

## 1/16/2019

## Cerner PowerChart- Ambulatory NDC Review

Purpose: This tool explains how to work a discern notification that is sent for ambulatory medications or immunizations that do not have a correct NDC listed on the claim.

## Discern Notification:

1. A Discern Notification is sent to the Ambulatory Operations Manager.
2. Access the Discern Notification tray and review any encounters that are assigned to you.

## To Modify an Immunization/Medication Administration:

Work with the Nurse/MA that documented the administration of the medication. They are the only one that will be able to "modify" and correct the item. To modify the administration of a medication or immunization, follow the below steps:

1. Navigate to the appropriate FIN.

- Note: Since the MA will not have the discern notification, the manager can email a list of encounters to the user, so the FIN can be 'copied and pasted' into Powerchart. This ensures the user is making the correction on the right FIN.

2. Select MAR from the Menu Bar.
3. Ensure your date filter is set appropriately so that the medication admin / immunization displays appropriately.

4. Within the MAR, scroll until you find the medication / immunization in question.
5. In the date column of the applicable Immunization/ Medication Admin, right-click and select Modify.

- For the Modify option to be available, you must right-click in the cell that has the charted details. Right-clicking anywhere else in this window will not provide you with the Modify option.


6. Enter the NDC in the following format to ensure proper billing.

- It should be noted that many National Drug Code (NDC) are displayed on drug packing in a 10-digit format. Proper billing of a National Drug Code (NDC) requires an 11-digit number in a 5-4-2 format. Converting National Drug Code (NDC) from a 10-digit to an 11-digit format requires a strategically placed zero, dependent upon the 10 -digit format. The following table shows common 10-digit National Drug Code (NDC) formats indicated on packaging and the associated conversion to an 11-digit format, using the proper placement of a zero. The correctly formatted, additional "0" is in a bold font and underlined in the following example. Note that hyphens indicated below are used solely to illustrate the various formatting examples for the National Drug Code (NDC).


## CONVERTING NDCs FROM 10-DIGITS TO 11-DIGITS

| 10-Digit <br> Format on <br> Package | 10-Digit <br> Format on <br> Example | 11 Digit <br> Format | 11 Digit <br> Format <br> Example | Actual 10- <br> digit NDC <br> Example | 11-Digit <br> Conversion of <br> Example |
| :---: | :---: | :---: | :---: | :---: | :---: |
| $4-4-2$ | $9999-9999-$ | $5-4-2$ | $\underline{\mathbf{0} 9999-9999-99}$ | $0002-7597-01$ | $\underline{\mathbf{0}} 0002-7597-01$ |
| $5-3-2$ | $99999-999-$ | $5-4-2$ | $99999-\underline{\mathbf{0} 999-99}$ | $50242-040-62$ | $50242-\underline{0} 040-62$ |
| $5-4-1$ | $99999-9999-$ | $5-4-2$ | $99999-9999-\underline{0} 9$ | $60575-4112-1$ | $60575-4112-\underline{0} 1$ |



