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Program Overview
The Nebraska PDMP is authorized by Nebraska Rev. Statutes §§ 71-2454 through 71-2455 to monitor the care and treatment of patient medications, provide information to improve the health and safety of our patients and help prevent the misuse of prescribed controlled substances.

The Nebraska PDMP is administered in collaboration between the Nebraska Department of Health and Human Services (DHHS) and the Nebraska Health Information Initiative (NEHII) to provide a medication query functionality available to all prescribers and dispensers in Nebraska at no cost to providers.

Patients cannot opt out of the Nebraska PDMP functionality, maintaining the most comprehensive medication data set possible. The data is available through a separate application tile on the NEHII HIE 2.0 dashboard.

Those who submit or receive information from the Nebraska PDMP must provide reasonable privacy protections in accordance with the Health Information Portability and Accountability Act (HIPAA).

About RxGov
RxGov is software that records and tracks medication dispenses including controlled and non-controlled prescriptions. Due to the possibility of misuse or abuse, controlled substances can present a hazard to the public. Most states have Prescription Drug Monitoring Programs (PDMPs) that seek to reduce the misuse or abuse of controlled substance prescriptions. PDMPs can use RxGov to monitor the prescribing and dispensing of controlled substances in their state. Nebraska requires pharmacies and other dispensers to submit information on all dispensed prescriptions daily to provide a comprehensive medication history to improve patient safety.

RxGov is designed to be a comprehensive system. It facilitates communication between multiple user groups to ensure patient confidentiality, data security and the presentation of accurate information. It does all this in an online environment that does not require any special hardware or software, allowing a user to access their account anywhere they have access to the internet.

How Does RxGov Work?
RxGov works by being a universal point of contact at all steps of the prescription dispensing process.

When a patient visits a health care provider and the provider considers prescribing a controlled substance or other prescription for a patient, the provider may first review the PDMP to manage the benefits and risks of controlled substance medications and identify potentially harmful drug interactions.

Before dispensing a prescribed controlled substance, a pharmacist may review the PDMP and verify that there is not a likelihood of misuse or abuse by the patient.

By submitting data for a dispenser or group of dispensers daily, a data submitter keeps the RxGov database current and ensures that the data reviewed by health care providers and dispensers is accurate.
Request PDMP Access

For prescribers, dispensers (i.e. pharmacists) or designees to gain access to view the PDMP, they must complete the steps below.

2. Select PDMP Access.

3. Watch the training video.
4. Complete the PDMP User Access and Training Acknowledgement Form.

5. This access request will be reviewed and, when approved, the prescriber, dispenser or designee will receive an email from noreply_provisioning@optum.com to complete their account setup.
Getting Started

1. Please bookmark https://nehii.org/ and select **PDMP Login**.

![Image of Nebraska Health Information Exchange](image1)

2. Sign into the Optum Landing Page with your Optum ID

   **Sign In With Your Optum ID**

   ![Sign In Form Image](image2)

   - Optum ID or email address
   - Password
   - Sign In

   **Additional options:**
   - Manage your Optum ID
   - What is an Optum ID?

   **Forgot Optum ID** | **Forgot Password**

3. Select the PDMP tile

 ![Link Image](image3)

   - Optum™ Data Exchange HIE 2.0
   - Nebraska PDMP

   **CONTACT US:**
   - Phone: 402-506-9900
   - Email: support@nehii.org
Clinician Menu

The Clinician Menu provides easy access to RxGov tools for managing PDMP compliance and PDMP prescriptions. It defaults to the Patient Query screen. For optimal results, RxGov should be run on a PC with the window maximized to full screen.

Please note that not all Left Menu items are available to all Clinicians but rather items are based on the type of registration through DHHS (e.g. pharmacist will not see Prescriber Insights).

Manage Delegators/Delegates

Prescribers and Prescriber Delegates; Dispensers and Dispenser Delegates can establish relationships that allow the delegate to manage patient queries and prescription notifications on the delegators behalf.

Nebraska statute uses the terms Designator and Designee, but RxGov uses the terms Delegator and Delegate. For the purposes of this document, **Designator = Delegator** and **Designee = Delegate**.

To set up a relationship, both the Delegator and Delegate must be registered and authorized to use the PDMP.

**Add a Delegate/Delegator**
1. Select *Manage Delegates* from the Left Side Menu.
2. Select *Add New Delegate or Delegator*. 
3. Search for the delegate/delegator by *partial or complete first/last name or email*. If the delegate/delegator is not found in this search, make sure he/she has completed the PDMP registration process before proceeding.

4. Select the intended delegate/delegator from the list by clicking anywhere in the row. The delegate/delegator’s information will display below.

