

Emergency Case Workflow

Purpose

For clients with Force Case Selection enabled, the Manual Case Workflow should be used when a patient case does not appear in the *All Cases* list, but a valid Case ID is available.

This workflow allows providers to start a case and ensure all medications are properly associated to the entered Case ID.

The Enter Case Manually button is available in the top-right corner of both the My Cases and All Cases tabs.

Important Limitations (Read First)

- This workflow does NOT send an RDS message back to the EHR system
- Case association is manual and internal to Intelliguard
- The Case ID must be entered before dispensing begins

Workflow Steps

Step 1: Log into the Mira Care Station

Authenticate using badge, biometric, or PIN as configured.

Step 2: Select Enter Case Manually

From the My Cases or All Cases tab, select Enter Case Manually in the top-right corner.



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02/06/2026	Intelliguard	Support@IntelliguardHealth.com

Welcome Chris Schramm | Intelliguard® | Anesthesia | Case: Unknown

Patient: Unknown | Age: Unknown | Weight: Unknown | Allergies: Unknown

Case Selection

My Cases | All Cases | Serial No: 01MC0102375 | Location: | Date: 02/06/2026

Search: By Patient Name, Case ID, Anesthesiologist, Operating Room, Surgeon, etc.

Enter Case Manually

Actions	Patient Name	Operating Room	Scheduled Start	Case ID	Surgeon	Anesthesiologist	Reconciliation Due
▼ <input type="button" value="Select"/>	Vivaldi, Antonio Gender: M Age: 47 years DOB: 03/04/1978 Weight: 68 kg	WF OR 02	08:30	c457334f	Pepper Elizabeth	Demo Anesthesiologist 1	
▼ <input type="button" value="Select"/>	Brasky, William Gender: M Age: 55 years DOB: 10/31/1970 Weight: 102 kg	WF OR 02	07:00	b3a0f331	Franklin Stephen	Demo Anesthesiologist 2	
▼ <input type="button" value="Select"/>	Cohen, Eliza ⊕ Gender: F Age: 42 years DOB: 12/24/1983 Weight: 63 kg	WF OR 02	07:30	f12c7223	Hart Zoe	Demo Anesthesiologist 3	
▼ <input type="button" value="Select"/>	Bollea, Terry Gender: M Age: 45 years DOB: 08/11/1980 Weight: 115 kg	WF OR 02	08:30	17dd8f7b	Pepper Elizabeth	Demo Anesthesiologist 1	
▼ <input type="button" value="Select"/>	Chandar, Mark ⊕ Gender: M Age: 34 years DOB: 10/11/1991 Weight: 80 kg	WF OR 02	09:00	533235bf	Franklin Stephen	Demo Anesthesiologist 2	

■ In Facility
 ■ In Pre-Procedure
 ■ Pre Assessment Complete
 ■ In OR
 ■ PACU
 ■ Canceled
 ■ Complete

⊕ Allergies

Step 3: Enter the Case ID

- Enter the Case ID
- Save to start the case

Once started, drawers will unlock and the case becomes active.

Scan a patient wristband or enter the patient case name/number

112233

1	2	3
4	5	6
7	8	9
	0	✕

Emergency Case

Save



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Step 4: Dispense Medications

