





**Quick Reference Guide** 



# Introduction to View Maste R

Welcome to PharMerica's ViewMasteRx portal. The portal allows you to easily track your medication orders, payor types, and charges. The simple navigation and dashboards make accessing your facility's information quick and easy.

### **Med Order Management**

Offers a snapshot of everything that is happening with your medications and orders.

### **Price Forecaster**

Provides an estimate of medication costs along with lower-cost alternatives for Med A and Med D coverage for current or new residents.

### **Census Management**

Offers convenient access to everything regarding your facility's census, such as demographics, allergies, payor information, and medications.

### **Reports**

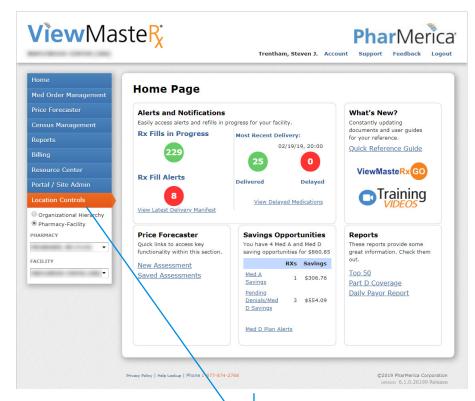
Allows you to view, create, and export reports from various areas of the site.

### **Billing**

Enables you to review current or pending charges as well as view, print, or export historical charges and invoices from the past 18 months.

### **Resource Center**

Provides access training rooms, P&P Manuals, and PharMerica University.







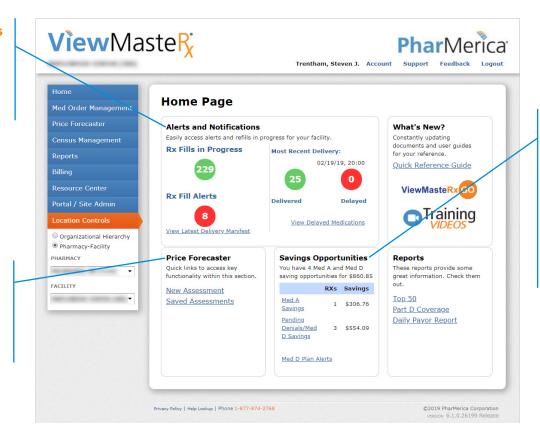
## **Home Page**

The ViewMasteRx Home Page is intuitively designed to meet your working needs with a dashboard that gives you quick and easy access to the tools used most.

### **Alerts and Notifications**

provides information on prescription fills in progress as well as delayed medications and Rx Fill Alerts.

Price Forecaster allows you to estimate med costs and find available lower-cost alternatives with new and saved assessments.



### **Savings Opportunities**

provides an overview of the amount of potential savings your facility could gain through Med A and Med D plans via therapeutic interchanges, prior authorizations, or plan changes.



## Med Order Management

Med Order Management offers a snapshot of everything that is happening with the medications and medication orders in the facility. The most relevant links and functions are placed on the dashboard.

#### **MED ORDERING**

Using the links under Med Ordering, you can order refills for residents, review any medication orders that were submitted, and view alerts.

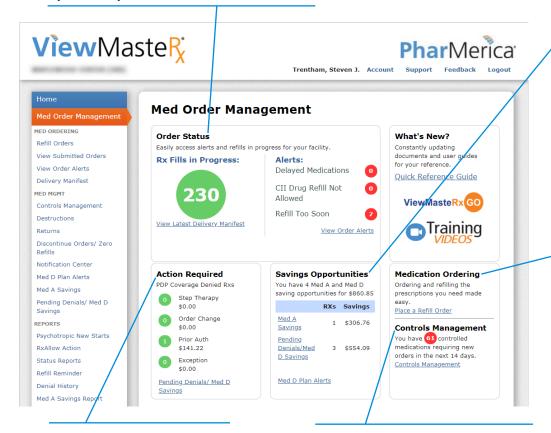
### **MED MGMT**

Under Med Mgmt, you can return medications that are no longer needed (such as when a resident is discharged) as well as destroy and discontinue medications.

### **REPORTS**

Using the links under **Reports**, you view medications that have not been filled in the last 30-60 days, check the status of resident medication orders, view controlled substances that are expiring, and set up email or fax reminders for refills.

Order Status provides alerts for Rx fills that require your attention or are in progress for your facility.



### Savings Opportunities

provides an overview of the amount of potential savings your facility could gain through Med A and Med D plans via therapeutic interchanges, prior authorizations, or plan changes.

### **Medication Ordering**

allows you to easily place a refill order for any medications that are available for refill.

