

# Pak-EDGE Packager Procedures

When adding a new drug to the library, add in the following format:

NDC = How the NDC appears on the bottle

Drug ID = NDC # in the 5, 4, 3 format with dashes

Line 1 = Generic Name

Line 2 = Brand Name, if the drug is the generic you need to add

USE FOR in front of the Brand Name. If a Generic drug without a Brand name, list Generic Name on line 1 only. DO NOT REPEAT on line 2.

Line 3 = Strength

### Edit Drug

Product	BENZONATATE 100 MG CAPSULE
NDC	69387-119-01
Drug ID	69387-0119-01
Line 1	BENZONATATE
Line 2	USE FOR TESSALON PERLE
Line 3	100 MG CAPSULE
Line 4	
Line 5	
Manufacturer	BANNER LIFE SCI
Control	
Comment	
Comment2	
Class	
Shelf Life	<input checked="" type="checkbox"/> Use Default      Days <input type="text"/>
Template	<input type="text" value="_Standard Template"/> <input type="button" value="Customize"/>
Barcode	<input type="text" value="Drug ID"/>
Barcodes used to recall products (enter one per line)	<input type="text"/>

**BENZONATATE**  
USE FOR TESSALON PERLE  
**100 MG CAPSULE**

Exp: 01/26/2016  
Lot# Loc Lot#  
Mfg: BANNER LIFE SCI

69387-0119-01  
IREDELL MEM. HOSPITAL

IMAGE NOT AVAILABLE

Notice the template is \_Standard Template.

Example of a control drug from a bulk bottle built in the library.

Notice the template is Control Template which adds the CV to the package.

### Edit Drug

Product	DIPHENOXYLATE-ATROPINE 2.5-0.025 MG TABL
NDC	0378-0415-01
Drug ID	00378-0415-01
Line1	DIPHENOXYLATE-ATROPINE
Line2	USE FOR LOMOTIL
Line3	2.5-0.025 MG TABLET
Line4	
Line5	
Manufacturer	MYLAN
Control	V
Comment	
Comment2	
Class	
Shelf Life	<input checked="" type="checkbox"/> Use Default      Days <input type="text"/>
Template	Control Template <input type="button" value="Customize"/>
Barcode	Drug ID <input type="text"/>

Barcodes used to recall products (enter one per line)

<input type="text"/>
----------------------



side1: M 15  
color: white  
shape: round



## Flag Labels from Ricky

When adding a new drug to the library, add in the following format:

NDC = How the NDC appears on the bottle

Drug ID = NDC # in the 5, 4, 3 format **without** dashes

Line 1 = Generic Name


Line 2 = Brand Name, if the drug is the generic you need to add

USE FOR in front of the Brand Name. If a Generic drug without a Brand


Line 3 = Strength

### Edit Drug

Product	BICALUTAMIDE 50 MG TABLET
NDC	0904-6019-46
Drug ID	00904601946
Line1	BICALUTAMIDE
Line2	CASODEX
Line3	50 MG TABLET
Line4	
Line5	
Manufacturer	MAJOR PHARMACEU
Control	
Comment	
Comment2	
Class	
Shelf Life	<input checked="" type="checkbox"/> Use Default      Days <input type="text"/>
Template	TTFLAG 4 labels <input type="button" value="Customize"/>
Barcode	Drug ID <input type="text"/>
Barcodes used to recall products (enter one per line)	<input type="text"/>

**BICALUTAMIDE**  
**50 MG TABLET**  
Exp:01/26/2016  
Lot#Loc: Lot#  
  
00904601946

side1: B 50  
coating: film-coated  
color: white  
shape: round



This will be our most used label.

Notice the template used is the TTFLAG 4 labels which are the tadpole labels we used to use with the McKesson Printer.

## Flag Labels from Ricky

Here is an example of a Control Drug that is built in the library.

Notice the template selected is TTFLAG 4 label Control which adds the C2 to the label.