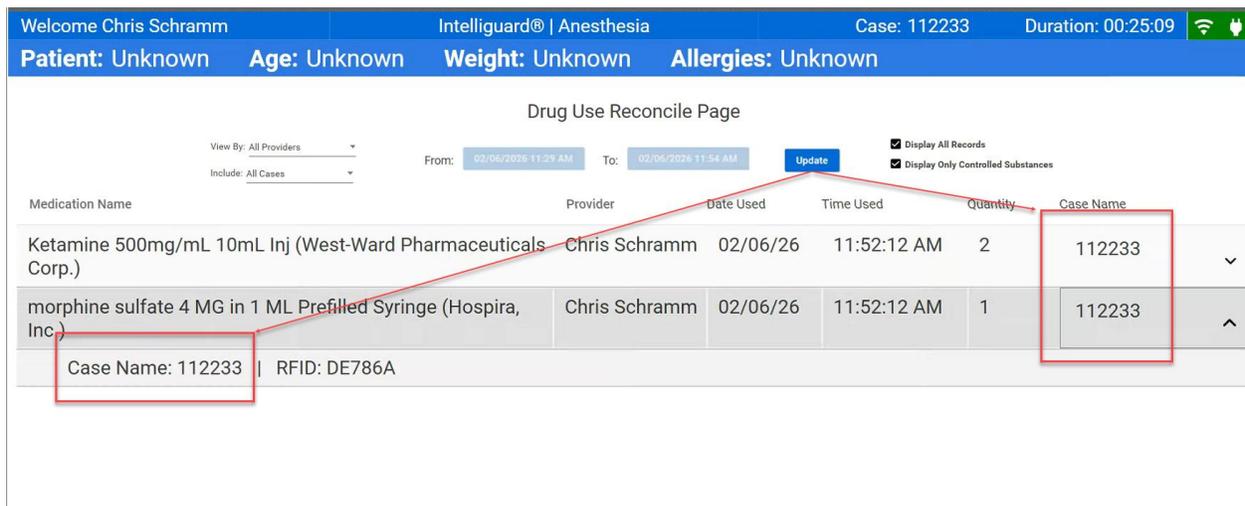
Dispense medications as needed.

All medications, including controlled and non-controlled substances, are automatically tied to the Case ID.

Step 5: Review Dispensed Medications

Select View Reconcile Report.

- The Case Name / Case ID will be populated
- Medications are associated at the case level



Drug Use Reconcile Page

View By: All Providers
Include: All Cases

From: 02/06/2026 11:29 AM To: 02/06/2026 11:54 AM Update

Display All Records
 Display Only Controlled Substances

Medication Name	Provider	Date Used	Time Used	Quantity	Case Name
Ketamine 500mg/mL 10mL Inj (West-Ward Pharmaceuticals Corp.)	Chris Schramm	02/06/26	11:52:12 AM	2	112233
morphine sulfate 4 MG in 1 ML Prefilled Syringe (Hospira, Inc.)	Chris Schramm	02/06/26	11:52:12 AM	1	112233

Case Name: 112233 | RFID: DE786A

Step 6: Complete Waste and Waste Witness (If Applicable)

Complete waste documentation and witness steps as required.



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Patient: Unknown Age: Unknown Weight: Unknown Allergies: Unknown

Dispensed Date	Tag ID	Item	Patient	Start Amt	Fully Administered	Administered	Wasted	Total	Witness confirm	Note
02/06/2026 12:56	990C70	Ketamine 500mg/mL 10mL Inj	Unassigned	500 mg		0	0		<input checked="" type="checkbox"/>	
02/06/2026 12:56	990C55	Ketamine 500mg/mL 10mL Inj	Unassigned	500 mg		0	0			

Waste Witness Summary - Amber Schauer

By pressing the **Complete** button below, you are certifying that the waste you witnessed is accurate, destroyed and documented.

The following item(s) were witnessed:

Witnessed Date	Witnessed Time	Patient	Med Being Wasted	Waste Amt
02/06/2026	14:57	112233	Ketamine 500mg/mL 10mL Inj (West-Ward Pharmaceuticals Corp.)	100 mg

Witness: Amber Schauer

Editable Cell
 Current Case

Reporting & Audit Notes

- All dispensed medications are tied to the entered Case ID
- Case visibility and reconciliation are preserved within Intelliguard
- No RDS message is sent to the EHR system

Key Reminder

Manual Case Workflow should be used whenever a Case ID is known, but the case does not appear in *All Cases*. This provides full internal case association for all medications, while still not generating an RDS message back to the EHR.



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