Search button

No pharmacies found matching your search criteria.

Secondary Site Search

This section is for medications with special administration requirements and can only be assigned by THMP. This is not intended for vacation supplies. Please contact THMP at 1-800-255-1090 if you believe you need a Secondary Site for your medications.

Secondary Site Search Form

Four input fields: Secondary Site Code, Secondary Site Name, City, and Zip Code.

Search button

No pharmacies found matching your search criteria.

Assign Pharmacy

Once you find the client's chosen pharmacy, select **Assign** to add it for the client. Note: you should receive a green success banner when it's successfully added. A client can only be assigned to one primary pharmacy and one secondary pharmacy at a time.



You have successfully assigned a pharmacy to client!



Pharmacy Code	Pharmacy Name	Address	City	Zipcode	Effective Begin Date	Effective End Date	Site Type	Assign
956	Test Pharmacy	123 Main St	Austin	78756			Both	+ Assign
957	Test Pharmacy2	122 Main St	Austin	78756			Both	+ Assign
952	test3	123	dallas	75201			Both	+ Assign



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Thank You!

