This Quick Reference document provides instructions on how to manage Pharmaceutical Information Network (PIN) User Preferences.

PIN USER PREFERENCES

PIN User Preferences allows a prescriber to set warnings on or off for:

- Refuted Allergies

- Drug Intolerances
  - Severe Intolerance
  - Unknown Severity
  - Mild Intolerance

- Drug-to-Drug Interactions
  - Unknown
  - Severe
  - Moderate

- Dose Amounts
  - High Dose
  - Low Dose

NOTE:	**Cannot Turn Off**: Drug allergies (mild, moderate, severe, unknown, cross sensitive group) and Contraindicated Drug Combinations warnings. Warnings that cannot be turned off have a grey check box.

TIP	Users in facilities with System to System (S2S) integration must set their PIN User Preferences as described below, prior to using S2S. If this task is not completed, PIN will use all default settings for displaying clinical warnings.

TO CHANGE THE CURRENT SETTINGS IN PIN USER PREFERENCES

1. Open the patient's EHR in Alberta Netcare Portal.

2. Click the "**PIN sub-menu option**" PIN under the Medications Tab available via **Context Menu**.

3. Click the "**Tools**" button (top right of the screen).

4. The **Tools** dialogue box is displayed.

5. Click **User Preferences**. The User Preferences dialogue box is displayed.

6. To change the settings, select or unselect the check boxes and click the **Save all Preferences** button.

   a. To restore the original PIN User Preferences default settings, click the **Reset to Defaults and Save** button.

   b. To cancel any potential changes made, click the **Cancel** button at any time.

TIP	User Preferences must be reviewed annually, and the user will be prompted to review. When prompted to review, if you are satisfied with your current settings, click the **Save all Preferences** button.

7. In the **Tools** dialogue box, click the "**Cancel**" button to return to the patient's PIN screen.