

Name: _____

Date: _____

APEX® COMPOUNDING SYSTEM USER TRAINING RECORD

Training Lesson: Manual Additions

Circle the correct answer.

1. **True or False:** APEX has the ability to track the solution information for Manual Additions as well as the solution information for the ingredients that are dispensed by the compounder.
2. Where will the number of Manual Additions be listed on the control panel screen?
 - a. On the Station tab that the ingredient is assigned to.
 - b. On the 'Manual Additions' button in the upper left hand corner of the control panel screen.
 - c. On the 'Manual Additions' button in the lower right-hand corner of the main screen of the control panel.
 - d. On the bottom of the control panel screen.
3. Opening the Manual Additions screen will display which attributes of each manual addition listed?
 - a. The Source Solution and order volume of each manual addition
 - b. The actual volume available for dispense of each manual addition
 - c. The type of spike that is needed to deliver each manual addition
4. Which two attributes of the selected Final Container are populated by APEX after scanning the barcode on the outer packaging of the Final Container?
 - a. The size of the Final Container and the Expiration Date.
 - b. The Lot Number and the Expiration Date of the Final Container.
 - c. The size of the Final Container and the Lot Number.
 - d. The Serial Number of the Final Container and the Lot Number.
5. **True or False:** APEX will pump all of the ingredients in the order that are hanging on the compounder which require a dispensed volume of 0.2 mL or greater.

6. **True or False:** In the Manual Additions Fulfillment screen, scanning the NDC of the source container of the manual addition will automatically populate the Lot Number and Expiration Date of the source container.

7. Which is the proper date format when entering the source container Expiration Date into the APEX software based on APEX's default settings?
 - a. MM/DD/YYYY
 - b. DD/MM/YYYY
 - c. YYYY/MM/DD

8. **Fill in the Blank:** _____ technique should be used to withdraw the prescribed amount of the manual addition into a syringe.

9. **True or False:** A pharmacist is needed to "approve" manual additions.

10. On the Manual Addition Fulfillment screen, the pharmacist is able to review which of the following attributes of the manual addition:
 - a. The solution name
 - b. The ordered volume and compare it to the volume drawn up in the syringe for the manual addition
 - c. The NDC
 - d. The Lot Number
 - e. The Expiration Date
 - f. All of the above

11. **True or False:** After confirming that all of the manual addition information is complete, the pharmacist then taps "Order Completed" and the Compounding Activity Report automatically prints out.