

## “What Goes Where”: A Guide to Clinical Documentation at Western Health.

### Footscray, Sunshine, Williamstown & Sunbury – Theatre and DPU

| iPM:   | EMR (Cerner):   | Paper:   | BOSSnet:  | Other Applications:  |
|--|---|--|---|--|
| <ul style="list-style-type: none"> <li>• Patient registration</li> <li>• Updating patient demographic information/compensable</li> <li>• Print patient labels</li> <li>• Admit/Discharge/Transfer patients</li> <li>• iPM Admission/Discharge Form</li> <li>• Theatre Bookings</li> <li>• In-Theatre Details</li> <li>• iPM Alerts (if applicable for Theatre)</li> <li>• Presence of an advance care plan – Legal Alert</li> <li>• Presence of a substitute decision maker – Legal Alert</li> </ul> | <ul style="list-style-type: none"> <li>• Patient ID wristband</li> <li>• Allergies</li> <li>• Alerts</li> <li>• Inpatient clinical documentation</li> <li>• Patient Belongings</li> <li>• Infectious Diseases Screening Tool</li> <li>• Documentation of lines and devices</li> <li>• Medication Orders/Administration</li> <li>• Intravenous &amp; subcutaneous infusion orders/administration</li> <li>• Pathology Orders, Collections/Results</li> <li>• Radiology Orders/Reports</li> <li>• ISBAR Handover</li> <li>• Documentation of Diagnosis/CMBS Code/Procedure</li> <li>• Discharge Prescriptions (DPU)</li> <li>• Discharge Summaries</li> </ul> | <ul style="list-style-type: none"> <li>• Consent Form (AD34 &amp; AD32)</li> <li>• Passport To Surgery (AD250)</li> <li>• Operation report (AD253)</li> <li>• Post Anaesthetic Care Record (Adult) (AD259.3)</li> <li>• Acute Resuscitation Plan (ARP) ALERT 3 *trial form</li> <li>• Perioperative Count Sheet (AD262)</li> <li>• Multiday Anaesthetic Record (AD263)</li> <li>• Blood Transfusion Records/Consent (AD283.1)</li> <li>• Group and Hold form</li> <li>• Respond Blue Record AD299</li> <li>• Electrocardiogram (ECG)Day Admission Risk Screening Assessment Tool (AD82.1d) (<i>Day Cases only</i>)</li> <li>• MORC Chart (<i>Obstetrics Only</i>)</li> </ul> | <ul style="list-style-type: none"> <li>• Outpatient Clinic Referrals</li> <li>• Outpatient Documentation</li> <li>• Emergency Department Summary &amp; Discharge Letter</li> <li>• ICU Patient Record</li> <li>• Previous Theatre/Cath Lab/Day Procedure Reports</li> <li>• Maternity Documentation</li> <li>• Non Synapse and Non Dorevitch results</li> </ul> <p style="font-size: small; margin-top: 10px;">*All internal and external paper documentation will continue to be scanned as per pre EMR process.</p> | <ul style="list-style-type: none"> <li>• SIMON (Emergency Booking System)</li> <li>• Synapse</li> <li>• Provation</li> <li>• ScanCare</li> </ul> |