

Clinical Care - Triage Referrals - Fracture Clinic/Virtual Fracture Clinic



This Quick Reference Guide will explain how to:

Set up a list to triage fracture clinic/ virtual fracture clinic (VFRAC/PVFRAC) referrals



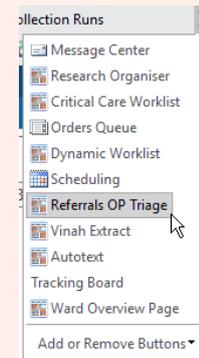
Handy Hint

Referrals OP Triage can be located in the following places:

- On the navigational toolbar
- If it is not visible on the navigational toolbar,
- By selecting View in the menu bar to locate it



- By selecting the drop down arrows in the navigational toolbar



Set Up a Referral OP Triage List by Service

1. Click on List Maintenance



2. Click on

3. Enter a name for your list

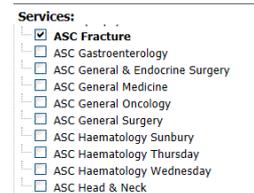
Create List

List Name: Date Period:

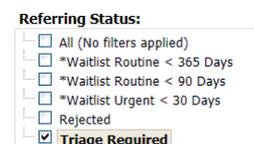
4. Under **Locations**, check the box next to the site you want to triage for, or select *All* to triage all sites



5. Under **Services**, check the box next to *ASC Fracture*



6. Under **Referring Status**, select the check box next to *Triage Required*



7. Under **Clinic**, leave *All* selected



8. Click

9. Refresh page for the list to load, this list will show all internal referrals to Fracture Clinic for the specified location/s



Virtual Fracture Clinic (VFRAC) Triage

Virtual fracture clinic (VFRAC) triaging clinicians, will triage any referrals that come from Western Health Emergency Departments.

1. Click on the grey space above **Referring Department**

Referrals OP Triage

Referral List: **Fracture Clinic** List Maintenance Referral Search: *by MRN* *by Name (Last Name, First Name)* *by DOB (DD/MM/YYYY)*

Name MRN/Gender/DOB/FinClass	Age	Location/ Service	Date of Referral	Referral Source	Priority/ Urgency	Reason for Referral	Referring Department
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2. The list will now be sorted by the referring department, navigate to any referrals from *Emergency*

Referrals OP Triage

Referral List: **Fracture Clinic** List Maintenance Referral Search: *by MRN* *by Name (Last Name, First Name)* *by DOB (DD/MM/YYYY)*

Name MRN/Gender/DOB/FinClass	Age	Location/ Service	Date of Referral	Referral Source	Priority/ Urgency	Reason for Referral	Referring Department
GIBSON, PAUL TRAIN19 WHS300019 Male 12/06/1921	101 Years	Footscray ASC Fracture	03-04-2023	This Hosp Depart new program	Triage Required	R) # wrist	Cardiology
WILLIAMS, ISABELLA TRAIN8 WHS300008 Female 05/04/1935	88 Years	Footscray ASC Fracture	31-03-2023	This Hosp Emergency Department	Triage Required	R) shoulder #	Emergency - General Presentation
WESTON, JAMES TRAIN5 WHS300005 Male 23/07/1944	78 Years	Footscray ASC Fracture	31-03-2023	This Hosp Emergency Department	Triage Required	R) shoulder fracture	Emergency - General Presentation
SCHMIDT, CARTER TRAIN1 WHS300001 Male 30/09/1935	87 Years	Footscray ASC Fracture	31-03-2023	This Hosp Emergency Department	Triage Required	L) wrist #	Emergency - General Presentation
SANDERS, OLIVIA TRAIN9 WHS300009 Female 06/05/1937	85 Years	Footscray ASC Fracture	03-04-2023	This Hosp Emergency Department	Triage Required	# R) Hip	Emergency - General Presentation
PATERSON, CHARLIE TRAIN7 WHS300007 Male 13/02/1935	88 Years	Footscray ASC Fracture	31-03-2023	This Hosp Emergency Department	Triage Required	L) ankle #	Emergency - General Presentation

Triaging Virtual Fracture Clinic Referrals

1. To view the patient chart, click on the patient name

Referrals OP Triage

Referral List: **Fracture Clinic** List Maintenance Referral Search: *by MRN* *by Name (Last Name, First Name)* *by DOB (DD/MM/YYYY)*

Name MRN/Gender/DOB/FinClass	Age	Location/ Service	Date of Referral	Referral Source	Priority/ Urgency	Reason for Referral	Referring Department
GIBSON, PAUL TRAIN19 WHS300019 Male 12/06/1921	101 Years	Footscray ASC Fracture	03-04-2023	This Hosp Depart new program	Triage Required	R) # wrist	Cardiology
WILLIAMS, ISABELLA TRAIN8 WHS300008 Female 05/04/1935	88 Years	Footscray ASC Fracture	31-03-2023	This Hosp Emergency Department	Triage Required	R) shoulder #	Emergency - General Presentation
WESTON, JAMES TRAIN5 WHS300005 Male 23/07/1944	78 Years	Footscray ASC Fracture	31-03-2023	This Hosp Emergency Department	Triage Required	R) shoulder fracture	Emergency - General Presentation
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SANDERS, OLIVIA TRAIN9 WHS300009 Female 06/05/1937	85 Years	Footscray ASC Fracture	03-04-2023	This Hosp Emergency Department	Triage Required	# R) Hip	Emergency - General Presentation
PATERSON, CHARLIE TRAIN7 WHS300007 Male 13/02/1935	88 Years	Footscray ASC Fracture	31-03-2023	This Hosp Emergency Department	Triage Required	L) ankle #	Emergency - General Presentation