### Edit Drug

Product	BUPRENEX 0.3 MG/ML AMPUL
NDC	12496-0757-5
Drug ID	12496075705
Line1	BUPRENORPHINE HCL
Line2	BUPRENEX
Line3	0.3 MG/ML AMPUL
Line4	
Line5	
Manufacturer	RECKITT BENCKIS
Control	III
Comment	
Comment2	
Class	
Shelf Life	<input checked="" type="checkbox"/> Use Default      Days <input type="text"/>
Template	TTFLAG 4 label Control <input type="button" value="Customize"/>
Barcode	Drug ID <input type="text"/>
Barcodes used to recall products (enter one per line)	




## Flag Labels from Ricky

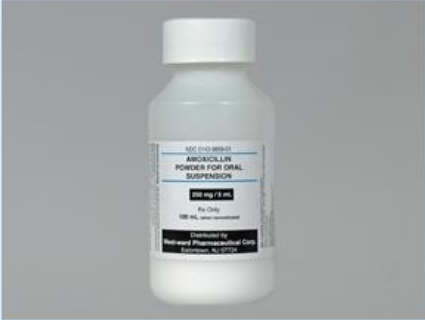
This is an example of an oral liquid that will be pulled up in a syringe. This label should **only** be used for labeling syringes.

Notice the template is Clear Flag 3.5in x 1 in

### Edit Drug

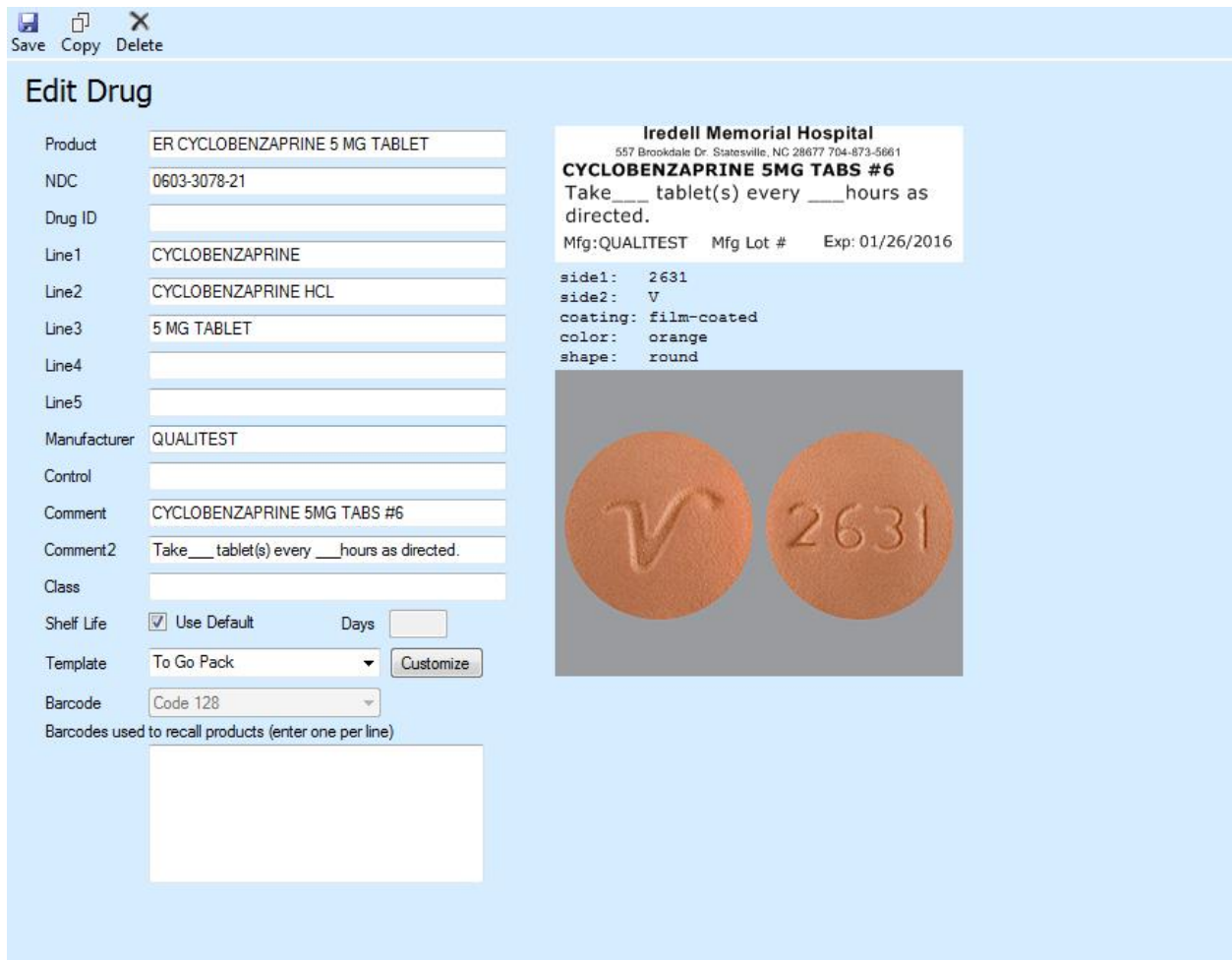
Product	AMOXICILLIN 250 MG/5 ML SUSP
NDC	0143-9889-01
Drug ID	00143988901
Line1	AMOXICILLIN ORAL SOL
Line2	
Line3	250 MG/5 ML
Line4	
Line5	
Manufacturer	WEST-WARD, INC.
Control	
Comment	
Comment2	
Class	
Shelf Life	<input checked="" type="checkbox"/> Use Default      Days <input type="text"/>
Template	Clear Flag 3.5in X 1in <input type="button" value="Customize"/>
Barcode	Drug ID <input type="text"/>
Barcodes used to recall products (enter one per line)	
<input type="text"/>	





