Adding Drugs to Your FormWeb Listings
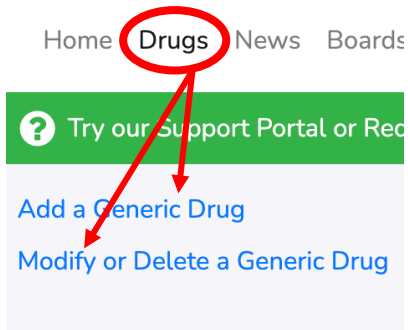
Listings refer to the links on your left frame below the Search tab that contain specific categories of drugs.

Log into your editor at http://www.formweb.com/control and select the **Drugs** at the top of your page.
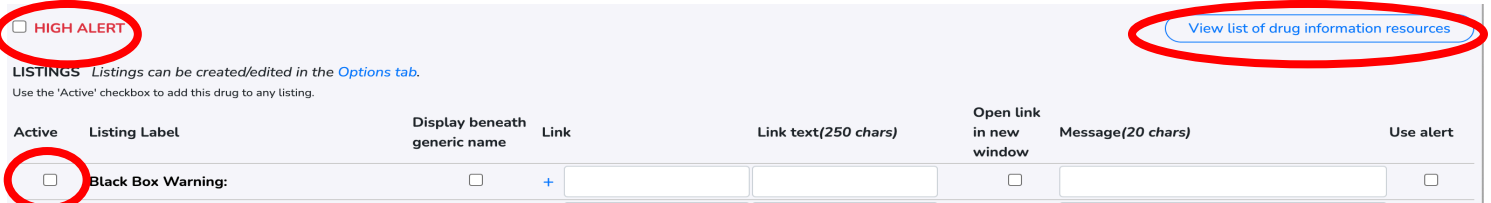
Adding a drug to any of your listings can be done when you "*Add a Generic Drug*" for the first time, or if the drug alreadyexists, you can "*Modify or Delete a Generic Drug*" and add to the listing then.

Select the appropriate: (a) *Add a Generic Drug,* **or** (b) *Modify or Delete a Generic Drug*. Search for the generic name.

The drug will appear in the search results. Click **Update**.

The "High Alert" check box is for drugs that your facility or health system has placed on your "High Alert" list, and will link to a policy or document that contains specific information. (This link is managed in the "Options" section of the editor).

Active: This box must be checked if you want the information to display.	Listing Label: This is the text that appears to the left of the hyperlink or plain text.	Display Beneath Generic Name: By checking this box, the "Black Box Warning" will move from the default position to directly below the generic name.	Link: Insert a URL to the drug found in the Black Box site: https://blackboxrx.com This field is not mandatory. Note: Click the + symbol, and you can expand to four possible Link and/or Link Text fields as shown.	Link Text: This text becomes the hyperlink. IMPT: The only requirement to put a drug into any listing is to have one or more characters in the TEXT field.	Open Link in New Window: A check in this box causes the link to open in a new tab or window. Good for anytime you are linking outside of Formweb.	Message: Text from the Message field appears next to the drug in Formweb search results or alpha lists. It does not appear in the drug detail/monograph, only in the lists mentioned.	Use Alert: If you want an alert pop-up box to appear when viewing the drug, check the Use Alert checkbox. The alert will be the text from the Message field

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Example of listings on the left side of your Formweb page.

Hazardous Drugs
Provider restrictions
Patient restrictions
Care Area restrictions
Dose restrictions
Black Box Warnings
Do Not Crush
FDA REMS
Drug Shortage
Pharmacy Consult

Example of a Black Box Warning category when viewing drug:

Search results for:

abacavir

abacavir

Brand names: Ziagen

○ TABLET, ORAL: 300 mg

VIEW MORE HIV Nucleoside and Nucleotide Reverse Transcriptase Inhibitors CLASS: 08180820

Black Box Warning: Hypersensitivity

When in the drug editor you will see a link for a page with several links to assist you in your drug information search

Sites to find information for your listings:

☐ HIGH ALERT   View list of drug information resources

LISTINGS   *Listings can be created/edited in the Options tab.*
Use the 'Active' checkbox to add this drug to any listing.

Active	Listing Label	Display beneath generic name	Link	Link text*(250 chars)*	Open link in new window	Message*(20 chars)*	Use alert

Don't forget to check the "Active" box to enable your listing.