5. Select *Make Delegate* or *Make Delegator* in the right-hand corner.

6. The Delegator will select a date for the relationship to end (function only available to Delegators).

7. Select *Confirm*.

8. The delegate/delegator request must be accepted by their counterpart to complete the process.

9. Delegates can then view the PDMP on the delegator’s behalf.
Delegate/Delegator Accepts Invitation
1. Select *Manage Delegates* or *Manage Delegators*.
2. Relationship can be sorted by selecting the row header.
3. Select the intended delegate/delegator by clicking anywhere in the row.
4. Select *Activate* in the right-hand corner.
5. Confirm your decision to activate the relationship.

Delegate switching between Delegators
If a delegate has more than one delegator relationship, the delegate must indicate the clinician by which they are being supervised. This is done by switching between delegators either at logon or during Patient Query.

1) Click the Clinician name displaying to the right of “on behalf of” on the top menu bar.
2) The screen that the Delegate initially used to complete their log on will appear again to change the Clinician.
3) Select and highlight the Delegator and click on **Select Delegator**.
   a. Note that the relationship is not just between the Delegate to Delegator but specifically the Delegator and at the designated Organization.

4) The new prescriber name will now appear in the top menu to the right of “on behalf of.”

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**Deactivating a Delegate/Delegator, Editing Expiration Date**

1. Select *Manage Delegates* or *Manage Delegators*.
2. Relationship can be sorted by selecting the row header.
3. Select the intended delegate/delegator by clicking anywhere in the row.
4. Delegators may select either *Edit Expiration Date* or *Deactivate* to terminate the delegate relationship.

5. Delegates may only *Deactivate* the relationship.

6. Please confirm the Deactivation of the delegate/delegator.

7. If a delegator does not change the delegate expiration date, the relationship will expire.

8. If a delegate/delegator relationship has expired, the status will become Active – Expired.

9. To make this relationship active again, the Delegator must select the Delegate and *Edit Expiration Date*. 
10. Enter an expiration date in the future and then select Save.

**Confirm Expiration Date**

Enter new Expiration Date or leave blank for no expiration.

Expiration Date
04-20-2023

11. Delegator will see a notice that the Delegate’s status has changed to Active.

**Status Changed**

Expiration Date for Delegate Clara Barton has been successfully changed.

12. The relationship is now Active and the delegate can resume patient queries under the delegator.
Patient Query

Clinicians can view medications dispensed to individual patients by performing a query within the PDMP. Dispense detail results are available to view, download, or print. If no dispenses are found, RxGov will display the message “Query returned no results.” For individuals not found in RxGov, the message displayed will be “No patients found.”

The Query function is the same for Prescribers/Dispensers and their Delegates with the exception that a Delegate must have an assigned Delegator to view PDMP data. See the Manage Delegator/Delegate section.

Searching for a Patient

1) First and Last Names are required
   a) A search of partial name is allowed, however full name is encouraged to provide the most accurate results.
      a) To enter a partial name search, a wildcard (i.e., asterisk (*)) must be entered.
      b) Selecting the option of “Search any first and last name combinations” will search for first and last names that may be entered by dispensers in reverse order (e.g., Clark Kent and Kent Clark)
2) Date of Birth is optional for search criteria but is highly encouraged to provide accurate results.
3) Patient Query searches are limited to 10 results, so the system may give you a message to make your search more specific if too many potential patient matches are found.
4) Patient dispenses can be filtered to view only Human or Non-Human dispenses. The default setting is to view All. To select a different option, click on the circle to the left of the desired filter.
5) Enter required fields and Select Submit.
6) Results will appear in the lower half of the screen.

7) If multiple patients potentially meet your search criteria they are displayed in a Picklist. (Please note: the icon in the Species column will indicate if the patient is a veterinary patient or a human patient.)
   a) Select “Display All” to choose all the listed patients in the search.
   b) Select specific patients within the list to restrict the view to only certain patients.
   c) If the clinician feels the patients displayed in the picklist are the same person, the clinician may request that the patients be merged.
      i) To do this, select the desired patients from the picklist and then select Flag for Merge.

      ii) The clinician must provide a comment to be reviewed by the Administrator; then select Submit.
8) Patients who have dispenses for pets
   a) The pet may be listed within the patient picklist or you may need to search by the pet’s name depending on how the pharmacy enters the pet’s first name.
   b) If the patient is an animal, the Species field will display a Paw Print (shown below).
   c) Clinicians can choose to include or exclude veterinarian dispenses by changing the select from "All" to "Human or Non-Human" in the Species filter (shown below).

