

Pyxis® Tips

1. Log in: First initial of first name and your full last name:
Ex. SWHITE
2. Everyone's password for initial log in is 1234. This **MUST** be changed after you register your fingerprint. You will need to register your fingerprint four (4) times the first time you access the machine.
3. Log back into the machine.
4. Choose "user menu" and "change password"; password must be at least 4-8 characters.

Narcotics

5. When removing a narcotic, the machine asks for the count in the draw **BEFORE** you remove your dose, not after.
6. Narcotic keys (PCA / epidural / refrigerator) are in the machine. Select patient's name, override meds, narcotic keys and remove. You **MUST** return the keys using the return function as soon as you are done with them.
7. Narcotic drips are inventoried via the Pyxis machine. To remove a narcotic drip:
 - a. Select patient name
 - b. Override medications
 - c. Remove narcotic keys from Pyxis
 - d. Remove narcotic drip from the refrigerator
 - e. Select patient name
 - f. Override medication
 - g. Select drip; these will be listed by medication and the amount of medication in the drip, e.g., morphine 100mg/100ml
 - h. Enter count of these specific drips when prompted
8. Narcotic counts are done every 24 hours by 2 RNs. Use the "inventory" button and choose all of the controlled substances only, then press inventory selections on the bottom left corner.
9. Prescription pad: now in "sheets" not pads. Look at the number on the script (to the right side) of the first script and the last script. Subtract the two and it will give you the approximate number of scripts.

E.g. First script number is 200
 Last script number is 205
 You have approximately five (5) scripts in the pad

Stock Meds

10. OVERRIDE medications = stock meds and include all injectable narcotics, emergency meds (e.g., epinephrine, atropine) narcotic keys (PCA / epidural / refrigerator) and prescription pads. Review your override lists on your units.
11. To access OVERRIDE meds:
 - a. Remove
 - b. Patient name
 - c. Override meds button on the bottom of the screen, then choose the medication you need.

Steps for Troubleshooting Pyxis

1. Check the step-by-step user manual attached to each machine.
2. Consult with charge nurse or coworkers.
3. Call Pharmacy