Action Required clearly presents orders needing a physician response to be covered by a PDP.

Controls Management gives you a quick view of controlled meds needing a new order within 14 days.

### **Price Forecaster**

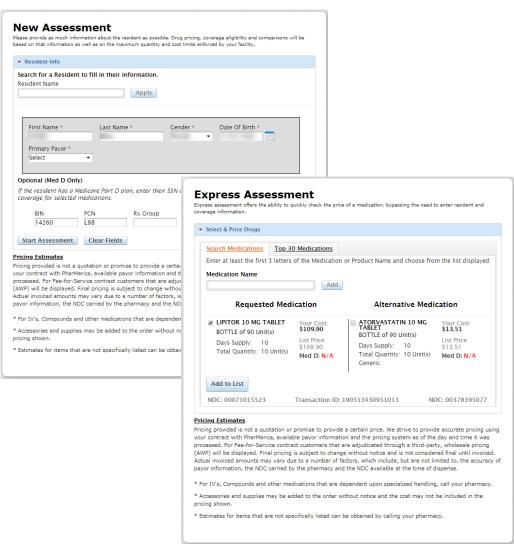
Price Forecaster is a tool that can be used to provide an estimate of medication costs along with lower-cost alternatives for Med A and Med D coverage for current or new residents.

### **Using Price Forecaster is easy:**

- You can search for existing residents or enter new resident information through the New Assessment functionality.
- You can also perform an Express Assessment to quickly determine the estimated cost and alternatives for a medication.

### You can benefit from using Price Forecaster:

- You can get an estimated medication cost before admitting a resident.
- You can use the Top 30 list for quick pricing based on the most commonly ordered drugs for your facility.
- Lower-cost alternatives are presented so you can see your cost savings.
- Med D and Per Diem eligibility is displayed so you know what will be covered.
- You can go back and edit or view any saved assessments that have been created at your facility without having to re-enter the resident information.





## **Census Management**

With Census Management, you are provided convenient access to everything regarding your facility's census, including demographics, allergies, insurance payor information, and medications.

### **RESIDENT PROFILES**

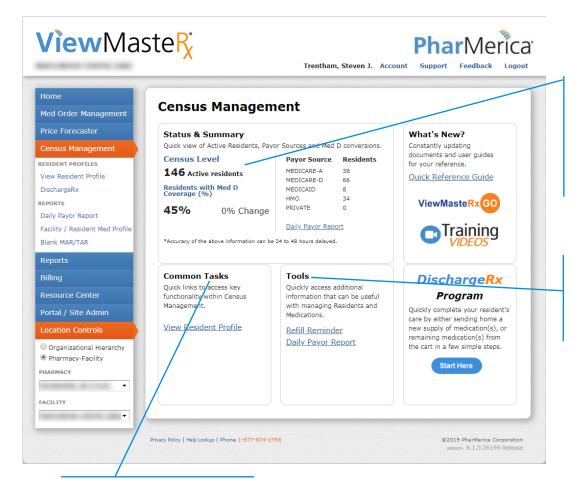
Using the links under **Resident Profiles**, you can view a particular resident's profile, which includes allergy, medication, responsible party, and physician information.

#### **REPORTS**

Using the links under Reports, you can review the medication history for a particular resident and view information about a particular facility and its residents. You can also view and print a MAR/TAR record for a resident, including: meds, administration, treatment records, standing orders, etc.

### **DISCHARGERX**

Have an upcoming discharging resident? Send your residents home with a 14-30 day supply of medications when they leave. We handle the billing and coordination of care. It's easy, so get started today!



**Status & Summary** 

provides a quick view of your facility's Resident Profile along with the payor or coverage mix for your residents.

The Tools link gives you quick access to reports that help you manage your residents and their medications.

Common Tasks provides links to key functionality, including resident information.



## Reports

With Reports, you have the ability to view, create, and export a variety of reports regarding residents and their medications, including resident plans and the top 50 medications being ordered.

#### **MEDICATION**

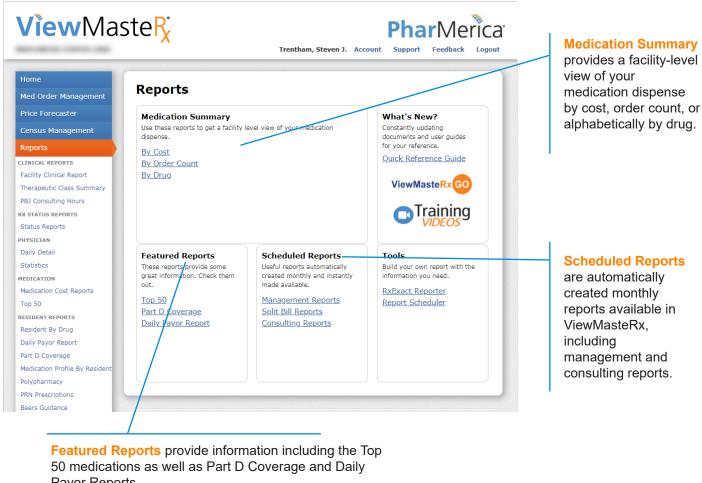
The links under **Medication**, provide you with information on the costs of drugs ordered and the Top 50 drugs ordered most often for your facility.