9) When variations of patient information exist but the identity of the patient has been confirmed, these accounts will be automatically linked.
   a) This is indicated by a "+" plus sign beside the patient’s name.
      i) Select patient’s name to expand the patient detail screen where you will see a list of any previously linked/merged patient information.
10) Results are displayed in the Patient Information section.
   a) The default time-frame displays the last 6-months of dispenses.
      i) Clinicians may filter the time-frame to 3, 6, or 12-months.
   b) Columns may be sorted by selecting the column header.
      i) An arrow will appear to sort (example: Date Filled will sort chronologically).
   c) Collapse/expand
      (1) Dispenses that match generic name, strength and dosage form are grouped together to collapse
          to yield more concise and readable results.
      (2) Dispenses collapsed into one line are indicated by a + to the left of the medication dispense line.
   d) To review all dispenses of this medication, select the + sign.
12) To view/see more detailed information, select anywhere on a dispense row to open the **Dispense Details**.

c) This displays the information reported by the pharmacy or other dispenser.
Patient Relationships

The Relationships tab displays how many prescribers and dispensers the patient has visited within the time-frame selected within the Patient Query.

1) Select the Relationships tab from the Patient Query/Dispense Details section

2) To restrict the view to only controlled substance dispenses, check the box next to "Show only compliance dispenses" above Dispenser Relationships.
3) Check the box next to **Grid View** to view the information in a table format.

![Grid View](image)

**Patient Notifications within Patient Query**

Notifications for prescriptions dispensed to the patient selected from the query results are available to view in the **Patient Notifications** tab. For additional information on Notifications, see **Prescription Notifications**.

![Patient Information](image)

Prescription Notifications can alert a prescriber to a selected patient’s prescription activity. This assists prescribers in monitoring both their own prescribing as well as other dispensed prescriptions the patient has received.

There are four Notification Types:

- New prescriptions dispensed from any prescriber, including the prescriber
- New prescriptions dispensed by the prescriber only
- New prescriptions dispensed from any other prescriber only
- New prescriptions dispensed from a new dispenser
1) To create a notification for a patient, click the **Create New Prescription Notification** button.

2) A pop-up screen will appear to select the **Notification Type** and set the number of months expiration for the notification to be active.

3) Select the notification type from the dropdown menu.

4) Set the number of months for the notification. The default number of months is 6, but that can be changed by clicking in the box and either typing in a new number or using the up/down arrows to select a different number of months.

5) Click the **Add Notification** button.

6) Notifications created are visible in **Prescription Notifications**.
Query History

Query History is a log of all recent queries, whether performed by the Delegator or the Delegate. Clinicians may use the Query History as a quick method to repeat patient searches.

1) Delegators can track the date/time that a delegate viewed a patient.
2) To re-run a query, click anywhere on the line and then select Submit.

Interstate Data Sharing

With interstate data sharing, clinicians can conduct a more thorough medication history review by expanding their search in the PDMP to query other state data.

From the Patient Query tab, input the first and last name of the patient (must include date of birth) and select the desired state in the “Additional States to Query” field. Click submit.
“Show Interstate Data” should be auto-selected.

Medications from other states are indicated in the “State” column.
Clinical Alerts

There are three clinical alerts that may be triggered when performing a patient query:

1) Morphine Milligram Equivalent (MME) Assessment
2) Multiple Provider Episodes
3) Overlapping Benzodiazepine/Opioid Prescriptions

Hovering over the alert will present basic information about the alert and provide useful links. Clicking on the alert will produce more detailed information specific to the patient including interactive graphs.

If an alert is triggered (positive) the alert turns red instead of green:
Morphine Equivalents

1) MME converts the strength and amount of a prescribed opioid into an equivalent amount of morphine in milligrams.

2) MME Alert – PDMP Portal
   a. The MME Alert in the PDMP portal displays the average MME for the previous 7-days.

3) MME Drill Down – PDMP Portal
   a. In the MME Alert drill-down there is an option to toggle the last 30-days or 7-days filter on the upper right-hand corner.
   b. The bar graph is an interactive graph and clicking on the bars will expand its respective details.

4) MME Alert – HIE Medication History
   a. The MME Alert in the HIE displays the average MME for the previous 90-days
   b. The # of days the MME has been over 90 within the previous 90-days
   c. The highest MME value within the previous 90-days
**Multiple Provider Alert**

1) The multiple provider alert is triggered when there are dispenses by 5 or more prescribers or pharmacies within the last 180-days (6-months)
   a) Multiple provider episode alerts are accompanied by two boxes in which the top represents prescribers and the bottom represents pharmacies.

2) Multiple Provider Drill Down
   a) Click on the alert to view the report.
   b) See the upper right-hand corner to toggle between viewing the last 3 or 6 months of data.

