

# USING RX SENTRY

Recipient (patient)  
Query

# Recipient (patient) Query

- ▣ Used by prescribers and dispensers (data requesters), and their assistant delegates, to create queries regarding their patients receipt of controlled substances

# Creating a Patient (recipient) Query

## Step 1: First log-in to RxSentry

<https://mepdm-ph.hidinc.com/melogappl/bdmepdmqlog/pmqaccess.html>

- A window similar to the following is displayed



The screenshot shows the main interface of the Maine Prescription Monitoring Program. At the top left is the title "Maine Prescription Monitoring Program". To the right is the state seal of Maine. Below the title is a navigation menu with links for "Home", "Query" (highlighted in a blue box), "Report Queue", "User Management", "Help", and "Quick Links". On the far right of the navigation bar is a "Log Out" link. On the left side, there is a vertical sidebar with links for "Recipient Query", "Prescriber History Query", "Prescriber DEA Query", and "Multiple State Query". The main content area is titled "Maine Data Requesters' Query Site" and contains a "Query Creation Tip" section. The tip explains how to create a query by starting general and then drilling down to specific information like last name, first name, and birth date. It also provides instructions on how to handle blank results by using a "Within" field to broaden the search criteria. Finally, it describes the process of submitting a query and viewing the results in the "Report Queue".

## Maine Prescription Monitoring Program



Home Query Report Queue User Management Help Quick Links Log Out

### Recipient Query

### Prescriber History Query

### Prescriber DEA Query

### Multiple State Query

## Maine Data Requesters' Query Site

### Query Creation Tip

Make your query as general as possible and then drill down to more specific information once you have identified the person for whom you are looking. For example, you could enter the last name of the individual, the first letter of the first name, and a birth date, and then click Next. When the preliminary results are displayed on the screen, you can highlight the person that you want to query and then click Submit to submit the query for processing.

If you enter a specific birth date for an individual and the query results are blank, click the Within field just below the Date of Birth field and resubmit the query with a wider date range, for example, within two years of birth date, to create a query with broader search criteria.

Once you have submitted the query for processing, you will be redirected to the Report Queue. In the Report Queue, click the Job Sequence ID number to view the report you requested. If the Job Sequence ID is not a hyperlink, click your browser's refresh button. The Job Sequence ID will appear as a hyperlink when the report is ready for viewing.

## Step 2: Click on “Recipient Query”

- Put a check in the “I accept” box to certify you have a valid reason for accessing the data and that you are authorized to submit the query. This moves you to the next screen.
  - **Note:** Without selecting the check box, you will not be able to access the Query window.

### Maine Prescription Monitoring Program

Home Query Report Queue User Management Help Quick Links Log Out

**Recipient Query**

**Maine PMP Liability Statement for Prescriber/Pharmacist/Sub-account User Access**

I certify that I have been approved by the State of Maine to access the information in the Prescription Monitoring Program (PMP) RxSentry database.

I certify that the person for whom I am requesting PMP data is under my care or is a customer "seeking to have a prescription filled" or I have been authorized by a prescriber or pharmacist for whom I work to request this data for a current patient/customer on his or her behalf.

I understand that inappropriate access or disclosure of PMP data is a violation of state law and may result in criminal, civil, or administrative sanctions, including revocation of my license and/or revocation of my database access privileges.


I accept the above conditions and certify that I have met the requirements to be eligible to access the PMP RxSentry database.

**Disclaimer:** The Department of Health and Human Services makes no claims, promises, or guarantees about the accuracy, completeness, or adequacy of the contents of this report, and expressly disclaims liability for errors and omissions in the contents of this report. The records herein are based on information submitted by pharmacies. Records on this report should be verified before any clinical decisions are made or actions are taken.

**You must accept the above conditions before you can continue.**

# Step 3: Fill in at a minimum: last name, first initial, date of birth, and dates you want to search – click “Next”.

## Maine Prescription Monitoring Program



Home Query Report Queue User Management Help Quick Links Log Out

Recipient Query

- Prescriber History Query
- Prescriber DEA Query
- Multiple State Query

\*Last Name:

\*First Name:

Search Method:

\*Date of Birth:

Within:

Gender:

County:

ZIP Code:

\*Dispensed Start Date:

\*Dispensed End Date:



\*Required Field  
All required fields must be filled in.  
However, for the best search results, fill in as many fields as possible.