### **SAVINGS REPORTS**

Under Savings Reports, you can find recommendations for saving money on medication orders, including generic medication savings, and Med A Savings.

### SCHEDULED MONTHLY **REPORTS**

The links under Scheduled Monthly Reports will take you to reporting that is produced on a monthly basis, including split bill, consulting, and management reports.



Payor Reports.

# Billing

Within Billing, you can review your current or pending charges as well as view, print, or export historical charges and invoices from the past 18 months. Historical data can also be exported to an EMR/EHR tool.

#### **VIEW INVOICES**

Using the links under View Invoices, you can view, print, export, or download historical charges and invoices from the past 18 months.

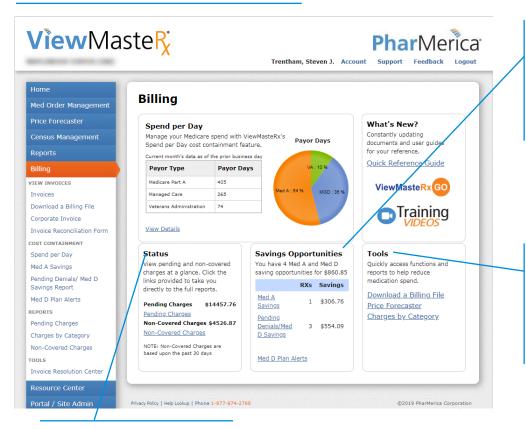
### **COST CONTAINMENT**

Under Cost Containment, you can view your Med A or Med D savings opportunities, your managed care payor type breakdown, and your spend per day.

### **REPORTS**

Under **Reports**, you can review any pending charges, including non-covered charges as well as charges by category

**Spend per Day** provides a breakdown of your facility's Med A, managed care, and VA residents.



Savings Opportunities

provides an overview of the amount of potential savings your facility could gain through Med A and Med D plans via therapeutic interchanges, prior authorizations, or plan changes.

Tools gives you quick access to functions and reports to help you reduce medication spend. You can Download a Billing File or View Charges by Category, as well as use the Price Forecaster tool.

**Status** gives quick and easy access to Pending Charges and Non-Covered Charges reports, with a summary of the charge amounts displayed for each.



### Resource Center

Resource Center provides access to PharMerica's training rooms, where you can find various training and formulary guides along with accredited Continuing Education courses through PharMerica University.

### TRAINING ROOM

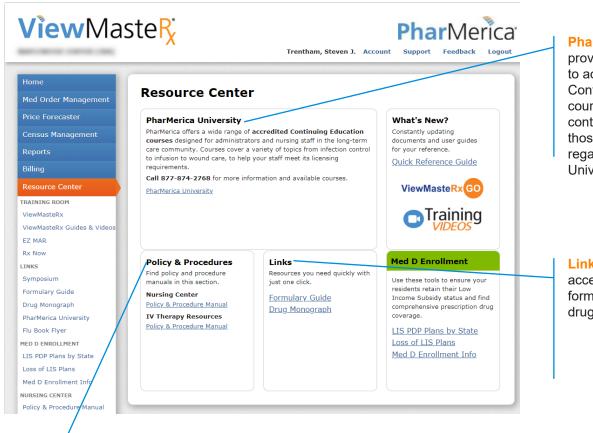
The links under **Training Room** provide you with
access to user guides and
other training materials for
ViewMasteRx, EZ-MAR and
Rx Now.

#### **LINKS**

Under Links, you can access information on symposia, formulary guides, drug monographs as well as the portal for PharMerica University.

### **IV THERAPY RESOURCES**

Under IV Therapy Resources, you can find resources from Infusion Nurses Society, Centers for Disease Control, OSHA and others.



**PharMerica University** 

provides easy access to accredited Continuing Education courses as well as contact information for those with questions regarding PharMerica University

Links gives you quick access to PharMerica's formulary guide and drug monographs.

Policy & Procedures provides quick access to useful P&P Manuals for Nursing Centers and IV Therapy.

