

Anaesthesia – Creating Blank Record for Emergency Cases

Digital Health Quick Reference Guide

This Quick Reference Guide will explain how to:

Start an anaesthetic record using a Blank Record for emergency cases that start in theatre when the case has not yet been scheduled in Surginet (e.g. Code Green)

Definitions:

SAA – Surginet Anaesthesia Application
Blank Record – An anaesthesia record that is not associated to a case
Device – the anaesthesia machine and data monitors
Associate - linking a device to the computer to allow data to feed into the SAA record
Auto association – the device and computer are associated automatically
Manual association – the device and computer must be associated manually
MOT – Main operating theatre
OTF – Off the floor

Creating a Blank Record

Select Care	Views Char	Select Case									- 0	×
Select Case	views chur	Search Criteria										
		Surgical area:	FH Main	Operating Theat	re	#4	Start date:	17/03/2023		÷ - 0000		-
		Operating room:				#	End date:	17/03/2023		‡ * 2359		-
		Patient name:				#4 💥						
		MRN:				44 🔀						
		Anesthesiologist				🔍 🗶						
		Last documented	l: 🗾									
		Case number:				×					Sear	ch
		Cases										
		Check Re ed In Cre	ord ated	OR	Case Number	Name			Birthdate	MRN	FIN	
		<										>
									OK	Cancel	Blank Rec	ord

1. On SAA, click on "Select Case" if the Select Case window is not already open. Select "Blank Record".

If using a computer mounted to an anaesthesia machine, proceed to step 5 as there is auto association. Continue to step 2 if the device requires manual association.



2. Select the binocular icon to change location.

Create Blank Record		\times
Created by:	MO71	
Created date:	17/03/2023	
Created time:	14:19	
*Created location:		繜
*Document Type:	■ FH Anaesthesia Record	ъ
*Record Description:	MO71 - 17/03/2023 14:19	
	OK Cance	el

Digital Health

ECTING BEST CARE

3. Select the location the emergency case is allocated to and click OK.



4. Ensure the Document Type is the same campus as the location, then click OK.



5. Adjust the Start Time and click Yes.

😂 Start User - MO71				×
Do you wish to start your	time?			
Activity Type: Supervisor ~	Start Time: 17/03/2023	÷	1425	4
		Yes	No	



Select an appropriate Macro to allow 6. monitoring to start documentation into the record. Note that the banner bar does not have a case or patient associated to the record. Documentation of medications and actions can still occur as usual.



7. Once the case has been scheduled and checked in, under "Task" on the menu bar, select "Assign Case to Record".

Task	View	Document	Window	Help			
S	elect Ca	Ct	rl+L				
S	elect Bla						
S	elect Rer	mote View Cas	ases Ctrl+R				
A							
A	ssociate	Devices					

Digital Health

Digital Health

Quick Reference Guide

8. Ensure the correct campus is entered in the Surgical area field and press Search. Confirm the correct patient name, MRN and procedure and select the patient. Make sure that the case has been checked in before clicking OK.

Select Case to Associate								- U
Search Criteria				-				
Surgical area: SJK	Main Operating The	atre	A	Start date:	01/03/2023		÷ - 0000	
Operating room:			44 📈	End date:	17/03/2023		‡ 🔻 2359	
Patient name:			斜 📈					
MRN:			44 🔀					
Anesthesiologist:			 × 					
Last documented:			Q X					
Case number:			×					Search
			~					Gedicit
Cases								
ed In Created	OR	Case Number	Name			Birthdate	MRN	FIN
	SJK Emerg	JKMOT-2023-3	HALLAWA	Y, DOTTY	MRS	24/03/1991	1828549	IPE6537402
	SJK Emerg	JKMOT-2023-4	HALLAWA	Y, DOTTY	MRS	24/03/1991	1828549	IPE6537402
E								
							OF	Cance

Handy Hint – Use the "Operating room" field to search for OTF cases

Do not use the Surgical area to search for the patient if the case has been scheduled OTF (i.e. outside Main Operating Theatre). Using the Operating room field will allow you to select the location (see Step 3).







Digital Health Quick Reference Guide

 \times

 Verify the correct patient details (name, DOB, MRN), date and procedure before clicking the green tick.

	HALLAWAY	, DOTTY	MRS	
MRN:	1828549 0	OOB: 24/03/1991	AGE: 31 years	
Allergies: Elastopl	ast			
Operating Room: Surgeon:	SJK Emerg Medical Officer74, Surgeon Dr			
Anesthesiologist(s)	<none></none>			
Surgery Date/Time:	09/03/2023 10:00			
Procedure	Procedure	Surgeon		
	Emergency caesarean section	Medical Officer74, Surgeon	Dr	
Case Number:	JKMOT-2023-3			
				¥

Important – Ensure the correct patient and case has been verified.

Once the green tick is selected this will associate your anaesthetic record to this patient and case.

 The record is associated with the case with the patient details displayed in the banner bar.

💉 Tas	k View Do	ocument W	indow Help						
Select	View	Einalize Care	Signature: Su				Continuing		() Intake
Name: DOB: URN: Case #:	HALLAWAY, 24/03/1991 1828549 JKMOT-2023	DOTTY MF	Surgeon: Surgeon:	Emergy 09/03/ st: Medica Medica	ency caesarea /2023 10:00 al Officer 71, A al Officer74, Su	n sec naes Irgeo	OT: . Monitors: PowerNotes:	SJK OT 03	S IIILOKE
12	· · · · ·	3/2023 14:55		15:00	15:	05	15:	10	15:15