2. Use **Tear Off** in the patient chart, to keep the patient chart open while you triage
3. Navigate back to the **Referrals OP Triage** page
4. To complete triage, select the Triage dot
5. The referral triage page will open, follow the appropriate triage option to complete triage of the referral



For Patients Triaged to Fracture Clinic - Accept Referral

1. Under **Referral Status/Priority**: select the appropriate status

To have an appointment made without wait listing, select

- *Schedule Appt – Urgent < 30 Days*

2. In **Booking Notes**, enter any instructions for the booking team or for the day of appointment

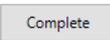
Note – This field is limited to 40 characters, enter clinically relevant information first

e.g. XR L wrist on arrival, Frac Clinic 1/52

3. In **Recommending Date**, add the recommended date for fracture clinic appointment

4. Complete the relevant mandatory fields – by selecting from the drop down menu

- **VINAH – Referral In Reason:** Diagnosis, assessment, treatment plan
- **VINAH – Health Conditions:** Select appropriate
- The **Referred to** boxes should already contain (edit if not accurate)
 - Phong tran
 - Orthopaedics/ Musculoskeletal
 - ASC Fracture
 - Fracture new

5. Click on 

6. The referral has now been accepted

For patients triaged to Adult/ Paediatric VFRAC - Accept Referral

1. Under **Referral Status/Priority**: select the appropriate status

To have an appointment made without wait listing, select;

- *Schedule Appt – Urgent < 30 Days*

2. In **Booking Notes**, enter any instructions for the booking team or for the day of appointment

Note – This field is limited to 40 characters, enter clinically relevant information first

“AH admin book today (diary name)”

3. In **Recommending Date**, add today's date

4. Complete the relevant mandatory fields – by selecting from the drop down menu

- **VINAH – Referral In Reason:** Diagnosis, assessment, treatment plan



- **VINAH – Health Conditions:** Select appropriate
5. Review and update the **Referred to:** section, in particular
- **Referred to Clinician:** Add your name
 - **Referral (Episode) Stream:** Change to **Physiotherapy**
 - **Specialty**
Change to either:
AH Orthopaedic Virtual Fracture; or
AH Paed Ortho Virtual Fracture
 - **Referral Appointment Type**
Update to reflect the correct clinic
 - **Schedule to Facility**
Update this dependent on adult or paediatric VFRAC
6. Click on Complete
7. The referral has now been accepted

*VINAH - Health Conditions:
[Dropdown menu]

Referred to Clinician:
[Text input field]

*Referral (Episode) Stream:
Orthopaedics/Musculoskeletal [Dropdown menu]

*Specialty:
[Dropdown menu]
AH MDCC Infant Care
AH Neurosurgery Adv Physio
AH Orthopaedic Advanced Physio
AH Orthopaedic OAHKS
AH Orthopaedic Virtual Fracture
AH Paed Ortho Advance Physio
AH Paed Ortho Virtual Fracture

*Referral Appointment Type:
[Dropdown menu]
Orthopaedic Virtual Fracture New

Schedule To Facility:
Footscray [Dropdown menu]

For patients who remain pending triage

1. Under **Referral Status/Priority:** select 'Triage Required'

*Referral Status/Priority:
[Dropdown menu]
*Waitlist Routine < 365 Days
*Waitlist Routine < 90 Days
*Waitlist Urgent < 30 Days
Received - Pending Action
Rejected
Schedule Appt - Routine < 365 Days
Schedule Appt - Routine < 90 Days
Schedule Appt - Urgent < 30 Days
Triage Required

2. In **New Referral Comment** (bottom of referral triage screen) add details, then click on **Complete**
E.g. FOR TRIAGE WITH CONS. 52M, L Weber A & base of 5th MT #, fall from truck inverting ankle 21/6, PMH: T2DM

New Referral Comment:
FOR TRIAGE WITH CONS. 52M, L Weber A & base of 5th MT #, fall from truck inverting ankle 21/6, PMH: T2DM

3. This will display on the triage list under **Additional Referral Details**, click on this to review.

Triage	Referral Letter	Breach Date	Additional Referral Details
<input type="radio"/>	[Icon]	--	Requested, Conversation, WOOA...
<input type="radio"/>	[Icon]	--	Requested, Conversation, WOOA...
<input type="radio"/>	[Icon]	--	Requested, Conversation, WOOA...
<input type="radio"/>	[Icon]	--	Requested, Conversation, WOOA...
<input type="radio"/>	[Icon]	--	Requested, Conversation, P2CLE...
<input type="radio"/>	[Icon]	--	Requested, Conversation, P2CLE...
<input type="radio"/>	[Icon]	--	Requested, Conversation, P2CLE...

Additional Referral Details - WILLIAMS, ISABELLA WHS300008 Female 05/04/1935

Requested, Conversation, P2CLERK7, 04/04/2023 9:25:18 AM
Referring Clinician Contact Details: 12345
Requested, Conversation, P2AHPHYS1, 26/06/2023 3:43:35 PM
FOR TRIAGE WITH CONS. 52M, L Weber A & base of 5th MT #, fall from truck inverting ankle 21/6, PMH: T2DM