

# Changing a medication to an inactive status

07/24/2024 1:05 pm EDT


There can be several reasons why a patient discontinues their medication(s). Some examples may include, the patient notifying the provider that they have stopped or the provider may determine. In any case, discontinuation of medication should be properly documented within the patient's chart.

From the web

Navigate to the patient's chart










Scroll to Medication List(left side)


Under Active Medications, select the medication(s) that should be inactive

There are two (2) ways to change the status to inactive (selecting archive or the  icon)

Click Archive Selected Medications










Active Medication Orders [+ Add Medication](#) [Print List](#)


<input type="checkbox"/>	Medication	Rxnorm	Dispense	Refills	SIG	Order Type	Date ↑	Updated	
<input checked="" type="checkbox"/>	Celebrate Vitamin D3 Quick-Melt 5000 intl units oral tablet, disintegrating	1746494					02/06/2023+	03/22/2023	  
<input type="checkbox"/>	Protonix 40 mg oral delayed release tablet	284400					02/06/2023+	02/06/2023	  
<input type="checkbox"/>	Advair Diskus 250 mcg-50 mcg inhalation powder	1359714					02/06/2023+	02/06/2023	  

[Re-send Selected Medications](#) [Archive Selected Medications](#) 

Click the pencil icon to edit

Active Medication Orders [+ Add Medication](#) [Print List](#)

<input type="checkbox"/>	Medication	Rxnorm	Dispense	Refills	SIG	Order Type	Date ↑	Updated	
<input checked="" type="checkbox"/>	Celebrate Vitamin D3 Quick-Melt 5000 intl units oral tablet, disintegrating	1746494					02/06/2023+	03/22/2023	  
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Change the status to inactive and click update to save the change. The provider can also document any additional information (ie: reason) in the note box.

### Edit Medication

Drug name

PRN

Sig note

Sig   
Read-Only: Automatically generated from the other fields

Indication

1. Status  Active  
 Inactive  
 Cancel Request Pending  
 Rx Cancelled  
 Cancel Denied  
 Rx Discontinued  
 Discontinue Denied




Diagnosis  
 N95.9: Perimenopausal disorder (disorder)  
 H40.1211: Low-tension glaucoma, right eye, mild stage

2.

The inactive medication will then appear under the Past Medication Order and Audit Logs section.

To change the status of an inactive medication of a Past Medication, use the pencil icon to edit.

### Past Medication Orders

<input type="checkbox"/>	Medication	Dispense	Refills	SIG	Cancellation Note	Status	Date	
<input type="checkbox"/>	CeleXA 10 mg oral tablet					inactive	02/06/2023+	  
<input type="checkbox"/>	calcium (as carbonate)-vitamin D 500 mg-10 mcg (400 intl units) oral tablet, chewable <span style="color: red;">⚠</span>					inactive	02/06/2023+	  
<input type="checkbox"/>	Celebrate Vitamin D3 Quick-Melt 5000 intl units oral tablet, disintegrating					inactive	02/06/2023+	  
<input type="checkbox"/>	acetaminophen-codeine 300 mg-30 mg oral tablet <span style="color: red;">⚠</span>			30 IM		inactive	02/06/2023+	  

### Audit Logs

Action	User	Date	
Update Medication: Celebrate Vitamin D3 Quick-Melt 5000 intl units oral tablet, disintegrating	K Parker, MD	Mar 22, 2023 11:10 AM	Changed "Status" from "active" to "inactive"
Update Medication: Celebrate Vitamin D3 Quick-Melt 5000 intl units oral tablet, disintegrating	K Parker, MD	Mar 22, 2023 10:26 AM	Changed "Status" from "inactive" to "active"
Update Medication: calcium (as carbonate)-vitamin D 500 mg-10 mcg (400 intl units) oral tablet, chewable	K Parker, MD	Mar 22, 2023 10:24 AM	Changed "Status" from "active" to "inactive"
Update Medication: CeleXA 10 mg oral tablet	K Parker, MD	Mar 22, 2023 10:23 AM	Changed "Status" from "active" to "inactive"
Update Medication: Celebrate Vitamin D3 Quick-Melt 5000 intl units oral tablet, disintegrating	K Parker, MD	Mar 22, 2023 10:23 AM	Changed "Status" from "active" to "inactive"