   ![Multiple Provider Episodes](image)

   **Select Time Period:**
   - Last 3 Months
   - Last 6 Months

   c) There is the option to expand or collapse the provider details.

**Multiple Provider Episode Alert Report - Last 6 Months**

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<tr>
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<td>Kevin's Pharmacy</td>
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<td>Newbie Pharmacy</td>
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<table>
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<tr>
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<td>Greene, Hershel</td>
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<td>House, Gregory</td>
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<tr>
<td>Howser, Doogie</td>
</tr>
<tr>
<td>Welby, Marcus</td>
</tr>
</tbody>
</table>
Opioid/Benzo Overlap Alert

1) The overlapping prescriptions alert will display overlapping opioid and benzodiazepine therapy within the last 45 days. If there is an overlap in dispense days for opioids and benzos, the alert turns red and states ‘Yes’.

2) Click anywhere on the interactive graph to expand a more detailed table that will appear below the line graph.
   a) In both the line graph and the details table, opioids are represented in red and benzodiazepines in blue.
Self-Audit

The **Self-Audit** screen displays a list of a Prescriber’s dispensed prescriptions within a range of up to 120 days.

1) The range can be filtered by a different time period using the dropdown on the right side of the screen.

2) Columns can be sorted by clicking into the header and clicking on the white arrow that appears.

3) Each line provides basic details of the prescription. To view additional patient and dispense details, click the row displaying a dispensed prescription. A **Dispense Details** pop-up will appear:
Prescription Notifications

Prescription Notifications allows Prescribers to view and manage notifications and notification alerts for an individual patient dispense activity.

1) Prescription Notifications defaults to the Notifications tab. The default page view shows all notifications received within the past 30 days for Active patient prescription notifications.
   a. Notifications can be filtered by Notification Status: All Statuses, Active, Expired, or Dismissed.

2) Notifications can be viewed for the period of the past 30, 60, 90, or 120 days by using the dropdown menu for Days Back on the right side of the screen.

3) Notifications can be marked as read or unread using the Mark As Read or Mark As Unread buttons in the left-hand corner at the top of the notifications list by clicking the checkbox to the left of the notification and clicking the appropriate button.
4) Notifications can be dismissed by clicking the checkbox to the left of the notification and clicking the **Dismiss** button in the left lower corner of the page.

![Dismiss button](image)

**Note:** Clicking the checkbox on the top row above the list of notifications will select all visible notifications for inclusion in the actions described above.

5) The second tab in **Prescription Notifications** is the **Notification Rules** tab. This provides the ability to view and manage patient prescription notifications created through Patient Query.

![Notification Rules tab](image)

6) Prescribers can choose to receive email notifications **Immediately**, **Daily**, **Weekly**, or **Never** using the dropdown menu.

![Notification information](image)

7) Notification Rules can be edited by clicking on the pencil icon at the end of each row.
8) An **Edit Prescriber Notification Rule** popup will appear.

   ![Edit Prescriber Notification Rule](image)

   a. Change **Notification Type** using the dropdown menu.
   b. Change duration of notification by typing a different number in the **Expires in (Months)** box or use the up/down arrows to set a different length of time for the notification.
**Tickets**

Tickets (i.e. Patient Merge requests) may be monitored in the Tickets section.

1) If a ticket was created in error, and an Administrator has not already processed the ticket, a clinician may choose to **Rescind** the ticket by selecting the box to the left of Rescind and then confirming by selecting the Rescind in the bottom right corner.

2) The number of tickets displayed in the Tickets list may be limited by using the Ticket Status sort field on the upper right side.

3) When an Administrator Approves, Closes, or Rejects ticket requests, the Resolution status and Administrator Comments are available for the clinician’s review.
Prescriber Insights

Prescriber Insights is a tool that is still under development but provides valuable information regarding the prescriber’s prescribing and patient usage patterns for selected PDMP focus topics. The view defaults to the month before the current month.

1) There are two ways to change the reporting month.
   a. Clicking on the month dropdown will allow for selection of a different month
   b. The link to the right of the month can be clicked for a Month Year.

2) The Prescriber Identifier number(s) can be displayed by checking the box.
3) PDMP Utilization is set for 7 days.

a) The information icon can be clicked to reveal more information.
Document Information

Version History

The version history records the publication history of this document.

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Change Log

The change log records the changes and enhancements included in each version.

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<td>Manage Delegates, Patient Notifications, Tickets, Provider Insights</td>
<td>Sections added or expanded to capture new features and functionality. * Note Delegate now able to initiate relationship with delegator.</td>
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<td>Sections added to capture new features and functionality.</td>
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