

Administration – Encounters – Single Encounter Logic



This Quick Reference Guide will explain how to:

Understand patient encounters and Single Encounter Logic.

What is an Encounter:

Encounters are distinguished by the 'Visit Type' and 'Visit No' fields in the Encounter Search window. Examples of visit types are Inpatient, Outpatient and Emergency. Encounters start and end when actions are performed in i.Patient Manager (iPM), FirstNet, Radiology Information System (RIS) or Cerner System (CS).

To search for a patient's encounters, click on the magnifying via PowerChart or FirstNet.



The **Encounter Search** window will open. Search for the patient to view all current and past encounters.

Name	UR No	Sex	DOB	Age	Address	Suburb	Deceased	Medicare No
SORELEGS, SHAMUS MR	2000452	Male	02/02/1963	60 Years	Western General Hospital	Footscray	No	2819 55439 1-1

Site	Visit Type	Unit	Room	Bed	Clinical Unit	Admit Date	Disch Date	Visit No	Admitting Dr
Sunshine	Emergency	S ED	LR WR		Emergency - General Presentation	25/08/2023 09:53	25/08/2023 10:20	21002521	Ayton, Gary - SMO
Footscray	Emergency	F ED	WR		Emergency - General Presentation	24/08/2023 11:12	24/08/2023 14:21	21002515; (IPE75376793)	Senz, Ainslie - SMO
Footscray	Emergency	F ED	WR		Emergency - General Presentation	24/08/2023 09:54	24/08/2023 10:46	21002514; (IPE75376791)	Senz, Ainslie - SMO
Footscray	Emergency	F ED	CUB	09	Emergency - General Presentation	18/05/2023 14:17	24/08/2023 09:53	21000933	Senz, Ainslie - SMO
Footscray	Inpatient	F 1 West	R01	B01	Respiratory Med FH1	13/02/2023 15:45	14/04/2023 08:37	IPE75374511	Southcott, Anne - SMO
Footscray	No Visit	NOVISIT				09/02/2023 15:26	09/02/2023 15:26	NVE72000452	

Open encounters will not have a discharge date. The first encounter below without the discharge date indicates that the encounter is still open. The second encounter below has a discharge date and therefore we know the encounter is closed.

Site	Visit Type	Unit	Room	Bed	Clinical Unit	Admit Date	Disch Date
Sunshine	Inpatient	S SSU	SSU	06	Emergency - General Presentation	25/08/2023 09:05	
Sunshine	Inpatient	S SSU	SSU	05	Emergency - General Presentation	18/08/2023 10:44	18/08/2023 18:28



You can further confirm if the encounter is open or closed by opening the patient's chart, selecting *Patient Information* in the sidebar, selecting *Visit List* and locating the *Encounter Status*. This will display as *Active* or *Discharged*.

Encounter Status :

Active

Single Encounter Logic:

Single Encounter Logic links two or more encounters together to form a single continuous electronic medical record under the following two scenarios:

- Emergency Presentation and Admission (Same Campus)
- Statistical Discharge and Admission

To view more information about the encounter, check the follow columns in the encounter search window.

- The 'Visit Type' will indicate the type of encounter.
- The 'Unit', 'Room' and 'Bed' columns will display the current location.
- The 'Admit Date' column will display the date and time of the first encounter.
- The 'Discharge Date' column will display the date and time encounter ends.
- The 'Visit No' column will display the current visit no. and then the preceding visit numbers in bracket.

Example SEL Scenarios

Emergency Presentation and Inpatient Admission (Same Campus)

Episode of Care	Location	Admit Date / Time	Criteria
FirstNet Presentation	Emergency	22/6/2023 8:52	Open FirstNet encounter
iPM admission	Ward 1A	22/6/2023 8:52	Admission Type - <i>Admission from ED</i>

Statistical Discharge and Admission (Statistical Separation)

Episode of Care	Location	Admit Date / Time	Criteria
FirstNet Presentation	SSU	21/6/2023 8:00	Open FirstNet encounter
iPM admission	SAPPU	22/6/2023 8:52	Admission Type - <i>Admission from ED</i>

Display in Encounter Search Window:

Site	Visit Type	Unit	Room	Bed	Clinical Unit	Admit Date	Disch Date	Visit No	Admitting Dr
Sunshine	Inpatient	S AAPU	R01	B01	Psychiatry	22/06/2023 08:52		21001842; (IPE75376346); (IPE75376290)	Fenn, David - HMO



Important – Data entered into iPM must meet criteria above to trigger SEL

- Fixing an incorrect entry in iPM after the patient has already been admitted will not trigger SEL. If you believe there is an encounter issue, please report this for investigation by following the instructions on this page: <http://inside.wh.org.au/onlineforms/DataCollection/Pages/Notification.aspx>