TIP: Start by entering less information, this may yield more records. If too many records are returned then narrow the results by entering more information i.e. complete first name, address etc.

# Search Result Screen:


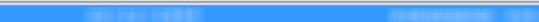












Once you have selected “next” you will see a page similar to the one below. Next slide -----

### Search Criteria

Last Name: smith	County:
First Name: 	ZIP Code:
Date of Birth: 	Dispensed Start Date: 12/20/2012
Gender: All	Dispensed End Date: 12/20/2013

### Search Results

To select a name, click on the desired name. To select multiple names, hold down [Ctrl] while clicking the desired names.

Last Name	First Name	DOB	County	Address	City	State	ZIP
SMITH		10/10/1988	ME			ME	04240
SMITH		10/10/1988	ME			ME	04009
SMITH		10/10/1988	ME			ME	04062
SMITH		10/10/1988	ME			ME	04090
SMITH		10/10/1988	ME			ME	04488
SMITH		10/10/1988	ME			ME	04544
SMITH		10/10/1988	ME			ME	04024

Sort: SORT by Recipient by Date



# Recipient Query Search Results

Step 4: From the **Search Results** screen, click the desired recipient's name.

- To select multiple recipients from the list:
  - Select multiple recipients, listed consecutively, by clicking the first value, holding down the **[Shift]** key, and then clicking the last value.
  - Select multiple recipients, not listed consecutively, by holding down the **[Ctrl]** key while clicking each value.

# Recipient Query Search Results Cont.

- Once you have selected the desired recipients Click Submit.
- Your report results are displayed similar to the following:

### Recipient Report

Last Name: Doe  
 First Name: John  
 Date of Birth:   
 Gender: All

County:  
 Zip Code:  
 Dispensed Start Date: 01/01/2012  
 Dispensed End Date: 03/12/2013

Recipients: 1 out of 1 Recipients Selected - Click to View

Date Dispensed/ Date Prescribed	Drug Name/ NDC	Quantity Dispensed/ Days Supply	ROI	Prescriber	Dispenser	Recipient	*Payment Method
03/23/2012 03/23/2012	ANDROGEL 00061846233	75 30	1122332	Baker	Acme Pharmacy Auburn AL	DOE JOHN <input type="text"/> <input type="text"/> Auburn,AL-36830	
02/26/2012 02/26/2012	HYDROCODONE- ACETAMINOPHEN 00406036301	30 5	1122331	Baker	Acme Pharmacy Auburn AL	DOE JOHN <input type="text"/> <input type="text"/> Auburn,AL-36830	
02/13/2012 02/13/2012	HYDROCODONE- ACETAMINOPHEN 00406035705	30 2	1122330	Baker	Acme Pharmacy Auburn AL	DOE JOHN <input type="text"/> <input type="text"/> Auburn,AL-36830	

\*Pmt. Method:01=Private Pay; 02=Medicaid; 03=Medicare; 04=Commercial Insurance; 05= Military Installations and VA; 06=Worker's Compensation; 07= Indian Nations; 99=Other

Generate PDF
Map Results



# Report Sort Features

From the results window, you may perform the following functions:

- **To sort your results**, click a column header (**Date Dispensed/Date Prescribed, Prescriber, or Dispenser**).
- Click “**Generate PDF**” to get a PDF version of your report.
- Your report will begin to process, and a window similar to the following will display:

Query 276 has been created. Go to [Report Queue](#) in the navigation menu to retrieve report when query finishes running.

- Click the “**Report Queue**” link to view your report.

# Map Results

- Click “**Map Results**” to view a graphical depiction of your patient history results.
- A window similar to the following is displayed:



# Map Results (cont.)

- **Red pushpin** – Represents the recipient's address; clicking a pushpin displays the total number of prescriptions for the recipient
- **Doctor bag** – Represents the physician's address; clicking a doctor bag displays the physician's name and number of prescriptions written for the recipient
- **Mortar and pestle** – Represents the pharmacy's address; clicking a mortar and pestle displays the pharmacy's name and phone number

# HID Help Desk

- If you have technical questions concerning the PMP you may contact the Health Information Designs Help Desk.
  - 866-792-3149 Option 8