"What Goes Where": A Guide to Clinical Documentation at Western Health.

Footscray & Sunshine – Intensive Care Unit

iPM:	EMR (Cerner):	Paper:	BOSSnet:	Other Applications:

• Patient registration
• Updating patient demographic information/ compensable
• Print patient labels
• Admit/Discharge/Transfer patients
• iPM Admission/Discharge Form
• Presence of an advance care plan – Legal Alert
• Presence of a substitute decision maker – Legal Alert
	Transfers into ICU
	• Patient ID wristband
	• Allergies
	• Alerts
	• Review of inpatient clinical documentation
	• Review of MAR
	• ICU MO to discontinue medication and IV/SC infusion orders on EMR
	• Review of fluid balance chart / lines and devices
	• ICU Nurse to discontinue patient care orders and activities on EMR
	• ISBAR Handover
	• Infectious Diseases screening tool
	Transfers out of ICU
	• Allergies
	• Alerts
	• ICU MO to order medication and IV/SC infusion orders on EMR (including heparin)
	• ICU Nurse to document:
	  • Latest set of observations
	  • Active lines and devices
	  • Fluid balance from midnight
	  • Administration of current IV/SC infusions running
	  • Nursing discharge note
	  • ISBAR handover
		• Consent Form (AD34)
		• Operation Report (AD253)
		• Passport To Surgery (AD250)
		• Post Anaesthetic Care Record (Adult) (AD259.3)
		• Acute Resuscitation Plan (ARP) ALERT 3 *trial form
		• Perioperative Count Sheet (AD262)
		• Multiday Anaesthetic Record (AD263)
		• Heparin Infusion (AD284.2)
		• Blood Transfusion Records/Consent (AD283.1)
		• Group and Hold form
		• Respond Blue Record AD299
		• Electrocardiogram (ECG)
		• Wound Care Chart (for Post-Acute Care referrals on discharge)
			• Outpatient Clinic Referrals
			• Outpatient Documentation
			• Emergency Department Summary & Discharge Letter
			• Theatre/Cath Lab/Day Procedure
			• Maternity Documentation
			• Non Synapse and non Dorevitch results
			• Community Services Referrals (CAU) – with paper drug chart and wound chart as required.
			
			*All internal and external paper documentation will continue to be scanned as per pre EMR process.
				• Synapse
				• CBORD Diet Management System.
				
				ICCA
				• Medication Orders/Administration
				• Intravenous/subcutaneous infusions (except heparin – on paper)
				• Clinical documentation
				• Restraints documentation
				• Blood Gas performed in ICU