## Labels from FRED

TO GO PACK Labels should all be built in the library. However, if you need to build one you can go to the library and copy an existing item.



Save Copy Delete

### Edit Drug


Product	ER CYCLOBENZAPRINE 5 MG TABLET
NDC	0603-3078-21
Drug ID	
Line1	CYCLOBENZAPRINE
Line2	CYCLOBENZAPRINE HCL
Line3	5 MG TABLET
Line4	
Line5	
Manufacturer	QUALITEST
Control	
Comment	CYCLOBENZAPRINE 5MG TABS #6
Comment2	Take ___ tablet(s) every ___hours as directed.
Class	
Shelf Life	<input checked="" type="checkbox"/> Use Default Days <input type="text"/>
Template	To Go Pack <input type="button" value="Customize"/>
Barcode	Code 128 <input type="text"/>
Barcodes used to recall products (enter one per line)	<input type="text"/>

**Iredell Memorial Hospital**  
557 Brookdale Dr. Statesville, NC 28677 704-873-5661

**CYCLOBENZAPRINE 5MG TABS #6**  
Take \_\_\_ tablet(s) every \_\_\_hours as directed.

Mfg:QUALITEST Mfg Lot # Exp: 01/26/2016

side1: 2631  
side2: V  
coating: film-coated  
color: orange  
shape: round



Select the Copy function above Edit Drug. You will need to rename your label to match the drug you are adding. Then replace the appropriate fields to match your medication, and then save your new label.

**Notice the template is TO GO PACK.**

## Labels from FRED

This is another example of the white label from Fred used for To go packs.

Notice the template is Plain Label.

### Edit Drug

Product	LET TOP SOLUTION 5ML	LET TOP SOLUTION 5 ML
NDC		LIDOCAINE 2% VISCOUS 2.5ML
Drug ID		EPINEPHrine 1:1000 1.25 ML
Line1	LET TOP SOLUTION	TETRACAINE 0.5% 1.25 ML
Line2	5 ML	Mfg Lot # Exp: 01/26/2016
Line3	LIDOCAINE 2% VISCOUS 2.5ML	
Line4	EPINEPHrine 1:1000 1.25 ML	
Line5	TETRACAINE 0.5% 1.25 ML	
Manufacturer	QUALITEST	
Control		
Comment	BATCH#	
Comment2		
Class		
Shelf Life	<input checked="" type="checkbox"/> Use Default	Days <input type="text"/>
Template	Plain Label	<input type="button" value="Customize"/>
Barcode	Code 128	
Barcodes used to recall products (enter one per line)	<input type="text"/>	




IMAGE NOT AVAILABLE

## Important Information for packager:

1. Use the templates that are listed in this memo. These have the margins set up and already and have been tested to make sure they print correctly.
2. If the DRUG ID is blank the barcode **will not** print on the label.
3. If you are changing a medication from plain to ER or from ER to plain please double check with Diane or Amy so we can compare Amerisource to see what was ordered verses what we received in.
4. If you are approving a label and you have to change the information that was put in please go over with the person that added it to library for education purposes.
5. Make sure the drug information fits on the label and it's not running off the sides.
6. If you have questions on how the drug should be set up please check with Amy as she can pull up our old packaging system to see how it was set up in that software.
7. Please remember to post verify the ER to go packs in the packaging software.