

LOOK UP INFORMATION ABOUT AN RX DRUG, OTC, HERBAL OR NUTRITIONAL PRODUCT

DRUG INFORMATION	DRUG PRODUCTS	PATIENT EDUCATION	CLINICAL TOOLS	TUTORIAL/ HELP
MONOGRAPHS OVERVIEWS INDEX SEARCH ADVANCED SEARCH				

1. Click on the **Drug Information** tab and then select the **Monographs** subheading.
2. On the right side of your screen, type a **Drug Name** (brand or generic: Rx, OTC, herbal or nutritional) in the Search box, and click the **Search** button.
3. From the list of matches appearing below the Search box, click on a product of interest to go to its monograph.

TIP: If you are unsure of the spelling, type the first 2 characters to see an *alphabetical* list. Type 3 or more characters to see all drug names that *contain* those characters, e.g., “lol” for a list of beta blockers.

FIND DRUGS BY MEDICAL CONDITION, ADVERSE REACTION, CLASSIFICATION, ETC.

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Use to make lists of drugs for a specific indication, adverse reaction, contraindication, cost, or classification. For example: “Create a list of all drugs used to treat diabetes mellitus.”

1. Click on the **Drug Information** tab and then select the **Index Search** subheading.
2. From the drop-down menu on the right side under **Indexes**, select **Indications**.
3. Type “diabetes” in the Search box, click on **Search**, and then click on **diabetes mellitus**.
4. Click on a drug name from the list provided to go to its monograph. (You can choose to link to description or dosage.)

OPTION: After Step 2, instead of typing “diabetes,” use the drop-down alphabetical menu to select the letter “D,” scroll down to diabetes mellitus, and click on it for a list of drugs, herbal and nutritional products.

FIND DRUGS THAT MEET MULTIPLE CLINICAL CRITERIA

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Use for compound searching, e.g.: “What drugs can safely be used to treat hypertension in a renally impaired patient?”

1. Click on the **Drug Information** tab and then select the **Advanced Search** subheading.
2. On the right side, make sure the drop-down box shows **Indications**. Type “hypertension” in the Search box and click **Search**.
3. From the list of matches provided, click in the **box** beside hypertension (not the term itself).
4. Go to the drop-down menu above the Search box and select **Contraindications**. Type “renal impairment” and click **Search**, then click in the **box** beside renal impairment (not the term itself).
5. Go to the **left side of your screen** and use the **drop-down menu** after Contraindications/precautions to change from **contains** to **does not contain**.
6. Click the blue **✓ Report** button at the top left to generate a list of drugs; click on any drug to see its monograph.

MAKE A TABLE TO COMPARE DRUGS FOR TREATING MEDICAL CONDITIONS

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MONOGRAPHS OVERVIEWS DRUG COMPARISONS				

1. Click on the **Drug Information** tab and then select the **Drug Comparisons** subheading.
2. On the right side, select **Drug Names** from the drop-down menu. **Enter a drug name** in the Search box & click **Search**.
3. From the list of matches provided, click in the box beside your choice. That drug will then appear on the left side.
4. Repeat steps 2 and 3 to add all drug names desired for your report.
5. From the drop-down menu on the right side of your screen, choose the comparison criteria for your table: **Indications**, **Contraindications**, **Interactions**, OR **Adverse Reactions**. Enter your term (e.g., hypertension) and click **Search**.
6. From the list of matches provided, click in the box beside your choice, which will then appear on the left side.
7. Repeat steps 5 and 6 to add all clinical criteria desired for your report. Then click the blue **✓ Report** button at the left.

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SCREEN MULTIPLE DRUG PRODUCTS FOR INTERACTIONS OR ADVERSE REACTIONS

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DRUG INTERACTIONS ADVERSE REACTIONS IV COMPATIBILITY				

1. Click on the **Clinical Tools** tab and then select the **Drug Interactions OR Adverse Reactions** subheading.
2. On the right side, enter a Drug Name (brand or generic: Rx, OTC, herbal or nutritional) in the box under **Enter drug name**, and click Search. For Drug Interactions, you can search for **multiple drugs** in one step by using “OR” (in uppercase) to connect your search terms. For example, enter “warf OR cimet” to find both warfarin and cimetidine.
3. From the list of matches, click in the **box** beside your choice(s). Your selections will then appear in the left side.
4. Repeat steps 2 and 3 to add all products desired for your report. The report will automatically screen for caffeine, food, alcohol, grapefruit juice, tobacco and enteral feedings, unless you click in the box beside each option to deselect it.
5. Click on the blue **✓ Report** button at the top left.

REVIEW COMPARISON TABLES FOR THERAPEUTIC EQUIVALENTS

DRUG INFORMATION	DRUG PRODUCTS	PATIENT EDUCATION	CLINICAL TOOLS	TUTORIAL/ HELP
PRODUCT INFO PRODUCT ID PRODUCT COMPARISON DRUG PATENTS				

1. Click on the **Drug Products** tab and then select the **Product Comparison** subheading.
2. For a **Brand Name** comparison, enter a Drug Name in the search box on the right side of your screen, and click on **Search**.
3. The left side of your screen will display matching products. Click on a product name to view comparison tables.

OPTION: Use the drop-down menu to create tables by **Classifications, Ingredient, Orange Book Ratings, NDC Number, or Multivitamins**. OR, click the **Commonly Requested Tables** link above the drop-down menu.

IDENTIFY UNKNOWN DRUGS BY MARKING, COLOR, SHAPE, ETC.

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PRODUCT INFO PRODUCT ID PRODUCT COMPARISON DRUG PATENTS				

1. Click on the **Drug Products** tab and then select the **Product Identification** subheading.
2. In the Search box on the right side, type the drug’s full or partial **Imprint/Marking** (if available, e.g., “3105” for DISTA 3105) and click **Search All**. From the list of results provided, click in the box beside your choice.
3. Then click on the blue **✓ Report** button at the left to view a list of matches. For each match, click the **camera icon** to see a **drug photo** that you can compare to your drug.
4. If needed to narrow your search, repeat steps 2-3 using other characteristics, such as the drug’s **Color** or **Shape**.

OPTION: Instead of typing, use the **drop-down menu** above the Search box to see lists of Colors, Shapes, Markings, etc.

VIEW AND/OR PRINT PATIENT EDUCATION HANDOUTS

DRUG INFORMATION	DRUG PRODUCTS	PATIENT EDUCATION	CLINICAL TOOLS	TUTORIAL/ HELP
DRUG INFO HANDOUTS DISEASE INFO HANDOUTS CONSUMER DRUG INTERACTIONS				

1. Click on the **Patient Education** tab and then select the **Drug Info Handouts** subheading.
2. On the right side, type the **Drug Name** in the Search box under “Enter Drug Name,” and click **Search**.
3. From the list of matches appearing below the Search box, click on a product of interest. Next, click on a dosage form.
4. The patient education information will appear on the left. To print a **single sheet**, click “**Print**” on the left.
5. To print **multiple sheets** and/or to add a **custom header**, click on “**Add to Print List**” on the left.

PRINT MONOGRAPHS OR OTHER INFORMATION

1. To print a drug’s **monograph**, click the **Print Icon** on the left side of your screen (within the monograph).
2. This will generate a list of options on the right side. Click on the **box** beside each item you wish to print (e.g., Classifications, Patient Education, etc.), then click on **Submit**.
3. Click “**Print**” on the left side of your screen to go directly to your printer’s dialog box.

OPTION: Many screens now have a **quick “Print” link**. OR, you can click on the left or right side of your screen, then use your browser’s print command.

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