Electronic Prescription of Controlled Medications (EPCS) allows licensed practitioners to prescribe and electronically transmit controlled substances through Surescripts to a designated pharmacy.

Practitioners will need to be: Licensed, DEA in good standing, completed registration with Medical Staff office and Physician Management office, enrolled/registered personal smart device

(EPCS in Cerner with prescription orders, med rec, and other workflows)

Fill out all necessary fields*

*Note: Physician Assistants will need to fill out supervising physicians

*Supervising Physician: 

*Note: A prescription for a narcotic drug approved by the U.S. Food and Drug Administration (FDA) specifically for detoxification treatment or maintenance treatment must include the prescriber’s Narcotic Addition DEA Number (NADEAN). To satisfy this requirement with EPCS, enter this number in the Notes to Pharmacy field on the prescription. This should take the form: NADEAN: <number>.

*Note: Any additional notes for the dispensing pharmacy needs to be entered in the “Notes to Pharmacy” field

*Note: Refills on a Schedule II Controlled Substance
Per DEA regulations, a schedule II controlled substance cannot be refilled. PowerOrders no longer allows a prescription for a CII to have a refill value indicated on the order. However, the DEA does allow for multiple prescriptions to be issued to the patient for them to fill sequentially. This would allow for 3 separate prescriptions to be written, each for a 30-day supply. This can be used to write for up to a 90-day supply. In order to comply with DEA regulations, each prescription must provide an indication of the earliest date on which a pharmacy may fill each prescription. With EPCS functionality, PowerOrders displays an Earliest Fill Date field on CII prescriptions for the prescriber to enter this date. Note that this field is only displayed for CII medications. The DEA provides an FAQ regarding this requirement on their website.
Extra Steps:
An additional screen will ask practitioners to verify/check off controls being ordered

Upon signing, the practitioner will enter their cerner password and google authenticator code:

Make sure the script is routed and delivered:
Lost Tokens:
The practitioner must notify help desk upon discovery that the token has been lost, stolen, or compromised. Help desk will de-enroll practitioner from EPCS. The practitioner should also request an ad hoc Prescriber EPCS Activity Report detailing all the practitioner’s EPCS activity for the most recent time period. The practitioner may then access the report through their Message Center and review it to ensure no suspicious activity has occurred. If the practitioner identifies suspected misuse of their credentials, for example, a controlled substance prescription has been placed which they did not generate, the practitioner must report any suspicious activity found within one business day to the Medical Board and DEA. Practitioners should also notify the compliance office for any breaches of privacy or security. The practitioner will need to re-enroll to use EPCS again. Go to Informatics EPCS Token Office with government ID and smart device. Please contact office for availability before showing up.

New Smart Device:
The practitioner will need to contact Informatics EPCS Token Office to deprovision their token on their current device. Practitioner will need to be provisioned with a new token on their new device. Practitioner will need to go to Informatics EPCS Token Office with government ID and smart device. Please contact office for availability before showing up.

<table>
<thead>
<tr>
<th>Contact</th>
<th>Help Desk</th>
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<tbody>
<tr>
<td><strong>Informatics EPCS Token Office</strong></td>
<td>Rita Jarrell</td>
</tr>
<tr>
<td><strong>Phone:</strong> 805-652-5961</td>
<td></td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:Rita.Jarrell@ventura.org">Rita.Jarrell@ventura.org</a></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong> 402 Hillmont Ave, Room 9, Ventura CA 93003.</td>
<td></td>
</tr>
<tr>
<td><em>(located in Hospital Replacement Project Management Building in parking lot B)</em></td>
<td></td>
</tr>
<tr>
<td><strong>Informatics EPCS Token Office</strong></td>
<td>Tiffany Gardiner</td>
</tr>
<tr>
<td><strong>Phone:</strong> 805-652-3236</td>
<td></td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:Tiffany.Gardiner@ventura.org">Tiffany.Gardiner@ventura.org</a></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong> 375 Hillmont Ave, Ventura, CA 93003</td>
<td></td>
</tr>
<tr>
<td><em>(located in Colston Building near Ventura County Medical Center)</em></td>
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<td><strong><a href="https://goo.gl/maps/1vswMPHWt2w">https://goo.gl/maps/1vswMPHWt2w</a></strong></td>
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Responsibility:

Monthly Report for controlled substances – Please refer to policy
Practitioners are expected to review this automated report that generates the 1st of each month for any discrepancies or suspicious activities. Prescribers must notify the DEA and Cerner WITHIN 1 BUSINESS DAY of discovery if a medication is found to be contained within the report that was not sent by the prescriber. Practitioners should also notify the compliance office for any breaches of privacy or security.

1. Message Center ➔ General Messages
2. Subject: EPCS Reporting from “Date Range” (Do not reply)
3. Click blue hyperlink for attachment
4. Review and Report any discrepancies

Other:

Only the prescribing practitioner can sign and authenticate the prescription. Therefore, a nurse cannot sign an EPCS on behalf of a prescriber (for example). This can be accomplished through a proposed order however. Upon accepting the proposal, the prescriber is required to follow all the requirements.

A practitioner who fails to comply with this provision may be held responsible for any electronic prescriptions for controlled substances written using his two-factor authentication credential.
Possible Issues:

Only practitioners enabled with EPCS can “Find Pharmacy” or prescribe to a pharmacy:
*Practitioners can only use EPCS with facilities that they are registered to.

For example, if a practitioner only has a Surescript Provider Identifier (SPI) for VCMC, they can use EPCS for patient encounters at VCMC but not patient encounters that are at Santa Paula Hospital or elsewhere (A helpdesk ticket will be needed – the practitioner will need to update SPI locations with Physician Management/Medical Staff office as well).

Essential patient demographics needs to be filled out:
Name, gender, DOB, Complete Address

Token not Working:
Please verify date/time is correctly synced. Auto-sync if necessary.