

## EMR Quick Reference Guide

### Infusions – Documenting a Clinician Administered Bolus – APMS

- For use by Acute Pain Management Service (APMS)
- This QRG covers how to document a clinician administered bolus.

#### DOCUMENTING A ONCE ONLY CLINICIAN ADMINISTERED BOLUS

1. Find the analgesic infusion order on the MAR and click the **Pending** tile

fentanyl (additive) 1,000 MICROg  
 Sodium Chloride 0.9% PCA (MICROg) 100 mL  
 Pt Adm Bolus (microgram): 20, Lockout Interval (min): 5, IV Infusion, Routine,  
 First dose 24/10/2020 13:19:00, Rate: PCA  
**Administration Information**  
 fentanyl  
 Sodium Chloride 0.9%

**Pending**  
 Last bag started:  
 24/10/2020 14:34 AEDT

2. The administration window opens – click on the **Bolus** section

Charting for: Testwhiepuat5, Lola MRS  
 fentanyl (additive) 1,000 MICROg + Sodium Chloride 0.9% PCA (MICROg) 100 mL  
 Pt Adm Bolus (microgram): 20, Lockout Interval (min): 5, IV Infusion, Routine, First dose 24/10/2020 13:19:00, Rate: PCA  
 24/10/2020 02:39 AEDT - 25/10/2020 02:39 AEDT

	24/10/2020 14:34 AEDT
Begin Bag	Bag # 1
Site Change	Femoral, Left
Infuse	
<b>Bolus</b>	
Waste	
Rate Change	0 mL/hr
fentanyl	0 MICROg/hr

Yes  No fentanyl (additive) 1,000 MICROg/100 mL  
 Yes  No Sodium Chloride 0.9% PCA (MICROg) 100 mL

3. Refer to the Alaris pump to confirm the volume in mL of the bolus dose that was administered to the patient.

- Complete the mandatory “Infuse volume (mL)” field.
- Complete the “Witnessed by” field.
- Add a Comment to indicate the Doctor who ordered and administered this bolus.
- Click Apply then the green tick to submit.

4. Refresh the MAR to review

**\*Note\*:** The bolus is documented on the MAR both in mL and in micrograms. This calculation is done by the EMR ‘in the background’ and the conversion unfortunately cannot be seen on the charting window prior to submitting.

<b>fentanyl (additive) 1,000 MICROg</b> <b>Sodium Chloride 0.9% PCA (MICROg) 100 mL</b> Pt Adm Bolus (microgram): 20, Lockout Interval (min): 5, IV Infusion, Routine, First dose 24/10/2020 13:19:00, Rate: PCA <b>Administration Information</b> fentanyl Sodium Chloride 0.9%	<b>Pending</b> Last bag started: 24/10/2020 14:34 AEDT	2 mL Bolus 20 MICROg 2 mL
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5. The bolus volume will automatically be added to the Fluid Balance Chart on the EMR.