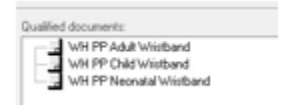
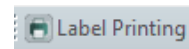




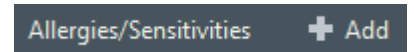
EMR Quick Reference Guide

Theatre - Admissions Nurse

1. **Wrist Bands** - check and attach wrist and ankle (if applicable) identification bands.



2. Check **Allergies and Alerts** have been recorded, reviewed and updated if required. Check for droplet or contact precautions.

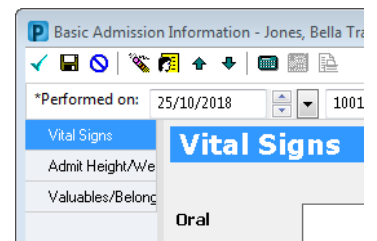


3. Complete the **Infectious Screening Tool** - Go to the **Adhoc** button in the top Menu Bar. Select **Admission/Transfer/Discharge > Infectious Screening** and chart

4. **Basic Nursing Admission** - Go to the **Adhoc** button in the top Menu Bar. Select **Admission/Transfer/Discharge > Basic Admission Information** and chart.

This will open the **Basic Admission Information** screen.

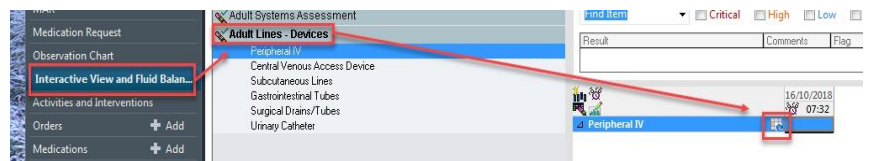
Enter the patient's **Vital Signs**, **Height/Weight** and **Valuables/Belongings** in to three screens accessible from the Tabs in the left hand column.



5. **Lines and Devices** – go to the table of contents and select **Interactive View and Fluid Balance**.

a) Go to **Adult Lines and Devices** and highlight the type of device to be documented.

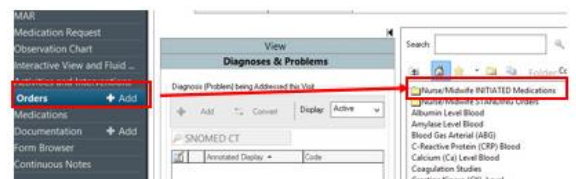
b) Open the **Dynamic Group** and enter the correct details (they will flow through to the Fluid Balance Chart).



6. **Specimen Collection** - orders can be found in **Care Compass**. Click the arrow to open the activities list and right click on the pathology request to print the Accession Label.



7. **Nurse Initiated Medications** – Navigate the **Orders** tab via the Table of Contents.



8. Review prescribed Medications and Infusions via the MAR – A summary can also be viewed via the MAR Summary

Time View	Medications	22/10/2020 16:00	22/10/2020 18:00	22/10/2020 04:14	22/10/2020 04:00
Medication Request	20 mg			20 mg	
Observation Chart	Not given within 5 days				
Activities and Interventions					
Orders					
Medications					
Documentation					
Form Browser					
Continuous Notes					
Results Review					
Allergies/Sensitivities					
Care Conference/Discharge Planning					
Di. Problems/Alerts					
Di. Current Procedures					
Growth Chart					

9. Handover – the ISBAR Handover



10. Documentation (if required) – complete a free text Nursing

Systemestina, Correa MRS - 28 Years F Footscray/F 2 East/R02 Vascular Surgery	UR#:	1558155	DOB:	29/03/1990	Routine	Call
Krslovic, Kathy MRS - 65 Years F Footscray/F 2 East/R16 Endocrine & Gen Surgery	UR#:	829387	DOB:	30/10/1952	Routine	Call

Shift Note. Click on **AdHoc** in the top menu bar and open the **Admission/ Transfer / Discharge** folder. Select Nursing Shift Note and select Chart.

